Dear Faculty and Staff,

Starting today and over the next few weeks, we will see new health professional students begin their programs. At this time, we want to affirm our commitment to medical education and to thank you for the work you do to provide clinical experiences to our students. We would like to provide a few friendly reminders about working with medical, PA and other Advanced Practice students, especially as it relates to COVID-19.

**Involvement in Patient Care/Limits in Patient Care:** Students are allowed into patient rooms, the operating rooms and workrooms. Like the rest of us, students are completing daily symptom screening, must wear surgical masks at all times on campus, and must wear a face shield when within 6 feet of a patient who is unmasked. Students may not care for a COVID-positive patient, or a person under investigation. However, students may take care of patients from congregate housing situations who require use of gowns, gloves, masks and face shields and students may take care of patients in contact isolation. Teams should not eat together in work rooms, instead staggering lunch periods and eating outside when possible.

Undergraduates are not allowed to participate in patient care at this time. Shadowing is also not permitted. Students must participate as part of course with a Duke course director, or as part of a Duke student-group with guidance from a Duke-faculty member.

**Documentation and Dotphrases:** Students are encouraged to participate in medical documentation and telehealth activities. There is no need to re-document the student efforts as the students documentation can be used to justify billing. Documentation requires that a history be verified by another member of the team and that physical examination be re-performed by the supervising provider.

- **Inpatient** In the inpatient context, supervisors may edit signed student notes. Please note that students must login to one of the IP virtual DEP (e.g. IP General Medicine Virtual) in order to sign IP notes. Students cannot sign an IP note while logged in to an AMB DEP.
- **Ambulatory**—in the outpatient context, students will pend their notes, and supervisors should “make me the author” to complete and sign the notes.

All notes must have a supervising provider attestation. Some templates have these attestations imbedded. If not, appropriate dot phrases for supervision of encounters include:

- .studentandsupervisorattestation adds the student and supervisors name
- .attsttp: the supervising provider worked alone with the student
- .attstfr: the supervising provider and a resident worked with the student.
- .attstwp: an APP supervised the student during the encounter

**Supervising Providers**
We are excited to welcome these new learners to our health system. In an effort to keep preceptors up-to-date we provide the following resources:

For information on how to reduce bias and write good narrative feedback for health professions students, **click here**

If you want more information on the new grading system for the Doctor of Medicine program, and how to write better narratives without implicit bias click on the learning method you want:  
  Interactive Powerpoint or **Video**:

To access preceptor resource cards (for your pocket) for just in time writing of evaluations, click here:  

For information on setting a safe learning climate and identifying mistreatment, **click here**

If you need a refresher on using student notes for billable encounters, **click here**:

For using QR code technology to give formative feedback, **click here**

An Additional Preceptor Resource (Includes CEUs) from the SON program: **click here**

**COVID Exposures:**
Students should report COVID work-related exposures to employee health and exposures outside of work to student health. Students will complete daily symptom monitoring and receive a daily “pass” each day indicating that they are allowed to participate in patient care each day using the SymMon App available in the App stores for both Apple and Android phones. This pass is required for students to use the SOM and SON building, which is available from 8-5pm for students on clinical service if the students need a place to work (workrooms cannot accommodate another person).

As a reminder, these guidelines and recommendation are only applicable to our Medical, PA or other Advanced Practice Nursing students. Undergraduate students are not allowed to participate in care in this manner.

If you have questions about students and their clinical education, please feel free to reach out to their clerkship/course directors and/or the Assistant Dean of Clinical education, Dr. Alison Clay or Melinda Blazer, Director of Clinical Education, PA programs, and Dr. Anne Derouin,. Faculty Lead, MSN Program.