

Emergency Medicine Clerkship 2026-2027 (EMED 3005)

We are excited for you to rotate on the Emergency Medicine Clerkship. Please review this brief primer to help you plan for the clerkship.

Clerkship Leadership Contact Information

- Clerkship Director: Dr. Leanna Dolson dolson@uthscsa.edu
- Assistant Clerkship Director: Dr. Ben Pilkey pilkey@uthscsa.edu
- Clerkship Coordinator: Ms. Valeria Lopez Gomez lopezgomez@uthscsa.edu (210-567-4291)

Clinical Sites

Every student will rotate for four weeks in the Emergency Department at University Hospital, functioning in both the adult and pediatric emergency areas.

Schedule

Emergency Medicine physicians provide 24/7 care, 365 days per year. Students will work a variety of days, evenings, and overnight clinical shifts during their rotation on weekdays, weekends, and holidays.

Students will be assigned 10 clinical shifts and 1 nursing shift throughout the rotation. Students will receive their clinical schedule on orientation day.

Didactics occur every Wednesday morning. Students will participate in one simulation session on a Wednesday and one synthesis shock session on a Tuesday throughout the rotation. Students will also have to attend Grand Rounds with our residents and faculty on some Wednesday mornings.

On the Thursday before the NBME exam, students will not be scheduled for clinical shifts but will attend a two-hour NBME exam review led by our EM faculty.

Absence Requests

Any request for time off during the emergency medicine clerkship (whether it is a weekday, weekend, or holiday), must have an absence request submitted and approved through the School of Medicine's absence request portal. Please refer to the [Office for Undergraduate Medical Education \(UME\) Short-Term Absence Policy](#) for guidance on submitting your absence requests.

Individual schedules will not be created to accommodate informal time off requests.

Completion of 10 clinical shifts is required to complete the emergency medicine clerkship. If an assigned clinical shift is missed, it must be made up, regardless of absence type/reason.

For sick days or unplanned absences that come up during the rotation, it is your responsibility to:

1. First, BEFORE you miss a required activity, notify by email the emergency medicine clerkship director and coordinator that you are unable to attend and when you expect to return to work.
2. Second, submit the absence request through the UME portal.
3. Third, reschedule any missed clinical shifts with the coordinator.

Holidays

Emergency medicine physicians provide 24/7 care, 365 days per year including holidays. The only holiday students will NOT be scheduled for is Thanksgiving Day (Thursday November 26, 2026).

Emergency Medicine Clerkship Policy on Making up Absences

Please see the Table below for how the different absence types will be addressed in the Emergency Medicine Clerkship. In general, all clinical absences will need to be made up during or after the clerkship before a final grade will be assigned. Due to the short rotation and clinical schedule, no clinical shifts will be excused without makeup.

Health-related absences Unplanned Absences Flex Days Personal Days	Any missed clinical shift must be made up regardless of absence type. Shifts may be made up during days off on the rotation (depending on availability/learner density). If missed shifts cannot be made up during the same clerkship rotation, students must either 1) use final weekend (after NBME) and/or 2) return during Winter Break or Summer Break to make-up clinical time. Students will receive an Incomplete until clinical shift requirements are fulfilled. Students are requested to email their makeup plan to the CD no later than the last Friday of the clerkship.
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Neurology Clerkship 2026-2027 (NEUR 3005)

We are excited for you to rotate on the Neurology clerkship. Please review this brief overview to help you plan for the clerkship.

Clerkship Leadership Contact Information

Clerkship Director: Deborah Carver MD

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Associate Clerkship Director: Paola Martinez MD

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Clerkship Coordinator: Victoria Castillo

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210- 838-1425

Clinical sites

The Neurology Clerkship is a 4-week clinical experience that consists of three different one-week rotations in the inpatient setting and one week in the outpatient clinic setting. The inpatient clinical sites include the University Hospital and the VA hospital. The outpatient sites include the Centers for Brain Health (CBH), Mays Cancer Center, UT DeZavala clinic, UHS, VA or local private practice clinics. All students are expected to have appropriate credentials, computer access (UT, UHS and VA), and should be prepared to rotate at University Hospital, UT Health, and VA sites.

Schedule

Approximately two weeks prior to the start of the rotation, we will contact you by email to ask for your top two choices for the inpatient assignments (UHS Neuro ICU, UHS Stroke, UHS Wards, UHS Consults, UHS Epilepsy Monitoring Unit, VA, and Pedi Neuro). We try to place you on at least one of those selections, with the rest of the schedule randomly assigned.

The final schedule will be sent out the Friday before the rotation begins. The outpatient week schedule will be sent out by the Sunday before your outpatient week starts.

The duty schedule for the inpatient services is Monday through Friday. There is no weekend or call responsibilities. Your workdays start at 7 am and end typically around 4:30 pm. This, however, may vary depending on the service and how busy it is. The outpatient week typically consists of three half days spent at different clinics. The clinics run from 8 am to 12 noon and from 1 pm to 5 pm.

Didactics occur on Monday and/or Friday afternoons. A lumbar puncture lab will be held on the first or second Wednesday afternoon of the rotation.

On the Thursday before the NBME exam, you will be released from clinical duties at noon.

Holidays

You will be free from clinical responsibilities on official UT Health holidays. Please note that there may be variations in the holiday schedule from year to year. Some clinical sites may observe additional holidays, which are not guaranteed for all students. Below are the holidays for the 2026-27 fiscal year:

Labor Day	September 7, 2026
Thanksgiving Day	November 26, 2026
Day After Thanksgiving	November 27, 2026
Martin Luther King, Jr. Day	January 18, 2027
Presidents' Day	February 15, 2027
Memorial Day	May 31, 2027

Absence policy

Any request for time off during the neurology clerkship must have an absence request submitted and approved through the School of Medicine's absence request portal. Please refer to the [Office for Undergraduate Medical Education \(UME\) Short-Term Absence Policy](#) for guidance on submitting your absence requests.

Once personal day or flex day absences are approved through the UME portal, you must also let us (the clerkship coordinator and director) know the days that you will be out. We have some flexibility during the clinic week, so we try to schedule the clinic week when you need days off to minimize missed clinical time.

For sick days or unplanned absences during the rotation, it is your responsibility to take these three steps:

1. First, notify the team that you are working with (resident and attending)
2. Second, notify by email to the neurology clerkship director and coordinator that you are off, and when you expect to return to work.
3. Third, submit the absence request through the UME portal.

For personal appointments (e.g., doctor's or on-campus appointments), please try to schedule after 3 pm to limit the amount of missed clinical time and to avoid required make-up work for missing an entire day.

Make up-work

You will be asked to make up clinical time if you miss more than one day, regardless of absence type. It may be either working a weekend shift or taking a short call. Preferably, the makeup is done when you are on the rotation but may have to be made up after the rotation.

Family Medicine Clerkship 2026-2027 (FMED 3005)

We are excited you will be joining us for the 6-week family medicine clerkship as you experience the value of primary care in our health system and connect with patients across life's spectrum. The clerkship is designed to give you a solid understanding of the principles and philosophy of our specialty.

Family Medicine is a primary care specialty that provides first contact, ongoing, and preventive care to patients of all ages. This includes comprehensive, continuous, cost-effective, and relationship-centered care, in the context of family and the community.

Clerkship Leadership Contact Information

Clerkship Director: Nehman Andry, MD (andry@uthscsa.edu)

Assistant Clerkship Director: Alexis Ramos, MD (ramosa5@uthscsa.edu)

Clerkship Coordinator: Nichole Rubio (rubion@uthscsa.edu)

Clinical Sites

To offer all students a similar experience, your clerkship will occur exclusively in the outpatient setting at various sites throughout the San Antonio area. Each student is assigned to one site for the entirety of the six-week clerkship. Assigned activities consist of a variety of clinical and non-clinical learning experiences including those that are interprofessional and community based.

Schedule

The family medicine clerkship activities occur Monday through Friday each week. There are no overnight or weekend activities during the six weeks of the clerkship.

Individual schedules will be distributed during clerkship orientation on day 1 of the rotation.

You will be assigned 5 clinical sessions per week. Morning clinical duties typically start at 8 am unless noted otherwise on your individual schedule. Afternoon clinical duties start at 1 pm unless noted otherwise on your individual schedule. Please allow for ample travel time to your clinical site and be ready for assigned clinical duties at least 10 minutes prior to the scheduled clinic start times. Most afternoon clinics finish by around 5:30 pm; however, there may be days when clinics finish slightly earlier or later depending on patient care needs.

Didactics occur every Wednesday during the rotation. The didactics schedule will be distributed during clerkship orientation.

On the Thursday before the NBME exam, all students will be released from clinical duties by noon.

Holidays

Most of our teaching sites are closed on major holidays. Thus, no student rotating in the family medicine clerkship will be assigned activities on the following major holidays:

Labor Day	September 7, 2026
Thanksgiving Day	November 26, 2026
Day After Thanksgiving	November 27, 2026
Martin Luther King, Jr. Day	January 18, 2027
Presidents' Day	February 15, 2027
Memorial Day	May 31, 2027

Absence Requests

Any request for time off during the family medicine clerkship must have an absence request submitted and approved through the School of Medicine's absence request portal. Please refer to the [Office for Undergraduate Medical Education \(UME\) Short-Term Absence Policy](#) for guidance on submitting your absence requests.

If there are questions about whether students will be scheduled for activities on a particular holiday, the student should reach out to our clerkship coordinator prior to submitting their formal absence request so that there is a shared understanding whether the student would already have that holiday off.

For sick days or unplanned absences during the rotation, it is your responsibility to take these steps:

- Notify by email the clerkship coordinator and director the reason for your unexpected absence and the date/time you expect to be able to return to duties as assigned.
- Submit the absence request through the School of Medicine's absence request portal.

Make-Up Work

All missed time during the clerkship requires make-up.

Missed non-clinical activities have session-specific make-up work.

For missed clinical time, students must complete 2 virtual cases from our make-up work list in Aquifer for each half-day absent up to 3 total days.

If a student's total number of clinical absences exceeds 3 days during the rotation, the student must make up the number of half-days exceeding 3 total days of absence at a future date (typically at the end of the academic year) based on the individual student's schedule/situation and the availability/capacity at clinical sites. Please note that clinical make-up may or may not occur at the same site the student completed their clerkship rotation and depends on site/provider availability.

Obstetrics and Gynecology Clerkship 2026-2027 (OBGY 3005)

We are excited for you to rotate on the Obstetrics and Gynecology Clerkship. Please review this brief overview to help you plan for the clerkship.

Clerkship Leadership Contact Information

Clerkship Director: Gabriel Medrano Valle, MD (medranovalle@uthscsa.edu)

Associate Clerkship Director: Ariana Lewis, MD (lewisAL@uthscsa.edu)

Clerkship Coordinator: Yolanda Medellin (medelliny@uthscsa.edu)

Clinical Sites

Students will complete two 3-week rotations. OB/GYN is both a primary care and surgical specialty where you will get experience in multiple settings: Labor & Delivery, OB & GYN emergency rooms, operating rooms, and outpatient clinics. Students may rotate at University Hospital, Audie Murphy VA Medical Center, UH Robert B Green Clinic, UT Health MARC Ambulatory Surgical Center, and UH UMA Clinics. All students should be prepared to rotate at UT Health sites, University Hospital/UHS sites and the VA.

Schedule

Our clerkship coordinator will contact you approximately 2 weeks before the clerkship starts to inquire about preferred teams and requests for specific days off. Teams for which you can indicate a preference are: Gyn Oncology versus Benign Gyn versus VA, as well as Antepartum service as your OB inpatient week. Requests will be taken on a first come, first served basis and honored until the available slots are filled. Otherwise, we will make team assignments randomly.

- OB Rotation: 3 weeks- 1 inpatient, 1 night float, 1 clinic
 - Antepartum inpatient week: *6 slots available*.
- Gyn Rotation: 3 weeks (every student will be assigned to ONE of these options)
 - Benign Gyn: 3 weeks- 1 Gyn ER, 1 Gyn OR, 1 Faculty Clinic
 - Gyn Oncology: 3 weeks- 1.5 clinic, 1.5 inpatient/OR. *8 slots available*.
 - VA Gyn: 3wks of combined clinic, OR and inpatient care. *4 slots available*.

Students will work in clinical sites 5 days per week. All students will do 1 week (5 shifts) of Night Float during the OB rotation (Sunday night through Thursday night, 5 pm to 7 am). Students will work either Saturday or Sunday during the "Gyn OR" and "OB Clinic" weeks. During these weeks, you will have one day off during the week; these days will vary.

Didactics will occur on Wednesdays from 1:45 to 3:45.

On the Thursday before the NBME exam, you will be released from clinical duties at noon.

Each student will receive their individualized schedule during clerkship orientation.

Holidays

You will be free from clinical responsibilities on official UT Health holidays. Please note that there may be variations in the holiday schedule from year to year. Some clinical sites may observe additional holidays, which are not guaranteed for all students. Below are the holidays for the 2026-27 fiscal year:

Labor Day	September 7, 2026
Thanksgiving Day	November 26, 2026
Day After Thanksgiving	November 27, 2026
Martin Luther King, Jr. Day	January 18, 2027
Presidents' Day	February 15, 2027
Memorial Day	May 31, 2027

Absences

Any request for time off during the obstetrics & gynecology clerkship must have an absence request submitted and approved through the School of Medicine's absence request portal. Please refer to the [Office for Undergraduate Medical Education \(UME\) Short-Term Absence Policy](#) for guidance on submitting your absence requests.

Makeup Work

Please see the Table below for how the different absence types will be addressed. In general, any missed clinical sessions will need to be made up during or after the clerkship before a final grade will be assigned. One health-related or unplanned absence can be taken without the need for makeup.

Health-related absences	Starting with the 2nd health-related absence day, all missed days must be made up in full. If the days cannot be made up during the clerkship, students must either 1) use the final weekend (after NBME) and/or 2) return during Winter Break or Summer Break to make up clinical time.
Unplanned absences	Unplanned absences will be treated the same as Health-related absences as noted above.
Flex days	All Flex days must be made up. Students are requested to provide the CD a schedule of makeup days by the end of the first week of the clerkship. If Flex days are approved during the clerkship, the makeup days will be determined at the same time.
Personal days (LIMIT 2 per clerkship)	All Personal days must be made up. Students are requested to provide the CD a schedule of makeup days by the end of the first week of the clerkship. If Personal days are approved during the clerkship, the makeup days will be determined at the same time.

For personal appointments (e.g., doctor's appointments), please schedule at 3 pm or later to avoid utilizing a health-related absence. Regardless of the time of day, please let clerkship leadership know the times of your appointments so we can adjust your clinical schedule as needed (e.g., not putting you on a call shift if you have a personal appointment that day).

For sick days or unplanned absences during the rotation, it is your responsibility to take these three steps:

1. First, notify the team you are working with (resident and attending)
2. Second, notify by email the OBGY clerkship directors and coordinator that you are off and when you expect to return to work
3. Third, submit the absence request through the UME portal

Pediatrics Clerkship Overview 2026-2027 (PEDI 3005)

We are excited for you to rotate on the Pediatrics Clerkship. Please review this brief overview to help you plan for the clerkship.

Clerkship Leadership Contact Information

Clerkship Director: Dr. Jean Petershack petershack@uthscsa.edu

Associate Clerkship Director: Dr. Rae Taylor-Childress (taylorr2@uthscsa.edu)

Clerkship Coordinator: Veronica Ramirez RAMIREZV0@uthscsa.edu

Clinical Sites

We are delighted to have you as part of our clinical teams. Students will rotate at University Hospital, various outpatient sites (UH Robert B. Green, UH TDI, UH UMA clinics, private preceptors' offices), and/or Brooke Army Medical Center (NBN and General Outpatient clinics). If you are selected to rotate at Brooke Army Medical Center (BAMC), you will be notified approximately two to three months before the clerkship. Paperwork for BAMC must be completed by students in a timely manner. **All students should be prepared to rotate at University Hospital and other described sites.**

Rotations are on Inpatient Services (Wards – Missions and Spurs teams, Pediatric Intensive Care Unit (PICU), and Inpatient Hematology/Oncology services), the Newborn Nursery (NBN, either UHS or BAMC), Neonatal Intensive Care Unit (NICU), and various outpatient sites.

Schedule

Each student has an individualized schedule. **Student schedules will be provided by Orientation.**

- Students work in Inpatient and NBN clinical sites six days per week, as these sites provide 24/7 care 365 days per year. All students are free from clinical duties one day per week on either Saturday or Sunday.
- The NICU is typically Monday through Friday, although students are occasionally scheduled during the weekend based on clinical needs.
- Outpatient sites are typically Monday through Friday; occasionally Saturday clinics are held.

Didactics occur weekly. Students will receive the schedule of didactics at Orientation.

Pediatrics reserves the day before the NBME exam for makeup activities and assignments.

Holidays

You can plan to be free from clinical duties for the following Holidays:

Thanksgiving: Thursday and Friday, November 26 and 27, 2026

Students can expect to be assigned to clinical sites on other UT Holidays.

Absences

Any request for time off during the Pediatrics Clerkship must have an absence request submitted and approved through the School of Medicine's absence request portal. Please refer to the [Office for Undergraduate Medical Education \(UME\) Short-Term Absence Policy](#) for guidance on submitting your absence requests.

Once Personal or Flex Day absences have been approved through the UME portal, you must also let us (the Clerkship Coordinator and Director) know the days you will be out. If there is time, we can build your schedule around these days.

For sick days or unplanned absences during the rotation, it is your responsibility to take these steps for each and every day missed:

1. First, notify the team you are working with (resident and attending)
2. Second, notify by email the Pediatrics Clerkship Director and Coordinator that you are off and when you expect to return.
3. Third, submit the absence request through the UME portal.

Makeup Work

Please see the Table below for how the different absence types will be addressed in the Pediatrics Clerkship. In general, one clinical absence can be made up by completing 3 extra Aquifer cases. Any missed clinical sessions beyond one will need to be made up as rescheduled clinical day(s) during or after the clerkship before a final grade will be assigned.

Health-related absences	Health related absences occurring on clinical days, beyond one absence, must be made-up either during or after the clerkship. A single clinical absence may be made up by completing 3 extra Aquifer cases. Self-study days may be utilized for make-ups including weekends or unscheduled days (including day prior to NBME exam).
Unplanned absences	Unplanned absences will be treated the same as Health-related absences as noted above.
Flex days	Approved Flex days will be incorporated into a student's schedule before the start of the clerkship and will not require make-up unless they change.
Personal days (LIMIT 2 per clerkship)	All Personal days beyond one must be made up if they fall on days with assigned clinical sessions or didactic activities. One approved Personal day may be made up by completing 3 extra Aquifer cases, if it falls on a scheduled clinical day. Pre-approved personal days can likely be accommodated as individual schedules are built before the clerkship, and if this happens, no make-up will be required.

For personal appointments (e.g., doctor's appointment), please schedule 3pm or later to avoid utilizing a health-related absence. Regardless of the time of day, please let clerkship leadership know the times of your appointments so we can adjust your clinical schedule as needed.

All absences from didactics, regardless of absence type, will have a required make-up assignment relayed by the Clerkship Coordinator.

For sick days or unplanned absences during the rotation, it is your responsibility to take these three steps:

1. First, notify the team you are working with (resident and attending)
2. Second, notify by email the Pediatrics clerkship directors and coordinator that you are off and when you expect to return to work
3. Third, submit the absence request through the UME portal

Psychiatry Clerkship 2026-2027 (PSYC 3005)

We are looking forward to having you rotate with us on the Psychiatry Clerkship!

Clerkship Leadership

Psychiatry Clerkship Director: Dr. Kimberly Benavente (benaventek@uthscsa.edu)

Assistant Clerkship Director: Dr. Christine Hernandez (hernandezc38@uthscsa.edu)

Psychiatry Clerkship Coordinator: Rosalie Salas (salasr@uthscsa.edu)

Clinical Sites

The Psychiatry Clerkship is a 6-week clinical experience. Students will be assigned to various clinical site during the rotation, including University Hospital, Audie Murphy VA Medical Center, Clarity Child Guidance Center, Center for Healthcare Services, UTSA (University of Texas at San Antonio), and UT Health San Antonio sites.

All students are expected to have appropriate credentials/computer access and should be prepared to rotate at University Hospital, UT Health, and VA sites.

Schedule

Students work at clinical sites on Mondays, Wednesdays, Thursdays, and Fridays. Every Tuesday is reserved for required educational activities and didactics. In addition, all students will be assigned 1 weekend call shift from 7:30am-12:30pm one Saturday or Sunday of the rotation at University Hospital or the VA.

About 4-6 weeks before the clerkship starts, students will receive an online form indicating rotation preferences. While we strive to accommodate your preferences, final assignments will depend on availability. Preference requests will be reviewed in the order received. If a student has scheduled plans during the rotation, they may indicate it on the preference form, and we will do our best to not schedule the weekend call shift on that date.

On the Thursday before the NBME exam, students will be released from clinical duties at noon.

The students will receive their rotation schedule about 1 week before the clerkship starts, but final schedules are subject to change until the first day of the clerkship.

Holidays

You can plan to be free from clinical duties on official UT Health holidays. Below are listed the Fiscal Year 2026-27 holidays. Please note that there may be variation in the UT Health holiday schedule. Some clinical sites may observe additional holidays which are not guaranteed.

Labor Day	September 7, 2026
Thanksgiving Day	November 26, 2026
Day After Thanksgiving	November 27, 2026
Martin Luther King, Jr. Day	January 18, 2027
Presidents' Day	February 15, 2027
Memorial Day	May 31, 2027

Absences

Any request for time off during the psychiatry clerkship must have an absence request submitted and approved through the School of Medicine's absence request portal. Please refer to the [Office for Undergraduate Medical Education \(UME\) Short-Term Absence Policy](#) for guidance on submitting your absence requests.

For sick days or unplanned absences during the rotation, it is your responsibility to take all these three steps:

1. Notify the team that you are working with (resident and attending).

2. Notify by email the psychiatry clerkship director and coordinator of the absence, and when you expect to return to work.
3. Submit the absence request through the UME portal.

Makeup Work

Please see the Table below for how the different absence types will be addressed. In general, any missed clinical sessions will need to be made up during or after the clerkship before a final grade will be assigned. Up to 2 health-related or unplanned absences from clinical work can be taken without the need for makeup.

Health-related absences	Starting with the 3rd health-related absence day, all missed days must be made up in full. Students are requested to email their makeup plan to the CD no later than the last Friday of the clerkship. If the days cannot be made up during the clerkship, students must either 1) use the final weekend (after NBME) and/or 2) return during Winter Break or Summer Break to make up clinical time.
Unplanned absences	Unplanned absences will be treated the same as Health-related absences as noted above.
Flex days	All Flex days must be made up. Students are requested to provide the CD a schedule of makeup days by the end of the first week of the clerkship. If Flex days are approved during the clerkship, the makeup days will be determined at the same time.
Personal days (LIMIT 2 per clerkship)	All Personal days must be made up. Students are requested to provide the CD a schedule of makeup days by the end of the first week of the clerkship. If Personal days are approved during the clerkship, the makeup days will be determined at the same time.

For personal appointments (e.g., doctor's appointments), please schedule at 3 pm or later to avoid utilizing a health-related absence. Regardless of the time of day, please let clerkship leadership know the times of your appointments so we are aware.

If a didactics day is missed, students must make up the TBL quiz.

A missed call shift must be made up with a rescheduled call shift.

Internal Medicine Clerkship 2026-2027 (MEDI 3105)

We are excited for you to rotate on the Internal Medicine Clerkship. Review this brief overview to help you plan for the clerkship.

Clerkship Leadership

Clerkship Director: Temple Ratcliffe, MD, MS-HPed
ratcliffe@uthscsa.edu
Phone: 210-896-1943

Associate Clerkship Director: Megan Freeman, MD
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Phone: 210-487-1814

Program Coordinator: Samantha M. Flores
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Phone: 956-357-8293

Clinical Sites

All students will rotate at University Hospital (UH), Audie Murphy VA Medical Center (VA), and/or Brooke Army Medical Center (BAMC). Students will rotate at two different hospitals. If you are selected to rotate at BAMC, you will be notified approximately two to three months before the clerkship. This selection is determined through random selection and will impact almost half of all students. **All students should maintain electronic health record access and be prepared to rotate at University Hospital and Audie Murphy VA Medical Center at all times.**

Schedule

Every student will complete two, four-week inpatient rotations. Rotations are on BAMC/UH/VA general medicine services, UH/VA medical intensive care services (MICU), VA cardiology service, and/or UH Team 6 (i.e., service at University Hospital that specializes in the care of patients with HIV and other infectious diseases).

Students work in clinical sites six days per week. All students are free from clinical duties one day a week on either Saturday or Sunday. The weekend between the four-week blocks (Saturday and Sunday) is free of clinical duties. In addition, students are free of clinical duties Friday afternoons starting at 1 pm for self-directed learning most of the time. There are occasional deviations from these principles depending on your team's call schedule, and these will be discussed during orientation.

The Clerkship Director will reach out approximately four weeks before the clerkship to request interest in the opportunity to rotate at on UH Team 6 (inpatient HIV service), VA Inpatient Cardiology and/or UH/VA MICU. Placement on these rotations will then be determined using a random number generator if interest exceeds capacity.

All students will receive their team schedule the week before the clerkship starts. Your call and post call days will be clear on the first day of the clerkship.

Resident rounds on all teams start at about 7AM. Most students arrive at 6AM or earlier every day to be prepared for rounds. In general, students will be done with clinical work by 5 PM (on call days, students are expected to leave the hospital no later than 8 PM). The clerkship director will contact you about one month before your clerkship starts to inquire about approved requests for specific days off (e.g., wedding).

On the Thursday before the NBME exam, students will be released from clinical duties at 1 pm.

Holidays

You can plan to be free from clinical duties for the following Holidays:

Labor Day: Monday, September 7, 2026

Thanksgiving: Thursday, November 26, 2026. Students will have the option of taking their typical day off for the week on Friday, November 27, instead of Saturday (November 28), or Sunday (November 29).

Absences

Any request for time off during the medicine clerkship must have an absence request submitted and approved through the School of Medicine's absence request portal. Please refer to the [Office for Undergraduate Medical Education \(UME\) Short-Term Absence Policy](#) for guidance on submitting your absence requests.

For Health-related absences or unplanned absences during the rotation, it is your responsibility to take these three steps:

1. Notify the team that you are working with (resident or attending).
2. Notify the internal medicine clerkship director and coordinator by email that you had to take the day off and when you expect to return to work (see emails addresses above).
3. Submit the absence request through the UME portal.

Makeup Work

See the Table below for how the different absence types will be addressed in the Internal Medicine Clerkship. In general, all absences should be approved in advance. All Flex and Personal days will need to be made up during or after the clerkship before a final grade will be assigned.

You only need to log absences that affect a day you are scheduled to work (e.g., if you need a Saturday and Sunday off, you only need to request one of the two days off through the centralized request system. If you don't know which day you will be off when you are making a request, just let the clerkship director know which one you chose).

Health-related absences	1 day allowed with no makeup
	First 4 weeks: Starting with the 2 nd health-related absence day, all days must be made up in full. Student is responsible for letting the CD know which of their regularly scheduled days off they will use to make up time.
	Second 4 weeks: Same as first 4 weeks, but if number of days cannot be made up during remaining time students must either 1) use final weekend (after NBME) and/or 2) return during Winter Break or Summer Break to make up clinical time. Student will receive an Incomplete until clinical time is made up. Students are requested to email their makeup plan to the CD no later than the last Friday of the clerkship.
Unplanned absences	Unplanned absences will be treated the same as Health-related absences as noted above (a total of 1 day due to Health-related and/or unplanned absence will be excused without makeup).
Flex days	All Flex days must be made up. Students are responsible for providing CD a schedule of makeup days by the end of the first week of the clerkship (if Personal days are approved during the clerkship, the makeup days will be determined at the same time).
Personal days (LIMIT 2 per clerkship)	All Personal days must be made up. Students are responsible for providing CD a schedule of makeup days by the end of the first week of the clerkship (if Flex days are approved during the clerkship, the makeup days will be determined at the same time).

For personal appointments (e.g., doctor's appointment), please schedule 3 pm or later if you would like to avoid utilizing a health-related absence. However, this would not apply if your team were on call. If you need to avoid a call day for an appointment, include this in your schedule requests to the clerkship director, and your team assignment can be adjusted. Regardless of the time of day, let clerkship leadership know the times of your appointments so we can adjust your clinical schedule as needed (e.g., not putting you on a call shift if you have a personal appointment that day).

Surgery Clerkship 2026-2027 (SURG 3005)

We are excited for you to rotate on the Surgery Clerkship. Please review this brief overview to help you plan for the clerkship.

Clerkship Leadership

Clerkship Director: Dr. Patrick Nguyen (nguyenp1@uthscsa.edu)

Associate Clerkship Director: Dr. Richard Peterson (peteresonr3@uthscsa.edu)

Clerkship Coordinator: Sabrina Hyde (hydes@uthscsa.edu)

Clinical Sites

Students may rotate at University Hospital, UT MultiSpecialty Research Hospital, UT Health Clinics, Audie Murphy VA Medical Center, Baptist Health System, Methodist Health System, and Christus Health System. Students must complete all credentialing prior to the start of their rotation, to include computer access. **All students should be prepared to rotate at University Hospital and Audie Murphy VA Medical Center.**

Please note that UT Health EPIC and UHS EPIC are two different EMRs, and each have their own login credentials. (Sites that use UT Health EPIC – MARC Clinics, Mays Cancer Center Clinics, UT Multispecialty Research Hospital)

Schedule

Students will complete two, four-week rotations.

Students work on clinical sites on average six days per week. All students average 1 day in 7 free from clinical duties. Days off are determined by the supervising residents and attendings. Students are expected to work the weekend between four-week blocks. All students will be scheduled for UHS Adult and Pediatric Trauma **overnight** calls and weekend shifts throughout the 8-week clerkship.

The Surgery Clerkship will contact you approximately five weeks before the clerkship. Students will rank in order of preference our General Rotations (General Surgery VA, MIS/Bariatrics, Colorectal, Trauma, Transplant, General Surgery UHS, Emergency General Surgery, Pediatric Trauma/Burn, Surg Onc) and our Selective Rotations (Vascular VA, Vascular UHS, SICU, Urology, Plastics, Pediatrics, Anesthesia, Orthopedics). Student rankings are taken into consideration; however, some rotations are incredibly popular and are limited in availability, so students should not expect to get their top rankings depending on survey results.

Students will be notified about 4 weeks prior to the start of the clerkship of their clinical assignments and any required credentialing needs based on their clinical assignments. As soon as the credentialing needs are communicated – students should start the process.

Students will be free of call responsibilities at 10pm Sunday before they switch rotations. All students will be released from their clinical services at noon on Thursday before the NBME exam. Students who are on call the Wednesday night before the Friday NBME exam are free of call responsibilities at 10 PM.

Holidays

Students work as per their clinical teams on UT Health Holidays, UHS Holidays, and Federal Holidays.

Absences

Any request for time off during the surgery clerkship must have an absence request submitted and approved through the School of Medicine's absence request portal. Please refer to the [Office for Undergraduate Medical Education \(UME\) Short-Term Absence Policy](#) for guidance on submitting your absence requests.

Please note that students work weekends, and students are assigned weekend trauma shifts/calls. **Thus, you must send a request to UME for ANY days that you need to be excused absent, to include Saturdays and Sundays.** You are expected to submit an absence request to the UME portal as per the requirements. Do not wait until the clerkship has started.

Because we create the Surgery Clerkship Call Schedule for the entire 8-week clerkship, you are expected to submit ANY absence request for the entire 8-week clerkship by way of the absence policy.

For sick days or unplanned absences during the rotation, it is your responsibility to take these three steps:

1. First, notify the team that you are working with (resident and attending)
2. Second, notify by email the surgery clerkship director and coordinator that you have an unexpected absence, and when you expect to return to work.
3. Third, submit the absence request through the UME portal.

For personal appointments (e.g., doctor's or on-campus appointments), please try to schedule after 3 pm to limit the amount of missed clinical time and to avoid required make-up work for missing an entire day.

Holiday Clinical Responsibilities

You are expected to work holidays alongside your clinical teams. If a holiday falls on a clinic or elective OR day, your clinical schedule may be shortened. However, all teams have inpatients to care for and may be consulted by primary teams, and you are expected to be present and actively involved with your team on holidays.

Makeup Work

Students will be expected to make up any missed clinical time, regardless of type of absence. For example, if a student has missed three days, those three days will be made up over the course of the clerkship. Greater than four days of absences will require the time to be made up **after** completion of the clerkship. Typically, for fall clerkships, days are made up over winter break; for spring clerkships, days are made up between MS3 and MS4 years.