EXPLORE & FOCUS SCHEDULING 2027-2028

SCHOOL OF MEDICINE
REGISTRATION &
RECORDS

SCHEDULING GOALS

To create schedules that include all required E&F clerkships and provide the opportunity to schedule electives

To do so using an equitable process that takes student preferences into account

SCHEDULING TIMELINE

Phase	Timeline
Phase 1: Permission Only Scheduling *~3 week pause after preferencing closes (early November - early December)*	Sept 14 – early Nov
Phase 2: EVOS Preferencing	Late Oct – early Nov
Registration team audits, commits, then releases schedules	
Phase 3: Open Scheduling	Late January

E&F COURSE REQUIREMENTS

- Emergency Medicine – 8 credits
- Neurology / Neurosurgery – 8 credits
- Sub-internship (Sub-I) - 8 credits
- Advanced Patient Care Clerkship (APC) - 8 credits
- Clinical electives – 40 credits

COURSES SCHEDULED OUTSIDE OF REGISTRATION SCHEDULING PROCESS

- E&F Integration weeks
  Summer 2027: 6/21/2027 - 6/25/2027
  Autumn 2027: 12/13/2027 - 12/17/2027

- Transition to Residency
  2 weeks mid/late May 2027 (immediately before Physicians Oath & Hooding Ceremony)

OTHER POLICY REQUIREMENTS

- Time in Seattle
  - 8 weeks of Patient Care &/or E&F at
    - University of Washington Medical Center
    - Harborview Medical Center
    - Veterans Affairs Puget Sound Health Care System
    - Seattle Children's Hospital

- Credit Limit in a Specialty
  - Maximum of 32 E&F elective credits in a specialty; exceptions approved by department

PHASE 1:
PERMISSION-ONLY COURSES

REQUESTING PERMISSION-ONLY COURSES

- **Step 1**: Review the Permission-Only Clerkship website
- **Step 2**: Contact Clerkship Administrators to request to add a permission-only course
  - May use email, a form, a survey,* require a meeting with faculty, or another way besides email to request permission-only courses. Check the individual department website.
- **Step 3**: Request permission-only courses to be added to your schedule via the Manage Schedule Tool in eValue (add link to instructions

* MED EM 606 for Spring B, Spring C, Summer A, Summer B: Permission only survey

REQUESTING PERMISSION-ONLY COURSES

- **Note for APCs and SUBIs:**
  - Only one APC & one SUBI can be scheduled in Phase 1 and Phase 2, even with permission for more than one.
  - This ensures everyone in your class gets scheduled for one of these since they are required.
  - You can add additional APCs and Sub-I's in Phase 3.

- SOM Registration will not process permission-only requests until September 14

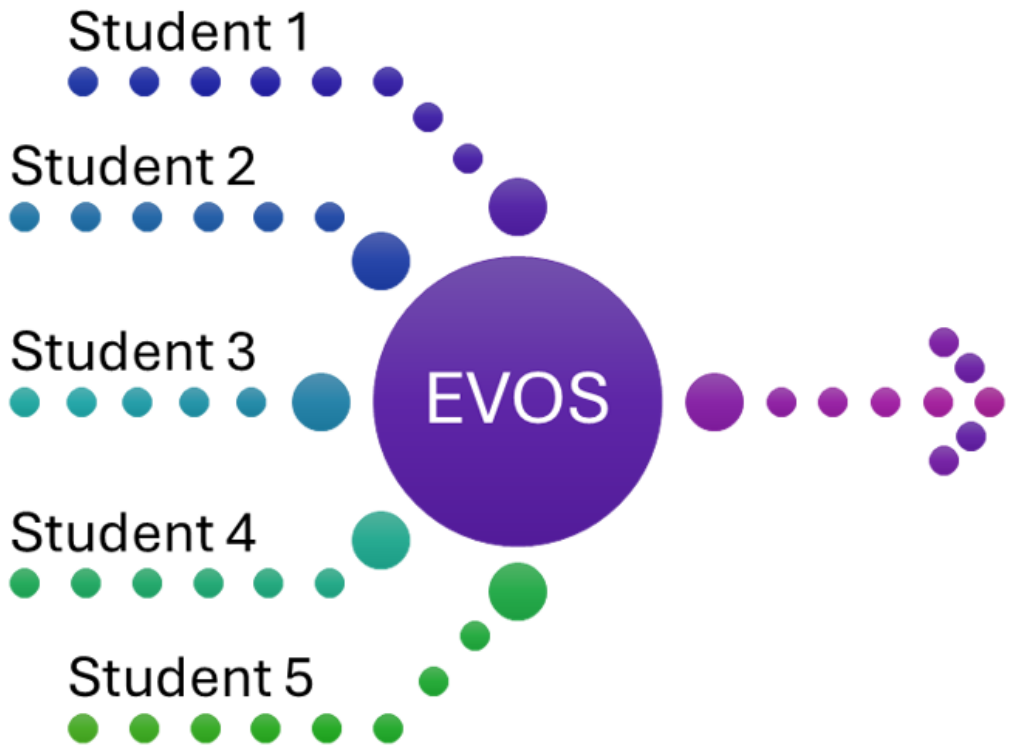
PHASE 2:
EVOS – NON-PERMISSION COURSES

PHASE 2: EVOS

- EVOS = eValue Optimization System
- Inputs student preferences and course availability to create the best possible schedules for everyone
- Enforces certain constraints

  e.g., site maximums, Track requirements, DRS location accommodations

EVOS



Best possible schedules individually and collectively

E&F PREFERENCING

- Course timeframe: Spring Quarter 2027 – Spring Quarter 2028
- Preferences: Up to 15
- Courses available to preference:
  - Courses: Any E&F course not requiring permission
  - Time off
    - Step 2 Prep Time Off - 4 weeks of dedicated study time
    - E&F Time Off – 4 weeks for residency interviews

EVOS RESULTS

➢ Emergency Medicine	8 credits
➢ Neurology/Neurosurgery	8 credits
➢ APC	8 credits
➢ Sub-I	8 credits
➢ Electives	only if preferenced
➢ Step 2 Time Off	only if preferenced
➢ E&F Time Off	only if preferenced

E&F RESULTS

- EVOS will not override/replace/change anything on your schedule (e.g., permission-only courses)
- All students – whether they preference or not – will receive
  - EM
  - Neurology/Neurosurgery
  - APC (8 credits)
  - Sub-I (8 credits)

Important

EVOS won't give you everything you preference (or highly preference)

Your schedule depends not only on your preferences but also on:

- Specificity of preferences
- Classmates' preferences
- Availability

Course	Students Preferencing	Available Spots
ANEST 677 Basic Anesthesia - Boise	81	18
CONJ 605 Intro to Palliative Care – UWMC	82	26
Neurology Alaska Native Med	31	12

EVOS TIPS

All preferences are not equal!

- Preference #1:
  - What is most important to you (your top priority)
  - Carries more weight in algorithm than all other preferences
- Preference #2 > Preferences #3-15

It's best to be specific with the first few preferences and less specific with preferences further down.

- *More specific = less flexibility for EVOS*
- *Less specific = more flexibility for EVOS*

EVOS PREFERENCING MISTAKES

- Not preferencing according to your priorities
- Creating a schedule instead of preferencing courses
- Being too specific
- Entering the exact same preference multiple times

Preference Screen Notes

Emergency Medicine and Neurology:

- **MED EM – Emergency Medicine**
  - ***Optimized*** in the course list, then make your selection for timeframe, zone, and/or site.
- **NEURL – Neurology**
  - ***Optimized*** in the course list, then make your selection for timeframe, zone, and/or site.

PHASE 3:
OPEN SCHEDULING

PHASE 3:
OPEN SCHEDULING

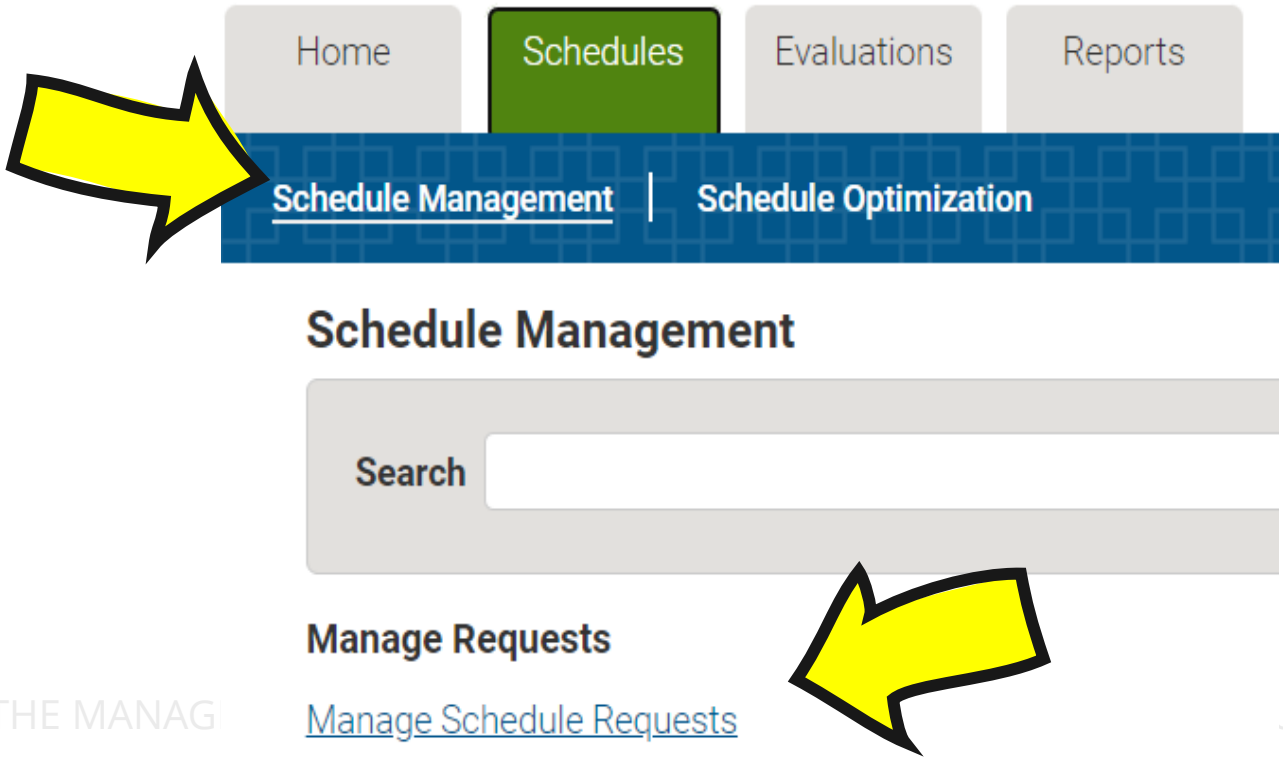
- Schedule changes after Phase 2 schedules released
- Add:
  - "Missing" E&F course requirements (e.g., electives)
  - Visiting electives (Away rotations)
  - Additional SUB-Is or APCs
- Drop: Any E&F course
  - Note: Registration will not drop required EM or required Neurology/Neurosurgery unless a replacement is also added to your schedule

OPEN SCHEDULING CONSTRAINTS

Adds:
Some courses will continue to require permission to add

Late adds or drops:
Course changes 6 weeks before the course start date require department permission

SCHEDULE CHANGES VIA MANAGE SCHEDULE REQUEST TOOL

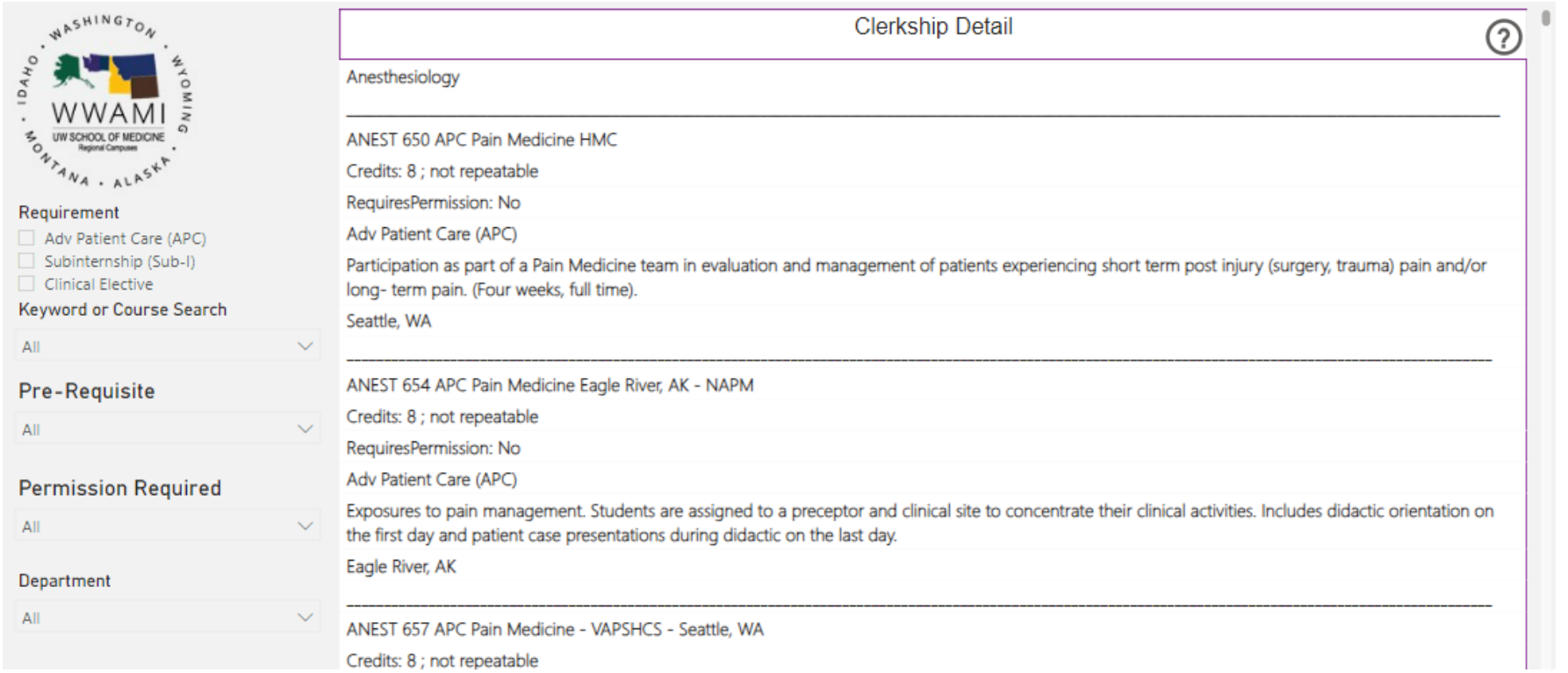


USE THE MANAG

JLE CHANGES

EXPLORE & FOCUS CATALOG

USE THE EXPLORE & FOCUS CATALOG TO VIEW PERMISSION & PRE-REQUISITE STATUS



CLERKSHIP GRADUATION AUDIT

- Required EM and NEURL

0 of 16 taken or scheduled - 0 of 16 completed

Time Frame	Course Credits	Final Grade	Complete Credits	Carry Over From
- Required EF Emergency Medicine Clerkship	0 of 8 taken or scheduled - 0 of 8 completed			
- Required EF Neurology Clerkship	0 of 8 taken or scheduled - 0 of 8 completed			

- Subinternship

0 of 8 taken or scheduled - 0 of 8 completed

Time Frame	Course Credits	Final Grade	Complete Credits	Carry Over From
- Required EF Subinternship	0 of 8 taken or scheduled - 0 of 8 completed			

* Subinternship credits in excess of 8 count toward Advanced Patient Care requirements.
* Subinternship credits in excess of 16 count toward Clinical Electives

- Advanced Patient Care Clerkship

0 of 8 taken or scheduled - 0 of 8 completed

Time Frame	Course Credits	Final Grade	Complete Credits	Carry Over From
- Required EF Advanced Patient Care Clerkships	0 of 8 taken or scheduled - 0 of 8 completed			

EVALUE SCHEDULING GUIDE

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QUESTIONS?

somreg@uw.edu

Registration & Records: E&F Tab

(in progress)

Attend E&F office hours (TBA)