

Flex Week Proposal:

Title	An Introduction to Endocrinology	
Experience Category [bold your category]	Clinical shadowing Research-related Community Service	Professional Enrichment Courses (PECs) Professional Development Wellness
	Other:	
Goal	To help medical students explore all that endocrinology has to offer early in their careers.	
Brief Description	Students will get to see what life as an endocrinologist is like in a variety of clinical settings. They will get to shadow endocrinology fellows in outpatient clinics and consult services, experience a diabetes educator session, and attend educational conferences and grand rounds.	
Organizer	Jacob Quaytman, Stephanie Gambino	
Admin Coordinator (contact info)	Jana Parks would be primary administrator. endoadm@pitt.edu jmp249@pitt.edu	
Department	Medicine, Endocrinology Division	
Capacity (# students)	1	
Location	PUH, MUH, VAPHS	
Reporting Info/First Day Location	Depends on day	
Maximum # of students	1	
Minimum # of students	1	

MS1 (Class of 2028)			
Week	Start Date (Mon)	End Date (Fri)	Available?
5	TUE 9/3/2024	9/6/2024	yes
12	TUE 10/22/2024	10/25/2024	yes
26	1/27/2025	1/31/2025	yes
30	2/24/2025	2/28/2025	yes

59	9/16/2025	9/20/2025	Probably? Depends on the next year's endo fellow.
MS2 (Class of 2027)			
Week	Start Date (Mon)	End Date (Fri)	Available?
59	9/16/24	9/20/24	yes
70	12/2/2025	12/6/2025	Probably? Depends on the next year's endo fellow.

Weekly Schedule (5 hours/day with 2 hours synchronous activity; Avg. 25 hours per week)

	MON	TUE	WED	THU	FRI
AM	Outpatient VA Endo Clinic	Endocrinology Topic Review Lecture (video conference) Presbyterian Consult Service	Inpatient diabetes service with Team C	Presbyterian Consult Service with Team A	Grand Rounds Patient Care Conference
PM	Inpatient VA consult service	Diabetes educator session	Dietician session	Neuroendocrine rounds (video conference)	Presbyterian Consult Service with Team B
Schedule splitting: Would it be possible for students to take SOME of the weekly schedule (e.g., just mornings or just a few half-days), or would you prefer that a student take the schedule in its entirety? [bold your choice]			Partial OK		

If so above, please designate which parts of your schedule this would impact	Doesn't matter to our team.
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NOTES:

- Schedules should have activities for students at least 5hr/dy, with at least 2hr/dy synchronous
- Unlike PEC's, students will not receive grades/certificates for flex week completion