



DC Grand Rounds Checklist

Use this checklist to make sure you meet the basic expectations for Grand Rounds. *You can actually click the check boxes!*



Please see the DC Website for more details and examples.

Grand Rounds Presentation

- ☐ Prepare a **15-minute** formal presentation using PowerPoint, Prezi, or Google Slides
- ☐ Begin presentation with a case summary
- ☐ Review the condition/disease, including the pathophysiology
 - ☐ Use at least **5 minutes** of the presentation for this section
- ☐ Include learning issues from the case
- ☐ Make the very last slide the final billing statement to the client
- ☐ Include images from your case
- ☐ Make good use of audiovisual aids in the presentation
- ☐ Upload the presentation to the Grand Rounds (GR) **Microsoft Teams folder** and have ready to share
- ☐ Be prepared to answer questions for **4-5 minutes**

Grand Rounds Handout

- ☐ This should be a “Continuing Education” supplemental form, **NOT a recap of the presentation/case**
- ☐ Handout should be one page, front and back
- ☐ Font size should be no larger than **12 point**
- ☐ Margins should be **0.75 inch**
- ☐ Spacing should be **single spaced**
- ☐ Images/figures should take up less than 25% of the handout
- ☐ Top of the handout should include:
 - ☐ Group number
 - ☐ Clinic name
 - ☐ Names of clinic members
 - ☐ Date
- ☐ Handout should include review of the condition you diagnosed and a *short* summary of the case
- ☐ Handout should include important public health aspects
- ☐ Handout should include **2-3 key quality references** (not including textbooks)
- ☐ Should be visually appealing
- ☐ Upload the handout in to the Grand Rounds (GR) **Microsoft Teams Folder**
 - ☐ Clearly label “Clinic #__ Handout”
- ☐ Put a copy of your handout in the medical record folder

Remember to please use the [DC website](#) for more detailed instructions/expectations.

There are examples uploaded as well.

Good luck!!