Commonly Asked Student Questions

1. **How can I contact the Clinical Apprenticeship Coordinator?**
   You can contact your course coordinator, Stephanie Shaw by email @ sshaw@mcw.edu or by calling 414-955-8207.

2. **What do I do if my preceptor cancels a clinic session?**
   Contact Stephanie Shaw immediately. You should then ask your preceptor if you can set up alternative plans to make up the session.

3. **What if I do not show up for a scheduled clinic session?**
   In the event of an emergency such as personal or family illness that would result in an unanticipated absence from a clinic session, you must contact Ms. Stephanie Shaw, the course coordinator (sshaw@mcw.edu) and the Course Director IMMEDIATELY. You must also contact your clinic preceptor IMMEDIATELY via email AND phone. Notification of the unanticipated absence MUST be done by 4 PM in the event of a missed afternoon session and 11 AM in the event of a missed morning session. The Course Director reserves the right to make final decisions as to whether an unanticipated absence will be excused. Of note, if notification has not been completed in this time frame, no consideration for excusing the absence will be given.

4. **What if I know that I will miss a scheduled clinic session?**
   You can receive an excused absence for an important, anticipated event (i.e., wedding) or professional commitment (i.e., presentation of a research abstract at professional meeting) IF approved by the Course Director in writing. Requests must occur no later than one month prior to the desired absence. Requests must be submitted using the Excused Absence Request Form found on D2L.

5. **What if my friend is learning different things in clinic then I am learning?**
   This is to be expected. Don’t worry. Your preceptors will all have different specialties and so of course you will learn different things. And even within the same specialty, each preceptor will provide a different clinic experience. Enjoy the journey.

6. **What if I read and do the prep work for clinic and none of it is addressed in clinic that week?**
   This is common throughout medical school. Don’t worry. If your prep work did not apply this week, it may apply next week, in two months, next semester, or even next year. Enjoy the journey.

7. **Since this is a SATISFACTORY/UNSATISFACTORY course, can I just show up to clinic and not worry about my grade?**
   No; this is criteria for course failure.

8. **What if I do not submit the assignments by the due date?**
   You have met criteria for course failure.

9. **What if I did not have my preceptor check off the competency assessments on the required dates?**
   You have met criteria for course failure.

10. **How will I get feedback?**
    First and foremost, by asking for it. Also, we encourage your preceptor to give you weekly feedback, feedback after each competency checklist activity and verbal feedback at the conclusion of each semester with review of the formal evaluation form.

11. **What if I do not complete the semester course evaluation?**
    You have met criteria for course failure.