Mini Medical School Service Event

Purpose: The Mini Medical School service event can function to introduce students from elementary to high school to basic clinical/biology knowledge and to foster interest in medicine. This event can be a one-time community service event or continue to serve as a pipeline for minority and underrepresented students. Attendees of the Mini-Medical School will gain insight into medical sciences and the journey to become a physician. This event will hopefully be both educational and inspirational and can be hosted in-person or virtually.

Volunteer Support Needed: ~5-10 volunteers total for planning, promoting, and hosting event

Planning Service Event:

Stage 1: Select volunteers that will serve on this service event committee.
To begin planning it would be helpful to have an idea of:

1) Age/Grade Levels of Target Participants – best to select a narrow range, eg 3rd-5th graders
2) Locations Available– Rooms within your school or off campus. **(E.g. Clinical Skills Lab, Auditorium, etc. or if you are going to host this VIRTUALLY. Please check with your school to see what is available at this point.)**
3) Potential Dates– Event can be a one-day event or continue as weekly series for a designated period of time
4) Funding Sources – Funding can be found in a variety of sources including the university department, community partners, local business, or fundraising. Brainstorm which activities will require funding.

Stage 2: Plan Curriculum for the Event
Based on your target age selected, it is suggested that you visit your state's curriculum standards to get a guideline of the health/science/history concepts that are age-appropriate. You can incorporate any organ system or pathology into the curriculums as long as they are taught at an age appropriate level.
Some themes which you can incorporate the curriculum:

1) **Doctor for the Day** – Attendees will learn and practice hands-on skills (e.g. taking vital signs, CPR, first aid, etc.)
2) **Crack the Case!** – Attendees will be presented with age-appropriate medical knowledge and will work to solve a case with the material learned.
3) **A Day in the Life of…[Generalist/Specialist]** – Attendees will learn about various medical specialties and the diseases they treat
4) **Cultural Components of Health** – Attendees will learn about and develop appreciation for the social determinants of health and global health practices.
5) **See Yourself in Medicine** – Attendees will learn about diverse pioneers of medicine. For example, emphasis can be placed on underrepresented minority clinician leaders or women clinician leaders.
6) **Mini Grand Rounds** – Attendees will learn about a common disease (e.g. cancer, diabetes, or hypertension including pathology, diagnosis, and treatment).

Stage 3: Develop a Timeline / Itinerary for the Service Event Day(s)
This step is a critical component of planning to ensure that the service event will go smoothly. All volunteers should be familiar with the timeline and have each other's contact numbers. Include contingency plans for room closures or missing supplies. Understanding the full plan and layout for the day will help to reduce anxiety and frustration amongst volunteers.
Include on the Timeline:

1) Expected Volunteer Arrival Time
2) Expected Participant Arrival Time – How will participants be signed in?
3) Time Period for Activities and Transitions
4) Time for Meal/Snack
5) Time for Dismissal and Distribution of Souvenirs – How will participants be signed out?

Stage 4: Publicize the Event
Create a bright attention-grabbing poster to interest both attendees and their parents. Distribute flyers through email or in person to schools and community organizations that serve your targeted demographic. It may be helpful to contact the organizations to make sure that they will distribute the flyers. Also, post the flyers around the site in which you will host the event.
Information to include on the flyer:

1) Name of Event
2) Date/Time
3) Theme of the Event/Curriculum Covered
4) Target age of students
5) How to register and cost for attendees
6) Perks of attending the event – lunch, souvenir bag, ect

Stage 5: Host the Event!

Stage 6: Debrief!
Reflect on the success of the event and how you can improve the next Mini-Medical School Service Event!

Record your event to the LMSA Community Service Submission Form so that we can highlight your achievements!