

Orientation to Explore & Focus Phase Planning



Featuring:

Academic Support, Career Advising, Curriculum, Financial Aid,
Registration, WWAMI Travel, Student Affairs

Objectives

Goal: *Provide comprehensive and integrated information for E&F planning so you can better navigate the resources and people to help you succeed.*

- Overview of the E&F Phase Planning process
- Introduction to the teams supporting you & their roles
- High level content overview by area

Comprehensive UWSOM 4th Year Planning Website

education.uwmedicine.org/curriculum/by-phase/clinical/explore-and-focus/guide-to-4th-year-planning/

Student Goals for E&F

Enroll in all courses necessary for graduation

- *by May 2025*

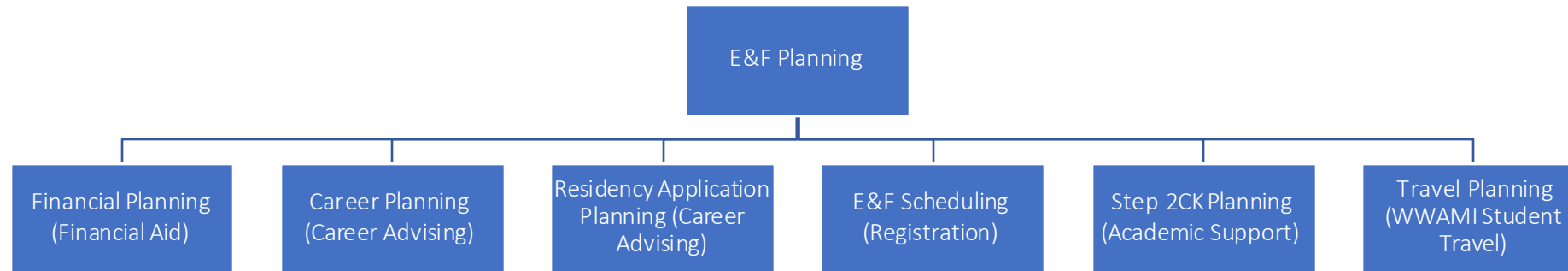
Complete items important for residency applications

- *usually in Summer before residency applications go in – Step 2, electives*

Allow time for other important things

- *e.g. residency interviews, rest, etc.*

Overview: What is E&F Phase Planning?



E&F Phase Planning Components & Teams

Component	Ask
E&F Scheduling & Graduation Requirements	Registrar: somreg@uw.edu
What Are Sub-Is, APCs and Electives?	Curriculum: medeval@uw.edu
Specialty Decision Making & Career Planning Preparing for Residency Application & Interviews	Career Advising: medadv@uw.edu
Step 2 CK	Academic Support: somlearn@uw.edu
Away Rotations	Registrar: somreg@uw.edu Career Advising: medadv@uw.edu
WWAMI Travel & Housing	GoWWAMI: gowwami@uw.edu
Financial Aid, Budgets, Aid Disbursements	Financial Aid: somfao@uw.edu

CAREER ADVISING

Tonja Brown: ID & SPKN

Linh Ngo: AK, MT, Mt. Adams,
Mt. Rainier

Sarah Thomson: WY, Mt. Baker,
Mt. St. Helens

Email: medadv@uw.edu

4th Year Career Planning Webpage

education.uwmedicine.org/career-advising/resources/4th-year-planning/

Career Advising



Our Role

- General Career Advising (not specialty advising)
- Career Planning including planning w/ multiple specialties
- Support for Specialty & Career Decisions
- Residency Application Planning and Strategies
- Appointments: <https://uwsom-careeradv.12twenty.com/>

Ask Us About

- Planning your schedule with 2-3 specialties in mind (this is normal!)
- Planning for specialty decisions
- Academic challenges & residency planning
- Residency application planning
- Connecting w/ Specialty Career Advisors

Career Planning Components to Prioritize Now



Review [Specialty Guides](#): Specialty Career Advisors' advice on:

- E&F rotations
- Applying to Residency
- Away rotations (in specific specialties)
- Interview season (no rotations during this time)

Continue to [Parallel Plan](#) for Specialties of Interest:

- Identify two specialties by end of Pt. Care Phase - one should be lesser competitive

Plan to have no rotations scheduled during E&F for:

- 2 weeks in summer for dedicated work on your residency application (if possible)
- 6-8 weeks for Interviews Nov - Jan (specialty specific/see [Specialty Guide](#)). 4 weeks at minimum!

Application Components To Make Progress On



Request [Letters of Recommendation](#) during clerkships

- Ask attendings: "Could you write me a strong letter of recommendation?"

[Update Your CV](#)

- Use the [UWSOM CV template](#) for writing strong content and the format you'll use for residency application
- Attend a CV Review Group Session (starting bimonthly in January)

[Away Rotation Application](#)

- Review application components, draft mini Personal Statement, identify a letter writer (Nov-Jan)
- We will offer an Away Rotation session in late fall quarter

Summer Quarter Clerkships: Not Included on the MSPE

No summer quarter clerkships will be included on the MSPE

All clerkships taken from the spring quarter of your third year through the spring quarter heading into your final year will be included in your MSPE, regardless of the grade. Clerkships will appear in chronological order.

[Read more about the MSPE, and see a sample MSPE on this page.](#)

NO summer quarter clerkships are included in the MSPE letter.

Summer Quarter Clerkships & the UW Transcript

Clinical rotation grades are submitted to eValue 4-6 weeks after the last day of the clerkship. It takes approximately 1 week for the grade to then appear in the university system & on the transcript.

[View your unofficial UW transcript](#) to see what rotation grades have posted before you order an official copy for residency applications.

Students applying to residency in late August/early September (i.e. military & SF Match):

- Spring B or C may be the last rotation on the UW transcript submitted for applications

Students applying to residency in late September (i.e. ERAS & ResidencyCAS):

- Summer A may be the last rotation on the UW transcript submitted for applications
- In ERAS you can update your transcript once Summer B grades post to your transcript

CLINICAL CURRICULUM

Gina Franco, Mary Sargent,
Meghan Filer - Clinical Curriculum
Specialist

Email: medevalu@uw.edu

Clinical Curriculum



Our Role

- SOM Policy and Graduation Requirements
- Special Assignment Electives (aka Away Rotations)
- [Explore & Focus Clerkship Catalog](#)
- <https://education.uwmedicine.org/curriculum/by-phase/clinical/>

Ask Us About

- SOM Policy Questions
- General Info about Graduation Requirements
- General Info about APCs/APC-Sub-Is
- Completing your Special Assignment Elective Application

E&F Course Requirements



Clinical Graduation Requirements:

- Emergency Medicine Required Clerkship (8 credits)
- Neurology or Neurosurgery Required Clerkship (8 credits)
- Sub-Internship (Sub-I) (8 credits)
- Advanced Patient Care (APC) (8 credits)
- Clinical Electives (40 credits)

Advanced Patient Care Clerkship Definitions

UW SOM requires one APC and one APC-S (sub-internship) for all students

- Most are four-week, full-time clinical experience (all Sub-Is are four-week, full-time)
- Advanced level of functioning in the clinical setting
- Can be primary or consultative
- Primary care or specialty-based
- Opportunity to demonstrate skills and learning about a specialty
- Must be UW clerkship (i.e., away rotations do not apply)

Advanced Patient Care Clerkships (APCs) and Sub-Internships (APC-Ss)

APCs

- Regular supervision
- Feedback
- Inpatient/outpatient/combo
- Care responsibility within limits of the specialty
- Team integration
- Faculty and sometimes residents

APC-Sub-Internships

- Regular supervision
- Feedback
- Inpatient/outpatient/combo
- Preparation for internship
- Primary responsibility for patient
- Integral part of the team
- Often with teams that include fellows, residents and faculty

ACADEMIC SUPPORT

Dr. Erica Brice – Director
of Academic Support

Dr. Yvonne Tyler –
Learning Specialist &
Tutoring Program Manager

Dr. Rebekah Freed – Learning
Specialist

Email: somlearn@uw.edu



Dr. Freeman - Idaho



Dr. Arnold - Spokane



Dr. Uffenbeck - Alaska



Dr. Scruggs - Spokane



Dr. Daughenbaugh - Montana



Dr. White - Spokane



Dr. French - Wyoming



Dr. Brice – Wyoming, Montana
& Spokane



Dr. Freed – Seattle & Alaska



Dr. Tyler – Seattle & Idaho

Academic Support



Our Role

- Support students with preparation for Step 2 CK and Subject Exams
- Tutoring Services (Drop In, Group and Individual)
- [Appointments](#): Meet with Dr. Brice (Spokane, Wyoming, Montana), Dr. Freed (Seattle (Mt. Baker & Mt. St. Helens, Alaska) and Dr. Tyler (Mt. Adams & Mt. Rainier, Idaho)
- [Website](#): Resources, Scheduling, Study Plans and more!

Ask Us About

- Planning & Registration for Step 2 CK
- Creating a Study Plan for Step 2 CK
- Subject Exams
- Study Resources
- Tutoring Groups

Step 2 CK

- Step 2 CK: Assesses ability to apply medical knowledge, skills, and understanding of clinical science essential for the provision of patient care under supervision. Emphasis on health promotion and disease prevention.
- Deadline: June 30, 2025
 - For expanded students, within 12 weeks of completing patient care phase
- On average students take 4-6 weeks to study
- Passing score: 214
- Step 2 CK study calendar example can be found [here](#) under "Step 2 CK resources"

Tutoring Services

USMLE Step 2 Group and Drop in Tutoring

- Step 2 Group Sessions will be offered from: 2/4/25-4/8/25 once a week for an hour on **Tuesdays** starting at 7:30 pm MT/6:30 pm PT/5:30 pm AK.
- Drop in USMLE sessions will be offered 7/15/24-10/7/25 and 1/6/25-6/30/25 on **Mondays** starting at 7:30 pm MT/6:30 pm PT/5:30 pm AK.

Individual tutoring appointments are offered on an as-needed basis. All individual tutoring appointments are one hour and only offered via Zoom. **Students may schedule up to 1 individual tutoring session per week.**

Get Information Fast! Visit our website

STEP 2 CK

USMLE Score Reporting Timeline Update

The United States Medical Licensing Examination® (USMLE®) program will no longer implement dedicated score delay periods for the Step examinations. Most exam scores will continue to be reported within four weeks after an examinee completes their test. However, in rare cases, various factors may delay score reporting. When selecting their test date and inquiring about results, examinees should allow at least eight weeks to receive notification that their score report is available.

For additional information about USMLE Step exam score reporting, visit [USMLE.org](https://www.usmle.org).

Page Navigation

[USMLE & NBME Updates](#)[Registration](#)[Study Plan](#)[Tutoring](#)

TUTORING

What is Tutoring?

Tutors are students like you who have previously done well with course content. They are not expected to have the level of experience of your professor. A professor provides students with new information and is the expert in teaching the material and making the exam; while a tutor works as a guide to help the student grasp that information by providing explanations, discussing helpful study techniques, and sharing tips that helped them do well on the block when they took it. Tutoring is not a replacement for class. Students have a responsibility to come prepared to sessions having done the course readings, assignments, practice questions, etc. It is helpful if you have an idea of what your specific challenges are so that the tutor can adequately prepare to help.

Sometimes it can be confusing to know what the next step is. We've mapped out the most effective way to utilize your resources:

Academic & Learning Resources

WWAMI Study Spaces – Click to view a pdf list of study spaces across WWAMI

DRS (Academic Skills) – Use this site to hone the strategies and habits that help you succeed in an academic setting.

The Learn Clinic – The LEARN Clinic provides evaluations and consultation addressing a variety of learning, attention, and behavioral problems experienced by children, adolescents, and adults.

AOA Pearls of Wisdom – Each year, AOA members create the AOA Pearls of Wisdom document as part of their mission to serve the UW medical school community. The document represents a compilation of their advice to fellow students about how to succeed in the pre-clinical years, in clerkships, and during the residency application time. The document represents AOA students' opinions, and as such, may or may not resonate with your experience in medical school.

WebPath – A useful resource for Pathology provided by University of Utah.

YouTube Channels (As recommended by UWSOM students)

- [Ninja Nerd](#)
- [Dirty Medicine](#)

REGISTRATION

Debbie Blackstone, PhD – Registrar

Kristen Duvall – Assistant Registrar

Iryna Novachuk – Registration

Specialist

Swan Nguyen – Program Coordinator

Kelly Rush – Proactive Advisor

Email: somreg@uw.edu

[SOM Registration & Records Website](#)

Registration



Our Role

- Manage E&F scheduling, including drops and adds
- Transfer SOM courses and grades to the UW Registrar's Office
- Monitor and audit progress through the curriculum and toward graduation requirements
- Manage Visiting Student Learning Opportunities (VSLO) applications

Ask Us About

- The scheduling process
- Away rotation application process
- Graduation audits
- SOM registration policies

Explore & Focus Scheduling Overview

- Phase 1: Permission-only Courses
 - Request and receive approval from departments to take permission-only courses
 - Add using **Manage Schedule Requests** tool in eValue
- Phase 2: Non-permission Courses
 - Use EVOS to preference E&F courses that do not require permission
 - EVOS generates schedules that are best for individual students and the entire cohort
 - Round 1: Courses offered Spring 2025 and Summer 2025
 - Round 2: Courses offered Spring 2025 – Spring 2026
- Phase 3: Open Scheduling
 - Add/drop UW & away electives using **Manage Schedule Requests** tool in eValue
 - Deadline: Friday noon (Pacific) prior to the 6-week Monday course start date (includes Away/Special Assignment electives)

E&F Scheduling Calendar

	Start	End
Permission-only course scheduling	Sept 4	Ongoing; assurance date early Oct
EVOS Round 1: Preferencing for Spring 2025 – Summer 2025	Early Oct	Mid-Oct
Post to student schedules	Early Dec	
Drop-only period	Early Dec	Approx 1 week after open – mid-Dec
EVOS Round 2: Preferencing for Spring 2025 – Spring 2026	Mid-Dec	End Dec
Post to student schedules	Early Feb	
Open scheduling (drop/add)	Early Feb	

EVOS Rounds 1 & 2

- *Coming soon to your inbox:* Non-permission course preferencing with EVOS
 - Timeline
 - How to preference guide
 - FAQs
 - Tips and tricks
 - Time and Zoom link for Registration Office Hours for help
- Look for email from somreg@uw.edu

Kelly Rush

Proactive Advisor



What I do:

- Off cycle student support
- Graduation plans
- SPC support
- Leave of Absence
 - Research/MPH/Personal

What Kinds of Questions Can I Answer?

- Am I on track for graduation?
- Will I have enough time to fit everything I want into my schedule?
- Do I need to expand?
- What would it look like if I expanded?
- Can I do an MPH?
- I'm pregnant, what does that mean for my graduation timeline?
- I'm struggling, where do I go for help?

CLERKSHIP ADMINISTRATORS

Website:

<https://education.uwmedicine.org/curriculum/by-phase/clinical/clerkship-contacts/>

Clerkship Administrators



Our Role

- Administer clerkships for department
- Credential students

Ask Us About

- Permission-only clerkships
- Clerkship specific questions that are not answered in the clerkship catalogue
- Credentialing requirements

WWAMI TRAVEL

Rachel Summers

Email: gowwami@uw.edu

<https://sites.uw.edu/gowwami/>

Travel & Housing



Our Role

- Help students stay within UW travel rules and not go unexpectedly out of pocket
- Purchase airfare when needed
- Reimburse allowable travel expenses
- Triage problems with transportation and clinical site housing

Ask Me About

- How is E&F Phase travel different from Patient Care Phase travel?
- What about APC and Sub-I rotations?
- Is my Patient Care Track site still my official duty station in my E&F year?

FINANCIAL AID

Diane Noecker – Director

Stephanie Olsen - Assistant Director

Jessica Wu - Financial Aid Counselor

Email: somfao@uw.edu

<https://education.uwmedicine.org/student-affairs/financial-aid/>

Financial Aid



Our Role

- Financial Aid budget adjustments
- Processing Summer Financial Aid
- Monitoring clerkship start dates for aid disbursement
- Monitoring credits for correct aid and budgets
- Loan repayment counseling

Ask Me About

- What are changes in aid for half time vs. full time enrollment?
- Do I get aid if I am only taking TTR?
- When will my aid disburse?
- What happens if I drop a clerkship after my aid disburses?
- Can I add the cost of residency applications?
- How do I pay for residency interview costs?

Financial Aid Credit Requirements and Tuition

- 0-5 credits – not eligible for financial aid
- 6-11 credits – half standard living expenses
 - If 6-11 credits, but 2 of them are evening clinic or another elective that covers the entire quarter, you are eligible for full living expenses
- 12-13+ credits – considered fulltime
 - Eligible for full living expenses, 12 credits minimum required for WA grant, and some military scholarships.

STUDENT AFFAIRS

Maya G. Sardesai, MD, M.Ed

Assistant Dean for

Student Development

Sardesai@uw.edu

Assistant: adminsa@uw.edu

Assistant Dean for Student Development



Role

- Support students longitudinally
- Oversee & Support Academic Support, Career Advising, & Registration

Talk with Me About

- Anything you like!
- Non-traditional paths through medical school
- Navigating personal and professional issues
- Leaves of absence & expanded trajectories
- General specialty decision-making

Tentative Residency Application & Match Timeline

- February-March 2025: VSLO away rotation application opens
- June 30, 2025: Step 2 deadline or 90 days after end of PCP
- Late September 2025: ERAS Residency application due
- October 2025 – January 2026: Interview season
- Early March 2026: NRMP Rank lists due
- Mid-March 2026: NRMP Match & SOAP week

Important UW Dates:

- May 2026: UWSOM Transition to Residency (**required**)
- May 2026: UW Physician's Oath & Hooding Ceremony
- June 2026: UW Graduation and MD degrees conferred

Military Match Timeline (estimated)

- August 31, 2025: Initial residency application due
- October 15, 2025: Deadline for application modifications; rank list due
- Mid-December 2025: Match results

Ophthalmology San Francisco Match Timeline (estimated)

- Late August 2025: Residency application due
- January 2026: Rank List due
- February 2026: Match results

Summary: Steps in the E&F Year Planning Process



You will be working on a number of these steps at the same time.

- Understand Your **Graduation Requirements**
- Review and Select **Sub-Is (APC-Ss), APCs & Electives**
- Determine if **Specific Clerkships** are **Permission-Only**
- Identify **Step 2 CK Study Plan**
- Consider Your **Specialty Decision** & Prepare for **Residency Application**
- **Preference** for non-permission courses using EVOS
- Review **WWAMI Travel Funding** Policies & Resources
- Understand Your **Finances** and Funding

QUESTIONS?

