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### **PURPOSE:**

Graduate Medical Education is to provide trainees a structured didactic experience throughout training.

### **POLICY:**

### **ALL PROGRAMS**

#### **Hospital MANDATORY Meetings:**

1. ALL trainees are expected to be in attendance, in person, or virtual in some cases, and , must be on time to meetings.
2. The trainee is responsible to check location and time of the meeting on that shared didactic calendar.
3. Trainees who are on **vacation** will be **excused**.
4. If a resident anticipates being late for any reason, he/she must notify their coordinator, who will then notify the GME manager.
5. If a resident is more than 15 minutes late, it will be considered an absence.
6. Absences and lateness will be monitored and recorded.

#### **Social Medicine Grand Rounds:**

1. Residents are expected to be in attendance, in person, and on time to all Social Medicine Grand Rounds.
  - Exceptions for virtual attendance may occur, but must be approved by the Site DIO.
2. Social Medicine Grand Rounds meeting details will be displayed on the shared academic calendar.
  - **Typical Social Medicine Grand Rounds occurrence:**  
**In-Person**  
**Every 2<sup>nd</sup> and 4<sup>th</sup> Wednesday of the Month**  
**7:00 a.m. – 8:00 a.m.**  
**Duke Auditorium**
3. The trainee is responsible to check location and time of the meeting. As it may change time to time.
4. Trainees who are on the following rotations will be **excused**:
  - Vacation**
  - ICU Team**
  - Seniors on Medicine Teams**
  - (1) Senior on MAR**
  - Good Samaritan Inpatient Pediatrics**



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**Nursery  
Ophthalmology trainees at Stony Brook Ophthalmology**

5. In the event of extenuating circumstances, that render the resident unable to leave to attend Grand Rounds, notification must be made to the program leadership team.
6. If a resident anticipates being late for any reason, he/she must notify the chief resident, who will then notify the program coordinator and/or director.
7. If a resident is more than 15 minutes late, it will be considered an absence.
8. Absences and lateness will be monitored and recorded.

## **FAMILY MEDICINE**

### **Stony Brook Grand Rounds:**

1. Residents are expected to be in attendance and on time to Grand Rounds.
2. Grand Rounds meeting details will be displayed on the shared academic calendar.

#### **Typical Grand Rounds occurrence**

**Virtual**



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Every Wednesday of the Month  
8:00 a.m. – 9:30 a.m.  
TEAMS link

3. The trainee is responsible to check link and time of the meeting. As it may change.
4. In the event of extenuating circumstances, that render the resident unable to participate in Grand Rounds, notification must be made to both the chief resident and program director and/or coordinator.
5. Trainees on the following rotations will be **excused**:
  - Vacation
  - Nights
  - Seniors on Medicine
  - ICU Team
  - (1) Senior on MAR
  - Nursery
  - Good Samaritan Inpatient Pediatrics
6. If a resident anticipates being late for any reason, he/she must notify the chief resident, who will then notify the Program Leadership Team.
7. If a resident is more than 15 minutes late, it will be considered an absence.
8. Absences and lateness will be monitored and recorded.

### **Protected Time Didactics:**

1. Residents are expected to be in attendance for Protected Time.
  - Exceptions for virtual attendance may occur, but must be approved by the Medical Director.
2. Didactic details will be displayed on the shared academic calendar.

#### **Typical Didactic occurrence**

##### **In-person**

Every Wednesday of the Month  
9:30 a.m. – 12:30 p.m.  
Blue Room Learning Center/GME Academic Center

Journal Club (refer to academic calendar)

##### **Virtual**

1<sup>st</sup> Wed of Month  
9:30 a.m. - 10:30 a.m. OR 10:30 a.m. - 11:30 a.m.

**OR**

3<sup>rd</sup> Wed of Month  
9:30 a.m. - 10:30 a.m. OR 10:30 a.m. - 11:30 a.m.



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3. In the event of extenuating circumstances, that render the resident unable to participate in Protected Time, notification must be made to the chief resident program director and/or coordinator.
4. Trainees on the following rotations will be **excused**:
  - Vacation**
  - Nights**
  - Seniors on Medicine**
  - ICU Team**
  - (1) Senior on MAR**
  - Addiction Medicine at ELIH**
  - Nursery**
  - Good Samaritan Pediatrics**
5. Trainees rotating on Addiction, Nursery, or Good Samaritan will follow didactic sessions scheduled with that rotation.
6. If a resident anticipates being late for any reason, he/she must notify the chief resident, who will then notify the program director and/or coordinator.
7. If a resident is more than 15 minutes late, it will be considered an absence.
8. Absences and lateness will be monitored and recorded.

### **Internal Medicine Didactics for Family Medicine Trainees:**

1. Residents are expected to be in attendance for Morning Report, EKG Rounds and Case Conferences.
  - Exceptions for virtual attendance may occur, but must be approved. by the Internal Medicine leadership.
  - Please refer to Internal Medicine didactic guide for lecture assignment details.
2. Trainees on **ICU** are **excused**. Please refer to Internal Medicine Didactic guide for additional information.
3. Didactic details will be displayed on the shared academic calendar.
  - Morning Report**
  - In-person**
  - Mondays and Tuesdays**
  - 7:00 a.m. – 8:00 a.m.**
  - Teaching Center**
  - EKG Rounds**
  - In-person**



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Thursdays  
7:00 a.m. – 8:00 a.m.  
Teaching Center

Case Conferences  
*In-person or Virtual*  
Fridays  
7:00 a.m. – 8:00 a.m.  
Teaching Center

Block Review (*Optional*)  
*In-person*  
Last Friday of Block  
1:00 p.m. – 2:00 p.m.  
Teaching Center

## **GENERAL SURGERY**

### **Stony Brook Grand Rounds:**

- Residents are expected to be in attendance and on time to Grand Rounds.

Typical Grand Rounds occurrence  
*Virtual*  
Every Wednesday of the Month  
8:00 a.m. – 9:30 a.m.  
TEAMS link
- The trainee is responsible to check link and time of the meeting. As it may change.
- In the event of extenuating circumstances, that render the resident unable to participate in Grand Rounds, notification must be made to both the chief resident and program director and/or coordinator.
- If a resident anticipates being late for any reason, he/she must notify the chief resident, who will then notify the program director and/or coordinator.
- If a resident is more than 15 minutes late, it will be considered an absence.
- Absences and lateness will be monitored and recorded.

### **Protected Time Didactics:**

- Residents are expected to be in attendance for Protected Time.



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2. Didactic details will be displayed on the shared academic calendar.

#### **Typical Didactic occurrence**

##### ***In-person***

**Every Friday of the Month**

**9:30 a.m. – 11:00 a.m.**

**Parrish Hall or Teaching Center**

3. In the event of extenuating circumstances, that render the resident unable to participate in Protected Time, notification must be made to the chief resident and program director and/or coordinator.
4. If a resident anticipates being late for any reason, he/she must notify the chief resident, who will then notify the program director and coordinator.
5. If a resident is more than 15 minutes late, it will be considered an absence.
6. Absences and lateness will be monitored and recorded.

### **Hospice and Palliative Medicine**

#### **Program Didactics:**

1. Trainees are expected to be in attendance for didactics.
2. Didactic details will be displayed on the shared academic calendar.
3. In the event of extenuating circumstances, that render the trainee unable to participate in didactics, notification must be made to the program director and preceptor giving lecture.
4. If a trainee anticipates being late for any reason, he/she must notify the program director and preceptor giving the lecture.
5. If a trainee is more than 15 minutes late, it will be considered an absence.
6. Absences and lateness will be monitored and recorded.



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### Internal Medicine

#### Stony Brook Grand Rounds:

1. Residents are expected to be in attendance and on time to Grand Rounds.
2. Grand Rounds meeting details will be displayed on the shared academic calendar.

#### **Typical Grand Rounds occurrence**

**Virtual**

**Wednesday**

**8:00 a.m. – 9:30 a.m.**

**TEAMS link**

3. The trainee is responsible to check link and time of the meeting. As it may change.
4. In the event of extenuating circumstances, that render the resident unable to participate in Grand Rounds, notification must be made to the chief resident and program director and coordinator.
5. Trainees on the following rotations will be **excused**:

**Vacation**

**Nights**

**Seniors on Medicine**

**ICU Team**

**(1) MAR**

6. If a resident anticipates being late for any reason, he/she must notify the chief resident, who will then notify the program director and/or coordinator.
7. If a resident is more than 15 minutes late, it will be considered an absence.
8. Absences and lateness will be monitored and recorded.

#### Protected Time Didactics:

1. Residents are expected to be in attendance for Protected Time.
  - Exceptions for virtual attendance may occur, but must be approved by the Internal Medicine leadership.



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2. Didactic details will be displayed on the shared academic calendar.

**Morning Report**

***In-person***

Mondays and Tuesdays

7:00 a.m. – 8:00 a.m.

Teaching Center

**EKG Rounds**

***In-person***

Thursdays

7:00 a.m. – 8:00 a.m.

Teaching Center

**Case Conferences**

***In-person or Virtual***

Fridays

7:00 a.m. – 8:00 a.m.

Teaching Center

**Block Review**

***In-person***

Last Friday of Block

1:00 p.m. – 2:00 p.m.

Teaching Center

**Board Review**

***In-person***

2<sup>nd</sup> & 4<sup>th</sup> Monday of each month

1:00 p.m. – 2:00 p.m.

Teaching Center

**Primary Didactics**

***In-person***

Wednesday

9:30 a.m. – 12:30 p.m.

Blue Room Learning Center/GME Academic Center





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3. In the event of extenuating circumstances, that render the resident unable to participate in Protected Time, notification must be made to the chief resident and program director and/or coordinator.
4. Trainees on the following rotations will be **excused**:
  - Vacation**
  - Nights**
  - Seniors on Medicine**
  - ICU Team**
  - (1) MAR**
5. If a resident anticipates being late for any reason, he/she must notify the chief resident, who will then notify the program director or coordinator.
6. If a resident is more than 15 minutes late, it will be considered an absence.
7. Absences and lateness will be monitored and recorded.
8. Please refer to the IM Didactic guide for additional assignments.



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### ONMM 3

#### Stony Brook Grand Rounds:

1. Trainees are expected to be in attendance and on time to Grand Rounds.
2. Grand Rounds meeting details will be displayed on the shared academic calendar.

#### **Typical Grand Rounds occurrence**

##### **Virtual**

**Wednesday**

**8:00 a.m. – 9:30 a.m.**

**TEAMS link**

3. The trainee is responsible to check link and time of the meeting. As it may change.
4. In the event of extenuating circumstances, that render the trainee unable to participate in Grand Rounds, notification must be made to the program director and coordinator.
5. Trainees on the following rotations will be **excused**:

#### **Vacation**

#### **Away Rotations**

6. If a trainee anticipates being late for any reason, he/she must notify the program director and coordinator
7. If a trainee is more than 15 minutes late, it will be considered an absence.
8. Absences and lateness will be monitored and recorded.

#### Program Didactics:

7. Trainees are expected to be in attendance for Didactics.
8. Didactic details will be displayed on the shared academic calendar.

#### **Afternoon Conference with Preceptor**

##### **In-person**

**Mon, Tue, Fri**

**Westhampton Primary Care**

#### **ONMM 3 Video Series/ Scholarly Activities**

**Thursday**

**Trainee Self Study**

9. In the event of extenuating circumstances, that render the trainee unable to participate in didactics, notification must be made to the program director and preceptor giving lecture.
10. If a trainee anticipates being late for any reason, he/she must notify the program director and preceptor giving the lecture.
11. If a trainee is more than 15 minutes late, it will be considered an absence.
12. Absences and lateness will be monitored and recorded.



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### Transitional Year

#### Stony Brook Grand Rounds:

1. Residents are expected to be in attendance and on time to Internal Medicine Grand Rounds.
2. Grand Rounds meeting details will be displayed on the shared academic calendar.

Typical Grand Rounds occurrence

**Virtual**

Wednesday



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8:00 a.m. – 9:30 a.m.

TEAMS link

3. The trainee is responsible to check link and time of the meeting, as it may change.
4. In the event of extenuating circumstances, that render the resident unable to participate in Grand Rounds, notification must be made to the chief resident and program director and/or coordinator.
5. Trainees on the following rotations will be **excused**:

Vacation

Nights

ICU Team

Ophthalmology trainees at Stony Brook Ophthalmology

6. If a resident anticipates being late for any reason, he/she must notify the chief resident, who will then notify the program director or coordinator.
7. If a resident is more than 15 minutes late, it will be considered an absence.
8. Absences and lateness will be monitored and recorded.

### **Protected Time Didactics:**

1. Residents are expected to be in attendance for Protected Time.
  - Exceptions for virtual attendance may occur, but must be approved by the Internal Medicine leadership.
2. Didactic details will be displayed on the shared academic calendar.

**Morning Report**

***In-person***

**Mondays and Tuesdays**

**7:00 a.m. – 8:00 a.m.**

**Teaching Center**

**EKG Rounds**

***In-person***

**Thursdays**

**7:00 a.m. – 8:00 a.m.**

**Teaching Center**



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### Case Conferences

***In-person or Virtual***

Fridays

7:00 a.m. – 8:00 a.m.

Teaching Center

### Block Review

***In-person***

Last Friday of Block

1:00 p.m. – 2:00 p.m.

Teaching Center

### Board Review (*Optional*)

***In-person***

2<sup>nd</sup> & 4<sup>th</sup> Monday of each month

1:00 p.m. – 2:00 p.m.

Teaching Center

### Primary Didactics

***In-person***

Wednesday

9:30 a.m. – 12:30 p.m.

Blue Room Learning Center/GME Academic Center

3. In the event of extenuating circumstances, that render the resident unable to participate in Protected Time, notification must be made to the chief resident and program director and/or coordinator.
4. Trainees on the following rotations will be **excused**:

**Vacation**

**Nights**

**ICU Team**

**Ophthalmology trainees at Stony Brook Ophthalmology**

5. If a resident anticipates being late for any reason, he/she must notify the chief resident, who will then notify the program director or coordinator.
6. If a resident is more than 15 minutes late, it will be considered an absence.
7. Absences and lateness will be monitored and recorded.
8. Please refer to the IM Didactic guide for additional assignments.