

# **STUDENT GUIDE**

## **RURAL WEEK 2023**

**May 29 – June 2, 2023**

## **INDEX: RURAL WEEK 2023 STUDENT GUIDE**

<b>2023 RURAL WEEK CONTACTS .....</b>	<b>3</b>
<b>STUDENT CHECK LIST .....</b>	<b>4</b>
<b>INTRODUCTION.....</b>	<b>5</b>
GOAL .....	5
FAILURE TO COMPLETE RURAL WEEK .....	5
EXPECTATIONS .....	6
<b>REGISTRATION .....</b>	<b>6</b>
<b>COMMUNITY PLACEMENTS.....</b>	<b>7</b>
<b>NORTHERN PLACEMENTS.....</b>	<b>7</b>
<b>PRECEPTORS .....</b>	<b>7</b>
<b>VISIT COORDINATORS.....</b>	<b>7</b>
<b>ITINERARY.....</b>	<b>8</b>
<b>ACCOMMODATIONS.....</b>	<b>8</b>
<b>MEALS.....</b>	<b>8</b>
<b>SPECIAL NEEDS.....</b>	<b>8</b>
<b>TRAVEL-VEHICLE-TRANSPORTATION.....</b>	<b>9</b>
<b>PERSONAL ITEMS- WHAT TO BRING.....</b>	<b>9</b>
<b>REIMBURSEMENT .....</b>	<b>9</b>
<b>DAILY SCHEDULE .....</b>	<b>10</b>
<b>COMMUNITY EVENTS &amp; EXTRA CURRICULAR ACTIVITIES.....</b>	<b>10</b>
<b>HIGH SCHOOL PRESENTATION .....</b>	<b>10</b>
<b>WIND-UP &amp; CONCERNS.....</b>	<b>11</b>
<b>EMERGENCIES.....</b>	<b>11</b>
<b>SPEAK UP .....</b>	<b>11</b>
<b>QUESTIONS &amp; CONCERNS .....</b>	<b>11</b>
<b>APPENDIX 1: STUDENT EVALUATION .....</b>	<b>12</b>
<b>APPENDIX 2: PRECEPTOR EVALUATION OF STUDENT OVERVIEW.....</b>	<b>13</b>
<b>APPENDIX 2.1: PRECEPTOR EVALUATION OF STUDENT .....</b>	<b>14</b>

## 2023 Rural Week Contacts

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### **IN CASE OF EMERGENCY:**

In the event of an emergency (family emergency, illness, transportation trouble) at any time during the preparation of and participation in Rural Week students must immediately contact Ashley Shaw, [ashaw3@sharedhealthmb.ca](mailto:ashaw3@sharedhealthmb.ca) AND the Visit Coordinator in the community. You will be directed to the appropriate person for approval and a directive.

If an emergency happens to occur during afterhours (8:30 a.m. to 4:30 p.m.) you may contact Ashley Shaw at 204-648-6763 and she will help direct you to the appropriate person.

## STUDENT CHECK LIST

<input type="checkbox"/>	Attend Rural Week Introduction Meeting #1 January 26, 2023 15:00 – 15:50 Theatre C
<input type="checkbox"/>	Complete Online Registration Deadline: Friday February 3, 2023 Registration will open January 26, 2023 <a href="https://www.surveymonkey.com/r/registration2023">https://www.surveymonkey.com/r/registration2023</a>
<input type="checkbox"/>	Review Rural Week Student Guide & Rural Week Assignments <a href="https://healthcareersmanitoba.ca/health-care-students/rural-week/students/">https://healthcareersmanitoba.ca/health-care-students/rural-week/students/</a>
<input type="checkbox"/>	Once you have been placed in a site: 1) Contact Visit Coordinator at the site: <a href="https://healthcareersmanitoba.ca/health-care-students/rural-week/communities/">https://healthcareersmanitoba.ca/health-care-students/rural-week/communities/</a> 2) Meet with other students going to the same community and discuss transportation issues. 3) Provide Stephanie Morin <a href="mailto:LCYear1UGME@umanitoba.ca">LCYear1UGME@umanitoba.ca</a> at the Undergraduate Medical Education Office community driver details. Let Stephanie know who from your group travelling to the Rural Week community will be driving.
<input type="checkbox"/>	Attend Rural Week Meeting #2 May 3, 2023 12:00-12:50 Theatre B
<input type="checkbox"/>	Arrival Date: You should arrive in your community the evening of Sunday May 28, 2023 (unless you are flying and have an alternate schedule given to you).
<input type="checkbox"/>	Attend Rural Week: May 29 <sup>th</sup> – June 2 <sup>nd</sup> , 2023
<input type="checkbox"/>	Complete all Rural Week Assignments: 1) Pre Rural Week Assignment- Monday May 8, 2023 2) Picture/Slogan Assignment- Thursday June 1 at noon 3) Coffee Mug Assignment- Friday June 2, 2023 4) 5 Question Assignment- Friday June 2, 2023 5) Preceptor Evaluation of Student- Friday June 2, 2023 6) Student Evaluation of Rural Week- Friday June 2, 2023
<input type="checkbox"/>	Departure from community: Friday June 2, 2023 (Unless you are flying and have an alternate schedule given to you)
<input type="checkbox"/>	Wind-Up- Friday June 2, 2023 7:00PM @ TBD

**YOUR FEEDBACK MATTERS - TAKE TIME.  
NO REIMBURSEMENTS UNTIL ALL SURVEYS AND ASSIGNMENTS ARE COMPLETE AND  
HANDLED IN.**

# Let's Get Started

## INTRODUCTION

**Rural Week will take place from May 29 – June 2, 2023.**

In May 2023, the University of Manitoba's Undergraduate Medical Education Department, MB Healthcare Providers Network and a multitude of rural/northern physicians & Visit Coordinators throughout rural and northern Manitoba embark on the 21<sup>st</sup> collaborative session to host 114 first year University of Manitoba Faculty of Medicine Students in a rural exposure called Rural Week. The goal of Rural Week is to enhance the medical student's understanding of the rewards, realities and challenges of rural practice, and to encourage students to consider a career in rural medicine.

The experience is intended to introduce University of Manitoba Faculty of Medicine – Med1 students to the work and lifestyle of the rural physician.

Students will gain an understanding of the rewards and challenges of rural practice.

This experience may be the student's first taste of rural life. Therefore, Rural Week is intended to let students enjoy life in a rural community, and to discover some of the benefits of rural life.

## GOAL OF RURAL WEEK

The goal of the Rural Week experience is to expose the first year medical student to the work and lifestyle of the rural family physician and the rural health care team, and to experience some aspects of rural community life.

## FAILURE TO COMPLETE RURAL WEEK

Failure to complete all components of Rural Week will result in remediating Rural Week or additional assignments.

## **EXPECTATIONS**

- ◆ Students will stay in the assigned community. Commuting is not an option.
- ◆ Students may have more than one preceptor during the week.
- ◆ The student is expected to spend the majority of his/her time with their family medicine preceptor(s).
- ◆ The student will go with the preceptor on morning rounds, attend at the office, and be on call with their preceptor as well, when applicable.
- ◆ The student will have the opportunity to do histories and physical assessments under the supervision & discretion of the family medicine preceptor.
- ◆ During the week students will spend some time with other members of the health care team, such as the public health care nurse, mental health care worker, pharmacist, etc, depending on availability.
- ◆ The student may also attend the local high school and discuss a career in medicine with interested students.

## **Registration**

Rural Week is compulsory for all first-year University of Manitoba - Faculty of Medicine Students. The simple online registration is available at

<https://www.surveymonkey.com/r/registration2023>

**Deadline for registration is Friday, February 3, 2023. Registration will open January 26, 2023.**

**The registration information you provide and a university provided photo of you will be forwarded to both the preceptor and the Visit Coordinator of the community to which you are assigned.**

In order to properly organize student travel to/from communities it is very important for us to know if you will have access to a vehicle and will be willing to transport other members of your assigned group. For communities within driving distance, the planning committee will assure at least one individual has access to a car for transportation. Pre-authorized drivers will be reimbursed a set mileage rate based on the return distance from Winnipeg to your community.

## Community Placements

Students are placed in communities after hours are spent going over the student profiles, dietary concerns, allergies and ensuring there are enough vehicles to allow for travel. We look over your comments very carefully and do take them into consideration. Therefore, if you want a specific community/type of placement please indicate this as well as WHY you would like to go there. Group size is determined by size of community and availability of preceptors. **Priority will be given to those who provide transportation.**

Each community in Manitoba is unique. You may experience hosts from a variety of cultural & ethnic backgrounds. Some people you will come into contact with may not be familiar with cultural or ethnic backgrounds other than their own. **Be aware that some communities may have limited or no access to internet.**

You can learn a bit about the community you will be going to by accessing <https://healthcareersmanitoba.ca/health-care-students/rural-week/communities/>

**If you require additional information feel free to request this from your Visit Coordinator.**

## Northern Placements

If you select in your registration that you would like to be placed in a Northern or Fly-In community please be aware that you **MUST** attend a Northern Presentation put on by the Ongomiizwin- Health Services. This is a mandatory presentation and failure to attend means you will no longer be placed in a Northern community for Rural Week.

## Preceptors

The student is expected to spend the majority of time with his/her family medicine preceptor(s). The student will go with the preceptor on morning rounds, attend at the office, and be on call with the preceptor. The student should have the opportunity to do histories and physical examinations, under the supervision of the family physician. At times due to workload, space, or time, a student may observe the preceptor. Student clinical experience will be at the discretion of the family medicine preceptor. Throughout the week student may spend time with more than one preceptor.

## Visit Coordinator

The Visit Coordinator plays an important role in educating the student about the community, lifestyle, and various aspects of rural life in general. **The Visit Coordinator is your main community contact** and will provide accommodation details, assist with schedules & help arrange extra curricular activities. During Rural Week the Visit Coordinator is the “go-to” person in the assigned community.

**ONE person from the group must initiate communication with the visit coordinator.**

Students will contact the Visit Coordinator to discuss general expectations & special requirements for stay within the assigned community as well as set a time and place for the group to meet upon arrival in the community. Check with the Visit Coordinator regarding the hours and availability of restaurants, grocery stores, convenience stores, and gas stations in your community. Accommodation details (see below).

## Itinerary

In early April, Rural Week Information Meeting II will take place. During this meeting students will receive information regarding preceptor, accommodations, and community placement. Kathy Risk will arrange travel to northern & remote communities. Travel itineraries will be provided to those students. Air travel is funded through the Rural Week program.

## Accommodations

Accommodations (maximum 5 nights per individual student) will be provided at no cost to the student.

The type of accommodation will vary depending on location and availability; local arrangements are made by the visit coordinator. Students may be billeted in a home, placed in a bed and breakfast, or in a local motel.

Rural Week organizers, Visit Coordinators & Preceptors are expecting you to stay in the assigned community for the entire week. **Commuting is NOT permitted.**

It is the students' responsibility to discuss with the Visit Coordinator the necessary items to be brought into the community. Some communities may require students to bring with them bedding and/or food items.

## Meals

**It is the students' responsibility to discuss meals with the Visit Coordinator or Preceptor.**

Be aware that hours of operation of stores and gas stations vary from community to community. Accessibility to restaurants is varied throughout the province and may be limited.

**Some remote regions require students to supply their own food.**

## Special Needs

Identify special needs (allergies, religious or meal preferences) during the online registration process. If for any reason your circumstances change notify MB Healthcare Providers Network immediately by contacting:  
Ashley Shaw; [ashaw3@sharedhealthmb.ca](mailto:ashaw3@sharedhealthmb.ca)



## Travel - Vehicle - Transportation

On Sunday, May 28, 2023 you will travel to your assigned community; plan your arrival time for early evening. You will start your community and clinical experience the following morning. If you are flying, your travel itinerary will determine arrival time.

Upon arrival you will meet your Visit Coordinator at a predetermined time & location. The Visit Coordinator will orient you to the community and show you where you will stay. At this time you should receive your schedule for the week. **Make sure you have their afterhours contact information.**

Each group of students is responsible to organize travel within their assigned group. Mileage for ONLY ONE (1) vehicle per community will be authorized for reimbursement, other than preauthorized communities.

The pre-authorized driver will receive the vehicle travel allowance for a return trip from Winnipeg (mileage based on the university mileage chart).

Departure Date is Friday, June 2, 2023. Early departure will result in an incomplete Rural Week and remediation.

## Personal Items - What to Bring

Bring your white coat and stethoscope.

Bring appropriate seasonal clothing and outerwear as you may be doing some outdoor activities.

Some remote regions require students to supply their own food.

**Ask you visit coordinator for advice on what is best to bring for your community.**

## Reimbursement

Food: Students will be reimbursed thirty dollars (\$30.00) per day as a living allowance. Upon receipt of completed **Student Evaluation of Rural Week** form Undergraduate Medical Education will issue travel & meal allowance as outlined above. No further action is required.

Transportation: One pre-authorized driver will receive the vehicle travel allowance for a return trip from Winnipeg (mileage based on the university mileage chart) unless otherwise pre-approved.

## Daily Schedule

The following activities may be worked into the daily schedule: Clinic duty, Emergency room duty, High school visit, Visit health care team member(s) as available, Operating Room/ ER (if applicable), Visit Personal Care home, & extra curricular events (see below).

We encourage preceptors to provide students with hands on experience. Some students' experiences will be more observational, according to the preceptors' teaching style and experience. The most common issue for students is the level of hands on responsibility they are given. This will depend of your level of confidence and the rapport that you build with your preceptor over the week. Students are encouraged to have an open, professional discussion with preceptors if they feel the level of responsibility is inappropriate.

## Community Events & Extra Curricular Activities

The organization of extra-curricular activities is primarily the responsibility of the Visit Coordinator however, each community is unique and this assigned task may fall into the hands of others. We do our best to encourage a variety of experiences. However, if nothing is organized please ask your visit coordinator about the community and take time to explore it on your own.

In the past students have experienced community tours, farm tours (including pig barns), and factory tours, golf excursions, fishing trips, and sporting events. Finally, community BBQ's have been very popular.

## High School Presentation

While in the host community, students may be asked to do a short career presentation at the local high school. Check if the Visit Coordinator has made prior arrangements with the school. Confirm the date & place. Please note that student populations vary from community to community, as does their exposure to a resource such as an experienced medical student. The ultimate goal is to provide students with positive reinforcements that will encourage them to set and achieve their career goals. Feel free to have fun with this.

Several formats have been used quite successfully. Rural Week students have presented to large audiences seeking general health career information and some have experienced informal one-on-one situations with students specifically interested in medicine

## Wind-up & Conclusion

Your participation in the debriefing session is an integral part of the Rural Week. Evaluation must be complete before session begins.

The wind-up/debriefing session will take place at 7 PM on Friday, June 2 at the medical school. Food and beverages will be served. Food and debriefing usually lasts (approx.) 90 minutes.

Students will be placed in groups and will present their picture/slogan assignment for the community to each other. Each table will select one winner, who will present their slide to the group. The students who are chosen to present to the group will be timed.

Please do your best to organize your travel so that you can attend the windup/debriefing session at the University.

## Emergencies

In the event of an emergency (family emergency, illness, transportation trouble) at any time during the preparation of and participation in Rural Week students must immediately contact Ashley Shaw, [ashaw3@sharedhealthmb.ca](mailto:ashaw3@sharedhealthmb.ca) ; Cell 204-648-6763 AND the Visit Coordinator in the community. You will be directed to the appropriate person for approval and a directive.

## Speak-Up!

The University of Manitoba, Max Rady College of Medicine is committed to assuring a safe, respectful and supportive learning environment in which all of its members are enabled and encouraged to excel. This is an environment free of discrimination, harassment and mistreatment and one in which feedback regarding performance can be shared openly without concern for ridicule or reprisal. All members of our diverse community share responsibility for maintaining a positive learning environment and for taking appropriate steps to seek advice and/or address learner mistreatment when it occurs.

[http://umanitoba.ca/faculties/health\\_sciences/medicine/reporting.html](http://umanitoba.ca/faculties/health_sciences/medicine/reporting.html)

## Questions & Concerns

Please discuss any concerns you have with Rural Week Personnel or your Visit Coordinator. You will find that everyone is genuinely happy to welcome you to their community.

# Appendix 1: Student Evaluation

## STUDENT EVALUATION OF RURAL WEEK - Overview

Students will be asked to evaluate their Rural Week experience in respect to the following topics:

- ◆ **Orientation:** Was there adequate orientation to the Rural Week experience, clinic, hospital and community prior to your departure from Winnipeg? If not, what information would have been helpful, and how would you like to receive this information?
- ◆ **Clinical Experience:** Was the clinical experience conducive to learning?
- ◆ **Level of Responsibility:** Was the level of responsibility appropriate?
- ◆ **Instruction:** Did your preceptor actively teach or otherwise assist you in acquiring appropriate knowledge and skills?
- ◆ **Feedback:** Did your preceptor communicate evaluative information to you in a way that enabled you to use it to your advantage?
- ◆ **Other Health Professionals:** Please name and comment on other health professionals, support staff and community members that were instrumental in determining the quality of your experience.
- ◆ **Rural lifestyle:** Comment on any extra curricular activities you participated in.
- ◆ **Accommodations:** Was your lodging satisfactory?
- ◆ **High School Session:** Comment on your time at the local high school.
- ◆ Has this experience changed your view on rural health care?

**As well, students will be asked to log various Rural Week experiences. Students are not expected to have observed or completed all of the tasks. Simply reflect on their unique rural week experience. In the log book you will be asked to do the following after completion of Rural Week:**

1. Describe the host community, including demographic, cultural, and socioeconomic features.
2. Discuss the variety of problems managed by the rural family physician.
3. Identify the clinical exposure you experienced.
4. Learn about the role of the following health care providers: Social Worker, Public Health Nurse, Community Mental Health Worker, Hospital/Clinic Support Staff, Pharmacist, Physical Therapist, Occupational Therapist, Speech Language Pathologist, Traditional Healer, Community Health Representative, Other.
5. Describe community resources or assets for health care and health in the community.
6. Discuss the determinants of health and the impact on health status and health care delivery.
7. Identify public health entities.
8. Discuss a time when a health care professional advocated for a patient, or describe an effort to advocate for improved health in the host community.
9. Let us know if you:
  - Experienced a community event
  - Discussed with residents what life is like in their community
  - Discussed with the preceptor the pros and cons of rural practice
  - Spent time in the Emergency Room
  - Attended a delivery
10. Please list what you think are the 2 or 3 main benefits & challenges of the Rural Week rotation.
11. What is your impression of rural medicine now that you have experienced a rural lifestyle?

## Appendix 2:

### PRECEPTOR EVALUATION OF STUDENT - Overview

Preceptors will be evaluating students using the following parameters:

Prior to departure arrange to have the preceptor complete and discuss the *Preceptor Evaluation of Student* form. (Appendix 2.1)

#### Clinical Expertise

- ◆ Can student elicit an accurate medical history as appropriate for level of training?
- ◆ Can student elicit an accurate physical exam as appropriate for level of training?

#### Professional Responsibility

- ◆ Is student punctual and attends when expected?
- ◆ Does student demonstrate integrity, honesty and respect for others?
- ◆ Does student understand their own limitations and asks for assistance?

#### Communication

- ◆ Does student acknowledge patient's concerns in a sensitive manner?
- ◆ Does student communicate well with other health care providers?

#### Rural Medicine and Community Experiences

- ◆ Can student discuss the role of the rural physician in his/her host community?
- ◆ Can student describe the kinds of services that may be provided by other health professionals and how these might assist and support the patient or their family?
- ◆ Can student describe how the family physician can access other health care professionals?

## Appendix 2.1:

### PRECEPTOR EVALUATION OF STUDENT

To be completed by the Preceptor and handed in at Friday Wind-up

Student Name: \_\_\_\_\_

Community: \_\_\_\_\_

Preceptor: \_\_\_\_\_

Does not meet expectation	Inconsistently meets expectation	Consistently meets expectation	Exceeds expectation
---------------------------	----------------------------------	--------------------------------	---------------------

#### Clinical Expertise

i)	Can elicit an accurate medical history as appropriate for level of training	1	2	3	4
ii)	Can elicit an accurate physical exam as appropriate for level of training	1	2	3	4

#### Professional Responsibility

i)	Is punctual and attends when expected	1	2	3	4
ii)	Demonstrates integrity, honesty and respect for others	1	2	3	4
iii)	Understands their own limitations and asks for assistance	1	2	3	4

#### Communication

i)	Acknowledges patient's concerns in a sensitive manner	1	2	3	4
ii)	Communicates well with other health care providers	1	2	3	4

#### Rural Medicine and Community Experiences

i)	Can discuss the role of the rural physician in his/her community	1	2	3	4
ii)	Can describe the kinds of services that may be provided by other health professionals and how these might assist and support the patient or their family	1	2	3	4
iii)	Can describe how the family physician can access other health care professionals	1	2	3	4

>> Continue on next page

**PRECEPTOR EVALUATION OF STUDENT (pg 2/2)**

**Student Name:** \_\_\_\_\_

**OVERALL EVALUATION**

**My overall assessment of this student's performance is:**

- Satisfactory
- Unsatisfactory and requires remediation in:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

- Receive an incomplete and must:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**COMMENTS**

Please comment on the student's overall strengths and areas for improvement.  
For additional comments, use back.

***Strengths***

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

***Areas for Improvement***

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

***Did the student arrive on time daily?***

- Yes
- No

Comments:

\_\_\_\_\_  
\_\_\_\_\_

***Did the student appear interested in patients and their cases?***

- Yes
- No

Comments:

\_\_\_\_\_  
\_\_\_\_\_

**Date:** \_\_\_\_\_

**Preceptor Name (Please Print)** \_\_\_\_\_

**Preceptor Signature** \_\_\_\_\_