

Flex Week Proposal:

Title	Seven Habits of Highly Effective Medical Students	
Submitting Team	Sarah Merriam, Suzi Templer	
Experience Category	Clinical shadowing	Professional Enrichment Courses (PECs) Professional Development Wellness
	Research-related Community Service	
	Other: Thread related	
Goal	To expose students to a variety of leadership domains and skills, including but not limited to the following: communication (giving/receiving feedback), collaboration (working with diverse teams, motivating others to high performance), conflict resolution (resolving interpersonal disagreements), self-awareness (identifying personal strengths and areas for growth, time management and balancing personal/professional goals)	
Brief Description	<p>This flex week will have two components. First, students will read or listen to one selected assignment per day (e.g., selected readings from the Harvard Business Review, Adam Grant podcasts). Then, in a “journal club” format, students and course leaders will conduct a student-driven discussion. Students will be encouraged to bring forward work-based challenges they have faced as a springboard for discussion, facilitated by the Course Directors.</p> <p>The second component will involve exposure to successful leaders from a variety of disciplines (primary care, medical, surgical, global health, behavioral health) and backgrounds (quality/safety improvement, technology, operations and systems management, innovation) who will discuss their roles, responsibilities, and current challenges in the context of the session readings.</p>	
Organizer	Sarah Merriam and Suzanne Templer	
Admin Coordinator (contact info)	Jennifer Sinclair – Jennifer.sinclair@pitt.edu	
Department	General Internal Medicine/ OSA	
Capacity (# students)	15	
Location	Scaife Hall (new wing)	
Reporting Info	1pm – need room assigned in new wing	

Indicate when the flex week will be offered:

Flex week #	Week of the curriculum	Start Date (Mon)	End Date (Fri)	Available?
1	5	Tue 9/5/23	9/8/23	
2	12	Mon PM 10/23/23	10/27/23	
3	26	1/29/24	2/2/24	
4	30	2/26/24	3/1/24	X
5	59	9/16/24	9/20/24	

Indicate the schedule for the flex week:

	MON	TUE	WED	THU	FRI
AM	Pre-work: Reading/podcast assignment	Pre-work: Reading/podcast assignment	Pre-work: Reading/podcast assignment	Pre-work: Reading/podcast assignment	Small group discussion Wrap-Up: Leadership Panel
PM	Welcome and goal setting Small group discussion	Small group discussion	Small group discussion	Small group discussion	Reflective practice

NOTES:

- Schedules should have activities for students at least 5hr/dy, with at least 2hr/dy synchronous
- Unlike PEC's, students will not receive grades/certificates for flex week completion