

Nuts & Bolts

A Guide for the First and Second Years



Compiled by the
UCSF School of Medicine
Office of Student Affairs

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Getting Started

Getting Around

Finding a place to park on campus can be difficult and expensive. We suggest walking to campus, riding a bicycle, taking public transportation, or using the UCSF shuttle buses.

TRANSPORTATION SERVICES

www.parking.ucsf.edu/transportation

Parnassus Campus - Millberry Union, Room G-26 (415) 476-2566

Mission Bay Campus - 1625 Owens Street (415) 476-1511

Transportation Services provides parking permits and information about ridesharing, bicycle resources, and shuttle services.

Map of the Parnassus campus: www.ucsf.edu/pdf/maps/ucsf_parnassus.pdf

Map of the Mission Bay campus: www.ucsf.edu/pdf/maps/ucsf_mission_bay.pdf

UCSF SHUTTLE BUS

www.parking.ucsf.edu/transportation/shuttles/timetables/shuttlemap.pdf

(415) 476-GOGO (4646)

The UCSF Shuttle Bus program provides free weekday shuttle service (excluding campus holidays) to the UCSF community between all major campus locations

PUBLIC TRANSPORTATION

MUNI: MUNI offers service to all sections of the city by way of buses, streetcars, and cable cars. Information, including instructions on how to get to a particular location, can be obtained by calling (415) 673-MUNI or at www.511.org. Real-time schedules and train arrival times can be found at www.nextbus.com.

- Buses: Bus lines that run to the Parnassus campus are the 6, 43 (stop on Parnassus), and 71 (stop on Lincoln).
- Streetcars: The N-Judah line stops at the Irving Street entrance to UCSF.

BART: BART is a subway system that provides service between San Francisco and much of the East Bay. Visit www.bart.gov for more information.

AC Transit: AC Transit buses connect San Francisco with the East Bay. The San Francisco terminal is located at 1st and Mission. Visit www.actransit.org for more information.

Caltrain: Caltrain operates a line that extends from San Francisco to Gilroy. Call (800) 660-4287 or go to www.caltrain.com for more information.

Ferries (Blue & Gold Fleet): Ferry service is available to Alameda, Angel Island, Oakland, Sausalito, Tiburon, and Vallejo. Visit www.blueandgoldfleet.com for schedules and rates. Or call (415) 705-8200 for general information.

Golden Gate Transit: Golden Gate Transit operates buses and ferries to Marin County. For information call (415) 455-2000 or visit www.goldengatetransit.org.

SamTrans: SamTrans buses connect San Francisco with San Mateo County. Visit www.samtrans.com or call (800) 660-4287 for complete information.

Access to Online Services

Your SAA (Student Academic Affairs) UserID and PIN are initially used to create the usernames and passwords for several key campus accounts. Note: your SAA UserID is used to logon to many online services. Your SAA PIN (password) initially is the same for all online services, and may be changed on some systems and not all. Beware that none of these systems are interconnected, and changing your password on one system does not change your password on another.

- SAA UserID
- GALEN Account
- Email Account (also referred to as your campus active directory account)
- MyAccess Username (used for VPN)

Campus IT: Office of Academic & Administrative Information Systems (OAAIS)

- UCSF e-mail
- Remote access to the campus network through the Virtual Private Network (VPN) using MyAccess

School of Medicine

- iROCKET courses, the School of Medicine's digital/online curriculum

Library

- Printing services in the library and the Medical Student Lounge (S-245)
- Computer lab, Interactive Learning Center (ILC) computer login

Frequently asked questions about these services:

Q: What if I forget the username or password for one of my accounts?

A: All your usernames are the same as your SAA UserID.

- SAA PIN: please visit the Office of Admission and Registrar (MU 200 West) for assistance. Neither library staff, SOM, nor OAAIS staff can provide SAA UserIDs or PINs.
- GALEN Account password: visit the GALEN Account online services page: www.library.ucsf.edu/services/galenaccounts
- Email Account or MyAccess password: call OAAIS customer support at 415-514-4100, option 2.

Q: How do I change my SAA UserID PIN?

A: Currently, Student Academic Affairs does not allow students to change their PIN.

Q: How do I change my SAA UserID?

A: Student Academic Affairs does not allow students to change their SAA UserID unless they legally change their name. Students must present documentation to SAA regarding any legal name changes.

Q: How do I forward my UCSF e-mail account to an outside e-mail account such as Gmail?

A: For security reasons, including the security of patient information that is sent by e-mail, UCSF does not allow students to forward their UCSF e-mail to an outside address.

Terms and Conditions of Use: Use of UCSF computing and networking systems is subject to state, local, UC system-wide and campus policies, practices, and procedures pertaining to privacy and the appropriate use of electronic resources. Policies that govern the use of library GALEN accounts are available at www.library.ucsf.edu/info/accounts.html. The UC electronic communications policy is available at www.ucop.edu/ucophome/policies/ec

OAAIS (CAMPUS IT) SERVICES

Microsoft Exchange E-mail with Outlook Web Access (OWA): OWA (accessible through the Medical Student Web Portal home page at www.medschool.ucsf.edu/medstudents) allows you to access your UCSF e-mail account through the Web.

What you need to log in:

Your Email Account username (same as SAA UserID)

Your Email Account password (initially set to same as SAA UserID Pin)

Your Domain is "Campus"

To log into your e-mail via OWA visit: exchange.ucsf.edu

Domain\Username: Campus\SAA UserID

Password: SAA PIN

Remote Access Using the Virtual Private Network (VPN):

Off-campus Network Access

A VPN (Virtual Private Network) account, in combination with access to the Internet via your own Internet Service Provider (ISP), provides secure access to the UCSF internal network. Access to the UCSF internal network gives you access to resources restricted to verified UCSF users. This includes some iROCKET curricular resources as well as library resources such as licensed textbooks and full-text journal articles. All medical students have been provided with a VPN Account.

VPN: MyAccess Username and Password

Your VPN Username and Password are the same as your MyAccess username and password. MyAccess account setup instructions are provided by e-mail by OAAIS.

To use the web-based VPN:

- Go to vpn.ucsf.edu and login using your MyAccess username and password. For more information about MyAccess go to myaccess.ucsf.edu.
- If you require assistance in using OAAIS services, please contact OAAIS Customer Support via help.ucsf.edu, by phone at (415) 514-4100 option 2, or via e-mail at customersupport@ucsf.edu.

SCHOOL OF MEDICINE SERVICES

Digital Curriculum (iROCKET): The School of Medicine's online courses (iROCKET) use the Collaborative Learning Environment (CLE), which can be accessed using your GALEN account through the Medical Student Web Portal at medschool.ucsf.edu/medstudents. Locate and click on the iROCKET text link in the blue navigation bar to connect to your courses.

iROCKET Usage Policy: All iROCKET courses, and materials contained within, are intended solely for the individuals permitted access to the curriculum by the School of Medicine and may not be reproduced or disseminated without permission. Sharing of accounts, course files, Web links, or other materials with anyone other than an enrolled or authorized individual is a violation of this policy. iROCKET materials may be protected by copyright; any further use

of this material may be in violation of federal copyright law and University of California policies on the use of course materials. For the full text of the policy see:

www.medschool.ucsf.edu/irocket/tech_requirement/policy.aspx#irocket_use

Medical Student Web Portal: The portal, at www.medschool.ucsf.edu/medstudents, was designed by medical students for medical students. It provides one convenient place to access all the resources for your medical education. You can find information about:

- Student Events
- Registrar
- Library
- Housing
- Parking and Transportation
- Student Health Services
- Student Financial Services
- International Opportunities & Travel
- School of Medicine Programs, Offices, and Policies
- External Programs
- Residency Programs and National Residency Matching Program
- Visiting Medical Student Policies

TECHNOLOGY REQUIREMENTS

www.medschool.ucsf.edu/iROCKET/tech_requirement/index.aspx

The School of Medicine has established minimum standards for hardware and software to enable students to access the Internet/Web, UCSF e-mail, and primary information resources such as the online curriculum, California Digital Library, and patient information systems.

For specific requirements see:

www.medschool.ucsf.edu/irocket/tech_requirement/requirement.aspx

For the entire policy see:

www.medschool.ucsf.edu/iROCKET/tech_requirement/policy.aspx

For additional information on Student Technology Support visit:

www.medschool.ucsf.edu/iROCKET/tech_requirement/support.aspx

LIBRARY SERVICES

Access to the library's electronic services is provided through a GALEN account or your UCSF e-mail user name and password. Your user name for a GALEN account and UCSF e-mail is your SAA UserID.

Wireless (and wired) Network Access: The library and several other campus locations provide laptop access to the campus network via wired and/or wireless connections. For information on this service go to: www.library.ucsf.edu/info/wireless.

Printing Services: The library provides for-fee printing service in the library computing labs and the Medical Student Lounge in S-245. For details, see library.ucsf.edu/services/printing.

Computer Lab, Interactive Learning Center Computer Login: To log on to the computers in both the Library and Interactive Learning Center South, use your UCSF e-mail username and password.

Technical Support: Computing assistance is available in the ILC Library, Room 231 and in ILC South, Room S-166. For general library information call (415) 476-2336.

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Academics

2009-2010 Academic Calendars

MED 1

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MED 2

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Essential Core Courses and Directors

MED 1

Fall

IDS 101 (Prologue) Dr. Marieke Kruidering and Dr. Doug Schmucker

IDS 102A (Organs - Cardiovascular) Dr. Dana Rohde

IDS 131A (Foundations of Patient Care) Dr. Anna Chang, Dr. Calvin Chou, and Dr. Dan Ciccarone

Winter

IDS 102B (Organs - Pulmonary/Renal) Dr. Leslie Zimmerman

IDS 103A (Metabolism and Nutrition) Dr. Tracy Fulton and Dr. Leslie Zimmerman

IDS 131B (Foundations of Patient Care) Dr. Anna Chang, Dr. Dan Ciccarone, and Dr. Carrie Chen

Spring

IDS 103B (Metabolism and Nutrition) Dr. Tracy Fulton and Dr. Leslie Zimmerman

IDS 104 (Brain, Mind, and Behavior) Dr. Dan Lowenstein and Dr. Peter Ralston

IDS 131C (Foundations of Patient Care) Dr. Anna Chang, Dr. Carrie Chen, and Dr. Amin Azzam

MED 2

Fall

IDS 105 (Infection, Immunity, and Inflammation) Dr. Anthony De Franco and Dr. Shirley Lowe

IDS 106 (Methods, Mechanisms, and Malignancies) Dr. June Chan, Dr. Katherine Hyland, and Dr. Andrew Ko

IDS 132A (Foundations of Patient Care) Dr. Anna Chang, Dr. Carrie Chen, and Dr. Jessica Muller

Winter

IDS 107 (Life Cycle/Epilogue) Dr. Susan Masters, Dr. Henry Sanchez, and Dr. Marya Zlatnik

IDS 132B (Foundations of Patient Care) Dr. Anna Chang and Dr. Amin Azzam

Features of the Essential Core Curriculum

- **Integrated & Case-Based Learning:** The Essential Core curriculum uses case-based learning and integrates disciplines to blur the boundaries between traditional preclinical and clinical education. In the Essential Core, interdisciplinary block courses weave together basic, clinical, and social sciences. Clinical cases are used throughout to contextualize learning, and to increase retention and transfer of learning.
- **Independent Learning:** Active, self-directed learning is encouraged by limiting formal class time to an average of 24 hours per week. This allows unstructured time for independent learning.
- **Collaborative & Small-Group Learning:** To promote the collaborative and interdependent learning relevant to clinical practice and research, half of the class hours take place in small group or laboratory formats with faculty leaders and senior medical students who are trained in small-group facilitation.
- **iROCKET, the Digital Curriculum:** iROCKET delivers a range of educational technologies that enhance student learning. It provides a platform for all of the online course materials for the Essential Core and Clinical Core, as well as a broad array of independent and self-study resources, the medical student Web portal, and a learning portfolio platform.

Essential Core Blocks

OVERVIEW

The Essential Core constitutes the first 18 months of medical school and consists of nine interdisciplinary block courses organized around central themes or systems. Foundations of Patient Care (FPC), a longitudinal clinical and interviewing skills course, runs for both years. Each of the other block courses tackles a major biological theme; the basic and clinical sciences relevant to this theme are intertwined with other aspects of the practice of medicine, including public health, epidemiology, and the social and behavioral sciences.

FIRST- AND SECOND-YEAR BLOCK

Foundations of Patient Care (FPC): Spanning the entire Essential Core, FPC teaches clinical skills, professional development, and clinical reasoning. Students work in small groups to learn interviewing and physical exam technique, and to explore patient-physician interaction, the social and cultural impact of medicine, and team approaches to health care. Students also participate in preceptorships, working in community physicians' practices to gain clinical and professional experience. In addition, FPC coordinates Clinical Interlude, a three-day immersion in the hospital setting that provides students with their first in-patient experience.

FIRST-YEAR BLOCKS

Prologue: An introduction to essential anatomy, biochemistry, pharmacology, histopathology, genetics, and social and behavioral sciences, all linked together as a foundation for patient care. Students work collaboratively to master basic principles and develop a framework for continued study.

Major Organ Systems: An integrated approach to investigating the cardiovascular, pulmonary, and renal systems.

Metabolism and Nutrition (M&N): An investigation of the gastrointestinal system, endocrinology, and metabolic issues, with additional emphasis on the prevention of disorders in these areas and on counseling for nutritional health.

Brain, Mind, and Behavior (BMB): A comprehensive overview of general principles in neuroscience, neurology, and psychiatry.

SECOND-YEAR BLOCKS

Infection, Inflammation, and Immunity (I-3): This first block of the second year covers microbiology, immunology, and infectious disease as well as public and international health issues.

Methods, Mechanisms, and Malignancies (M-3): An integrated and innovative look at human cancer, with emphasis on the molecular mechanisms that underlie cancer development and treatment, and a broad exploration of relevant disciplines including epidemiology, pathology, genetics, clinical oncology, hematology, social and behavioral sciences, and ethics.

Life Cycle/Epilogue: A study of the human developmental sequence, considering special topics in childhood and adolescent medicine, men's and women's health, and aging. One day a week in the Epilogue component, students review and integrate concepts presented earlier in the Essential Core through case-based study in large and small groups.

3

Policies

Policies

Student Technology Policies & Statements

www.medschool.ucsf.edu/iROCKET/tech_requirement/policy.aspx#email

ESSENTIAL CORE CURRICULUM

Participation & Attendance

www.medschool.ucsf.edu/curriculum/policies/ec_attendance_participation.aspx

www.medschool.ucsf.edu/curriculum/policies/ec_attendance_fulltext.aspx

Grading and Examinations: Philosophy and Policy

www.medschool.ucsf.edu/curriculum/policies/ec_grading.aspx

Student Evaluation of Courses and Teachers

www.medschool.ucsf.edu/oet/policies/ec_evalpolicies.aspx

www.medschool.ucsf.edu/oet/policies/nof1.aspx

Registration Policy

www.medschool.ucsf.edu/medstudents/policies/registration_policy.asp

BYLAWS OF THE FACULTY OF THE SCHOOL OF MEDICINE

Includes information on academic progress such as: Grades & Credit, Academic Probation, Professional Disqualification, Student Dismissal, Screening and Academic Standards Committee, Withdrawal.

www.senate.ucsf.edu/0-bylaws/somb.html#somreg

Procedure for Student Grievance

www.senate.ucsf.edu/0-bylaws/stugr.html

Procedure for Withdrawal, Leave of Absence, and Readmission

www.medschool.ucsf.edu/medstudents/policies/withdrawreadmitproc.asp

Policy on Absences

www.medschool.ucsf.edu/medstudents/policies/absence_policy.asp

CONDUCT AND PROFESSIONAL BEHAVIOR

Dress Code

www.medschool.ucsf.edu/professional_development/professionalism/pdf/dress_code.pdf

Substance Abuse

www.medschool.ucsf.edu/medstudents/policies/sub_abuse_policy.asp

Infection Control

<http://infectioncontrol.ucsfmedicalcenter.org/html/index.html>

Proof of Immunity

<http://saawww.ucsf.edu/health/docs/newStudentReq.htm>

Guidelines on the Use of Course Materials

www.medschool.ucsf.edu/iROCKET/tech_requirement/ucpolicy_coursematerials.aspx

Institutional Professionalism (Physicianship Skills)

www.medschool.ucsf.edu/professional_development/professionalism/physicianship_institutional.aspx

**Preamble for the UCSF Physicianship Evaluation Form
for First and Second-year Medical Students**

www.medschool.ucsf.edu/professional_development/professionalism/physicianship1_2.aspx

Physicianship Form

www.medschool.ucsf.edu/professional_development/professionalism/pdf/physicianshipform12.pdf

Institutional Physicianship Evaluation

www.medschool.ucsf.edu/professional_development/professionalism/pdf/physicianship04.pdf

Medical Student Statement of Principles (Honor Code)

www.medschool.ucsf.edu/professional_development/professionalism/honor_code.aspx

4

Resources & Services

Office of Medical Education

www.medschool.ucsf.edu/medicaleducation
521 Parnassus Avenue, Room C-254
Phone: (415) 502-1633

China Basin Landing/Wharfside Building
185 Berry Street, Suite 5350
Phone: (415) 514-8400

Staff: David M. Irby, PhD, Kevin H. Souza, MS, Patricia O'Sullivan, EdD, Christy K. Boscardin, PhD, Bridget O'Brien, PhD, Arianne Teherani, PhD, Christina Cicoletti, Naika McDonald, Patricia Ramirez, Victoria J. Ruddick, Jason Wang

The educational mission of the UCSF School of Medicine is to prepare medical students from diverse backgrounds for excellence and leadership in patient care, research, education, and public service.

The Office of Medical Education provides oversight and support to all Dean's Office education units including:

- Admissions
 - Community Based Education
 - Continuing Medical Education
 - Curricular Affairs
 - Educational Research & Faculty Development
 - Educational Technology
 - Foundations of Patient Care
 - Graduate Medical Education
 - Haile T. Debas Academy of Medical Educators
 - Kanbar Center for Simulation and Clinical Skills
 - Outreach and Academic Advancement
 - Pathways to Discovery
 - Student Affairs
-
- Provides faculty development workshops and teaching improvement activities
 - Conducts the Teaching Scholars Program
 - Offers Medical Education Research Fellowships in conjunction with the HTD Academy of Medical Educators
 - Promotes scholarship in medical education
 - Coordinates compliance with and reporting to accrediting agencies
 - Handles grievances and appeals for students, residents, and fellows
 - Manages training affiliation agreements with hospitals and clinics
 - Oversees medical education facilities
 - Manages special projects
 - Coordinates fundraising efforts for medical education

Office of Student Affairs

www.medschool.ucsf.edu/studentaffairs

513 Parnassus, Room S-245

Phone: (415) 476-1216

Staff: Maxine Papadakis, MD, Sara Clemons, MEd, Katie Morris, Frances Harvey

The Office of Student Affairs coordinates major student events such as orientation and commencement, provides student services, and supports student groups and related activities.

All Students

- Advisory Colleges
- Student appointments with Dr. Papadakis
- Career advising programs, including the Careers in Medicine program
- Conference and travel funding
- Jury duty excuse letters
- Letters of good academic standing
- Letters of recommendation for scholarships
- Associated Students of the School of Medicine (ASSM) elections
- Student/Faculty Liaison Committee

First-Year and Second-Year Students

- Orientation and Welcome Back sessions
- *Nuts & Bolts: A Guide for the First and Second Years*
- Class meetings
- White Coat ceremony

Third-Year Students

- Residency and career advising resources

Fourth-Year Students

- National Residency Matching Program (NRMP) information
- Match Day
- Graduation, Convocation, and all related activities
- Licensures, certifications, and verifications of schooling

Advisory College Program

www.medschool.ucsf.edu/professional_development/colleges

The Advisory College Program is an essential element of the curriculum. This program is designed to provide mentoring and personalized academic advising, facilitate student communication among peers and faculty, and guide students through an array of educational resources, timelines, clinical care settings, and prospective career options. The goals of this program are to help students foster closer relationships with their advisors and each other, access resources, make career decisions in an informed and productive way, and to enhance students' personal and professional development.

The four colleges are composed of students from all four years of medical school and each one is headed by two faculty mentors. The mentors represent a broad range of backgrounds and clinical specialties. You will be assigned to an Advisory College during Orientation.

HUGHES-MACK COLLEGE

Dr. Ellen Hughes, Internal Medicine
ehughes@medicine.ucsf.edu
(415) 377-7227

Dr. Kevin Mack, Psychiatry
kevin.mack@ucsf.edu
(415) 305-4035, SFGH, 7M

JAIN-STEIN COLLEGE

Dr. Sharad Jain, Internal Medicine
sharad.jain@ucsf.edu
(415) 206-4987, SFGH, Bldg 10, Third Floor

Dr. John Stein, Emergency Medicine
jstein@medicine.ucsf.edu
(415) 317-1479, 505 Parnassus, Long 138

MILLER-DIAB COLLEGE

Dr. Carol Miller, Pediatrics
millerc@peds.ucsf.edu
(415) 353-2441, 400 Parnassus, AC-01

Dr. Mohammad Diab, Orthopaedic Surgery
diab@orthosurg.ucsf.edu
(415) 514-1519, 500 Parnassus, 325W

MURR-HARLEMAN COLLEGE

Dr. Andrew Murr, Otolaryngology
ahmurr@ohns.ucsf.edu
(415) 352-2481, 400 Parnassus, A739

Dr. Beth Harleman, Medicine
eharleman@medsfgh.ucsf.edu
(415) 206-6787, SFGH, Room 5H7

Office of Curricular Affairs

www.medschool.ucsf.edu/curriculum/contact

513 Parnassus, S-221

Phone: (415) 476-2346

Staff: Helen Loeser, MD, MSc, Phaedra Bell, PhD, Maureen Mitchell, Kristen Fitzhenry, EdM, Sara Campillo, David Rachleff, Jessica Angeles-Sample

The Office of Curricular Affairs is responsible for the quality of the curriculum, for student academic achievement, and policies and procedures regarding medical education.

ACADEMIC ASSISTANCE

- Student academic records
- Counseling and tutoring
- Processing of add and drop course petitions, change of grade petitions
- Medical Scholars Program
- Course schedules, academic calendars, exam schedules
- Applications for off-campus clerkships
- Clinical electives catalog (Web only)
- 3rd & 4th year student schedules, lotteries for both core clerkship & elective courses
- Request/approval for extended program
- Letters of support from the Associate Dean for Curricular Affairs
- U.S. Medical Licensing Examination (National Boards) information and certification of applications

COMMITTEES

- Screening and Academic Standards Committees
- Student Welfare Committee
- Committee on Curriculum and Educational Policy (CCEP)
- Essential Core Course Committee (ECCC)
- Essential Core Steering Committee (ECSC)
- Clinical Clerkship Operations Committee (CCOC)
- Clinical Studies Steering Committee (CSSC)
- Advanced Studies Committee

RESEARCH, AWARDS, AND FELLOWSHIPS

- Student research program and applications
- MD with Thesis program
- Certificate Program in Biomedical Research (CPBR)
- Alpha Omega Alpha Honor Medical Society membership & events
- Curriculum Ambassador Program and Medical Education Fellowships

RESIDENCY PLANNING

- Medical Student Performance Evaluations (MSPE)
- Electronic Residency Application Service (ERAS)
- Residency applications and the Match course in iROCKET

STUDENT ACADEMIC FILES

Student academic files are confidential and are housed in the Office of Curricular Affairs. They consist of the following documents: the AMCAS application, transcripts, third and fourth year evaluations, correspondence regarding grades, awards and scholarships, copies of petitions, recommendation letters for off-campus electives and scholarships, research proposals, etc. Students may examine their files at any time and are encouraged to do so. Contact Sara Campillo for access to your file.

ELECTIVES

Although most students take electives during the first year, no one is required to do so. There are many electives to choose from in both the clinical and basic science departments. A list of electives taken by first- and second-year students is available each quarter on the med student portal at www.medschool.ucsf.edu/medstudents. Electives are often advertised at the beginning of the quarter by e-mail or announcements that are made in class. The purpose of electives is to supplement the Essential Core material, offer students a chance to participate in an area of interest, or permit students to receive credit for research or independent study.

Students may take up to four units of electives each quarter without obtaining prior approval from the Associate Dean for Curricular Affairs. Most students enroll in one to three units of electives per quarter. Those who accumulate six units of electives during the Essential Core may schedule an additional four weeks of vacation during the third and fourth years. However, as stated previously, students are in no way required to take electives in the first and second years.

SUMMER OPPORTUNITIES

Although the summer after the first year is technically free from course requirements, the following opportunities are available for students to pursue:

Curriculum Ambassadors: The Summer Curriculum Ambassador program provides support and mentoring for students to pursue a curriculum project of their choosing. Students partner with course faculty to develop particular areas, from small group sessions to syllabus chapters to online modules. Students also work on team projects to enhance cross-block integration and consistency. For more information, please see: www.medschool.ucsf.edu/curriculum/development/ambassadors.

Family Practice Preceptorships: Contact the Department of Family and Community Medicine, 3rd floor Millberry Union East, (415) 476-2503.

Study Abroad/International Experiences: Students often arrange to study abroad, choosing experiences that range from home-stays and language immersion programs to working in a clinical setting. Funding is available to students who have approved projects of at least four weeks' duration. For study abroad funding guidelines and the Office of International Programs, go to www.medschool.ucsf.edu/intlprograms.

Research: See www.medschool.ucsf.edu/studentresearch for more information about summer research opportunities and funding.

Office of Student Research

www.medschool.ucsf.edu/studentresearch

513 Parnassus, S-221

Phone: (415) 476-2347

Staff: Daniel H. Lowenstein, MD, Mary Beattie, MD, Jorge Oksenberg, MD, Curricular Programs Specialist (TBA)

There are many opportunities available to students who wish to explore the world of medical research for the first time or continue to build upon their prior research experiences. Although some students do research while enrolled in the regular curriculum, most prefer to schedule blocks of time in which they can do research full-time. Medical students may schedule research blocks at different points in their UCSF careers: in the summer following the first year, during electives in the third or fourth year, or during extra quarters that constitute part or all of a fifth year (or longer) program of study. In all cases, students need to identify a UCSF faculty member to serve as their mentor, who will oversee and guide their research activities. In some cases, students may apply for academic credit or funding opportunities for their research or project plans. Fortunately, the school is very committed to supporting the research interests of students, and there is a wide range of programs that provide research stipends. Students may also take an extra year to participate in the UCSF Certificate Program in Biomedical Research (CPBR), which allows students to enroll in school at a reduced rate. In addition to working full-time on a research project, students must attend the weekly medical student research journal club and complete an MD with Thesis. Many students will also participate in the Pathways to Discovery program, which includes research and project work in the following five Pathways: Molecular Medicine, Clinical and Translational Research, Global Health, Health and Society, and Health Professions Education. Further information on the Pathways to Discovery program can be found at www.medschool.ucsf.edu/pathways. Detailed descriptions of research opportunities and funding sources (including CPBR) can be found at www.medschool.ucsf.edu/studentresearch.

SUMMER RESEARCH

The summer between the first and second years of the medical curriculum is not scheduled with required courses. Many students use this period to do research projects, and some students continue their summer work during the second year. Most students begin planning for a summer project in January of the first year. At that time, the Dean's Office holds a meeting to discuss how to select a sponsor and how to apply for funding. A list of research sponsors at UCSF is available at www.medschool.ucsf.edu/faculty, although this site is not up-to-date because the school is in the midst of a major renovation of the faculty database. Most students have found that it is more useful to go to departmental websites and learn about potential opportunities by exploring faculty interests that are typically described in the research section that exists for most, if not all, departments. Students also find sponsors through meetings with faculty mentors and advisors, and word-of-mouth. Announcements of research opportunities both on and off campus appear regularly on the medical student research website. For further information, students should refer to information on the website (www.medschool.ucsf.edu/studentresearch), and consider scheduling an appointment to meet with Dr. Mary Beattie or Dr. Dan Lowenstein in the Office of Student Research by emailing them directly.

RESEARCH ELECTIVES

Students may choose to spend part or all of their third- and fourth-year elective time (up to six months) doing research. To arrange a research elective, you should first discuss your plans with Maureen Mitchell in the Office of Curricular Affairs. The decision to schedule your elective time as research may be made at any time in the third or fourth year. However, you should begin the scheduling process at least eight weeks before you plan to start

your research, in order to have enough time to obtain the necessary approvals. For more information about funding, academic credit, ethical guidelines, and timelines for research activities, contact the Office of Curricular Affairs.

MD WITH THESIS PROGRAM

In 1988, the School of Medicine created the MD with Thesis Program to provide academic distinction for students who conduct original research while in medical school. The distinction of MD with Thesis is awarded at graduation to those students who, in addition to fulfilling all the requirements for the degree of Doctor of Medicine, have completed a research project and have written a thesis approved by the governing committee of the MD with Thesis Program. Students may conduct thesis research in any of a wide variety of disciplines, including basic sciences, clinical investigation, social sciences, health policy, and ethics. The fundamental requirement for the program is that the work be original, scholarly, and of high quality. The MD with Thesis research may be conducted at UCSF or at other institutions, subject to approval by the MD with Thesis Committee. If you are interested in the MD with Thesis Program, you should discuss your plans with Dr. Jorge Oksenberg who is chairman of the program.

EXTENDED PROGRAMS

Students who are seriously interested in exploring the possibilities of incorporating research into their medical career are strongly encouraged to extend their time in medical school. Most students add a one-year block that falls between the third and fourth years, because this allows students to first develop a good understanding of the actual practice of clinical medicine (building on the learning of the basic language of medicine). Furthermore, the extra year offers time when, in addition to carrying out research, students can refine their career goals and be better informed about their subsequent residency choices. As noted above, the Certificate Program in Biomedical Research (CPBR), allows students doing full-time research for an entire year to enroll in school at a reduced rate. The Office of Student Research has a number of funding programs that can be used to support year-long research. Details can be found at www.medschool.ucsf.edu/studentresearch.

Office of International Programs

www.medschool.ucsf.edu/intlprograms
513 Parnassus Avenue, Room S-221
Phone: (415) 476-2347

Staff: Madhavi Dandu, MD, MPH, Curricular Programs Specialist (TBA)

The Office of International Programs promotes international educational and research opportunities and collaborations for medical students. Services include:

- Coordinating funding and exchange programs for medical students
- Providing information and mentoring for students about global health opportunities
- Connecting students with faculty mentors in the U.S. and abroad
- Administering the Pathways to Discovery in Global Health
- Coordinating with UCSF, national, and international organizations on relevant UME global health activities.

Office of Educational Technology

www.medschool.ucsf.edu/oet

LEARNING TECHNOLOGIES

530 Parnassus Avenue, Library-Room 504

Phone: (415) 502-2800

E-mail: *irocket@ucsf.edu*

Staff: Valentina Bettencourt, Christian Burke, Jesse Friedman, Chandler Mayfield

- Support iROCKET, the digital curriculum (online courses, multimedia, portfolios)
- Maintain the medical student web portal at *www.medstudents.ucsf.edu*
- Direct the Medical Student Computing Help Desk managed by the UCSF Library's Interactive Learning Center (ILC), in S-166 and CL-231
- Develop instructional media and online learning modules
- Manage Ilios, our Web-based curriculum management tool
- Oversee medical student technology requirements and computing support
- Coordinate and develop mobile computing initiatives and programs

EVALUATIONS AND ASSESSMENT

China Basin Landing

185 Berry Street, Suite 5350

Phone: (415) 502-2800

E-mail: *evaluations@ucsf.edu*

Staff: Allison Chen, Joseph Crawford, Sylvia DeCoursey, Mark Lovett, Arianne Teherani

- Oversee student evaluation system of courses and faculty
- Conduct focus groups with students
- Oversee the grading of multiple-choice exams and reporting of results to block chairs
- Item banking and discipline tracking of student exams
- Post final exam scores after the class has reached the required 70% response rate for course and faculty evaluations
- Enhance evaluation and performance assessment
- Conduct educational evaluation and research
- Disseminate research in medical education

EDUCATIONAL DATA SYSTEMS

521 Parnassus Avenue, Room C-254

Phone: (415) 476-2235

E-mail: *bonnie.hellevig@ucsf.edu*

Staff: Jen Cross, Bonnie Hellevig

Educational Data Systems provides consulting on data gathering for educational research projects and reporting on educational programs. There are dozens of sources of educational data in the School of Medicine. While some are integrated, many are stand-alone systems that must be kept coordinated with manual processes. OET is charged with identifying and managing these disparate sources, as well as protecting the security of sensitive information. The Educational Data unit manages ISIS, the School of Medicine's Integrated Student Information System. ISIS allows medical education faculty members and staff to access student contact information, program information, reports, and photographs.

Medical Student Well-Being Program

www.medschool.ucsf.edu/studentwellbeing
735 Parnassus Avenue
Phone: (415) 476-0468

Staff: Rebecca Watters, MD, Vittorio Comelli, PsyD

The Medical Student Well-Being Program provides free, confidential counseling to medical students for issues such as school adjustment, depression, loss and grief, anxiety, relationship or family problems, academic difficulties, and alcohol or substance abuse. Well-Being staff members meet with students for one to ten sessions to help clarify and assess individual situations. The Medical Student Well-Being Program provides medication management, individual counseling, couples counseling, and referrals to therapists in the community. Staff members work evening hours to accommodate students on rotations. The Well-Being staff also coordinates outreach activities throughout the year to promote student wellness. All records are kept confidential from the School of Medicine.

To make an appointment, call the office or e-mail either Dr. Rebecca Watters or Dr. Vittorio Comelli. Please note that Well-Being does not provide emergency services. If you need immediate assistance, call Student Health Services at 476-1281. If it is an emergency, call 911 or go to the emergency room.

Student Health and Counseling Services

www.shs.ucsf.edu

Parnassus Clinic

Millberry Union, 500 Parnassus Avenue
H Level, Room 5
(415) 476-1281

Mission Bay Clinic

Mission Bay Community Center
1675 Owens Street, Room 330
(415) 476-1281

Student Health and Counseling Services (SHCS) assists students in improving both their physical and mental well-being. Student Health and Counseling delivers all primary care services to students. SHCS also provides free counseling and psychological services to medical students. Specialty care is provided predominantly by the UCSF Medical Group and other specialists upon request. Specialty care is funded by the Student Insurance Plan or if waived, the student's comparable plan. All registered students are insured automatically by paying their health insurance premiums at the time of their registration. The Student Insurance Plan includes coverage of routine or preventive dental care and a discount vision plan. For a complete list of healthcare services provided, clinic hours, insurance plan benefits, wellness programs, and more, please visit our website at www.shs.ucsf.edu.

Student Financial Services

saawwww.ucsf.edu/financial
Millberry Union West, Room 201
Phone: (415) 476-4181
E-mail: *financial@ucsf.edu*

Complete information on the various programs, eligibility requirements, and financial aid procedures is available in the Student Financial Services office, or on their website.

The UCSF Library

www.library.ucsf.edu

Parnassus Campus Library

530 Parnassus Avenue
Phone: (415) 476-2334

Mission Bay Library

1675 Owens Street, Room 150
Phone: (415) 514-4060

The UCSF Library's 800,000-plus volume collection covers almost every aspect of the health sciences, with substantial resources in the biological, physical, and social sciences. Students have full borrowing privileges, access to resources from home, and access to computing facilities (including wireless access), group study rooms, classes, photocopying, and printing. For more information about the library's services, please visit their website. The library's introductory guide, *Getting Started for Students*, is available at *www.library.ucsf.edu/help/start/students*.

Student Academic Affairs

saawwww.ucsf.edu
Millberry Union West, Room 200
Phone: (415) 502-7786

The division of Student Academic Affairs oversees a number of offices that serve student needs, including the Office of Admission and Registrar, Student Health Services, Student Financial Services, the Office of Student Life, the Office of Career and Professional Development, the Student Activity Center, Student Disability Services, *Synapse* (the student newspaper), the Center for Science and Education Opportunity, and Services to International Students and Scholars.

Student Outreach and Recruitment: The Center for Science and Education Opportunity offers opportunities for students to participate in outreach/academic preparation programs that help to attract a diverse student body to UCSF. For information, please call (415) 514-2132.

Office of Student Life

www.ucsf.edu/osl

Millberry Union, Room 126W

Phone: (415) 476-4318

The Office of Student Life coordinates various student services, programs, and resources. They can help you:

- Get involved in campus advisory and governance committees
- Apply for funding for student organizations
- Plan and implement student-initiated activities
- Interpret campus policies applying to activities, organizations, and students

In addition to the above functions, the office coordinates the following resources:

- Associated Students of UCSF
- The Graduate Students' Association
- *Synapse*, the student newspaper
- Student Activity Center
- Registered Campus Organizations - registration and funding
- Student Disability Services
- Student Legal Resources
- Office of Career and Professional Development
- Assistance with conflict resolution and referral to campus resources

Services for Students with Disabilities: The Office of Student Life is responsible for coordinating Student Disability Services at UCSF. Services include, but are not limited to: sign language interpreters, real-time captioners, reading, transcription, and note-taking services, learning-disability specialists (assistance with assessment and accommodations), special parking, mobility assistance, alternative test-taking arrangements, special orientation to the campus, liaison with the California State Department of Rehabilitation, and referrals to resources, services, and agencies.

ASSOCIATED STUDENTS OF UCSF

asuc.ucsf.edu

Millberry Union 110W

Phone: (415) 476-2010

The Associated Students of UCSF serves as the campus-wide student government for students from the schools of Medicine, Dentistry, and Pharmacy. This organization funds the professional schools' student governments and the activities and programs sponsored by Registered Campus Organizations (RCOs). The ASUCSF is under the general supervision of the Office of Student Life and is directly governed by a 15-member Executive Board comprised of elected officers, the presidents of the professional schools of Medicine, Dentistry, and Pharmacy, and representatives from various RCOs. The ASUCSF is funded by student fees and student registration fees.

REGISTERED CAMPUS ORGANIZATIONS

osl.ucsf.edu/rco
Millberry Union 126W
(415) 476-4318

There are more than 100 Registered Campus Organizations (RCOs) at UCSF with diverse political, ethnic, community service, recreational, and other interests.

Registered campus organizations may:

- Raise funds on campus
- Invite speakers to campus
- Schedule and use University properties such as meeting rooms, classrooms, and catering facilities
- Schedule special-use areas of the campus such as Saunders Court, the Medical Sciences Building lobby, and the Health Sciences Building lobby for RCO activities such as fundraising, membership drives, informational tables, and picnics.
- Receive support and assistance from the Office of Student Life staff with the planning and organization of activities
- Apply for funding through various campus funding sources

For more information about joining an RCO or to receive assistance in starting a new RCO, please call or visit the Office of Student Life.

SPECIALTY INTEREST GROUPS

www.medschool.ucsf.edu/interest_groups

The goals of medical student specialty interest groups are to promote student interest in specific fields/careers and to provide career guidance and support through:

- Faculty and resident mentoring and advising (both formal and informal)
- Informational sessions (panels, lunches/dinners, speakers)
- Information about research opportunities, international opportunities and/or other educational opportunities, such as shadowing, working with the underserved, etc.
- Residency application process information/support
- Information about department events and current issues in the field
- Information about field-related organizations and outside resources

Lesbian, Gay, Bisexual, Transgender (LGBT) Resource Center

lgbt.ucsf.edu
Woods Building, Lower Floor
100 Medical Center Way
Email: lgbt@ucsf.edu
Phone: (415) 502-5593

Staff: Shane Snowdon, Director

The Lesbian, Gay, Bisexual, Transgender (LGBT) Center provides programs and services for all UCSF students. The Center's website features complete information about the LGBT Resource Center's programs and services, including:

- UCSF's annual student forum on LGBT health issues
- Information about LGBT healthcare concerns
- Educational presentations on a wide variety of topics
- The online "Out List" that connects UCSF students to faculty for mentoring
- Networking opportunities, including the UCSF LGBT listserv
- Support and advocacy for individual students
- UCSF's LGBT Student Association

Center for Gender Equity

www.ucsfce.org
Woods Building
100 Medical Center Way
Phone: (415) 476-5222

The Center for Gender Equity provides advocacy, education, and support services to both women and men of UCSF and the greater San Francisco community in each of the following three areas:

- Women and Gender Resources
- Sexual and Relationship Violence Resources
- Lesbian, Gay, Bisexual, and Transgender Resources

The Center is an integral part of UCSF's teaching, research, patient care, and public service mission. In this role, the Center seeks to create programs and initiate policies that sustain an inclusive and equitable campus community.

UCSF Police and Security

www.police.ucsf.edu

Millberry Union, G Level, Room 18

Emergency (Campus Phone): 9-911

Emergency (Cell Phone): 476-6911

Non-Emergency/Security Escort: (415) 476-1414

Lost and Found (Voice Message System): (415) 476-2454

The UCSF Police Department works in partnership with our community to enhance the safety and quality of life at UCSF through crime prevention and suppression, victim support and assistance, infrastructure protection, community education and awareness, emergency preparedness, and traffic safety.

Incident Reporting: Crime victims should call the non-emergency line at (415) 476-1414, and a police officer will respond to take a written report and conduct a thorough investigation. In the event of an emergency, dial 9-911 from any campus telephone or dial 476-6911 from any cell phone.

Confidential Crime Reporting: All incidents reported to the Police Department are considered confidential except for information that is required by law to be released. Victims of sexual assault are legally entitled to not have any of their identifying information released to the public. Additionally, victims of sexual assault are not required but are encouraged to make a police report. The Center for Gender Equity is available to provide support for victims and assist them as necessary whether or not they choose to make a police report, and confidential counseling is available through Student Health Services.

Crime Prevention: The UCSF Police Department's Crime Prevention Section coordinates presentations and special workshops on all aspects of personal safety, prevention of workplace violence, rape/assault prevention and related law enforcement topics for all campus members. In order to achieve the Department's mission, it is important that all persons share in the responsibility of reporting suspicious activity and safeguarding life and property.

Sexual Assault Prevention: Workshops on sexual assault prevention, resource information, and policies and procedures regarding rape and sexual assault on campus can be obtained from the Center for Gender Equity's Rape Prevention Education Program. The Police Department conducts investigations and assists victims with information and referrals.

Crime Alert Bulletins: As required by federal law, the Police Department prepares and distributes crime-alert bulletins to the campus community on all reported crimes or information considered to be a threat to students and/or employees. This is accomplished via electronic listservs, campus news services, mail services, the Police Department website, and bulletins. All notices are available for review at the Police Department.

Crime Awareness and Campus Security Act: The University of California San Francisco's annual security report includes statistics for the previous three years concerning reported crimes that occurred on campus, in certain off-campus buildings owned or controlled by the University, and on public property within, or immediately adjacent to and accessible from the campus.

The report also includes institutional policies concerning campus security, such as policies concerning alcohol and drug use, crime prevention, the reporting of crimes, sexual assault, and other matters. You can obtain a copy of this report by contacting the UCSF Police Department or by visiting saa.ucsf.edu/clery. The "Student Right to Know" information will be sent to students separately.

UCSF Problem Resolution Center

www.ucsf.edu/resolve
3333 California Street, Suite 309
Phone: (415) 502-1082

The UCSF Problem Resolution Center and Campus Mediation Program offer neutral, confidential, and informal avenues for students, faculty, staff, and administrators to manage conflict and resolve issues. The program is supplemental to the university's existing formal grievance and complaint procedures. Mediation emphasizes open communication, active listening, and creative problem solving and is facilitated by trained neutral mediators. Individuals who participate in mediation do so voluntarily. The mediation program supports the value placed on early intervention to resolve issues and differences, and can accommodate interpersonal, intergroup, and intragroup conflicts.

In addition to confidential conflict-management consultation and support, the Problem Resolution Center provides neutral services, including coaching and facilitation, to individuals and groups to enhance interpersonal and organizational communication skills, collaboration, and teamwork.

Office of Sexual Harassment Prevention & Resolution

www.worklife.ucsf.edu/oshpr
3333 California Street, Suite 293
Phone: (415) 476-5186

UCSF is committed to providing an environment free from discrimination and harassment of any kind. Despite improvements, sexual harassment can still occur. Sexual harassment and/or gender discrimination most often occur when there is a real or perceived imbalance of power between a supervisor and those being supervised. If you feel you have been harassed, please talk with your advisory college mentor, Dr. Loeser or Dr. Papadakis, or the Office of Sexual Harassment Prevention & Resolution. They are available to discuss (formally or informally) your concerns and to help you obtain a favorable resolution. Reporting the harassment, even if you do not wish to pursue a resolution, is crucial for making continued improvements in the work/learning environment.

UCSF Housing Services

www.campuslifeservices.ucsf.edu/housing

Parnassus
500 Parnassus Ave.
Millberry Union, Room 102 West
Phone: (415) 476-2231

Mission Bay
1505 Fourth St.
Phone: (415) 514-4550

Housing Services provides quality university housing and related services to students, post-docs, residents/clinical fellows, and faculty. Their prices are currently below the market average, and they do not require a security deposit or application fee.

UCSF HOUSING OPTIONS

Avenue Houses on 3rd & 5th Avenues (Parnassus)

Apartment options: Single or shared rooms in a group house

145 Irving Street at 3rd Avenue (Parnassus)

Apartment options: Single room in a shared 2-bedroom apartment

Aldea San Miguel (Parnassus)

Apartment options: 1-bedroom, 2-bedroom, and Junior 1-bedroom apartments

Mission Bay

Apartment options: Studio, 1-bedroom, 2-bedroom, 3-bedroom, single room in 4-bedroom group apartment

OFF-CAMPUS LISTING SERVICE

www.campuslifeservices.ucsf.edu/housing/off_campus/service

List or find long-term accommodations off-campus. Features include apartment and house listings and the UCSF Student Roommate Finder. Another resource for apartment listings and roommates is www.craigslist.org.

SHORT-TERM LODGING GUIDE

www.campuslifeservices.ucsf.edu/housing/off_campus/lodging

This resource is useful to those who seek temporary accommodations until a permanent place is found. The guide provides listings of hotels, guest houses, and bed & breakfast accommodations in San Francisco. UCSF discounts are available at some of the listed establishments.

5

Life
Resources

Fitness & Recreation Services

www.campusliveservices.ucsf.edu/fitnessrecreation

Millberry Fitness & Recreation Center
500 Parnassus Avenue
Phone: (415) 476-1115

Bakar Fitness & Recreation Center
William J. Rutter Center
1675 Owens Street
Phone: (415) 514-4545

All new students must register their UCSF ID at the fitness center prior to working out for the first time.

Equipment and facilities include: weight machines, free weights, stationary bikes, stair climbers, treadmills, rowing machines, elliptical trainers, group exercise studios, squash courts, racquetball courts, gymnasiums, locker rooms, and swimming pools. Other services include locker rental, personal training, and massage.

Group Classes and Activities: Core Classes are included with a Premier membership. Standard members, UCSF employees, and the general public may participate by purchasing a Group Fitness class card or pay per class. UCSF students and employees receive preferred rates.

RECREATIONAL SPORTS

www.campusliveservices.ucsf.edu/recsports

Recreational sports leagues are the perfect way to get exercise and make new friends. Most leagues run throughout the year. We can even help place you on a team.

Leagues: Men's Basketball, Futsal (Indoor Soccer), Women's Basketball, Volleyball, Softball (Spring), Flag Football (Fall), Table Tennis, Tennis, Squash

Drop-In Sports: Futsal (Indoor Soccer), Badminton, Volleyball, Basketball, Racquetball Ladder, Squash Ladder, Women's Basketball

Sports Clubs and Clinics: Clubs and clinics allow people with similar interests to build community through fun, fitness, creativity, and friendship. Clubs are organized by students and employees. Clinics are workshops to help you improve skills in the sport of your choice.

Partner Cards: Looking for a tennis partner or a buddy to go surfing with? Check out the partner cards located in the fitness center. Leave your information and take down someone else's. It's that easy.

OUTDOOR PROGRAMS

www.outdoors.ucsf.edu
550 Parnassus Avenue
Phone: (415) 476-2078

Skills Clinics: Courses teaching beginner and intermediate skills for a wide range of activities including backpacking, cross-country skiing, snowboarding, kayaking, and first-aid wilderness emergency response.

Group Outings: The outdoor recreation experts at Outdoor Programs provide guides and help arrange ski, kayaking, backpacking, teambuilding, and other outings for your special group at a discounted rate. To make arrangements, call Outdoor Programs at least three weeks in advance of your desired day.

Cabin Rentals: Outdoor Programs rents a Tahoe ski house to students every winter. Get a group of classmates, friends, or family and head to the mountains. Student registration starts in October.

Climbing Wall: Our climbing wall, located outdoors at Bakar Fitness & Recreation Center at Mission Bay, is available for a variety of uses, including instructional classes, custom programs, recreational climbing hours, and special events.

Arts & Events Services

www.campusliveservices.ucsf.edu/artsevents

500 Parnassus Avenue

Millberry Union East, Room 243

Phone: (415) 476-2675 or Hotline: (415) 476-6932

Arts & Events offers arts and social programs to help everyone on campus strike a balance between work/study and play. Arts & Events' mission is to enrich the human spirit through community, recognition, and celebration for everyone at UCSF.

Campus Cinema: Outdoor movies at Mission Bay as well as ad-hoc department-sponsored movie events. Contact Robert Kirkbride at 514-1640 for more info.

Discount Ticket Program: Great deals for California Academy of Sciences, San Francisco Opera, Great America, Universal Studios, United Artists, Century, and AMC movie theaters. Plus many other admission discounts—check the Arts & Events website for more details. Purchase these tickets at Millberry Central Desk, 500 Parnassus Avenue, and select satellite locations.

Performing & Visual Arts Clubs: Join one of our clubs devoted to art activities or let us help you create your own. For more details, call (415) 476-2675.

Orbit Music Series: Come enjoy concerts at various campus sites featuring Latin, blues, jazz, rock, and more! Concerts are free and open to the public.

Chancellor's Concert Series: Join us for a relaxing Thursday, noontime concert. The Chancellor's Concert Series features professional classical musicians in Cole Hall. Season runs September through June. Visit the Arts & Events website for the schedule of concerts.

Music in the Library: Enjoy a concert in the Lange Reading Room on your Wednesday lunch break to relax and take in the peaceful view. Located on the 5th floor of UCSF's main library at Parnassus. Concerts are free and open to the public.

Campus-wide Celebrations: We produce and co-sponsor some of the best events on and off campus including: UCSF Picnic Day at Waterworld, Halloween Festivals, Bi-annual Red Hot Gala, UCSF Ice Skating Party, MLK Commemoration Week, Asian Pacific American Systemwide Alliance Celebration Week, Broadway shows, Summer picnics and much more!

Arts & Events Volunteers: Do you like planning or assisting with fun filled events? Is your passion the arts? Do you yearn to be around a group of fun, high-spirited people? Then be a part of the team that promotes community, fun, and well-being. Be an Arts & Events volunteer and help us spread the word today. For more details and information, call Arts & Events at (415) 514-1610.

Retail Services

www.campuslifeservices.ucsf.edu/retail

Retail Services manages dining, retail, vending, personal services, and banking for the UCSF community. Proceeds from Retail Services vendors support activities, programs, and entertainment at UCSF, including outdoor recreation and arts and events.

DINING

Café Bellini

Plaza Level, Millberry Union

Café Bellini's menu includes pizza by the slice, homemade calzones, specialty sandwiches and salads, an assortment of fresh-baked morning pastries and desserts, and smoothies.

Carmelina's Taqueria

Plaza Level, Millberry Union

Carmelina's serves fresh Mexican and Latin American cuisine, including tacos, burritos, enchiladas, quesadillas, nachos, and assorted daily specials.

Courtyard Caffe

Saunders Court, School of Nursing Building, Room 201

Located in the Nursing Building, Courtyard Caffe serves Asian food, made-to-order sandwiches, salad bar items, Peet's coffee, gourmet baked goods, and assorted snacks and beverages.

Moffitt Café

505 Parnassus Avenue, Moffitt Hospital, 2nd Floor

This traditional, self-serve cafeteria serves breakfast, lunch, and dinner.

Palio Paninoteca

Plaza Level, Millberry Union, Room 127

Palio offers gourmet Italian panini sandwiches, specialty salads, lasagna, daily soup specials, fresh-baked breads, pastries, and espresso.

Panda Express

Plaza Level, Millberry Union

Panda Express serves innovative Chinese entrees and sides, all freshly wok-prepared.

Subway

I-Level, Millberry Union

Get fast service at an affordable price with Subway's sandwiches, wraps, soups, and fresh-baked desserts.

Terzetto Express

400 Parnassus Ave, in front of the ACC building

This full-service espresso and coffee cart also serves sandwiches, salads, and pastries.

University Express

Plaza Level, Millberry Union

Pick up a large variety of beverages and snacks, plus hot dogs, sandwiches, ice cream, and more.

PERSONAL SERVICES

UCSF Documents, Media & Mail

www.campusliveservices.ucsf.edu/documentsmail

H-Level, Millberry Union West, Room H10E

Phone: (415) 514-2054

Documents, Media & Mail is a full-service production center offering printing, copying, and mailing services. They can produce everything from brochures to posters to invitations. They offer high-speed black and white photocopies as well as color copying, bindery, and digital archiving. Students receive discounted rates on all copying services.

UCSF University Stores

www.campusliveservices.ucsf.edu/ustores

UCSF University Store

Millberry Union

Phone: (415) 476-1666

The University Store is the primary campus retailer of required and optional texts for the School of Medicine, health-science reference books and media, custom course readers, and specialty books. They also sell medical instruments, anatomical charts and models, lab coats, school supplies, and UCSF insignia clothing and merchandise.

UCSF Technology Store

Millberry Union (inside University Store)

Phone: (415) 476-5061

The Technology Store, located in the main University Store, is an Apple- and Dell-authorized reseller, and offers both Mac and PC software. All UCSF students are entitled to special educational discount pricing on computer hardware and software.

Campus Cuts

Millberry Union, I-Level

Full-service hair care for men and women, including cuts, perms, and coloring. Hair care products and gift certificates are available. Walk-ins welcome for men; women by appointment.

Farmers' Market at UCSF

Parnassus campus, in the ACC Breezeway, Wednesday, 10-3 (year-round)

Shop the Farmers' Market every Wednesday, rain or shine, for fresh and healthy California-grown fruits and vegetables.

UCSF Vision Optical

Millberry Union, I-Level

Comprehensive vision services, the latest in contact lenses, and quality fashion frames.

Walgreen's Pharmacy - opening Fall 2009

Millberry Union, I-level

Full-service pharmacy offers personalized care, a comprehensive range of medications including over-the-counter (OTC), and easy prescription transfers.

You See Flowers

Millberry Union, Plaza Level

Fresh flowers, plants, and arrangements are available for pick-up and delivery.

BANKING

Bank of America

ATMs: 500 Parnassus Ave, Millberry Union, I-Level
350 Parnassus Ave.
Branch: 800 Irving St. at 9th Ave.

Wells Fargo

ATMs: 500 Parnassus Ave, Millberry Union, I-Level
400 Parnassus Ave, ACC Building, J-Level
Branch: 725 Irving St. at 8th Ave.

The Golden One Credit Union

Membership open to all California State employees, faculty, staff, and students of UCSF.
ATMs: 400 Parnassus Ave, ACC Building, J-Level
505 Parnassus Ave, 2nd Floor
500 Parnassus Ave, Millberry Union, I-Level
513 Parnassus Ave, School of Nursing Lobby
Branch: 500 Parnassus Ave, Millberry Union, I-Level

Important Contacts

SCHOOL OF MEDICINE ADMINISTRATION

Vice Dean, Education, C-254 502-1633
David Irby, PhD david.irby@ucsf.edu

Assoc. Dean, Curricular Affairs, S-221.....476-2346
Helen Loeser, MD, MSc helen.loeser@ucsf.edu

Assoc. Dean, Student Affairs, S-245 476-1216
Maxine Papadakis, MD...maxine.papadakis@ucsf.edu

Assoc. Dean, Admissions, C-200476-4044
David Wofsy, MD WofsyD@medsch.ucsf.edu

Office of Research, S-221 476-2347
Physician-Scientist and Education Training Programs
Dan Lowenstein, MD daniel.lowenstein@ucsf.edu

ADVISORY COLLEGE MENTORS

www.medschool.ucsf.edu/professional_development/colleges

Mohammad Diab, MD 514-1519
diab@orthosurg.ucsf.edu

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John Stein, MD 353-1238
jstein@medicine.ucsf.edu

ADMINISTRATIVE OFFICES

Curricular Affairs, S-221..... 476-2346
www.medschool.ucsf.edu/curriculum

Student Affairs, S-245476-1216
www.medschool.ucsf.edu/studentaffairs

Medical Education, C-254502-1633
www.medschool.ucsf.edu/medicaleducation

Educational Technology, Library 504502-2263
www.medschool.ucsf.edu/oet

International Programs, S-221 476-2347
www.medschool.ucsf.edu/intlprograms

Registrar, MU West, Room 200476-8280
saawww.ucsf.edu/admission

Office of Affirmative Action / Equal Opportunity / Diversity..... 476-4752
www.aaeo.ucsf.edu

Center for Gender Equity 476-5837
www.ucsf.edu/cge

Office of Sexual Harassment Prevention and Resolution 476-5186
www.ucsf.edu/oshrp

EMERGENCY SERVICES

Campus

UCSF Police 476-1414

MU West, G Level
www.police.ucsf.edu

In case of an emergency, dial 9-11

Moffitt-Long Emergency Room 353-1238
505 Parnassus Avenue

Mount Zion Emergency Room 885-7520
1600 Divisadero Avenue

Off-Campus

CPMC Emergency Room 923-3333
2333 Buchanan at Clay

St. Mary's Emergency Room 750-5700
450 Stanyan at Fulton

Suicide Prevention, S.F. 781-0500
24-hour Crisis-Emergency Hotline

Westside Crisis Clinic 353-5050
888 Turk at Gough (Mon.-Sat., 9 a.m.-7 p.m.)

Poison Control Center 876-4766

S.F. Rape Treatment Center (24 hours) 206-3222

Needlestick Hotline pager (24 hours)..... 719-3898

Domestic Violence Hotline (800) 799-7233

FINANCES

Student Financial Services 476-4181
MU West, Room 201

saawww.ucsf.edu/financial

Student Loans & Repayment Info 476-1348

HEALTH/WELL-BEING

Student Health & Counseling Services..... 476-1281
Parnassus Clinic

500 Parnassus Avenue, MU H Level, Room 5

Mission Bay Clinic

1675 Owens Street, Suite 330

saawww.ucsf.edu/health

INFORMATION

Campus Operator 476-9000

Library 476-2334
www.library.ucsf.edu

Synapse, MU West 106 476-2211
www.ucsf.edu/synapse

RECREATION

Outdoor Programs 476-2078
Parnassus & 3rd

www.outdoors.ucsf.edu

Office of Student Life 476-4318
MU West, Room 126

saa.ucsf.edu/osl

TRANSPORTATION

Transportation Services 476-1511
500 Parnassus, MU G26
www.campuslifetimeservices.ucsf.edu/transportation

S.F. MUNI 673-MUNI
www.sfmta.com

CHILD CARE

UCSF Marilyn Reed Lucia Child Care Study Center 476-1616
610 Parnassus Avenue

T.A.L.K. Line 441-KIDS
(Parental stress and resource line)

Child Care Referral Service 476-2692

Marin Day School 775-2111
3333 California St., Ste. 220 (at Laurel Heights)

COUNSELING AND THERAPY

Campus:

Medical Student Well-Being Program 476-0468
735 Parnassus Avenue
www.medschool.ucsf.edu/studentwellbeing

Langley Porter Psychiatric Institute 476-7000
www.psych.ucsf.edu/lpphc.aspx

Student Health & Counseling Services ... 476-1281
saawww.ucsf.edu/health

Mindfulness-Based Stress Reduction at the Osher Center 353-7718
1701 Divisadero Street, Suite 150
www.osher.ucsf.edu/Classes/StressReduction.aspx

Center for Gender Equity 476-5222
www.ucsf.edu/cge

Office of Sexual Harassment Prevention and Resolution 476-5186
www.ucsf.edu/oshpr

Off Campus:

Access Inst. for Psychological Services 861-5449

Alcoholics Anonymous674-1821

Bereavement Counseling 626-5900

Berkeley Information Network (510) 981-6166
(Referral service for the East Bay)

Community United Against Violence Crisis Support Services (800) 309-2131
(Alameda County suicide prevention line)

National Council on Alcoholism and Other Drug Addictions 296-9900

Ohloff Recovery Programs 221-3354

New Leaf 626-7000
(Lesbian/gay/bisexual/transgender mental health)

Women, Inc. 864-4722

CONTACTING SOMEONE AT THE SCHOOL OF MEDICINE

Location Key: HSW=Health Sciences West; S=Medical Sciences; C=Clinical Sciences; MU=Millberry Union; M=Moffitt Hospital; MCB=Mission Center Building

When calling a campus office using phones on campus, dial the last 5 digits. For example: For (415) 476-1234, you dial 6-1234, for (415) 502-1234, you dial 2-1234, for (415) 514-1234, you dial 4-1234.

If you need to contact someone on the School of Medicine's faculty who is not in the above list, try this web address: www.medschool.ucsf.edu/faculty

If you need to get contact information for a staff member or non-School of Medicine faculty, then use the online UCSF phone book. This resource also has phone listings by department and is linked to all other UC schools: directory.ucsf.edu.



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