

## **Instructions for Use of the Serving the Underserved Curriculum**

- ❖ While recognizing that people have very different teaching styles, for the purposes of testing this curriculum, we are asking presenters to stick to a fairly standardized format (see next page)
- ❖ The core of this curriculum is the case based lesson.
- ❖ There are certain themes that run throughout all the cases. Recognition of barriers to care, and learning how to be an advocate for your patients are two of these themes. As a case facilitator, please keep these areas in mind and look for opportunities to bring them out
- ❖ The tutor guide is meant as a tool, not a set of instructions. Guiding or trigger questions are meant to assist you in steering the discussion in a direction to meet the stated goals of the cases. However, if the students are taking the case in a different direction with a valuable discussion, you should feel free to ignore the guiding questions.

- 1) Review the material sent to you**
- 2) Perform any additional class preparation time (ie., gathering state specific information**
- 3) Fill out the tutor's pre-class evaluation form**
- 4) Teach the class**
- 5) Have the class participants fill out the student evaluation form**
- 6) Take a few minutes to think about the teaching experience**
- 7) Fill out the presenter's evaluation form**
- 8) Return all of the evaluation materials to**
  - Ron Samuels**
  - Children's Hospital**
  - 300 Longwood Ave**
  - Boston, MA 02115**

Thank you very much for your assistance

## Instructions for the use of this case

We ask you to spend between 45 and 60 minutes in teaching time, of which at least 30 minutes should be spent on the case itself. The use of any of the ancillary materials is optional.

The case itself comes in multiple pages, accompanied by a tutor's guide.

- Each page of the case should be handed out to the class one at a time.
- After the class reads each section (aloud), a discussion should be facilitated.
- The tutor notes come with an index of all the material you've been given, as well as an introduction to the module followed by possible questions for use in facilitating discussions.
- Each page of the case is accompanied by one or more pages of questions, along with comments and information on each question.
- Following this, is related material that may be referred to in the case, or may be handed out by the tutor.
- There may also be other materials available, such as slides, notes on slides, charts, graphs, etc.” These materials may or may not be used at the presenter's discretion, keeping in mind the time frame noted above.
- Finally, there are a set of evaluation materials
  - a very short evaluation for the presenter to fill out before class
  - a fairly long evaluation for the presenter to fill out after class
  - an evaluation for the participants to fill out after class

Thank you for your assistance. If you have any questions, please call Ron Samuels at 617-355-4507, or email [ronald.samuels@childrens.harvard.edu](mailto:ronald.samuels@childrens.harvard.edu).