



**DONALD AND BARBARA
ZUCKER SCHOOL of MEDICINE
AT HOFSTRA/NORTHWELL.**

Virtual Elective Proposal Form 2024-2025

Donald and Barbara Zucker School of Medicine
at Hofstra/Northwell 500 Hofstra University
Hempstead, NY 11549-5000

Instructions: We now offer an opportunity for our departments to create virtual content for both our Zucker School of Medicine students and visiting students.

Proposals that have the greatest chance of being accepted are well written and include a detailed description of the experience, goals, learning objectives, methods of assessment and resources. They also offer a unique experience that is not already being offered or is different enough from an existing experience that students will find it worthwhile for their education.

Important Notes

- Virtual meetings with students should take place using Microsoft Teams, we will be unable to provide Zoom accounts for these rotations
- For Visiting Students: All onboarding procedures are to be carried out by the department.
- 30 hours of virtual (faculty contact time) and self-directed (student working on their own) learning counts as 1 week of credit
- Resources on remote teaching: <https://libguides.hofstra.edu/remoteteachingfacdev>

Section 1: Faculty Information

Sponsoring Department: _____

Responsible Faculty: _____

Phone: _____

Email: _____

Signature: _____

Chair of Department: _____

Phone: _____

Email: _____

Signature: _____

Section 2: Rotation Availability & Information

Rotation Title: _____

Hospital Location of Supervising Faculty: _____

(please be specific, and note if this is a Northwell site or not)

Supervising Faculty: _____

Additional Supervising Faculty
(If Main Contact Unavailable): _____

Open to *(Please check all that apply)*:

Internal Students:

4th YR Elective (Pass/Fail Rotation) 2 weeks (60 hours of time spent in virtual sessions and/or self-directed learning) 4 weeks (120 hours of time spent in virtual sessions and/or self-directed learning)

External Students:

4th Year External/Visiting Students 2 weeks (60 hours of time spent in virtual sessions and/or self-directed learning) 4 weeks (120 hours of time spent in virtual sessions and/or self-directed learning)

Dates **NOT** offered: _____

Capacity: Max number of students _____ Min number of students _____

Section 3: Rotation Description

1.) A description of the rotation (This will be displayed in the course catalog and sent to students)

This is your opportunity to advertise your experience, please be as specific as possible, but do not exceed 1000 characters:

2.) *A description of the team structure including supervisory structure (Who will be supervising the student? Will the student be part of a team, working directly with faculty, etc.):*

3.) *The students' roles and responsibilities. Please be specific as to what the students will be doing during the experience - daily, weekly. Please include clinical duties, rounds, didactics etc. as appropriate. Will student be expected to participate in regular virtual sessions or calls with faculty? If the students will have direct patient interaction please describe the platform that will be used.*

4.) *The schedule – please let us know how many hours of work the student is expected to complete per week for this course, and fill out a sample schedule in the chart below.*

Morning					
Afternoon					
Evening					

5.) Method of assessment (e.g. direct observation, faculty evaluations, resident evaluations, global evaluations, presentation, final project/presentation etc... Your assessments need to be able to assess your learning objectives (see below):

6.) Any special features (Another opportunity to advertise the uniqueness of your experience):

Section 4: Additional Information

1.) Overall Goal of the Experience:

Goals refer to the higher-order ambitions you have for your students,
For example:

1. To have students improve their.....
2. To teach students how to perform....
3. To have students be proficient in.....

Note: If you need help formulating these, please see attachment for examples or feel free to reach out to Gino.A.Farina@hofstra.edu to discuss.

2.) *Learning Objectives: (knowledge, skills and attitudes that the students will learn by the end of the experience)*

Learning objectives are the specific, measurable competencies which you would assess in order to decide whether your goals had been met.

By the end of this elective students will be able to describe...(knowledge)

By the end of this elective students will be able to ...(skills)

By the end of this elective, students will appreciate...(attitudes)

Note: If you need help formulating these, please see attachment for examples or feel free to reach out to Gino.A.Farina@hofstra.edu to discuss.

Section 5: Suggested Readings

Readings that you feel are crucial to achieve your goals and learning objectives. Text book chapters, specific articles etc.

Do not assign full textbooks - take the time to identify specific chapters.

Section 6: Suggested Resources

Other resources you feel students can use to increase their knowledge, text books, articles, online resources. Here is where it is ok to include full textbook

MS-4 Block Schedule:

Block 1: June 3, 2024 – June 30, 2024
Block 2: July 1, 2024 – July 28, 2024
Block 3: July 29, 2024 - August 25, 2024
Block 4: August 26, 2024 – September 22, 2024
Block 5: September 23, 2024 – October 20, 2024
Block 6: October 21, 2024 – November 17, 2024
Block 7: November 18, 2024 – December 15, 2024
December 16, 2024-January 5, 2025 Winter Break - No Instruction
Block 8: January 6, 2025 – February 2, 2025
Block 9: February 3, 2025 – March 2, 2025
Block 10: March 3, 2025 – March 30, 2025
Block 11: March 31, 2025 – April 27, 2025