GUIDELINES FOR VIEWING A PSYCHIATRY GROUND ROUNDS SESSION VIA LIVE STREAMING

As we begin the new year with our first lecture this Friday, September 4th we wanted to let everyone know that **the procedure for streaming Grand Rounds will be changing**. It has come to the committee's attention that many individuals who have offices in the building are choosing to stream instead of physically coming to the auditorium. While we can understand the convenience, we will no longer be able to provide streaming to offices within the Institute of Psychiatry without prior approval. As a courtesy to all of our speakers we ask that everyone make an effort to attend the Grand Rounds sessions. It is important for presenters to engage with their audience, and an empty auditorium does not allow for this to happen and reflects poorly on our institution. Furthermore, we have a limited number of streaming lines and want to reserve them for individuals who truly cannot physically attend as last year there were multiple times when faculty and students were unable to stream from an offsite location due to individuals watching in their IOP offices.

Due to a limited number of available lines for live streaming, and to improve accessibility for those who really need it, the committee will begin to implement the following new guidelines:

- **Anyone who wants to attend via live streaming will have to RSVP by 5pm the Thursday before and provide an approved reason.** Approved reasons for streaming include:
  1. Approved Leave (Medical, Annual or Administrative)
  2. VA Rotation
  3. VA Employee
  4. Post Call
  5. Off Campus Office
  6. Other Reason (with space for a required explanation.)

- If you have a standing appointment off campus each Friday, you will be able to submit one form for the series instead of having to resubmit each week.

- **A link to the RSVP form will be sent every week at the bottom of the Grand Rounds announcement email.** It is also be available on the Continuing Education Website: [http://www.musc.edu/psychevents](http://www.musc.edu/psychevents). **The request must be submitted by 5pm on the Thursday before** (i.e. the deadline to make a reservation for viewing the first Grand Rounds Session on September 4th is Thursday, September 3rd at 5 pm.)

As a reminder, most of the presentations are recorded and uploaded to the psychiatry website for viewing at your convenience should your clinical or other obligations make it impossible to attend: [https://www.youtube.com/user/MUSCpsychiatry](https://www.youtube.com/user/MUSCpsychiatry).

Please contact the Continuing Education Office with any questions or concerns regarding Grand Rounds.

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