

Transportation Policy for Travel to/from Required Clerkships or Elective Clinical Sites:

Medical students are encouraged to utilize the Mount Sinai Health System shuttle service for the primary method of transportation to elective clinical sites where a route is available. Riding the MTA (subway and bus systems), walking, or utilizing the CitiBike rideshare program are also alternative methods of transportation, under your own discretion, as routes do vary.

Student safety is of utmost importance. Should a student feel as if their safety is being compromised during travel to/from a clinical site, the option to use UBER is acceptable. In the event that there is a transportation safety concern that prompts the unplanned usage of UBER, students should notify the Clinical Curriculum Team at clerkships@mssm.edu to raise awareness of this concern. All other usage of UBER is delineated in the corresponding section below, for each clinical site.

SHUTTLE SERVICE GUIDELINES

Shuttles should be used as the primary method of transportation when available. There are shuttle routes to the majority of the training sites where students rotate on clerkship or elective shifts.

Shuttle Schedules

Use the [MSHS Shuttle Live Tracker](#) to keep up to speed on the below shuttle routes

Below are the student shuttle schedules for travel between the following sites. Shuttle pick-up locations at MSH are 98th street/Madison Avenue:

- MSH/ICAHN and MS Beth Israel/MS Downtown/MS Union Square/NY Eye & Ear
- MSBI and MS West
- MSH/ICAHN and MS West
- MSH/ICAHN and Elmhurst and MSQ.
- MSH/ICAHN and MS Morningside
- MSH and Bronx VA (this shuttle is not operated by the MSHS and does not appear on the live tracker website. Refer to the timetable below)

ICAHN - MS DOWNTOWN SHUTTLE

PICK-UP TIMES

Monday - Friday

ICAHN (Madison Ave & 98th St)	MS Downtown (16th St & 1st Ave)
6:00am	6:30am
7:15am	8:15am
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6:30pm	5:30pm
8:30pm	7:30pm

ICAHN - ELMHURST - MS QUEENS SHUTTLE SCHEDULE

Monday – Friday Service

MSH Departures	Elmhurst Departures	MSQ Departures
5:00	5:30	---
6:00	6:35	---
7:10	7:45	---
8:35	10:15	10:30
12:00	12:30	---
2:15	3:00	3:15
4:05	5:10	---
5:50	6:30	---
7:10	7:40	---

Bold times denote PM departures

Saturday – Sunday Service

MSH Departures	Elmhurst Departures	MSQ Departures
6:00	6:35	---
7:10	7:45	---
8:35	9:10	---
4:05	5:10	---
5:50	6:30	---
7:10	7:40	---

MS Morningside Shuttle

Time	ICAHN	Time	MSM
6:00am		6:30am	
7:00am		7:30am	
8:00am		8:30am	
10:00am		10:30am	
11:00am		11:30am	
12:00pm		12:30pm	
1:00pm		1:30pm	
2:00pm		2:30pm	
3:00pm		3:30pm	
4:00pm		4:30pm	
5:00pm		5:30p	
6:00pm		6:15pm	
6:45pm		7:15pm	
7:45pm		END	

MS West Shuttle

Time	ICAHN	Time	MSWest
5:00am		5:30am	
6:00am		6:30am	
7:00am		7:30am	
8:00am		8:45am	
5:00pm		5:45pm	
6:25pm		7:05pm	
7:45pm		8:25pm	
END			

MS West to MS Beth Israel Shuttle

MSW to MSBI Shuttle Bus
Daily Service (Sunday - Saturday)

MSW Departures	MSBI Departures
5:30	6:00
6:30	7:00
7:30	8:15
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---	4:30
5:30	6:15
7:00	8:15
END	

Bold times denote PM hours

Departure Locations

- The bus stop for MSW is located on the corner of West 58th Street and 10th Avenue.
- The bus stop for MSBI is located on the corner of East 16th Street and 1st Avenue.

Bronx VA Shuttle

Departs JJPVA	Departs Mount Sinai Hospital
5:45AM (bus)	6:30AM (bus)
7:30AM (bus)	8:15AM (bus)
9:00AM (passenger van)	9:45AM (passenger van)
12 noon	12:45PM
4PM (bus)	4:45PM (bus)
5:30PM (bus)	6:15PM (bus)

UBER GUIDELINES

- The ISMMS UME Student Transportation UBER program will only be available for the following situations:
 - Medical students travelling to/from a required core Year 3 or Year 4 clerkship clinical site
 - Medical student travelling to/from elective shifts
- The time frames for off-hours transportation is 7pm - 7am (November - March), and 8pm - 7am (April - October).
- Beginning **April 5, 2021**, UBER off-hours transportation will be between **8pm - 7am**, due to Daylight Savings Time being in effect.
- Medical students may not arrive unnecessarily early or deliberately leave their site late, simply to meet the time criteria to use UBER.
- Medical students may only utilize UBER when traveling to/from an eligible clinical site to your place of residence (only within the 5 NYC boroughs)
- If the shuttle is not scheduled to operate during the timeframe a medical student needs to arrive to their shift on time, then an exception is granted for UBER to be used. There are select few clerkship shifts that this applies to (ex: certain Ped/Ped ED shifts at MSBI)

- Please contact clerkships@mssm.edu to request permission to utilize UBER for a rotation not listed (e.g. non-ACG outpatient site, clinical elective site, etc.).

SITE/CLERKSHIP SPECIFIC GUIDELINES

Ambulatory Care Clerkship and InterACT (Outpatient) Sites

- Travel to/from these sites using UBER with no time limitations is still in effect
- MTA (subway and buses) are an alternative method of transportation.

Emergency Medicine Clerkship

- Shuttle service is the primary method of transportation to all EM clerkship sites
- MTA (subway and buses) are an alternative method of transportation.
- **EXCEPTION:** UBER may be used to travel between the clinical site and the student's residence (only within the 5 NYC boroughs) at the END of an overnight shift.

BronxCare

- Travel to/from this site using UBER with no time limitations is still in effect
- MTA (subway and buses) are an alternative method of transportation.

BronxVA

- Shuttle service is the primary method of transportation to this site
- MTA (subway and buses) are an alternative method of transportation.
- UBER may be used to travel between the student's residence (only within the 5 NYC boroughs) and the clinical site ONLY between off-hours, **8pm - 7am**
 - If a transportation safety concern arises, Uber may be utilized during daytime hours **7am - 8pm** without question. Should an incident/concern occur, the student must notify clerkships@mssm.edu so the Department of Medical Education can review the matter.
 - Students may not arrive unnecessarily early or deliberately leave their site late, simply to meet the time criteria to use UBER

Brooklyn Hospital

- Travel to/from this site using UBER with no time limitations is still in effect
- MTA (subway and buses) are an alternative method of transportation.

Elmhurst Hospital

- Shuttle service is the primary method of transportation to this site
- MTA (subway and buses) are an alternative method of transportation.

- UBER may be used to travel between the student's residence (only within the 5 NYC boroughs) and the clinical site ONLY between off-hours, **8pm - 7am**
 - If a transportation safety concern arises, Uber may be utilized during daytime hours **7am - 8pm** without question. Should an incident/concern occur, the student must notify clerkships@mssm.edu so the Department of Medical Education can review the matter.
 - Students may not arrive unnecessarily early or deliberately leave their site late, simply to meet the time criteria to use UBER

Mount Sinai Beth Israel/MS Downtown/MS Union Square/NY Eye & Ear

- Shuttle service is the primary method of transportation to this site
 - Pick-up/Drop-off location is on 16th St & 1st Ave
- MTA (subway and buses) are an alternative method of transportation.
- UBER may be used to travel between the student's residence (only within the 5 NYC boroughs) and the clinical site ONLY between off-hours, **8pm - 7am**
 - **EXCEPTION FOR NEUROLOGY CLERKSHIP:** MSBI - MSW shuttle service has limited times. If your shift times do not coincide with the shuttle service times, then students may utilize UBER for travel between MSBI-MSW.
 - If a transportation safety concern arises, Uber may be utilized during daytime hours **7am - 8pm** without question. Should an incident/concern occur, the student must notify clerkships@mssm.edu so the Department of Medical Education can review the matter.
 - Students may not arrive unnecessarily early or deliberately leave their site late, simply to meet the time criteria to use UBER

Mount Sinai Hospital

- UBER may be used to travel between the student's residence (only within the 5 NYC boroughs) and the clinical site ONLY between off-hours, **8pm - 7am**
 - Students may not arrive unnecessarily early or deliberately leave their site late, simply to meet the time criteria to use UBER
- **Students Living Off-Campus with a Clerkship/Elective Rotation at MSH** must plan for their own transportation to arrive at MSH. UBER usage is not permitted outside of off-peak hours (**8pm - 7am**), when required.

Mount Sinai Morningside

- Shuttle service is the primary method of transportation to this site
- MTA (subway and buses) are an alternative method of transportation.

- UBER may be used to travel between the student's residence (only within the 5 NYC boroughs) and the clinical site ONLY between off-hours, **8pm - 7am**
 - If a transportation safety concern arises, Uber may be utilized during daytime hours **7am - 8pm** without question. Should an incident/concern occur, the student must notify clerkships@mssm.edu so the Department of Medical Education can review the matter.
 - Students may not arrive unnecessarily early or deliberately leave their site late, simply to meet the time criteria to use UBER

Mount Sinai Queens

- Shuttle service is the primary method of transportation to this site

EXCEPTIONS: MSQ shuttle service has limited times. If your shift times do not coincide with the shuttle service times, then students may utilize UBER for travel to MSQ.
- MTA (subway and buses) are an alternative method of transportation.
- UBER may be used to travel between the student's residence (only within the 5 NYC boroughs) and the clinical site ONLY between off-hours, **8pm - 7am**, unless otherwise stated in the exception above.
 - Students may not arrive unnecessarily early or deliberately leave their site late, simply to meet the time criteria to use UBER

Mount Sinai West

- Shuttle service is the primary method of transportation to this site
- MTA (subway and buses) are an alternative method of transportation.
- UBER may be used to travel between the student's residence (only within the 5 NYC boroughs) and the clinical site ONLY between off-hours, **8pm - 7am**
 - **EXCEPTION FOR NEUROLOGY CLERKSHIP:** MSBI - MSW shuttle service has limited times. If your shift times do not coincide with the shuttle service times, then students may utilize UBER for travel between MSBI-MSW.
 - If a transportation safety concern arises, Uber may be utilized during daytime hours **7am - 8pm** without question. Should an incident/concern occur, the student must notify clerkships@mssm.edu so the Department of Medical Education can review the matter.
 - Students may not arrive unnecessarily early or deliberately leave their site late, simply to meet the time criteria to use UBER

The transportation policy is subject to change, as the Department of Medical Education continues to monitor the evolution of our environment. As always, UBER usage is monitored regularly for integrity. All details of your trip will be transparent and reported to the professional staff who administer the account. This includes: your name, pickup/drop-off time and location, Clerkship expense code, etc.

It is important that students ensure their UBER app is up to date. You must follow the steps in the invitation sent to your school email, from UBER, to set up your UBER for Business account.

Please continue to check your email for any updates/changes to this transportation program.

- For technical assistance with the UBER app, please email: business-support@uber.com
- For troubleshooting the setup of your account, or account general inquiries, please email: clerkships@mssm.edu
- To provide feedback regarding the transportation program, please reach out to your respective clerkship representatives or class representatives.