Introduction
from the Aesculapian Society

Congratulations on your recent acceptance to Queen’s School of Medicine! You are beginning what is sure to be one of the most rewarding and fulfilling chapters in your life. During this time, you will engage with a community of exceptionally talented colleagues and highly regarded faculty. To help you get oriented and started, the Queen’s Medicine Handbook is your guide on everything from facilities, classes, faculty, administration and more to help you successfully navigate your four years of undergraduate medical education.

In the spirit of continuous improvement, we welcome your feedback on this handbook. If you found this useful or if you have suggested additions for subsequent versions, please let us know so we can continue to make this a useful resource for incoming students.

Once again, congratulations and welcome to Queen’s!

Sincerely,

The Aesculapian Society
This Handbook was written and is maintained by the Aesculapian Society of Queen’s School of Medicine. We can collectively be reached at AS@qmed.ca

Welcome
from the Dean & Associate

We are thrilled to welcome you as a medical student to Queen’s, one of Canada’s oldest universities. We are confident that you will flourish in our environment that combines a strong focus on the student in the context of a research intensive university. We are proud of our new Foundations Curriculum that adopts a competency-based framework for your medical education. I am confident that you will find that your teachers are incredibly dedicated to your education and are no doubt the reason why we at Queen’s have one of the highest levels of student satisfaction across the country. Our vision in the Faculty of Health Sciences is that we ask questions, we seek answers, we advance care, and we inspire change. We are proud to have you join us in this vision as you embark upon the fabulous career of being a doctor of medicine.

Dr. Richard Reznick | MD, MEd, FRCSC, FACS, FRCSEd (hon)
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Welcome to the Queen’s University School of Medicine Undergraduate Student Handbook. This document has evolved considerably since its first iteration, which was largely designed by our faculty and administration, and over 150 pages long. This version is much more concise, more targeted to the needs of our first year students, much more user friendly, more practical and more relevant to student needs. The reason it’s changed is very revealing, and speaks to how our school works. This very effective change occurred because two things happened: our students spoke out and we (the administration) listened. The students spoke out because they cared about the welfare of their junior colleagues, and administration listened because they recognized the comments were provided in that spirit. In a way, therefore, this handbook reflects how we do things at the Queen’s School of Medicine. We work together. We respect and listen to each other. When we do, good things happen, this handbook being an example. Use it. Enjoy it. Get involved. Welcome to our school.

Dr. Anthony J. Sanfilippo | MD, FACC, FRCPC
Associate Dean, Undergraduate Medical Education (UGME)
Email sanfilia@hdh.kari.net
Blog http://meds.queensu.ca/blog/undergraduate/
Twitter @Sanfilipp0333
On behalf of the year directors, I would like to welcome you to your first year of undergraduate medical education studies at Queen’s. Your year directors are Dr. Lindsey Patterson (Year 1), Dr. Andrea Guerin (Year 2), myself (Clerkship Curriculum), Dr. Sue Moffat (Clerkship Curriculum), and Dr. Andrea Winthrop (Year 4).

Essentially, it is our job to ensure that all the courses that run in our “years” are delivered in a manner consistent with the policies and procedures laid out by the curriculum committee and other administrative committees. On a day-to-day basis, this means we work with all the course directors to schedule your learning events, to ensure the assessment for each course is appropriate, to facilitate integration between courses, and to follow-up on course and faculty evaluations. From a student perspective, we are the first point of contact for any issues pertaining to our portion of the curriculum that course directors can’t address (e.g., needing a leave of absence over multiple days, etc.). We are always there if there is an issue you don’t feel you can discuss with a teacher or course director. The four of us meet bi-weekly to address any issues that come up, and to ensure we are being as consistent as possible when we interpret policies. We all sit on different committees to address all these issues on an ongoing basis.

Overall, though, our goal is to support you in your learning, so that you can become great doctors. Because of this, we’re always glad to see all the returning smiling faces back on campus, on the wards, or in clinic.

All the best for a successful year,

Michelle Gibson | MD, Med, CCFP
Clerkship Curriculum Director, UGME
Email gibsonm1@providencecare.ca
Twitter @MCG_MedEd

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On behalf of the Aesculapian Society (AS), I would like to welcome each and every one of you to the QMed family! Here at Queen’s we pride ourselves on a number of things, but above all it is our sense of community and the closeness of our student body. Over the next several weeks, months and years you will discover, as we all do, why we call ourselves a family and what a privilege it is to be a part of that family.

The AS was established by Queen’s medical students in 1872 and consists of all active students in the School of Medicine. This means that you are all members of the AS now and this will be a very important aspect of your time here, as the primary goal of the AS is to serve and advocate for its members. The ability to which the AS is able to do this is in no small part dictated by student engagement, involvement in AS activities, and feedback to the AS. If you have questions, concerns or feedback, do not hesitate to contact any of the AS representatives at any time. All AS meetings are open to medical students and we encourage all students to attend as many meetings as they would like.

As Orientation Week winds down and you begin to learn more about how student government works here, I encourage you to apply for a position on the Class of 2020 Council or the AS. These elections happen early on and admittedly, there isn’t much time to think about running. That said, you do not need to have past student government experience. Moreover, if you feel like there is a position that fits your personality, or one you can grow into – go for it.

If you have any questions at all about Queen’s Medicine, the AS, Class Council or how to get involved, find me at SMB or shoot me a message at president@qmed.ca. I look forward to meeting all of you and on behalf of the Aesculapian Society, welcome to the family!

Sincerely,

Office of the President, Aesculapian Society
Email president@qmed.ca

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Pictured, clockwise from top left: Dr. Michelle Gibson; Dr. Lindsey Patterson; Dr. Andrea Guerin; Dr. Andrea Winthrop; and Dr. Sue Moffatt.
the UGME
the undergraduate

General Information

The Faculty of Health Sciences (encompassing the Schools of Rehabilitation Therapy, Medicine, and Nursing) is responsible for undergraduate and postgraduate medical programs at Queen’s.

For more information, please visit this page: https://healthsci.queensu.ca/

Important Locations

UGME Office 80 Barrie St.
Office of the Associate Dean of Life Sciences and Biochemistry (Dr. Louise Winn) Botterell Hall, 10 Stuart St., Room 650
School of Rehabilitation Therapy Louise D. Acton Building including the GlaxoSmithKline Clinical Teaching Centre (31 George St.)
School of Nursing Cataraqui Bldg (92 Barrie St.)

UGME Committees

MD-PEC | Oversight of entire MD program; policy making; responsibility for action on all committee recommendations

Admissions Committee | Develops and executes admission policies and processes

Curriculum Committee | Oversees the design, content and operation of all aspects of the curriculum. The Committee’s schedule, agendas and highlights from the minutes are posted on this site so that all faculty members can be kept informed of the Committee’s work.

Program Evaluation Committee | Develops and executes processes for reviewing the MD program in its entirety.

Course & Faculty Review Committee (CFRC) | Develops processes for and executes regular performance reviews of all curricular courses and teaching faculty

Teaching, Learning & Innovation Committee (TLIC) | Oversees teaching methods and policies, faculty development and the promotion of innovation and scholarship.

Student Assessment Committee (SAC) | Sets and reviews standards for student assessment.

Progress and Promotion Committee (P & P) | Sets standards for and reviews student progress. Makes recommendations for promotion or remediation, as required.

Students Affairs Committee | Sets policies and operates process for student personal support, career counseling, and academic support.
The Learner Wellness Centre provides service for general counseling, career counseling and academic counseling to all undergraduate medical students. If you are seeking advice regarding emotional, physical, career, academic, financial or spiritual wellness, the LWC may be able to assist you. If you have any questions or concerns regarding your individual wellness or the wellbeing of another student please contact the Learner Wellness Centre to arrange an appointment with the appropriate Advisor.

The LWC centre is located in the UGME Office at 80 Barrie Street. To arrange an appointment contact the Learner Wellness Centre assistants at learnerwellness@queensu.ca or 613-533-6000 x78451.

All Queen’s medical students have access to an embedded student wellness counsellor, Becky Haist. To schedule an appointment, please call (613) 533-6000 x78264, or email counselling.services@queensu.ca.

Making an Appointment

Personal appointments with the Career Advisors or Academic Advisors (of your choice) can arranged by emailing learner-wellness@queensu.ca, or 613 533 6000 x78451.
Academics

The four years of undergraduate medical education are comprised of two years of pre-clerkship and two years of clerkship. Pre-clerkship is largely classroom-based and clerkships are primarily experience-based learning conducted at teaching hospitals in Kingston and across Canada. The UGME curriculum is built on the objectives established in the Competency Framework, colloquially referred to as the “Red Book.” The Competency Framework promotes values including learning, patient care, citizenship, scholarship and respect. It is structured around the CanMEDS roles of a physician: advocate, collaborator, communicator, professional, leader, medical expert, and scholar. Within each of these roles are specific program and curricular objectives that outline the general concepts of focus over the four years of undergraduate medical education. You can find more information about the CanMEDS roles here. Sessional dates and academic regulations for the School of Medicine are published here.

What will we learn?

Preclerkship

The pre-clerkship UGME courses are broadly categorized as scientific foundations, clinical foundations and professional foundations. As suggested by the names, each category focuses on one aspect of the knowledge and behaviors required of a successful physician.

Clerkship

The final two years of your undergraduate medical education are clerkship. Clerkship includes core rotations, electives, and classroom blocks. Core rotations are completed in Family Medicine, Internal Medicine, Obstetrics and Gynecology, Pediatrics, Perioperative Medicine/Acute Care, Psychiatry, and Surgery. During rotations, students are actively involved in the hospital and clinical settings in direct contact with patients, under the supervision of physicians. Students take patient histories, complete physical examinations, write progress and chart notes, and assist in surgeries and other procedures. They work closely with residents in each program. Students traditionally enter a rotation as part of a hospital department, such as Surgery or Pediatrics, and remain there for approximately six weeks. In Family Medicine, students enter into the clinical practice of family physicians.

The three academic blocks, C1, C2 and C3, are designed to put some faculty/student teaching time back into clerkship. TC1 focuses on preparing for clerkship, C2 offers learning about complex presentations, and C3 provides students with a chance to review and prepare for the first part of the Medical Council of Canada (MCC) Qualifying Examination (more on this later).
Methods of Teaching & Assessment

Directed Independent Learning (DIL)
DILs are learning events that allow you to work at your own pace on assigned material, often in preparation for subsequent in-class discussion. DILs may include content delivered via different media including online modules, narrated PowerPoint presentations, captured lectures and demonstrations, and patient case scenarios. Some may include a self-assessment quiz. You may require more time to master the material than is indicated by the DIL in the timetable.

Lectures
Interactive, requiring student participation during the session.

Patient Contact Sessions
In these sessions faculty may interview patients, patients may share stories, or you may interact with patients through a Q&A format. An important point to remember is that these sessions are electronics free - laptops down and no cell phone use.

Small Group Learning (SGL)
SGLs are a form of case-based collaborative learning. During the SGL sessions, you will work in groups to solve clinical cases and practice applying foundational concepts. SGL sessions may be preceded by quizzes based on identified preparatory material. Facilitated SGL sessions occur with a preceptor who helps guide the discussion around pre-formulated learning objectives.

Clinical Skills

Dress code
Class based learning events do not have dress codes. However, you must dress in a professional manner when seeing real, standardized or volunteer patients, and in any clinical interactions with the public (e.g., observaships, etc.). You may choose a different personal style once you have graduated and are in practice, but while a medical student at Queen's, you are expected to adopt a somewhat conservative style. Patients and the public expect appropriate professional dress. You are expected to adhere to the guidelines below. Non-compliance will be addressed by faculty, as necessary, and repeated non-compliance will be considered a professionalism issue and may be reported to the Professionalism Committee.

Men should wear dress pants/khakis and collared shirts; women, business casual apparel. Shoulders, cleavage and abdomen should remain covered when bending and reaching; excessively tight clothing should be avoided; underwear should not be visible through clothing; short skirts are not permitted.

Long hair should be tied back, and not touch a patient during a physical examination. Running shoes are not acceptable in any clinical environments. Open-toed shoes in clinical areas are prohibited for reasons of safety. Please avoid gym socks.

Students must wear a short, white clinical jacket with hospital identification at all times during Clinical Skills. Examination equipment should be carried in a discrete bag. It is strongly recommended for both males and females that any jewellery should be small and discreet.

Kingston General Hospital, Hotel Dieu Hospital, and Queen's have strict policies on regarding scent-free environments. Therefore, refrain from using or wearing scented products such as perfume/cologne, aftershave, hairspray.

Pictured, from left to right: Dr. Laura Milne, Clinical Skills Director; Kathryn Bowes, Clinical Skills Coordinator
Additional Curricular Programs

First Patient Program
The First Patient Program begins in the fall of first year and offers you the opportunity to engage with a physician and a member of the Kingston community. It’s the first program of its kind in a Canadian medical school and provides lifelong educational benefit. You’ll be paired with a patient who has a chronic illness and the patient’s physician, and will have the opportunity to learn first hand from your patient what it is like to live with a chronic illness. You will join them on their healthcare journey during your first two terms here at Queen’s to experience navigating the healthcare system from their perspective.

Community Week
Community Week is your chance to explore a smaller community in Ontario and learn about what it means to be a physician there. You will spend one week in a town, working with a local physician or physicians. Typically, Community Week is the week immediately following the end of first year (often the first week in June). Community Week (or a four week summer elective substitute) is a requirement for all first year medical students at Queen’s (no exceptions).

Community Week is arranged by the Department of Family Medicine in conjunction with two regional providers, the Eastern Regional Medical Program (ERMEP) and the Rural Ontario Medical Program (ROMP). Students have traditionally been allowed students to substitute a four week (minimum) elective rotation in general family medicine arranged through the same providers. You are welcome to arrange a similar four-week experience in northern Ontario arranged through NOSM, or southwestern Ontario arranged by SWOMEN as long as you have a written guarantee of the placement. You will receive more information about Community Week early in second semester.

Observerships
Observerships offer an excellent opportunity to explore different careers within medicine and the different clinical disciplines. They are half-day (minimum four hour) blocks spent with a clinical preceptor in Year 1 or Year 2. They are a mandatory component of the Professional Foundations and Professional Integrations courses. You must complete at least two observerships in a direct entry CaRMS discipline by mid-May of your first year (i.e., May 2021) and a total of six by mid-May of your second year (i.e., May 2022). More information about observerships, including important policies and procedures, will be provided in October.

To book an observership, send an email to the preceptor that you are interested in observing. You can find the names and contact information for faculty members in different departments by navigating to the “Faculty” tab on the department page for the discipline that you are interested in observing. When composing your email, ensure that you introduce yourself and provide the preceptor with a variety of times that you are available to observe. Once you have established a date/time that works for both of you, input the observership into MEdTech under “My Observerships”. This is important for you to fulfill the curricular requirements and for completed observerships to appear on your MSPR.

Observerships

- ERMEP
  http://ermep.com/
- ROMP
  http://www.romponline.com/
- NOSM
  http://www.nosm.ca/
- SWOMEN
  http://www.schulich.uwo.ca/swomen/
Orientation Week
The Queen’s Medicine Orientation Week (“O-Week”) will introduce you to Queen’s, Kingston, and your colleagues. During the mornings, the UGME organizes mandatory sessions. If you are unable to attend these sessions, please inform the UGME so that other arrangements can be made. For these sessions, it is important to bring a device capable of accessing the Internet, such as a laptop or smartphone; however, note taking is not mandatory.

During the afternoon and evenings, the second year class organizes social and team building activities, which are designed to meet the diverse interests in the class. The incoming class is divided into groups led by the second years who will reach out to you closer to the start of the week with more information. In the meantime, you can visit the O-Week website to sign up!

Aesculapian Society (AS)
Since 1872, the Aesculapian Society (AS) has worked to promote the interests of all students at the Queen’s University School of Medicine. All undergraduate medical students become active members of the society, which also includes past graduates of Queen’s Medicine and members of the Faculty of Health Sciences at Queen’s as honorary members. The society is governed by a Council made up of a group of student representatives elected annually by their peers. The AS Council meets on a regular basis to discuss student business, and its members serve on a network of executives and committees that aim to support the diverse Queen’s medical student community. These different bodies work to enhance the education of their peers by overseeing all matters affecting medical students in their relationships to one another, to other student organizations, and to the faculty and administration at Queen’s. Through a variety of academic, extracurricular, athletic and social opportunities, the society strives to engage every medical student at Queen’s. Please visit the AS website for more details at http://www.qmed.ca/.

Class Council
Under the umbrella of the Aesculapian Society, each medical year elects a Class Council to look after the needs of the individual classes. Your class council will play an integral role in facilitating communication between the administration and students, organizing activities and keeping everything running smoothly. Regardless of your background in student politics, you can get involved, and most positions do not require an unreasonable time commitment. The First Year President & Vice President, 1styearpres@qmed.ca and 1styearvp@qmed.ca respectively, can answer any questions you may have about class council.
**Build your Experience**

**Mentorship Groups**
Mentorship is an extremely important part of the Qmed experience. In your first year, you will be assigned to a mentorship group featuring Queen’s medicine faculty, residents and upper year students. This group will be a great resource for academic, extracurricular, and career advice in an informal, social environment. Past social activities include paintballing, hikes, and pumpkin carving. In addition, the mentorship program, which oversees these mentorship groups and provides some funding for activities, hosts a welcome BBQ during the first week of class and organizes a number of events during the year.

**Interest Groups**
Interest Groups are designed to enhance the curricular and extracurricular medical student experience. There are usually more than 30 groups covering a broad range of topics. The groups can be broadly subdivided into ‘Academic’ (covering the ins and outs of various medical and surgical specialties), ‘Community Involvement and Advocacy’, and ‘Culture, Leisure, and Other’ categories. These groups host events throughout the year, which usually take the form of talks, panels, presentations or technical skills workshops during lunch or after classes. You will learn about the various groups at the start of the school year. See this page for more information.

**Summer & Research**

**Sumemr Studentships**
There are a limited number of summer studentships available to pre-clerkship students annually. Students are required to arrange a project with a research supervisor and submit a proposal of the work for approval by the Awards committee. The application cycle begins in early December and closes in early March of the following year. There will be a presentation with the details of the process at the end of your first term.

For more information, please visit this page. For more information, please visit this page.

**Research & Conference Funding Opportunities**
Students engaged in curricular and extracurricular research are encouraged to present their work at local and international conferences and funding is available to support these initiatives through the Dean’s Office.

**Sports & Fitness**

**Intramurals**
A fun way to stay fit while getting to know your classmates! There are often standing QMed teams available to join, so no need to feel pressured to put together a whole new team yourself. Popular sports include basketball, volleyball, soccer, inner tube water polo, dodgeball and ultimate frisbee. There are a variety of levels in which you can register ranging from Tier 1 (competitive, most experienced players) to Tier 3 (fun recreational, no experience required), and a variety of CoEd (requires specific numbers of males and females playing at once) Female Only and Open (no restriction on number of males and females) league options. The full intramural handbook can be referred to here.

**MedGames**
In January, medical schools from across Canada send their best athletes to a university in Quebec (location rotates between Quebec City and Montreal) to compete in a number of sports. Several events also cater to non-athletic inclinations such as singing, dance, trivia, poker and e-sports. There is also ample opportunity for sightseeing and socialization throughout the weekend. This is a great opportunity to connect with your class and other schools in what is often one of the most fun events of the school year!

**The ARC**
The Athletics and Recreation Centre (ARC), in addition to hosting intramurals, features a fitness centre, a varsity lifting room, squash, basketball and volleyball court space, and a pool. Access is included in your student fee. Athletic therapy and sports medicine services are also offered. Sports equipment such as balls are available free of charge with your student card on the lowest level of the ARC.

**Parks, Trails, Pavement**
If you enjoy running, biking, or hiking, there are several great routes and trails to take advantage of around Kingston and Wolfe Island. There is a free hourly ferry to Wolfe Island, bringing you to a quiet community almost entirely covered by farms – you’ll be sure to see some horses, sheep, and even buffalo. There are some nice sandy beaches including the Big Sandy Bay conservation area. You can rent bikes on the island and check out http://wolfeisland.com/ for bike routes. If you are looking for a day trip, the conservation lands in Cataract Region are stunning and offer cross-country skiing routes in the winter and easy hiking paths in the spring. For more details refer to https://crca.ca/.

Some great running routes to explore include: Ontario St. at the waterfront going east across the LaSalle Causeway to Kingston Rd; and west along King St, and north along Country Club Dr. Check out the Running Room or Runner’s club for some scheduled group runs.
Building Access & Key Fobs
School of Medicine Building (SMB) and common areas are open to all students between 7:30 am and 5:30 pm on weekdays. After 5:30 pm and on weekends, the building requires FOB access through the Stuart and Arch Street entrances. The kitchenette, student lounge, and small group rooms are locked and require FOB access at all times. You will receive instructions on obtaining and activating FOB access to SMB on your first day. If your FOB is lost, stolen or damaged, it is your responsibility to notify the UGME and to obtain a replacement. The FOB must be returned upon graduation.

Book Study Rooms
You have 24-hour access to study rooms with your FOBs and rooms can be booked online, in advance, using the room booking system (http://queensfhs.roombookingsystem.co.uk). You are assigned a username and password upon entry into the program, which will be provided by email early in the year. All group study rooms are equipped with a television and whiteboards. Televisions are capable of connecting to laptop computers via VGA or HDMI cables. You may wish to consider purchasing an adapter if your laptop does not support these connections directly.

Lockers
You will be provided with a locker in the basement of SMB. Lockers are also found on the fourth floor. Additionally, day lockers are available at the Kingston General Hospital (KGH) for students during observerships.
Within MEdTech, you can also access QMED Help on the top left of your dashboard. This is a quick reference for dealing with emergency or crisis situations or problems needing quick reference/guidance. Find information on personal/professional crisis management, injury or illness, exam or academic emergencies, and absences. You can also anonymously contact Dean Sanfilippo using the link at the bottom left of the page if you wish to discuss something you witnessed, experienced, or want to provide feedback. You can find more information on the Student Complaint Policy here.

Accessing Queen’s Email
You will receive your Queen’s account login information prior to arriving and can access your QueensU email here. As a medical student, you will also receive a “Qmed” Gmail account, which you will be prompted to set up upon your first login to MedTech Central. This account is incredibly handy as it contains the contact information for all Queen’s medicine students. In addition, it also comes with UNLIMITED Google Drive storage. And the best part? You get to keep it after you graduate.

Your e-Platforms

Two Ways to Sync MEdTech to your Devices!
1. Go to MEdTech Central >> “Subscribe to Calendar” (at the bottom of the calendar) >> Follow the prompts to sync (your computer will open iCal, Outlook or your other default calendar)

2. Right click “Subscribe to Calendar” >> copy the URL and:

   Either
   Log into your QueensU email >> Open the calendar (bottom left) >> Click the “Add calendar” drop-down menu (top, center of the screen) >> Select “From Internet” >> Paste the calendar URL >> Click “Save”

   Or
   Open Google Calendar >> Click the drop-down menu next to “Add calendar” (centre left) >> Select “From URL” >> Paste the calendar URL >> Click “Add calendar”

Note: Queen’s and MEdTech cannot control how frequently Google Calendar looks for updates from MEdTech Central so students relying on Google Calendar only may miss last-minute updated information.

What is SOLUS?
The SOLUS Student Centre is designed to provide you with the tools to manage all your academic, financial, contact and admission details during and after your academic career at Queen’s. The following SOLUS tools will be relevant to you as a medical student:
- Managing finances
- Managing admissions (if you choose to pursue another degree)
- Managing personal information
- Managing academics

MEdTech

The Medical Education Technology Unit at the School of Medicine – better known as MEdTech – was created in October 2003 with a mission to enhance learning and teaching through innovations in education technology. The MEdTech Unit created and maintains MedTech Central, the day-to-day curriculum tool. You can log in to find your schedule, access course syllabi, find readings and additional resources related to learning events, find assignment instructions, access online modules, write online quizzes, log mandatory encounters in clerkship, and provide online feedback to teachers and peers, amongst other things. MEdTech Central relies on your suggestions and feedback, and most pages in MedTech Central have a feedback button on the left hand side. You can also email medtech@queensu.ca directly or speak with your Class Council Tech Rep.

Click to visit QMed Help
Give Feedback!

Click to visit QMed Help
MEdTech Feedback
Please share any feedback you may have about this page.
Associate Dean
Talk directly to the Associate Dean
Association Society
Feedback for the Association Society
Medical Student Performance Record (Dean’s Letter)

The Medical Student Performance Record (MSPR) was formerly known as the Dean’s Letter. It is a summary of a student’s accomplishments over the course of his or her four years in medical school at Queen’s and is submitted to CaRMS as part of the application package. You will enter some of the information, the Curricular Coordinator is responsible for selecting and adding comments from evaluations, and Student Support fills in the rest (student-run activities, observerships, and studentships). Dr. Sanfilippo adds to the disciplinary action and/or remediation sections, if required. Ultimately, Dr. Sanfilippo signs the letter and has authority over what goes in or is eliminated. The goal is to provide a written description of a resident candidate who is positive, confident, extremely capable and actively engaged in his/her medical career.

CaRMS, The Canadian Residency Matching System

CaRMS is the Canadian Residency Matching System and is used to match graduating medical students with residency opportunities. You can find information about the CaRMS schedule here. On the recommendation of a current medical student here are some student produced resources about preparing for CaRMS:

https://canadiem.org/carms-application-preparation/

https://canadiem.org/interview-inducing-elective-behavior/

http://boringem.org/2013/02/04/the-reference-letter-triple-crown/

https://canadiem.org/pre-game-carms-interview-preparation/

https://canadiem.org/game-time-the-carms-interview/

https://canadiem.org/post-game-the-carms-rank-list/

Not worry about yet

A Note about Equipment & Computers

Most people hold off buying their stethoscope and other equipment until they arrive in Kingston as there will be a well-advertised medical equipment sale in mid-September. At this sale you can place an order for a stethoscope and other medical equipment (e.g., ophthalmoscopes, tuning forks, reflex hammers, etc.) that you will need for school. More information and tips will be shared during the sale and the event is designed such that equipment arrives before you need it for Clinical Skills. With respect to computers, there are no specific computer recommendations. Most students bring some form of internet-enabled device to class each day in order to access lectures and take notes, but some students will take notes by hand. Do what works best for you!

The Medical Council of Canada Qualifying Exams (MCCQE)

To be a practicing physician, it is not sufficient to graduate from medical school and match to a residency. You must write, and pass, the Medical Council of Canada Qualifying Examinations to register as a Licentiate of the Medical Council of Canada (LMCC) in order to practice medicine in Canada. These exams take place at the end of clerkship after the CaRMS process has been completed. For more information, please visit the MCC website.
Academic
- FOB - $14
- Toronto Notes - $200
- KGH hospital badge - $10
- Losing your student card - $25 each time
- Anatomy flip book - $60
Tip: grab it from second years for cheaper

Clinical Skills
- Stethoscope - $200
- Manual - $25
- Short Lab Coat - $25

Professional
- OMA membership fees - $22/year
- OMA disability insurance - ~$70/year

Extracurricular/Social
- Orientation Week - $180
- OMSW - $175
- Class Clothing - (depends on how much is purchased) - $0-200
- Interest group simulation workshops (several run in the year) - $5-10/event
- MedGames Jersey - $65
- MedGames - $200
- BEWICS - $20
- Medical Variety Night - $20
- AS Formal - $65

Other Fees

Finances
what you can expect to spend over the 4 years

General Info & Advice
Every year, Queen’s publishes the tuition schedule for the year. As a student, you pay a number of mandatory and optional fees. During your first few weeks in the fall, you will have the opportunity to “opt-out” of the optional fees through SOLUS. If you miss this period you cannot get your money back, so make a note of it!

Don’t buy any textbooks before you start classes! Once you start lectures, you’ll get a better idea of which texts to purchase by how well you understand the material and how heavily the instructors emphasize referencing the resources. You can always buy the texts brand new from the Queen’s Campus Bookstore, but you may want to save some money by checking out cheaper alternatives such as Amazon. Free texts are another good option: most of the recommended texts are available in the Bracken Health Sciences Library reserve section. Also, check out the Canadian Medical Association website. With a CMA membership, you have access to a plethora of medical texts, all of which have been converted to an online format. There will be a workshop at the beginning of the year offering you membership to the CMA and showing you how to use this invaluable resource. Finally, check the Queen’s Medicine Facebook group for any upper years or residents selling off old textbooks. They’re often in great condition.

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Line of Credit (LOC) | All of the major banks offer LOCs. You’ll want to speak with the representative responsible for setting up LOCs for professional degree students as this person is most knowledgeable about the associated benefits and contractual obligations. During frosh week, you’ll hear from the various banks regarding their programs.

OSAP | If you’re from Ontario, OSAP is a great student assistance program and can often offer medical students quite a bit of funding. On average most medical students will receive approximately $16,000 per year as a mix of repayable loans and grants. For more information, visit osap.gov.on.ca. If you’re not from Ontario, check out your province’s student assistance program to see what they can offer you.

Queen’s Bursary | If you come in with existing debt, then you may receive some assistance from the Queen’s Bursary. For more information, check out this page.

Scholarships | There are a variety of places you can receive scholarship money from. Queen’s mostly offers upper year scholarships, which can be found here. There are also scholarships available through external organizations.

In addition, as members of the Canadian Medical Association (CMA), you’re entitled to use the services of MD Financial (a group of CMA companies), including debt management advice and banking and insurance solutions. All services provided are free to CMA members, so check out their website and if you have any questions or need...
Professionalism and Student Feedback

Principles of Professionalism

The following principles, as statements of values, are central to the definition of professionalism from the lens of clinical competence:

1. We serve the patient above our own self-interest.
2. We embrace the values of honesty and integrity.
3. We accept that professionalism requires altruism, accountability, excellence, duty, service, honour, integrity, respect for others and self.
4. We respect all individuals without regard to gender, race, nationality, religion, disability, or sexual orientation.
5. We are committed to the good of the public, as well as individual well-being, in healthcare.
6. We recognize our life-long obligation as physicians to self-assessment, peer evaluation, and continuous quality improvement.

Useful guidelines

These principles guide physicians to a commitment of clinical competence, the embracing of appropriate attitudes and behaviours, integrity, altruism, personal well-being, and to the promotion of the public good within their domain. These commitments form the basis of a social contract between a physician and society. Society in return grants physicians the privilege of profession-led regulation with the understanding that they are accountable to those served. The principles of professionalism apply through the entirety of the career of physicians.

Professionalism Representatives:
In respect for the highest standard of professionalism in the classroom and clinical environment, each class elects two professionalism representatives who assist in identifying and resolving issues as they arise. These representatives advocate on behalf of the class and are a great resource if you ever need an ear or sounding board. Professionalism representatives are mandated under a policy of the Aesculapian Society to maintain strict confidentiality for any problems discussed unless explicitly permitted by you, or if your wellness is at immediate risk. They are therefore a great resource that you are highly encouraged to take advantage of for any issues that arise during your studies here at QMed!

Student Feedback & Town-Halls
You can always email any of your teachers or course directors. You can find their email addresses in MEdTech or on the syllabus page for each course. Your student reps collect feedback from you as well and meet regularly with your course directors. You also have the ability to give constructive feedback in Course Evaluations at the end of the course. You will also have an opportunity to speak directly with the Associate Dean, Dr. Sanfilippo, through regular townhall meetings. Townhalls are an opportunity for Dr. Sanfilippo and his staff to share information with students about changes to the medical school, examinations, convocation, and the transition to residency. It is also an opportunity for students to raise questions and discuss current concerns shared by the class. You can always send additional feedback to Dr. Sanfilippo or the Aesculapian Society through the anonymous portal on MEdTech.

Equity
Here at Queen’s School of Medicine, we recognize that our class is home to many individuals of varying age, sex, gender, color, race, culture, sexual orientation, height, weight, physical and mental ability, and marital status. We strive to celebrate diversity and insure that all are welcomed into a safe and inclusive environment, whether colleague, patient, or any individual with whom we interact. To this end, the Aesculapian Society has a designated Equity Officer, elected annually, to promote and advocate for a more equitable School of Medicine.

You can reach the Equity Officer by email at equity@qmed.
Housing & Accomodations

Let’s face it: Queen’s is not a commuter school. One of the things at the top of your to-do list will be finding a place in Kingston. Your best bet is to start looking early. That said, you don’t need to book a trip to Kingston the day after you receive your offer of admission or rent the first place that you see. There are plenty of apartments and houses.

During pre-clerkship years (year 1 and 2), you will go to school from September to the end of May and classes are mainly at SMB. Most students live within walking distance from the building (usually Downtown and East of Campus), but there are students who prefer to drive in (see below about parking). cont’d pg. 36
For clerkship, you will go to school from September of your third year to mid-May of your final year. During this time, you will spend the majority of your core rotations at one of the three teaching hospitals in the city. Again, most students prefer to live within walking distance from the hospitals, but there are some who commute by car or bus.

Like some other university towns, a large number of the properties in Kingston are owned by property management companies. These companies don’t always list their places on padmapper/Kijiji (see below), so be sure to check their websites. Additionally, prices and quality vary across and within companies so be sure to do your homework. Big companies that we live with include Homestead, Keystone Properties, Spring er, BPE Development, Lamb Properties, Bumblebee, Patry Inc, Bendale, Varsity Properties and Panadew.

**Parking**
Underground on-campus parking runs about $140/month for underground and is a 5-10 minute walk from SMB. More information on parking permits can be found here. Some also choose street parking close to the medical building on shorter days.

**Helpful Links**
* Pad Mapper: Comprehensive mapping of Craigslist and Kijiji ads, updated frequently
* Kijiji: Lots of great places come up on Kijiji, some of which don’t show up on padmapper.
* Queen’s Housing Listing
* Kingston Crime Map
* Queen’s Medicine Housing and Furniture Sale
* Queen’s Community Housing (169 University Avenue)

http://www.cityofkingston.ca/

**Regional Bus Service - Kingston Bus Terminal**
(1375 John Counter Blvd)
Regional buses offer service to most larger and some smaller cities. Prices for Megabus are especially reduced when purchased at least a month in advance so plan your trips ahead!

* Coach Canada  •  Megabus  •  Greyhound

**Tricolour Express**
The Tricolour Express, operated by the Alma Mater Society, between Queen’s and Toronto, Ottawa, or Montreal. It is the cheapest bus out of town, but only runs on the weekends. Tickets can be purchased from the JDUC and should be booked ahead of time. There are also nine-trip packs that save you about 10%.

**Rideshare**
If you’re looking for an alternative to taking the train or bus, you can always hitch a ride. Check out the Queen’s University Facebook rideshare group.

**Taxi Service**
Amey’s: 613-546-1111
Modern: 613-546-2222
Kingston & Amherst: 613-542-3333

**City Bus Service - Kingston Transit**
For information regarding bus routes, please refer to this page. Bus fare is included in the student fees you pay to Queen’s. All you need to do is show your Queen’s student ID card with a validation sticker to a Kingston Transit bus driver and you are free to board the bus.

**Regional Train Service - Kingston Train**
Station (1800 John Counter Blvd)
Service to Toronto, Montreal and Ottawa is fairly frequent. An ISIC card from any student travel centre ($14) can reduce costs significantly. There is a multiple trip pack for students, so ask at the train station for pricing. Also, the OMA provides some discounts on train ticket pricing. For more information regarding train service, please visit VIA Rail.

**Medical Clinics**
Queen’s Student Health Services
La Salle Building, 146 Stuart St
613-533-2506

CDK Family Medicine & Walk-in Clinic*
175 Princess St
http://www.cdkmd.com/
613-766-0318

Kingston General Hospital
76 Stuart St
613-548-3232

Hotel Dieu Hospital
166 Brock St
613-544-3400
(Also has an Urgent Care Centre open until 8pm daily for medical issues that are too severe to wait for a family doctor appointment yet not severe enough to warrant going to emergency at KGH)

*both appointment & drop-in

**Mental Health Services**
Queen’s Counselling Services
Located on campus, La Salle Building is the most convenient location for students to consult with a counsellor about mental health issues.
La Salle Building, 146 Stuart St
http://www.queensu.ca/studentwellness/counselling-services
613-533-6000 x78264
Pharmacies & Other Health Services

Shoppers Drug Mart: 445 Princess St and 136 Princess St

DrugSmart Pharmacy: Queen’s Athletics & Recreation Centre (ARC) B400-284

Earl Street Pharmacy in Kingston General Hospital

Quarry Medical Pharmacy: 100 Princess St

Market Pharmacy Inc: 166 Wellington Street

Graham’s Pharmacy: 328 King St E

Sexual Health Resource Clinic
A confidential, non-judgemental place to ask questions regarding sexuality and sexual health. Also a convenient location to purchase contraceptives and sex toys. Rm 223 in the JDUC

Metro - 310 Barrie St | Metro is right downtown and open 24 hours, but the convenience comes at a premium. It's an expensive store but has quite a decent selection and some good quality products.

Food Basics - 33 Barrack St | Food Basics is the cheapest option, but has a mediocre selection, varying qualities of produce, and often runs out of things mid-week. Stock up on your staples here.

The Campus Grocery Store - Queen’s Centre | Queen’s on campus grocery store. Offers pre-made food, bulk items as well as your standard groceries. A convenient location to grab groceries or study snacks after class.

Loblaws - 1100 Princess St | Loblaws is the best store in town, with the largest selection and quality produce, and the availability of President’s Choice brand is a plus. If you are looking for specialty items like fancy cheeses or exotic produce, you need to go to Loblaws. 10% Student discount on Tuesday!

Old Farm Fine Foods - 204 Barrie St | Located just east of campus, Old Farm Fine Foods provides a selection of local produce, herbs, deli meats and cheese at reasonable prices. They also sell fresh lunches which are great for busy weeks.

Tara Natural Foods - 81 Princess St | Tara’s has great organic pantry and frozen options. Get your tempeh here. They also sell spices and other ingredients by weight - way better than buying that 100g package at Metro when you only need 1 tsp!

Asian Market - 354 Princess St & Kingston Asian Super - 461 Princess St | These two are great stores for those Asian ingredients you can’t get at Loblaws or Metro, like chilies and Thai basil.

Cooke’s Fine Foods - 55 Brock Street | Featuring gourmet coffee and British pantry items, Cooke’s has been in business for nearly 150 years.

Alcohol

The Wine Rack - 277 Princess St | With a selection of all of your favorite wines and open as late as 11, the Wine Rack will be a popular place to pick up something for your classy (or not so classy) evening.

The Beer Store - 500 Princess Street | The Beer Store has a wide selection of beer, and kegs available to order, should the need arise.
Food on Campus

Meal Plans | Campus meal plans can be purchased at the beginning of the year and give you access to an all-you-can-eat gourmet cafeteria experience at Ban Righ and Leonard Cafeteria. These are only 5-10 minutes away from the SMB. All in all, the food is quite good. The dishes will vary depending on the day, but you will always have access to the grill, a salad bar, a make-your-own stir fry, and an ice cream bar. Some of the meal plan options also give you “Flex Dollars” as well as “trade-a-meals (TAMs)” which can be spent at the Lazy Scholar, Mac-Corry Cafeteria, and other on-campus restaurants. More information about meal plans can be found here.

Meds House Meal Plans | Meds House also offers a lunch meal plan to social members. All-you-can-eat lunches prepared by a professional chef are provided every Wednesday and Friday. These meals typically include a bowl of soup, salad, a main dish, and dessert. Friday is also left-over day so bring your Tupperware! More information about Meds House Social Membership will be available at the beginning of the school year.

Market Street Cafe - Botterell Hall | The café in the basement of Botterell Hall is famous for their best breakfast on campus. They will make you a decent sandwich, a substantial breakfast, a full gamut of “daily specials” of varying gastronomic finesss and a selection of baked goods. The lunch ladies that work in the café are simply the most wonderful people on earth. There are also two microwaves here, where the frugal and well-organized can warm up their lunch.

The Atrium - KGH Cafeteria | Located a few minutes from the SMB, the cafeteria in the basement of KGH offers a better value than the café in Botterell. There’s a grill for burgers and hot dogs, soup, pizza and couple of hot daily entrees. The prices are reasonable and the food is pretty good. The good thing about this café is that it remains open after April when the majority of the food places close.

David C. Smith House/Lazy Scholar - Victoria Hall/Jean Royce Dining Hall - West Campus | These on campus cafeteria sell a selection of meals off the grill such as hamburgers, chicken fingers and fries. All three locations are a bit expensive but for those that have a meal plan they do accept flex dollars and meal equivalencies. It should be noted that Jean Royce Dining Hall is on West Campus.

Tim Horton’s | A med student staple, the Tim Horton’s is located at the Biosciences Complex, KGH cafeteria, JDUC and the Queen’s Centre. The Bioscience Tim’s is more accessible, the Queen’s Centre Tim’s is generally open later.

Queen’s Centre | As mentioned previously, the Queen’s Centre has a number of food options for students. Itboasts a Tim Horton’s, Terayaki Experience, Booster Juice, Pizza Pizza, and Pita Pit. The only drawback is that they only accept cash. The second floor is also home to the Common Ground - a student run coffeehouse with items ranging from fresh sandwiches to caffeinated beverages to desserts, and it opens late to accommodate the needs of the procrastinator in all of us.

Fry Trucks | Swedish-Beaver Fry Truck is located in front of Miller Hall on Union Street. It serves your typical fry truck foods like hot dogs, burgers, and fries, plus some truly unique wraps and salads that make the truck a popular food vendor on campus. Jimmy’s Fry Truck is located in the trailer across from Botterell Hall, and a mobile version run by his wife called Lizzy’s Tall Fries is located in front of the JDUC. While the food is greasy, it serves as an alternative to cafeteria food and the price is quite cheap.

The Grad Club | Located in a renovated Victorian House, the Grad Club offers general pub fare with some flare, and an amazing selection of microbrews. Medical students are members, which entitles us to a 10% discount on food, and the ability to book the third floor for private meetings. They also have a great patio. As if all of this wasn’t enough, the Grad Club also plays host to indie bands on Fridays and Saturdays.

Leonard or Ban Righ Hall - $5 Friday Buffet Lunches | Bring your KGH badge, and get $5 entry to the cafeteria buffet at Leonard or Ban Righ Hall (10 min walk from SMB). Huge variety of food and delicious ice cream.

JDUC | The JDUC has a small selection of food options on the main floor. The Quiznos and Tim Horton’s are open for regular business hours and sell sandwiches. Khao is an Indian and Thai curry restaurant. Although it is far from the best curry in town, it is in a convenient location and open till 8pm everyday.

MacCorrey | The main floor of MacCorrey has a few fast dining options including Pita Pit and Pizza Pizza. It is also home to the Canadian Grill Company (CGC), a restaurant opened by chef Michael Smith that actually grills a very solid burger. Don’t forget to order some sweet potato fries at the CGC.

Kingston Restaurants

Thai, Cambodian | Cambodiana - 161 Brock St - 613-531-0888 • Phnom Penh - 335 King St E - 613-545-2607 • Pat’s Restaurant - 455 Princess St - 613-344-0450 • Wok In - 30 Montreal St - 613-549-5369

Indian | Taj Curry House - 125 Princess St - 613-531-0825 • Curry Original 253 Ontario St - (613) 531-9376

Pho | Mekong - 394 Princess St - 613-549-5902 • Dong Nai - 575a Princess St - 613-544-7729 • Saigon Delights - 272 Bagot St - 613-546-3690
Sushi and Rolls  

SIMA Sushi - 66 Princess St  - 613-542-8040  
• Take Sushi - 120 Princess St  - 613-544-1376  
• Sushi Ya! - 49 Princess St  - 613-530-2546  
• Sushibar Da - 354 King St E  - 613-544-6278  
• O My Sushi - 272 Bagot St  - 613-766-2444  
• Jina Sushi - 49 Princess St  - 613-530-2546

Chinese  

VIP (Chinese Food) - 528 Princess St  - 613-530-2828  
• Sunflower Chinese Restaurant - 41 Montreal St  - 613-507-2688  
• Dim Sum Kingston - 501 Princess St  - 613-766-0194  
• Silver Wok - 373 King St E  - 613-544-6634

Pizza  

Atomica - 71 Brock St  - 613-530-2118  
• Wooden Heads - 192 Ontario St  - 613-549-1812

Late Night  

Bubba’s - 349 King St E / 401 Princess St  
• This is the home of Kingston’s most famous poutine. With two locations they have been satisfying late-night cravings for more than twenty years.

El Asador - 375 Princess St  
• Mexican Burritos, ticos, fajitas and rice. Try the Chicken Madra, Dansak, Korma wraps or the Midnight special if you’re feeling adventurous.

Mr. Donair - 163 Division St  
• Home to the Pou-nair, a combination of poutine, donair meat, specialty sweet/spicy sauce, with toppings of your choice.

The Pita Grill - 371 Princess St  
• Giant pitas and poutine that rivals Bubba’s. They’ll even make it with onion rings, chicken and anything else you can think of.

Smoke’s Poutine - 183 Division St  
• Customize your poutine with this chain restaurant’s huge variety of toppings!

Fine Dining  

Aquaterra RistoraBistro - 1 Johnson Street  - 613-549-6243  
• Lavish menu and a fine selection of wines with a waterfront view. They also have a great $25 all-you-can-eat Sunday brunch that features crab legs.

Casa Domenico - 35 Brock Street  - 613-542-0870  
• An upscale Mediterranean restaurant, Casa Domenico offers a full range of pastas along with a host of other specials. Their wine list is extensive and the food is delicious.

Chez Piggy - 68 Princess Street  - 613-549-7673  
• Delicious french cuisine featuring a 15% student discount and a gorgeous patio hidden in a courtyard surrounded by trees.

In December, check out their three-course meals for $20 (Mon - Thurs).

Le Chien Noir - 69 Brock Street  - 613-549-5635  
• French bistro with a courtyard terrace, perfect for a meal when the weather is warm.

Miscellaneous  

Amadeus - 170 Princess Street  - 613-456-7468  
• German eatery with a nice patio in the back. Authentic Eastern European cuisine including cabbage rolls, amazing schnitzel, sausages, and of course, unique German beer on tap.

The Copper Penny - 240 Princess St  - 613-549-4257  
• When you just want a burger and fries, but don’t want fast food, hit up The Copper Penny. It has a large menu that doesn’t hurt your wallet, and is consistently good.

Pan Chancho Bakery and Café - 44 Princess Street  - 613-544-7790  
• A popular bakery that serves amazing scones, brioche, cookies, cakes and tarts. They also serve brunch patés, salads, sandwiches and cheese to-go.

Tango Nuevo - 331 King St East  - (613) 548-3778  
• A trendy Kingston tapas bar, Tango’s menu is excellent, with half-price tapas on Sunday and Monday evenings. On Wednesdays, they offer half-price Mussels, and a “Martini and a Manicure” for $15. They have a small selection of tasty and creative main dishes and are open until 2am.

The Works - 298 Princess - 613-547-6000  
• This gourmet burger restaurant chain from Ottawa has opened a branch in Kingston. Their long list of creative toppings and thick, decadent milkshakes are their best selling points. They don’t take reservations though, so going outside of peak times are best!

Grecos Greek Restaurant - 167 Princess St  - 613-542-2229  
• With very large portion sizes and reasonable prices, Grecos is a great option for those who want a good value meal or are in the mood for quality Greek food.

The Pilot House - 265 King Street East  - 613-542-2222  
• A pub that also offers a solid menu of fish and chips as well as other bar foods.