**Allegheny Health Network**

**(Allegheny General Hospital, Forbes Hospital &West Penn Hospital)**

**Associate Dean**

Daniel Benckart, MD Executive Assistant: Sally Tupi

320 E. North Avenue 412-359-3714

Pittsburgh, PA 15212
412-359-3714

**Allegheny General Hospital (AGH)** Emergency Medicine, Medicine, Neurology,

320 E. North Avenue Surgery, 4th year electives

1st Floor, South Tower, Room 188

Pittsburgh, PA 15212

412-359-4335

**Forbes Hospital (FH)** Family Medicine & Psychiatry

2570 Haymaker Road

Monroeville, PA 15146

412-858-2000

**West Penn Hospital (WPH)** Obstetrics & Gynecology, Neonatology &

4800 Friendship Avenue Pediatrics

2nd Floor, South Tower, Room 2318

Pittsburgh, PA 15224

412-578-5432

**Security**

The Security Offices at AGH, FH and WPH operate 24 hours a day, seven days a week. They act as a clearing center for all lost and found items and should be contacted with any questions.

AGH Security Office 412-359-3193
 412-359-3194
 Located in the corridor behind the Gift Shop in the main lobby of

the Snyder Pavilion

FH Security Office 412-858-2402
 Located 1st Floor, Emergency Entrance, 1st door on the right

WPH Security Office 412-578-1800
 Located in the North Tower, ground floor

**ALLEGHENY HEALTH NETWORK**

**PARKING INFORMATION**

Parking at Allegheny General Hospital, West Penn Hospital and Forbes Hospital is free of charge to medical students.

**Allegheny General Hospital**

* A $20.00 deposit is required of all students if you will be rotating at Allegheny General Hospital.
* When you arrive for orientation **on the first day only** you may park in the James Street garage.
* Parking will be available in the General Robinson Street garage for all medical students. Further instructions will be provided during orientation.

**West Penn Hospital**

* Parking will be available in the McKean Parking lot located at the corner of Liberty Avenue and S. Winebiddle Street.
* You will gain access to the parking lot once you attend orientation and issued a hospital ID badge.
* Further instructions will be provided during orientation.

If you require parking at the West Penn Hospital School of Nursing Dormitory you must provide the following information to the Student Affairs office prior to your arrival at AGH for orientation:

* Date of arrival
* Make, model, year and color of vehicle
* License plate number / state of issue

You may park in the Millvale Avenue garage (adjacent to the hospital) upon check in at the School of Nursing or on your first day of rotation if you are not staying the School of Nursing housing accommodations. Please bring your white parking ticket to the parking office at West Penn Hospital. The parking office will issue a parking pass for the first day only per the instructions below. You will receive instructions for parking at West Penn Hospital during your orientation at AGH.

On the first of your rotation, your car may remain parked in the Millvale Avenue garage until the end of your shift (if your rotation is based at West Penn Hospital.)

Report to the parking office on the first day of your rotation which is located in the main hospital, ground floor of the North Tower, GR 405.5 before reporting to your orientation/rotation.

Sandy Catrain
Parking Services
Telephone Number: 412-578-1803

Office Hours: 7AM – 2:30 PM; Monday through Friday

**Forbes Hospital**

* Parking will be available in the Visitor Parking lot at Forbes Hospital
* You will gain access to the parking lot once you attend orientation and issued a hospital ID badge.
* Further instructions will be provided during orientation.

**ACADEMIC COUNSELING**

All students at our clinical campuses have access to academic counseling in programs comparable to those at the Broad Street HSC. Students at the clinical campus who are seeking help with academic difficulties, or who are identified by a faculty member or clerkship site director as having academic difficulty are asked to meet with the Associate Dean of the Allegheny Health Network Campus. This Associate Dean will meet with the student to evaluate the relevant issues and determine if other forms of personal or mental health counseling might be beneficial. The Associate Dean will then refer the student to an educational psychologist used within the graduate medical education program to discuss study and learning habits and skills with the student. The Associate Dean will follow the student’s progress and keep the Senior Associate Dean of Medical Education informed of the progress.

**CAREER COUNSELING**

All career advising sessions provided by LKSOM during third and fourth year class meetings are made available in real time to each of the campuses. Students at these campuses are able to ask questions and interact with presenters during these class meetings. All students at all campuses and the HSC are assigned specialty specific advisors to help with fourth year elective choices and the residency application process. Students at the Allegheny Health Network are assigned a specialty specific advisor on site at the clinical campus. This faculty member has received the same faculty development material given to clinical faculty advisors at the HSC. Students at affiliate campuses are also given specialty specific advisors from the HSC that they, as well as faculty from the clinical campus, can contact for additional information. Students are encouraged also to access the associate dean at their assigned campus as well as the LKSOM Associate Dean of Student Affairs.

The Medical Student Performance Evaluation (MSPE) letter for students at the Allegheny Health Network campus is written by the Associate Dean of that clinical campus. Each campus Associate Dean receives faculty development regarding career counseling as well as the composition of the MSPE. The clinical campus Associate Deans also have access to the LKSOM Associate Dean of Student Affairs.

All students and affiliate faculty have access to the same career advising information available to students at the HSC.

**PROCEDURE FOR REPORTING SHARPS/SPLASH EXPOSURES**

1. Wash hands with soap and water flush splash site with water.
2. Immediately inform your Manager/Supervisor of the exposure and complete an Employee Accident Report.
3. Monday- Friday, Weekends and After hours
	* Report immediately to the Emergency Department (ED) for evaluation and treatment.
	* Call Employee Health after ED evaluation if blood or body fluid exposure was clinically related at West Penn Hospital - ext 5050 or Allegheny General Hospital – ext. 8288 and leave a message with your name and phone number.
4. All students will present their personal health insurance to the Emergency Department. Students from the Lewis Katz School of Medicine at Temple University (LKSOM) will complete the Needle Stick Insurance information and present to their medical schools for payment.
5. Students from medical schools other than the Lewis Katz School of Medicine will assume financial responsibility for the Emergency Department treatment through their personal health insurance. All students must adhere to the procedures of their respective insurance carrier to prevent liability of payment.
6. Call Employee Health for follow up results of blood work\*

\*To be incompliance with PA ACT 1481 HIV Confidentiality Act Source HIV test results cannot be released until the exposed employee has obtained post exposure testing.

**STUDENT HEALTH INFORMATION**

**Health Insurance**

All medical students, including those who are clinical campus students at Allegheny Health Network are required to have health insurance; Students are able to access care on their own through primary care providers.

**Tuberculosis Testing**

It is a requirement that all students be tested annually for tuberculosis. Testing is provided on the Allegheny Campus by the Employee Health Office, 1307 Federal Street, Suite B301. Testing Hours: Monday-Wednesday-Friday 11am-12 noon and Tuesday from 2pm-3pm. All other times by appointment. TB tests are not given on Thursdays due to readings during the weekend. Students may also obtain testing during the AHN Annual TB Blitz which is held once per year. Tuberculosis testing is provided to all medical students free of charge.

**\*\*\* Shuttle service is provided to the Federal Street complex every 15 minutes on the hour at the Sandusky Street Exit**

The following list of physicians is not involved in any student rotation evaluations and may be contacted for student health needs while in the Pittsburgh area. Note that these physicians are not providing a free service and that any charges for services must be handled through your insurance provider.

**MEDICINE: ALLEGHENY GENERAL HOSPITAL**

Kevin Judelman, MD 412-359-3751
Kevin Taffe, MD 412-359-3751
Diedre Ward, MD 412-359-3751

**OB/GYN: FORBES HOSPITAL**

James Duggan, MD 412-858-3289
Elizabeth Knepp, MD 412-858-3289
Diem Nguyen, MD 412-858-3289
Michael Pelekanos, MD 412-858-3289
Mark Rubino, MD 412-858-3289
Leonard Selednik, MD 412-858-3289
Traci Wojcik, MD 412-858-3289

**PSYCHIATRY: ALLEGHENY GENERAL HOSPITAL**

Michael Rancurello, MD (Pager) 412-718-6967

**SUGGESTED PSYCHOLOGICAL SERVICES:**

Summit Psychological Services
1350 Old Freeport Road, Suite 1A
Pittsburgh, PA 15238
Office: 412-406-7734

Website: [www.summitpsychologicalservices.com](http://www.summitpsychologicalservices.com)

**Weather Cancellation Policy for Students**

The Allegheny Health Network maintains a policy for cancellations for weather or other building infrastructure emergencies that are similar to that of our affiliated schools.

* Clinics, office practices, and outpatient centers – students assigned to these facilities are not expected to report for duty during times when the clinic is closed to patients during severe weather or utility outage.
* Hospital based services – students assigned to these facilities are expected to report to assigned rotations for usual patient care unless cancelled or closed by the Associate Dean. Notification will be made to the students no later than 11:00 p.m. by the Student Affairs Office.

Students are expected to be safe and use good judgment when travelling to and from educational sites. Students must communicate any delays in arrival or travel issues to their clinical team and/or clerkship director by phone or by page and email the Student Affairs Office. Call rooms will be made available for students who are stranded at a hospital facility.

Located at Allegheny General Hospital –Staffed for AGH, WPH, FH

1st floor Snyder Pavilion Hours: 8am – 5:30 pm M-F 412-359-3040

aghlibrary@ahn.org 412-359-4420 (fax)

Located at West Penn Hospital – serviced by librarians at AGH

1st floor North Tower (outside the cafeteria)

**INFORMATION SERVICES**

**Expert literature searches** are run by Health Information Specialists to provide accurate and thorough searches of the biomedical and management literature.

**Information Consults** range from finding short factual answers to identifying and evaluating multiple information resources in response to a question too complex to be answered by a literature search. Health Information Specialists also participate in clinical conferences and performance improvement teams.

**Library Information System** provides client access to clinically focused databases in easy to use formats as well as electronic books and journals. Key clinical resources are available from PCs in clinical areas and offices. Health Sciences Library intranet page (<http://sharepoint/Library/agh2/default.aspx>) links to EBSCO, Ovid, LexiComp Online, UpToDate, ClinicalKey for Nurses, Nature Medicine, JAMA Evidence, Psychiatry Online, service request forms, online catalog, and electronic books and journals. For more information, see reverse.

**DOCUMENT DELIVERY SERVICES**

**Circulation** period is three weeks for books (non-reserve), audiovisuals and bound journals. AGH employees, physicians, residents and students are eligible for borrowing privileges.

**EDUCATION SERVICES**

**Information Skills Education** is provided for biomedical resources available from the library. Orientations and classes in the use of computer based resources such as Medline are available. Educational sessions are conducted during clinical conferences and meetings as well as in the library’s computer labs. Informal assistance and instruction is provided in the library and by telephone.

**Professional Education** materials include DVDs and audio CDs, some of which provide continuing education credits, covering a wide range of clinical topics. Access to continuing education sites on the web is provided from the Library’s intranet page.

**COLLECTIONS AND TECHNOLOGY**

The library’s collection covers all aspects of clinical care as well as basic sciences, research and health administration. It is comprised of approximately 2000 books (450 online), more than 700 journal titles (375 current subscriptions), and audiovisuals including online video, DVDs and CDs. Within the library are 21 public computers with standard software and internet access, two printers, and audiovisual equipment. Electrical outlets, network ports, and wireless access are available in study areas.

**HEALTH SCIENCES LIBRARY COMPUTER BASED SERVICES**

All computer based resources and services are available from the Health Sciences Library’s intranet page (<http://sharepoint/Library/agh2/default.aspx>)

The links on the intranet page access:

**Up To Date** - a comprehensive evidence-based clinical information resource which includes options for diagnosis, management, therapy and screening and prevention strategies,

**Lexicomp Online** - a collection of clinical databases and clinical decision support tools that provides users with an extensive medical library which includes FDA-approved and investigational drugs, over-the-counter and non-US drugs, toxicology, drug interactions, IV compatibility, and drug identification.

**Ebsco** - the search engine for both citation and full text databases which include Medline, the Cochrane Collaboration Database, and Cinahl. Ebsco databases are coded for library journal holdings and link to full text articles.

**E-journals -** the Ebsco A-Z list provides alphabetic, searchable access to the library’s electronic journal holdings

**E-books** - the Ebsco A-Z list provides access to all the library’s electronic book holdings and a separate listing of all nursing e-books. It also lists e-books by the e-book vendor.

**ClinicalKey for Nursing** - offers nurses and nurse educators convenient online access to evidence-based skills and procedures. Over 1,000 skills are featured within specialties such as Critical Care Nursing, Emergency Nursing, Pediatric Acute and Critical Care, Maternal / Newborn, Mental Health, Neonatal, Perioperative, Oncology, and more.

**Nature Medicine** is an international research collaboration that aggregates and synthesizes data on complementary and alternative therapies to create information that is evidence-based, consensus based and peer-reviewed.

**JAMA Evidence** is a tool to help identify the best available evidence by providing guides to the systematic consideration of the validity, importance, and applicability of claims about the assessment of health problems and the outcomes of health care.

**Psychiatry Online** provides access to essential psychiatry resources, including APA textbooks, journals, practice guidelines, self-assessment tools and clinical & research news.

**Online Catalog** allows clients to look for books, journals and audiovisuals in the library’s collection.

**Online images/Video** provides links to online videos and images.

**CME** and **Nursing CE** provides links to online continuing education opportunities as well as education resources held by the library

**Request Services** forms can be completed and emailed to the library staff. Forms are available to request a journal article or book, to request a literature search and to register if you are a new user.