

Psychiatry Rotation Expectations

Stanford Counseling and Psychological Services

Vaden Health Center
Counseling and Psychological Services
866 Campus Drive, Stanford, CA 94305
Phone: 650-723-3785
Fax: 650-725-2887

Vaden Leadership

James R. Jacobs, M.D., Ph.D., Executive Director

Counseling and Psychological Services Leadership

Bina Patel, M.D., Director
bppatel@stanford.edu

Counseling and Psychological Services Management Team

Kevin Lee, M.D., Psychiatry Training Site Director
kevinbrianlee@stanford.edu

Oliver Lin, Ph.D., Operations Director
oliverl@stanford.edu

Mary Mendoza-Newman, Ph.D., Senior Psychology Training Director
Marymn@stanford.edu

Julie Tinklenberg, M.D., Psychiatry Services Director
juliet1@stanford.edu

Amy Wilkinson, LCSW, Clinic Director
amyw11@stanford.edu

Positions Available: 1-year site for student mental health fellow. 6-month rotation in college mental health for psychiatry PGY-4 or PGY-3 residents.

Clinical Responsibilities:

- 1) **Psychiatric Initial Consults-** full psychiatric assessment including presenting problem, psychiatric history, review of systems, medical history, developmental history, diagnostic impression and plan. This initial appointment is 1 hour long but may be continued over a second hour. The second hour is booked as a return visit.
- 2) **Med back-up-** On either Monday or Wednesday, one resident will be providing psychiatric on-call services. This will include one hour of scheduled time at 3:00PM to see students requiring same-day psychiatric evaluation. Responsibilities also include handling medication refills for psychiatrists who are not available on that day. The resident is responsible for arranging coverage for scheduled med back-up on days that they will be unavailable. The resident is encouraged to work with their direct supervisor to assist in finding coverage. The resident is also responsible for ensuring a time from 3pm-4pm in their schedules for an Urgent Medication Evaluation hour for any days they are scheduled for med back-up coverage.
- 3) **Individual therapy hours-** For a full-time resident, they are expected to be available to see patients for brief individual therapy for seven hours over the course of the week. The visits are listed in the resident's schedule as a Psych f/u visit of 60 minutes in length, which can be divided into 50 minutes of clinical time and 10

minutes to document the encounter. For part-time residents, the individual therapy hours would be adjusted based on FTE.

- 4) **Medication management-** For a full-time resident, they are expected to be available to see patients for medication management visits for seven hours over the course of the week. The visits are listed in the resident’s schedule as a Psych f/u visit of 30 minutes in length, which can be divided into 25 minutes of clinical time and 5 minutes to document the encounter. For part-time residents, the medication management time would be adjusted based on FTE.

Weekly Schedule

Full-time psychiatry residents are expected to manage 17 patient hours per week, spread over a 4 day work week. Residents are generally not here on Thursdays to assist with the attendance of Grand Rounds and Ddidactics at the Department of Psychiatry. Part-time residents should discuss with their supervisors and site director on pro-rating their clinical hours to fit their time at CAPS.

Sample Schedule

	MON	TUE	WED	THUR	FRI
8:30	Admin	Admin	Admin	Out of office	Admin
9:00	Psych IC	Psych F/U (60 minutes)	Team Meeting		Psych F/U (30 minutes) Psych F/U (30 minutes)
10:00	Group Supervision	Psych F/U (30 minutes) Psych F/U (30 minutes)	Admin Psych F/U (30 minutes)		Psych F/U (60 minutes)
11:00	Psych F/U (30 minutes) Psych F/U (30 minutes)	Admin Psych F/U (30 minutes)	Psych F/U (60 minutes)		Psych F/U (30 minutes) Staff Meeting
12:00	Lunch Admin	Lunch Admin	Lunch Admin		Staff Meeting Lunch
1:00	Psych F/U (60 minutes)	Psych F/U (60 minutes)	Psych F/U (60 minutes)		Admin Psych F/U (30 minutes)
2:00	Supervision	Admin	Psych f/u visit (30 minutes) Admin		Psych IC
3:00	Psych F/U (30 minutes) Admin	Psych IC	Urgent Med Eval		Supervision
4:00	IPC	Admin Psych F/U (30 minutes)	Psych F/U (60 minutes)		Psych F/U (30 minutes) Admin

Supervision

A full-time resident will have two hours of supervision weekly with a staff psychiatrist who will help with clinical and case management, clinic operations, and professional development. The resident will also have one hour of group supervision shared with psychology trainees in a case presentation format.

Vacation and Coverage

A full-time resident will have 10 days of vacation for a six month rotation. The resident should submit their vacation request with enough advanced notice for the clinic to plan for their absence and clear their clinic schedule. The resident should submit their vacation request with both the residency program and their CAPS supervisor using the vacation request form provided by the residency. The resident should notify the CAPS front desk once their vacation is approved so that front desk staff can block their schedules. The resident is responsible for arranging coverage for med back-up days while they are away. They should work with their supervisor if needing assistance in arranging coverage. The resident is also responsible for setting up an away message in PointNClick that will direct students how to contact CAPS while they are away. This away message should be set up for any business

days that the resident is not at CAPS including but not limited to vacations, didactic days, holidays, and weekdays that the resident is not scheduled to be at CAPS.

Sick Time

For sick days, the resident should notify their supervisor, training site director (Kevin Lee, M.D.), psychiatry services director (Julie Tinklenberg, M.D.), and the front desk staff on the morning of illness. Front desk staff will reschedule the resident's clients. The resident should also notify the above staff of any students on the schedule that need to be seen by a covering psychiatrist for a same-day visit.

Professionalism

The resident is expected to engage with students, colleagues, and other staff in a professional and collegial manner. The resident is expected to maintain appropriate and professional attire while in the clinic. The resident is expected to notify their supervisor immediately for any concerning interactions in the clinic that do not adhere to professional and respectful boundaries.

Evaluation and Feedback

The resident and supervisor will both complete an evaluation in MedHub. In addition, the resident will be able to submit anonymous feedback on the rotation through an internal Qualtrics survey. The resident will also meet with the site director for mid-point feedback and with their supervisor for mid-point and end-of-rotation feedback.

Attending Psychiatrists

Ron Albucher, M.D.
albucher@stanford.edu

James Bae, M.D.
jim.bae@stanford.edu

Michael Haberecht, M.D.
mhaber1@stanford.edu

Kevin Lee, M.D.
klee10@stanford.edu

Bina Patel, M.D.
bppatel@stanford.edu

Sujata Patel, M.D.
Sujatap@stanford.edu

Julie Tinklenberg, M.D.
Juliet1@stanford.edu

Helpful Contact Numbers

CAPS front desk	x33785; fax 650-725-2887
Confidential Support Team (CST)	x66933
Vaden Pharmacy	x56160
Vaden Lab	x51377
Vaden Medical Records	x56979
Vaden Insurance Office	x32135
Vaden Front Lobby	x54742

References

1. Roberts, L.W. (2018). *Student Mental Health: A Guide for Psychiatrists, Psychologists, and Leaders Serving in Higher Education*. APA Publishing
2. Kadison, R., & DiGeronimo, T. (2004). *College of the Overwhelmed. The Campus Mental Health Crisis and What to do about it*. San Francisco: Jossey-Bass.
3. Benton, S.A... & Benton, S. L... (2006). *College Student Mental Health*. NASPA.
4. Levenson, H. (1995). *Time-limited dynamic psychotherapy: A Guide to Clinical practice*. New York: Basic Books.
5. Goleman, D. (2000). *Working with Emotional Intelligence*. New York: Bantam