

UMMS Summer Community Health Program

The UMMS Summer Community Health Program offers summer Service Learning placements in a variety of health and human service organizations throughout the Commonwealth for rising second-year medical students. These placements allow students to develop deeper understanding of the social determinants and environmental influences on health as they build relationships with a range of health professionals in the communities they intend to serve.

Goals:

- Learn about the agency where placed—including mission, funding, staffing, origins, governance – and population being served
- Explore relationships between medical providers and community, medical and health organizations
- Learn about policy issues relevant to host site
- Contribute to the Commonwealth's health and human service agencies
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Logistics:

1. **Expression of interest:** Following an informational session held in December, students complete applications identifying student goals and placement preferences. Applications can be completed online at https://www.surveymonkey.com/r/UMMS_Summer2020app and are requested by the end of January. Students are matched with sites and connect with a site preceptor to discuss their learning objectives and the agency's service needs to ensure a good fit. Following this meeting, the student should contact Heather-Lyn Haley to confirm the placement or to identify an alternative. If funding remains available, we will consider placement requests as late as April.
2. **Employment system enrollment:** Students will be onboarded as UMMS employees for the summer and so need to complete the requisite paperwork in May to ensure timely payment. We'll have you complete an initial batch of forms upon acceptance into the summer program. HR will send an electronic request for further information. Once that piece is completed online, an in-person meeting with HR will be scheduled to check ID. This entire process must be completed before any hours are worked for pay.
3. **Summer payroll:** Students are paid \$15 per hour for up to 128 hours in June and July. There is often a 2-4 week delay before the first check is issued so plan accordingly. UMMS employees are paid every other Friday, with taxes taken out prior to direct deposit in the bank account you have indicated in the onboarding paperwork. Individualized payroll information can be accessed through the HRDirect system during the dates of employment. Occasionally, students elect to work at their placement sites for more than this maximum number of hours; these additional hours are not reimbursed by the school. Students cannot be paid for more than 8 hours in one day or more than 40 hours in one week.
4. **Definition of placement expectations and objectives:** placements are planned for a minimum of 4 weeks; most students work between 6-8 weeks. Students will document and submit 2-3 learning objectives and 2-3 service objectives on which they and their site preceptors have agreed. Drs. Haley and Cashman are available to attend and facilitate these meetings as needed. Placement schedules should be discussed and decided by the student and preceptor, but generally should not be less than four weeks in length
5. **Four small group student learning sessions** will be held with UMMS faculty as part of this program. The purpose of these meetings is to share experiences and insights with other students as well as to trouble shoot and problem solve. The first meeting includes orientation and the final meeting includes a peer-review potluck dinner session as students share and finalize their posters.
6. Students keep and share a **journal of reflections**, with writing due at the end of their second working week and then at the end of the placement. These are submitted to the UMMS faculty, Heather-Lyn Haley and/or Suzanne Cashman, though students are also encouraged to also share with site preceptors and/or creative writing outlets at the institutional level.
7. Students participate in the university's end-of-summer poster session by completing a poster describing their experience; students may complete this assignment in pairs if placed together or in similar sites. Preceptors and other site representatives are encouraged to attend.

2020 UMass Medical School Summer Community Health Calendar

Summer Assistantship schedule for students:

Topic	Date	Time	Location
Mtg 1-Required: Orientation/logistics	Wednesday, May 6 Tentative- Will finalize when spring student schedule is released	10-10:30 am	Benedict A3-179
Required: Learning goals due	Friday, May 15	5:00 pm	send to Heather-Lyn.Haley@umassmed.edu
Mtg 2: Organizational mission	Tuesday, June 16	8-9 am	Benedict A3-179
Reflection essay 1	Two weeks after placement begins	9:00 pm	Send to Heather-Lyn.Haley@umassmed.edu
Mtg 3: Thinking long-term	Tuesday, July 21	8-9 am	Benedict A3-179
Mtg 4 Required: Final reflection w/ potluck	Wednesday, August 5 Tentative- Will finalize when fall student schedule is released	5-7:30pm	Shaw Building Teaching Kitchen (to be confirmed)
Poster files due	Friday, August 7	5:00 pm	send to Heather-Lyn.Haley@umassmed.edu
Required: Poster Session	Friday, August 16 Tentative- Will finalize when fall student schedule is released	1-3 pm	Medical school lobby

Summer Assistantship schedule for preceptors:

Topic	Date
Meet with student and agree on schedule, learning goals and activities	Before May 6 preferred
Precept student onsite	Between June 1 – July 31
Poster session, medical school lobby (optional)	Friday, August 16 (tent), 1-3 pm
Complete online evaluation of student	By August 31

Questions or concerns should be directed to
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