

BOSTON UNIVERSITY MEDICAL STUDENT HANDBOOK 2024-2025



Overview

The Boston University Extension Campus at Kaiser Permanente Silicon Valley (KPSV) hosts 3rd year core clerkships up to one year in duration. It is an integrated program where student rotations occur at both Kaiser Permanente (KP) San Jose and Santa Clara medical centers. This clerkship program offers Boston University medical students an opportunity to train within the nonprofit, integrated, managed care system that is often viewed as the health care model for the future.

Our medical centers are currently training residents from affiliated university, community-based programs, and our own KP Residency programs. The KP Northern California residency programs have been in existence since 1947. Our goal is to train the finest quality physicians in the setting of the nation's largest and highly regarded integrated health care system. Our graduates are highly sought after and many become leaders in our own and other health care organizations and associations. Further information can be found at the follow web link: http://residency-ncal.kaiserpermanente.org/

Medical Centers

SAN JOSE MEDICAL CENTER

250 Hospital Parkway, San Jose, CA 95119 Operator: 408-972-7000



SANTA CLARA MEDICAL CENTER

700 Lawrence Expressway, Santa Clara CA 95051 Operator 408-851-1000



Contact Information

Director of Medical Education San Jose

Francis Chu, MD 408-972-6757 Francis.N.Chu@kp.org



Director of Medical Education Santa Clara

Danny Sam, MD 408-851-2173 Danny.Sam@kp.org



Office of Student Affairs Person of Contact

Shristi Shah, MD 408-360-2348 Shristi.Shah@kp.org



If Dr. Shah is unavailable:

Manasi Rana, MD 650-804-1111 manasi.rana@kp.org



Graduate Medical Education (GME) Staff

San Jose Sandeep Tumber, GME Manager 669-272-4873 Sandeep.x.Tumber@kp.org Santa Clara
Pamela Bautista, Coordinator
408-851-3795
Pamela.Bautista@kp.org



Clerkship Directors

San Jose Medical Center

Family Medicine AJ Uy, MD Al.J.Uy@kp.org

Hospital Medicine Marina Dergun, MD Marina.Dergun@kp.org

Subbu Lakshmi, MD Subbu.Lakshmi@kp.org

Obstetrics/ Gynecology

Katie Lemieux, MD Katie.Lemieux@kp.org

Psychiatry Susan Imamura, MD Susan.H.Imamura@kp.org











Santa Clara Medical Center

General Surgery Elliot Brill, MD Elliott.R.Brill@kp.org



Pediatrics Sarah MacMahon, MD Sarah.P.Macmahon@kp.org

Radiology Lina Nayak, MD Lina.Navak@kp.org



William Mccullough, MD William.Mccullough@kp.org







Getting Started

Medical Student Onboarding

All medical students will receive a copy of the Medical Student Handbook, compliance training information, and request for student information form, computer system training, and other pertinent information. Please review them ahead of time and return the requested forms and attestations to us as soon as possible for processing of student identification badge, and to obtain Kaiser Permanente Health Connect (Health Information System/Electronic Health Record) user id and login.

Orientation

All incoming medical students are required to attend a medical student orientation/training. It will be held jointly at San Jose and Santa Clara to give students the chance to learn both campus layouts and to meet the Clerkship Directors and Medical Center Leadership.

Identification Badge

The Kaiser Permanente identification badge will be issued to the medical students at the orientation. It must be worn at all times in an easily seen location above the waist while the students are rotating at the Kaiser Permanente medical centers.

Kaiser Permanente Medical Student Dress Code

All Medical Students and Residents are expected to dress professionally. Business casual attire is appropriate. Please check in with your Clerkship Director for more information regarding department specific policies.

Illness/Emergency

If for any reason that you cannot attend the assigned rotation, please notify the Clerkship Director, and if known, the attending faculty for that date and Sandeep Tumber, GME Manager at (669) 272-4873.

Students who require emergency services or are involved in an accident, needle stick, fall, etc., while rotating at a Kaiser Permanente facility must immediately notify the supervising attending/clerkship director. The student will be sent to Employee Health during clinic hours or the Emergency Room for after-hours care. Students should notify Sandeep Tumber, GME Manager at (669) 272-4873.

To report blood/body fluid exposure, needle stick injury:

During Business Hours: Go to Employee Health:

Kaiser Permanente San Jose: 275 Hospital Parkway, 5th floor. (408) 972-6112

Kaiser Permanente Santa Clara: 710 Lawrence Expressway 3rd Floor, Dept. 364 (408)851-3394



If after hours, go to the Emergency Room.

COVID-19 Exposure and Testing:

Any student who has been exposed to COVID-19 while on clinical rotations will report the exposure to the GME Manager and Director of GME (Boston University Assistant Dean). Upon confirmation of the date of exposure, Kaiser Permanente Employee Health Services (EHS) will contact the student, review the symptom monitoring process with the student and, if requested, test the student.

COVID-19 Illness and Symptom Reporting:

Students who develop potential COVID-19 symptoms should follow the sick call-off process and request an appointment for COVID-19 testing if symptoms are mild or seek medical attention immediately if symptoms are severe. If the student is a Kaiser Permanente Member, contact the Advice Nurse Hotline and proceed as directed. If the student is not a Kaiser Permanente Member, they should seek care based on their health insurance coverage. Students can find free testing locations in Santa Clara County at www.sccfreetest.org or by calling 2-1-1. Students will notify the Site Director, GME Manager, and Director of GME if they are being tested for COVID-19.

Facility Information

Student Study Lounges

Kaiser Permanente <u>San Jose</u>: Students have access to the GME Small Workroom on the lobby level of Building 6 near the entrance of the building.

Kaiser Permanente <u>Santa Clara</u>: Students have access to the Resident Lounge on the 3rd floor of the Hospital.

Telephones

Area code for both San Jose and Santa Clara is (408). To dial an internal hospital phone extension, use the 4-digit extension. To dial between medical centers or medical offices from an internal phone line, use the tie line plus the 4-digit extension:

San Jose 8-440-xxxx Santa Clara: 8-401-xxxx

Parking

<u>Kaiser Permanente San Jose:</u> Students can park on the 3rd, 4th or 5th floors of the parking structure at the medical center. Please see the map in this handbook for other appropriate parking areas.

<u>Kaiser Permanente Santa Clara:</u> Students can park in the areas indicated Physician or Employee parking on the map in this handbook.



Cafeteria Hours

Each medical center has its own cafeteria. Vending machines are also available when the cafeteria is closed.

Kaiser Permanente San Jose:

Located on 1st floor of the main hospital. Hours: M-F: 7:00am to 7:00pm

Sat, Sun & Holidays: 8:30am - 3:30pm

Kaiser Permanente Santa Clara:

Homestead Courtyard Café is located at the 1st floor of the Medical Office Building (710 Lawrence Expressway) Hours of Operation: M-F 7am-6pm Sat 10am-1pm Sun Closed Homestead Orchard Café is located at the basement of the Homestead Hospital Building (700 Lawrence Expressway) Hours of Operation: M-F 7am-7pm Sat-Sun 9am-5pm

Library - CURRENTLY CLOSED DUE TO COVID-19

<u>Kaiser Permanente San Jose:</u> The Health Science Library is located on the 1st floor, Building 1, 275 Hospital Parkway, San Jose. Phone 408- 972-7243. Hours of Operation: M-Th: 8:00am - 5:00pm.

<u>Kaiser Permanente Santa Clara:</u> The library is located on the Homestead MOB, 3rd Floor, Dept. 394, 710 Lawrence Expressway, Santa Clara. Phone 408-851-2790. Hours of Operation (M-F) 8:30am - 5:00pm

Farmers Market -

A certified Farmer's Market takes place every Tuesday at Kaiser Permanente San Jose and Santa Clara from 8:30am to 1:30pm, rain or shine. There is a range of vendors selling fresh healthy fruits and vegetables, fresh cut flowers, baked goods, nuts, honey and other goods available.

Fitness Center -

A Fitness Center is available 24 hours a day to employees and volunteers. You must obtain access by visiting the Healthy Living Center/Health Education Department.

<u>Kaiser Permanente San Jose</u>- is located in the Support Services Building. To gain access to the Fitness Center, please visit the Healthy Living Center.

<u>Kaiser Permanente Santa Clara –</u> is located at 710 Lawrence Expressway. To gain access to the Fitness Center, please visit the Health Education Department, Dept. # 182.

Healthy Living Center -

Kaiser Permanente Healthy Living Center is an interactive learning space with trained staff designed to help members navigate health resources. In our Healthy Living Centers, we can



assist you with classes, health education counseling, navigation of KP's wide range of valuable health information resources and online tools.

Chapel/Meditation Room

For individuals who desire a peaceful, quiet space, the hospital Meditation Room is available. It is available for use in the hospital, Room 202 across from the gift shop at Kaiser Permanente San Jose and is located on the 2nd floor in room 228 at KP Santa Clara.

Employee Assistance Program

Transitions can be difficult. At times it can be helpful to have the opportunity to speak with a mental health professional. Similar to what is available at Boston University, here at the KPSV sites, there are psychiatrists who are available to speak with about any mental health issues or questions you may have.

- 1. The primary Point of Contact is Shristi Shah M.D. The best way to reach her for non-urgent questions or concerns is by email, Shristi.Shah@kp.org or her office phone 408-360-2348.
- 2. If Dr. Shah is out of the office or if for some reason the student would like to contact one of the back-up Points of Contact with non-urgent questions or concerns, they can contact Manasi Rana, M.D. at manasi.rana@kp.org or 408-360-2316.
- 3. After communicating by phone or email, an in-person visit may be arranged. There should not be a payment required for the office visit. If the student is informed there is a fee, they should inform the reception staff that the copay should be waived, and they will inform the provider about the mistake.
- 4. The Point of Contact and the student will work together to come up with a plan to best address the student's concerns.
- 5. If a student has an urgent concern and they are unable to reach Dr.'s Shah or Rana immediately, it is recommended that they contact the Kaiser Permanente San Jose Adult Psychiatry Clinic at 408-972-3095 and ask to speak with a member of the Triage Team. The students also have the option of working with their own insurance provider to obtain mental health treatment. For emergency situations, students can call 911 or the national suicide hotline at 800-273-8255.

Medical professionals are not immune from physical or psychological illness or chemical dependency. If you are concerned, take action to receive help. In San Jose, you can reach Shristi Shah, M.D., Office of Student Affairs at 408-360-2348. In Santa Clara, you can reach Lennon Smith, M.F.T, CEAP at (408) 851-4440.



Preceptors

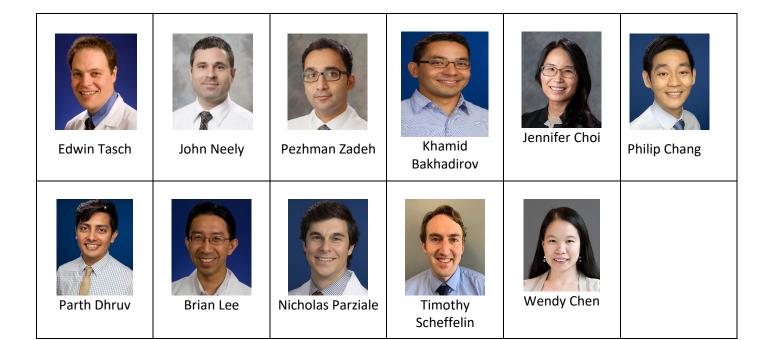
San Jose Medical Center Family Medicine



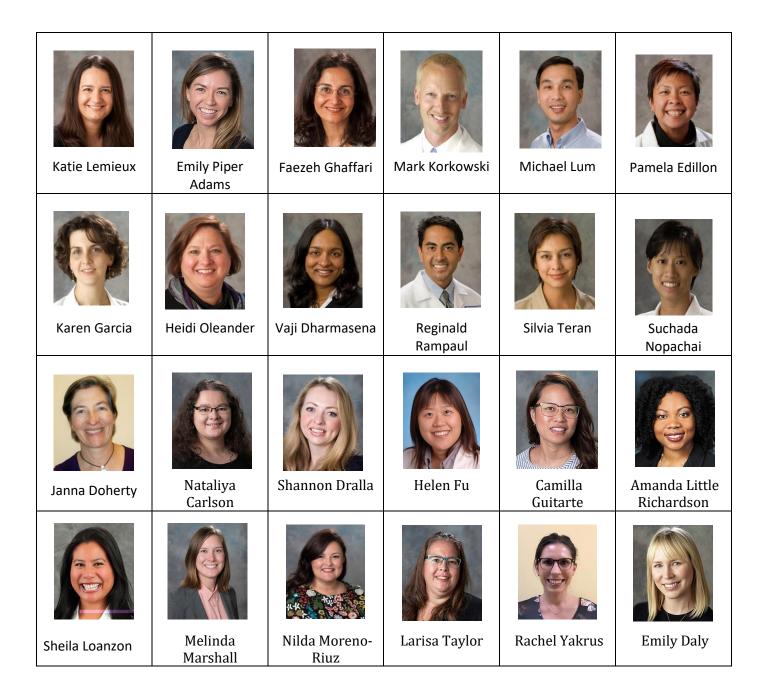
Hospital Based Medicine



Neurology



Obstetrics/Gynecology



Pediatrics



Psychiatry – Outpatient



General Surgery



Radiology

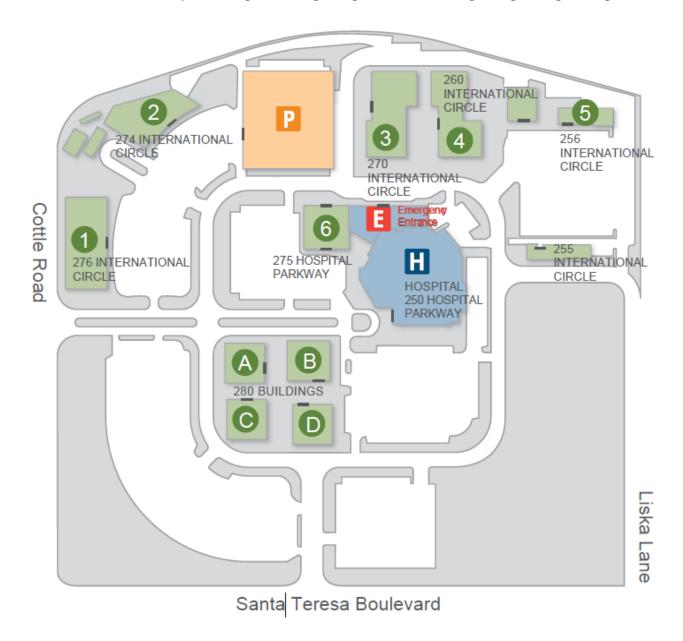


San Jose Medical Center

The buildings receiving new names are the clinical outpatient building on our main campus.

The following building will not be affected:

· HOSPITAL · The Alpha Buildings · Parking Garage · Service Building · Engineering Building



KAISER PERMANENTE.



Santa Clara Campus Map Student parking available in Employee Parking areas

Kaiser Permanente Santa Clara Medical Center Homestead Campus

Physician and Employee Parking

