

Records of the University of Washington School of Medicine. Associate Dean for
Academic Affairs

Inventory

Accession No: 94-133

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**W.U. MEDICINE SCHOOL. ASSOCIATE DEAN
FOR ACADEMIC AFFAIRS**

Accession No. 94-133

RECORD SERIES Clerkship Program Records		ACCESSION NUMBER 94-133	DATE INVENTORIED
DATES 1984-1989			DATE SHIPPED TO ARCHIVES
TYPES OF MATERIAL <input type="checkbox"/> Bound <input type="checkbox"/> Memorabilia <input type="checkbox"/> Newspapers <input type="checkbox"/> Cards <input type="checkbox"/> Photographs <input type="checkbox"/> Phono Discs <input type="checkbox"/> Charts <input type="checkbox"/> Plans <input type="checkbox"/> Slides <input checked="" type="checkbox"/> Correspondence <input type="checkbox"/> Print Outs <input type="checkbox"/> Scrapbooks <input type="checkbox"/> Film <input checked="" type="checkbox"/> Publications <input type="checkbox"/> Blueprints <input checked="" type="checkbox"/> Forms <input type="checkbox"/> Subject Files <input type="checkbox"/> Microfilm <input type="checkbox"/> Maps <input type="checkbox"/> Tapes <input type="checkbox"/> Other: _____		ADMINISTRATIVE UNIT Associate Dean for Academic Affairs OFFICE Associate Dean SOURCE OF MATERIAL D. Daniel Hunt, M.D. LOCATION OF MATERIAL (BUILDING, ROOM NUMBER) Health Sciences A-348 UWSOM RECORDS OFFICER (NAME & PHONE) Rebecca Pixler 543-1515 x12	
VOLUME .5 cu. ft.	NUMBER/SIZE OF FILES OR DOCUMENTS		
RESTRICTIONS None			
DESCRIPTION <p>Clinical clerkships introduce third-year medical students to practical clinical work and patient care under the direction and guidance of community physicians. The School of Medicine has sponsored clerkships in both the Seattle area and at sites around the four-state WAMI region, e.g., Anacortes, Wash. (family medicine); Boise, Ida. (medicine); and Anchorage, Alaska (psychiatry), etc.</p> <p>Associate Dean for Academic Affairs Theodore J. Phillips, M.D. (1982-1986) maintained a resource file for each clerkship offered in the various medical specialty areas (see container list for specialties). Each file could vary in size and actual documents included but all resource files had certain common topics:</p> <ol style="list-style-type: none"> 1. Program overview, goals, syllabus; 2. Clerkship site information and typical problems that might be encountered; 3. Directions for participating students and faculty; 4. Descriptions of evaluation procedures for programs and students; program evaluations. <p>The resource files may include examples of publications, brochures, forms and procedures in use at the time. They were not maintained by Dr. Phillips's successor as Associate Dean, D. Daniel Hunt, M.D. (1986-).</p>			
INDEX, FINDING AID, FILE GUIDE?			
ARRANGEMENT		CONDITION OF RECORDS	
<input checked="" type="checkbox"/> Alphabetical <input type="checkbox"/> Numerical <input type="checkbox"/> Chronological <input type="checkbox"/> Subject <input type="checkbox"/> Other _____		Order: <input type="checkbox"/> Excellent <input checked="" type="checkbox"/> Good <input type="checkbox"/> Fair <input type="checkbox"/> Poor Physical: <input type="checkbox"/> Excellent <input checked="" type="checkbox"/> Good <input type="checkbox"/> Fair <input type="checkbox"/> Poor	

**W.U. MEDICINE SCHOOL. ASSOCIATE DEAN
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RECORD SERIES Subject Files		ACCESSION NUMBER 94-133	DATE INVENTORIED 6/28/94
DATES 1984			DATE SHIPPED TO ARCHIVES
TYPES OF MATERIAL <input type="checkbox"/> Bound <input type="checkbox"/> Memorabilia <input type="checkbox"/> Newspapers <input type="checkbox"/> Cards <input type="checkbox"/> Photographs <input type="checkbox"/> Phono Discs <input checked="" type="checkbox"/> Charts <input type="checkbox"/> Plans <input type="checkbox"/> Slides <input checked="" type="checkbox"/> Correspondence <input type="checkbox"/> Print Outs <input type="checkbox"/> Scrapbooks <input type="checkbox"/> Film <input checked="" type="checkbox"/> Publications <input type="checkbox"/> Blueprints <input checked="" type="checkbox"/> Forms <input checked="" type="checkbox"/> Subject Files <input type="checkbox"/> Microfilm <input type="checkbox"/> Maps <input type="checkbox"/> Tapes <input type="checkbox"/> Other: _____		ADMINISTRATIVE UNIT Associate Dean for Academic Affairs OFFICE Associate Dean SOURCE OF MATERIAL Regional Affairs Office (PSP), via Diana Smith LOCATION OF MATERIAL (BUILDING, ROOM NUMBER) Health Sciences A-348	
VOLUME 1 cu.ft.	NUMBER/SIZE OF FILES OR DOCUMENTS	UWSOM RECORDS OFFICER (NAME & PHONE) Rebecca Pixler, 543-1515 x12	
RESTRICTIONS None			
DESCRIPTION <p>In 1984 the School of Medicine successfully applied for a large grant under the existing federal Area Health Education Centers (AHEC) program, which was intended to lead to the increase of health care personnel in federally-designated medically underserved areas. The School of Medicine intended that its grant monies be used to expand and enhance the provision of medical education, on all levels, in the WAMI states of Alaska, Montana, Idaho, and rural Washington. The grant application was spearheaded by the Associate Dean for Academic Affairs as a WAMI project; ultimately, the successful grant was administered by the Associate Dean for Regional Affairs, from whom these records were received.</p> <p>Final text of the school's AHEC grant application, as approved by the federal Health Resources and Services Administration, may be found at AC 92-128. These records consist of material used to prepare the grant application: charts and diagrams, draft text, background information from AHEC programs in other states, federal guidelines, letters of support, budget workpapers, biographical sketches of key personnel, grant forms, and narrative notes and workpapers. A small amount of correspondence with the Associate Dean for Academic Affairs, and the Assistant Dean for Planning, is also present.</p>			
RELATED ACCESSION: AC 92-128			

NDEX, FINDING AID, FILE GUIDE?
None (no contents list).

ARRANGEMENT <input type="checkbox"/> Alphabetical <input type="checkbox"/> Numerical <input type="checkbox"/> Chronological <input type="checkbox"/> Subject <input type="checkbox"/> Other _____ No folder order discernible.	CONDITION OF RECORDS Order: <input type="checkbox"/> Excellent <input type="checkbox"/> Good <input checked="" type="checkbox"/> Fair <input type="checkbox"/> Poor Physical: <input type="checkbox"/> Excellent <input type="checkbox"/> Good <input checked="" type="checkbox"/> Fair <input type="checkbox"/> Poor
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Box 1

RECORD NAME	DATES	KEEP? DISCARD?	NOTES
CLERKSHIP PROGRAM RECORDS	1984-1989		
Emergency Medicine/Trauma	1987-1989		
Family Medicine	1985-1989		
Introduction to Clinical Medicine (ICM)	1985-1988		
Medicine	1983-1988		
Obstetrics-Gynecology	1985-1989		
Pediatrics	1985-1988		
Psychiatry	1985-1989		
Rehabilitation Medicine-Chronic Care	1984-1986		
Surgery	1986-1989		
READING FILES	1986-1988		Succeeds
			AC 90-19
Reading Files	8/86 - 12/86		
Reading Files	1/87 - 12/87		
Reading Files	1/88 - 12/88		

Box 2

Reading Files 4/88 - 12/88

Reading files	Jan-Dec 1987		
"Secretary's Correspondence"	1987		Weeded
Reading files	Jan-Dec 1988		
Reading files	Jan-Jun 1989		

Box 3

Area Health Education Centers Program grant files