Undergraduate Medical Education

Job Description: Rotating medical, physician assistant and nurse practitioner students (“Students”)

Purpose: Students rotate at various AHC sites in order to gain the skills, competencies and knowledge necessary for their future training and performance as an independent provider. Student participation is allowed at all sites, i.e. there is not a distinction between ‘teaching’ and ‘non-teaching’ facilities.

Roles Include:

1. Obtaining history from patient (and as needed from patient’s families/friends), colleagues, medical record. Student participation is included in the general consent at all AHC medical centers. In ambulatory sites, each patient should be verbally consented for student participation. Access needed: CareEverywhere, WIR, Allergies, History, Media, Flowsheets, Demographics, Chart Review, all specialty-specific modules (ER, OB, OR, mental health)

2. Performing pertinent physical exam. As always, care should be taken to ensure patient comfort/privacy. Genital and female breast exams must be chaperoned as per Aurora policy.

3. Assisting in procedures, including office and emergency room procedures, anesthesia preparation and application, scrubbing in to surgeries and assisting as permitted by the supervising physician


5. Documenting in SmartChart. Student notes will be identified as such and must be cosigned. Student progress notes cannot be used to bill; see Student Provider Documentation Policy #2020. Students can complete problem lists and all History. Access needed: History, Problem List, Enter/Edit Results, SmartForms

6. Pending orders. Students can pend orders for medications, consultations, tests; these cannot be acted upon until signed by a provider. Students are excluded from pending DNR orders. Student can initiate admission and discharge processes; access needed includes Smart Sets, Discharge & Transfer processes, Order Entry, Medications & Orders.

7. Communicating with patients, families, health care team. Students are encouraged to develop their skills in communicating results and plans of care with others on the team, always getting verbal permission from their supervising provider and ensuring that they are presenting themselves as a student and following privacy laws. Students do not have In-Baskets and are not accountable for Results, nor able to engage in E-Visits. Access needed: Letters, References, Pt Instructions, Advance Directives.

8. Patient Safety. Students are responsible for addressing and reporting any conditions or occurrences that threaten patient safety, even if no actual harm has occurred, using the Verge system. Access: Med Reconciliation

9. Clinical and Service Quality. As members of the team, students are accountable for being aware of applicable clinical and service quality initiatives, doing their part to deliver the highest quality care, and responding appropriately to any care gaps. Access: BPAs, Smart Sets.

NB: This document is not intended to be inclusive of all possible student roles or needed access.