

Telemed Precepting

University of Rochester Division of Adolescent Medicine

MEDICINE *of* THE HIGHEST ORDER



Prior to Appointment: Enable Waiting Room (Trainee)

The screenshot displays the Zoom web interface. At the top, navigation tabs for Home, Chat, Meetings, and Contacts are visible. A search bar is located in the top right corner. On the left sidebar, there are tabs for 'Upcoming' and 'Recorded' meetings. The main content area shows a meeting titled 'Adolescent Medicine Teaching (N Cifra)' with the status 'Recurring' and Meeting ID: 669-305-223. Below the title, there are four buttons: 'Start', 'Copy Invitation', 'Edit', and 'Join from a Room'. A red arrow points to the 'Edit' button. Below the buttons is a link that says 'Show Meeting Invitation'. The left sidebar lists several other meetings, including 'APPT WITH DR. CIFRA- 1:15 PM', 'APPT WITH DR. CIFRA- 2:15PM', and 'Recurring' meetings like 'Adolescent Medicine Teaching (N Cifr...)', 'Bi-weekly Meetings - Connie Baldwin...', and 'Monthly Meetings with Dr. Sahler and...'. The bottom of the page features a blue banner with the text 'MEDICINE of THE HIGHEST ORDER' and the University of Rochester Medical Center logo.

Prior to Appointment: Enable Waiting Room (Trainee)

Recurring meeting Time Zone: Eastern Time (US and Canada) ▾

Meeting ID

Generated ID 988-712-01490 Personal Meeting ID 989-981-0917

Password

Require meeting password

Video

Host On Off Participants On Off

Audio

Telephone Computer Audio Telephone and Computer Audio

Dial in from United States [Edit](#)

Calendar

iCal Google Calendar Other Calendars

Advanced Options ^

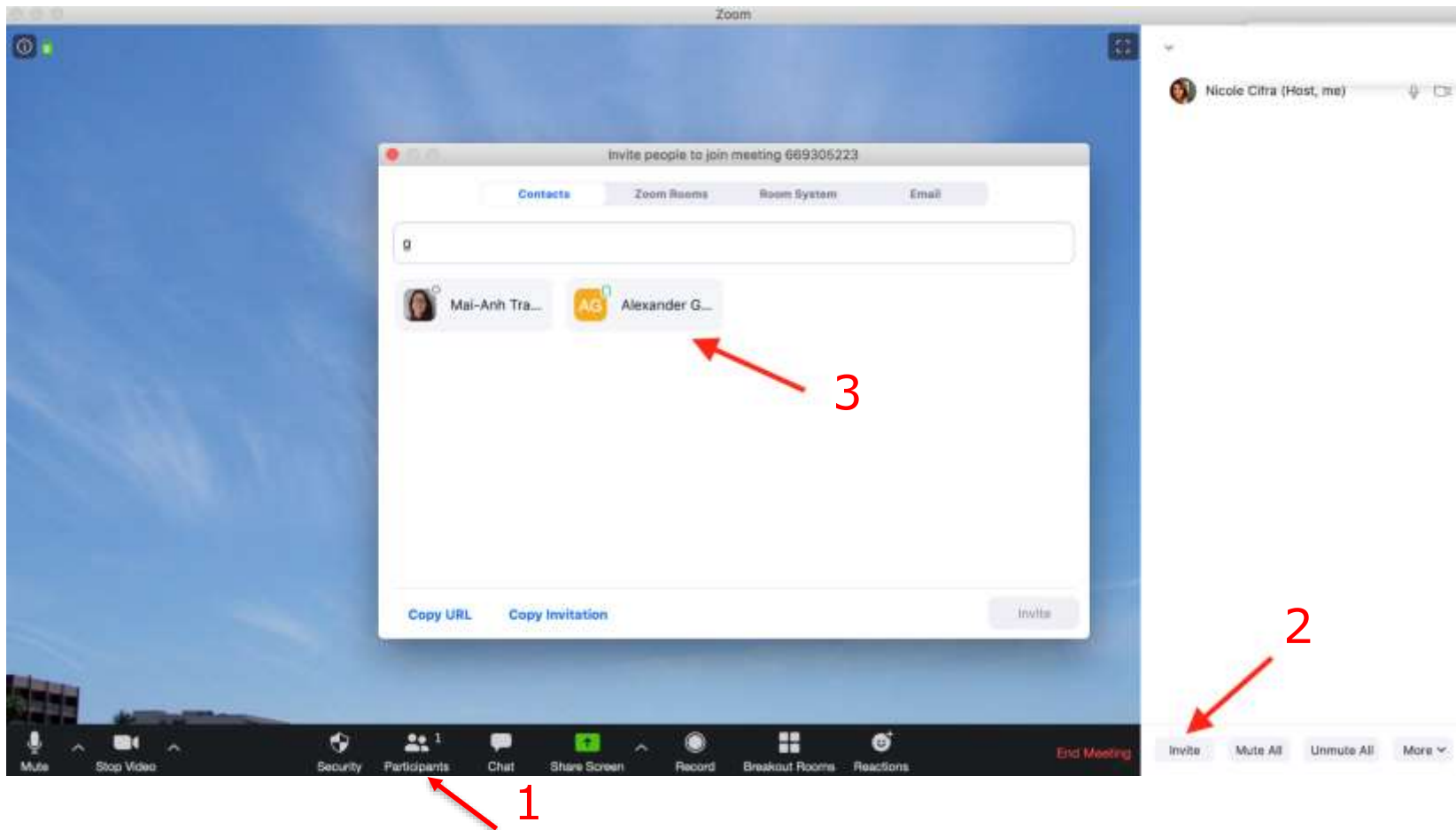
- Enable Waiting Room 
- Enable join before host
- Mute participants on entry
- Only authenticated users can join: Sign in to Zoom
- Automatically record meeting on the local computer

Alternative Hosts:

Example:john@company.com;peter@school.edu

Cancel

Save



After seeing the patient, invite the preceptor.
Note, you must also “unlock” the meeting prior to doing this so the preceptor can join.

From the Preceptor's Perspective

ght!

45PM

5PM

5PM


- 12:45 PM

Public Health Game Night:

8:00 PM - 10:00 PM

Meeting ID: 916-4225-2213

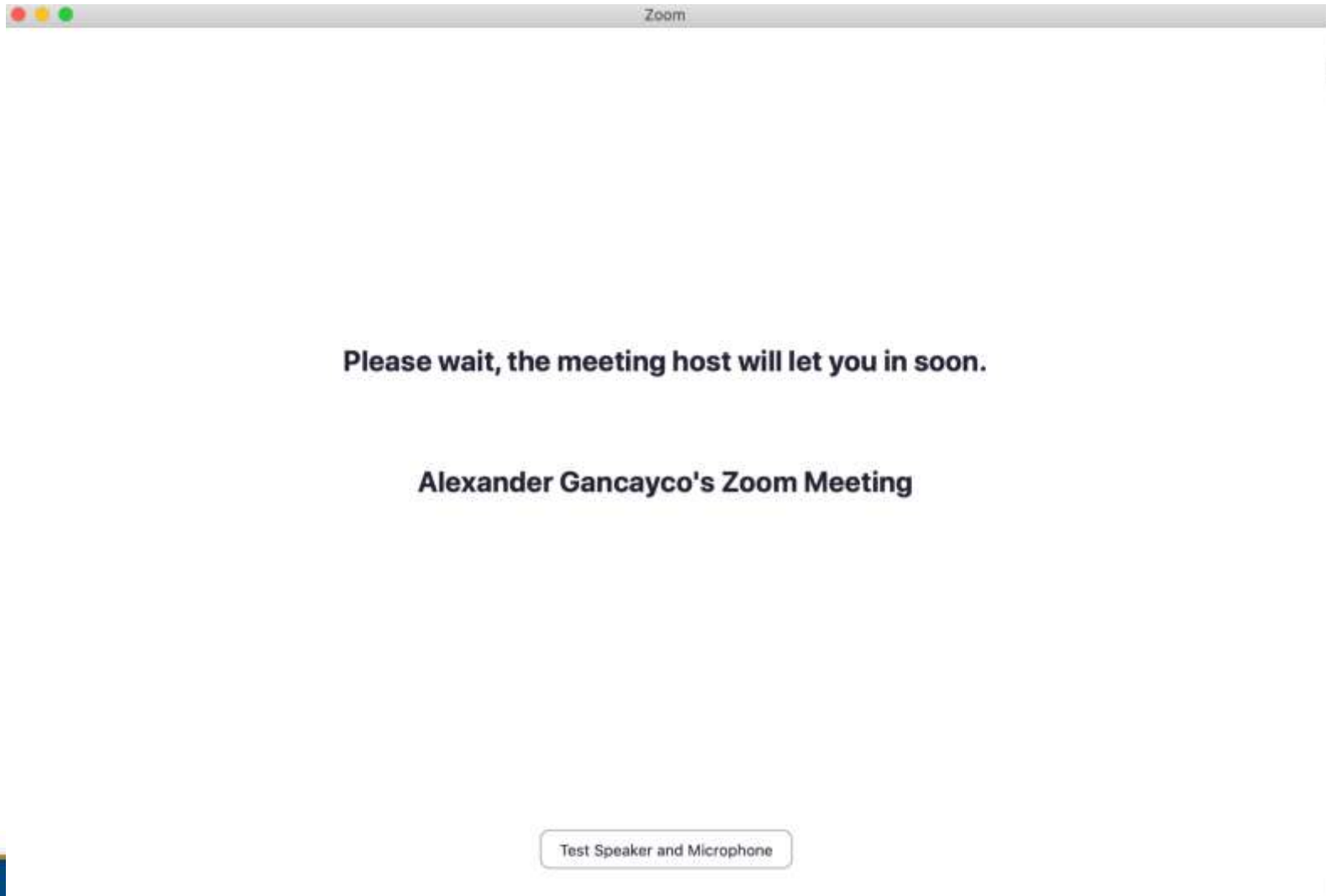
[Start](#) [Copy Invitation](#) [Edit](#) [Delete](#) [Join from a Room](#)

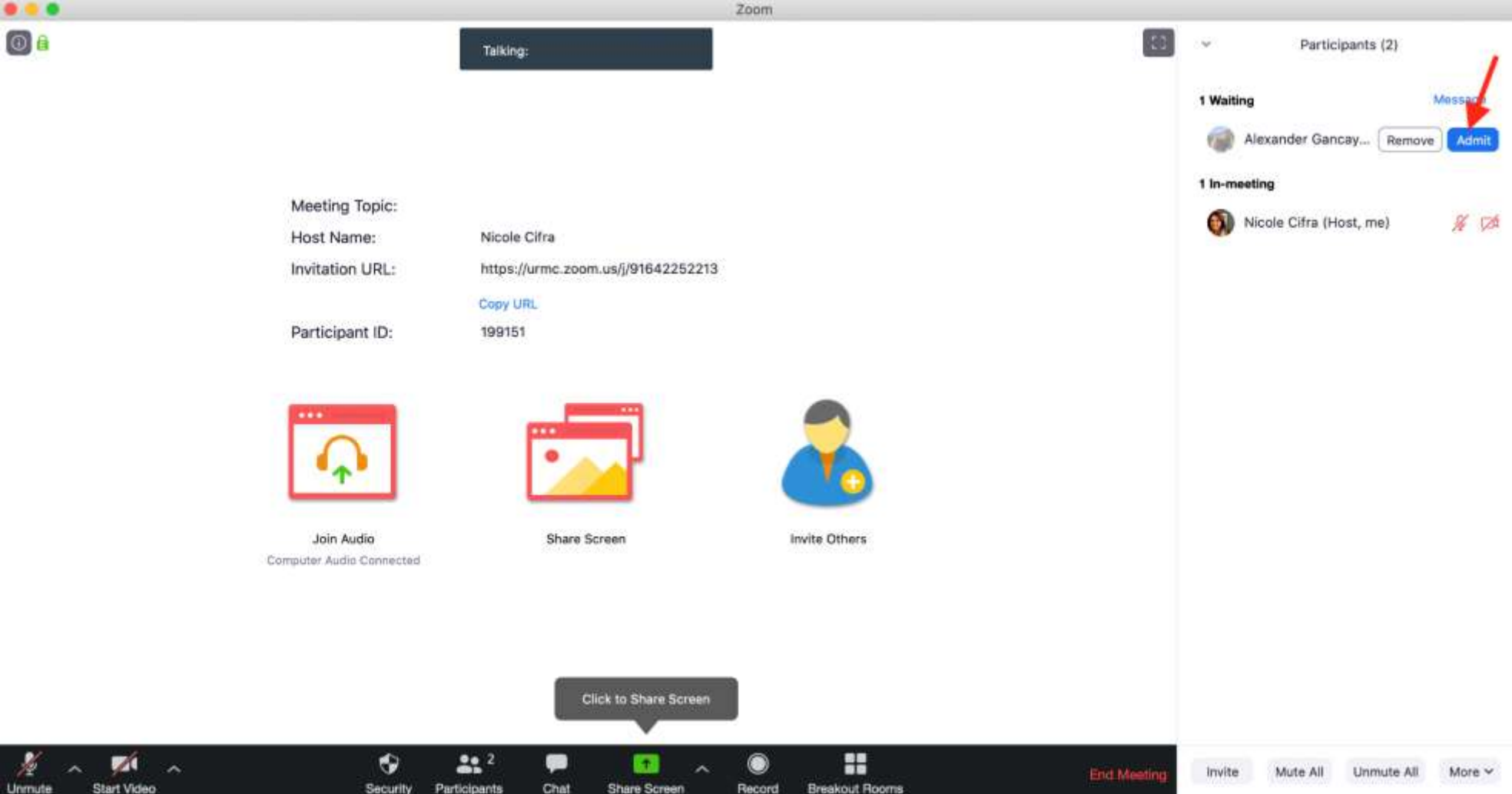

Alexander Gancayco
is calling...

[Decline](#) [Accept](#)



From the Preceptor's Perspective





Trainees will see the preceptor enter the waiting room. Click "admit" when you are ready for them to join.

Now everyone (patient, trainee, and preceptor) will be in the same room. The preceptor can briefly introduce themselves, and the trainee can set up the breakroom for precepting.

Trainee: Creating a breakroom for

Zoom

Talking:

Meeting Topic: Public Health Game Night!
Host Name: Nicole Cifra
Invitation URL: <https://urmc.zoom.us/j/91642252713>
Copy URL
Participant ID: 175121

Join Audio
Computer Audio Connected

Breakout Rooms

Assign 1 participants into 1 Rooms:

Automatically Manually

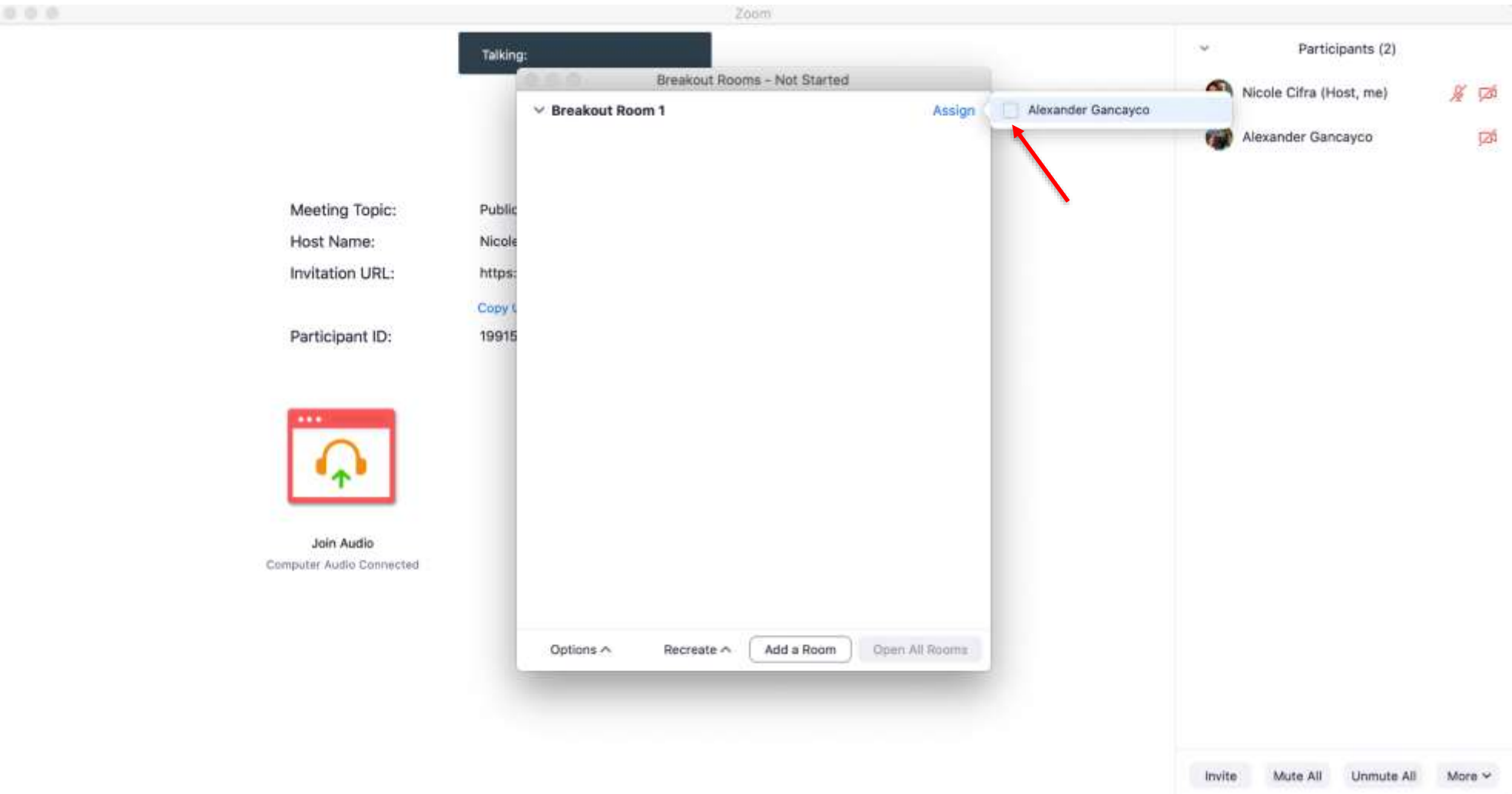
1 participants per room

Create Breakout Rooms

Share Screen Invite Others

Mute Start Video Security Participants 2 Chat Share Screen Record Breakout Rooms End Meeting

Trainee: add preceptor to the breakroom manually



Trainee: add preceptor to the breakroom manually

The screenshot displays the Zoom interface during a meeting. A 'Breakout Rooms - Not Started' window is open, showing 'Breakout Room 1' with one participant, Alexander Gancayco. A red arrow points to the 'Open All Rooms' button at the bottom of this window. In the background, the main meeting interface is visible, including a 'Talking:' bar, meeting details (Meeting Topic, Host Name, Invitation URL, Participant ID), a 'Join Audio' button with a headset icon, and a 'Participants (2)' list showing Nicole Cifra (Host, me) and Alexander Gancayco.

Trainee: join the breakroom you've created for your preceptor

The screenshot displays a Zoom meeting interface. In the center, a 'Breakout Rooms - In Progress' window is open, showing 'Breakout Room 1' with a 'Join' button highlighted by a red arrow. The room contains one participant, Alexander Gancayco. To the left, the meeting details are visible: Meeting Topic: Public, Host Name: Nicole, Invitation URL: https://, and Participant ID: 19915. Below the details is a 'Join Audio' button with a headset icon and the text 'Computer Audio Connected'. At the bottom of the breakout room window, there is a 'Broadcast a message to all' button and a 'Close All Rooms' button. On the right side of the main meeting window, the 'Participants (1)' list shows Nicole Cifra (Host, me). The bottom toolbar includes icons for Unmute, Start Video, Security, Participants (1), Chat, Share Screen, Record, Breakout Rooms, and End Meeting. The bottom right corner has buttons for Invite, Mute All, Unmute All, and More.

Trainee: join the breakroom you've created for your preceptor

The screenshot displays a Zoom meeting window with a menu bar at the top (zoom.us, Meeting, View, Edit, Window, Help) and a system tray showing the time as 7:28 PM on Friday. The main interface is divided into several sections:

- Left Panel:** Meeting details including Meeting Topic, Host Name (Nicole), Invitation URL, and Participant ID (19915). A "Join Audio" button is visible with the text "Computer Audio Connected".
- Center Panel:** A "Breakout Rooms - In Progress" window titled "Breakout Room 1" with a "Join" button and a participant named Alexander Gancayco.
- Right Panel:** A "Participants (1)" list showing Nicole Cifra (Host, me).
- Dialog Box:** A "Join Breakout Room 1?" dialog with "No" and "Yes" buttons. A red arrow points to the "Yes" button.

Now the trainee and the preceptor are in a room separate from the patient.

When ready to go back to the patient room, BOTH trainee and preceptor must click the “leave breakout room”

The image shows a Zoom breakout room interface. At the top, the title bar reads "Breakout Room 1 Zoom". A video thumbnail for "Nicole Cifra" is visible. A dialog box titled "Leave Breakout Room" is centered on the screen, asking "Do you want to leave this Breakout Room and return to the main session?". The dialog box has three buttons: "Leave Meeting" (with a dropdown arrow), "Cancel", and "Return to Main Session". Below the dialog box, a video thumbnail of a dog is visible. At the bottom of the screen, the Zoom control bar includes icons for Unmute, Stop Video, Participants (2), Chat, Share Screen, Record, Breakout Rooms, and Reactions. A red arrow points to the "Leave Breakout Room" button in the bottom right corner of the interface.

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