Clinical Clerkships Policy
For all medical students

Section: 2
Policy number: 2.2
Responsible Office: Office Education Resources
Issued: 10.29.10
Latest Review: 05.30.17

POLICY STATEMENT

Proposed changes in clinical clerkships must be brought for review and approval if they involve changes in the educational objectives of the clerkship; substantial changes in content, delivery or duration, or method of assessment of students; and/or significant change that would have an impact on other clerkships or on a longitudinal integrated clerkship (LIC) such as Rural Opportunities in Medical Education (ROME).

REASON for POLICY

This policy is to ensure all medical students receive similar clerkship experiences regardless of what campus he or she is on.

SCOPE of POLICY

This policy applies to:
✓Managers and supervisors
✓Faculty
✓Deans, Directors, and Department Heads
✓Staff
✓Students
✓Others:________

WEB SITE REFERENCES

Policy Office: http://www.med.und.edu/policies/index.cfm
Office of Education Resources: http://www.med.und.edu/education-resources/index.cfm
DEFINITIONS

<table>
<thead>
<tr>
<th>Clerkship</th>
<th>A clinical rotation focused on Pediatrics, Family Medicine, Surgery, Psychiatry, Internal Medicine, or OB/GYN, usually occurs in Year 3.</th>
</tr>
</thead>
<tbody>
<tr>
<td>CSCS</td>
<td>Clinical Sciences Curriculum Subcommittee</td>
</tr>
<tr>
<td>LIC</td>
<td>Longitudinal Integrated Clerkship</td>
</tr>
<tr>
<td>MCC</td>
<td>Medical Curriculum Committee</td>
</tr>
<tr>
<td>ROME</td>
<td>Rural Opportunities in Medical Education</td>
</tr>
</tbody>
</table>

RELATED INFORMATION

| Education Resources        | http://www.med.und.edu/medical-education/curriculum.cfm                                                                       |

CONTACTS

General questions about this policy can be answered by your department’s administrative office. Specific questions should be directed to the following:

<table>
<thead>
<tr>
<th>Subject</th>
<th>Contact</th>
<th>Telephone/FAX</th>
<th>Office/Dept</th>
</tr>
</thead>
<tbody>
<tr>
<td>Policy clarification</td>
<td>Education Resources</td>
<td>777.5400</td>
<td><a href="mailto:Patrick.carr@med.und.edu">Patrick.carr@med.und.edu</a></td>
</tr>
<tr>
<td>Policy format</td>
<td>Dean’s Office</td>
<td>777.2514/777.3527</td>
<td><a href="mailto:judy.solberg@med.und.edu">judy.solberg@med.und.edu</a></td>
</tr>
</tbody>
</table>

PRINCIPLES

OVERVIEW—Proposed changes in clinical clerkships must be brought for review and approval if they involve changes in the educational objectives of the clerkship; substantial changes in content, delivery or duration, or method of assessment of students; and/or significant change that would have an impact on other clerkships or on a longitudinal integrated clerkship (LIC) such as Rural Opportunities in Medical Education (ROME).

PROCEDURES

The following procedures apply for implementing changes:

Clerkships:
1. Proposed changes are brought to the CSCS;
2. If approved at the CSCS level, the changes are brought to the MCC for final approval.

LICs:
1. Recommended changes are directed to the LIC Steering Committee;
2. If approved by the Steering Committee, the changes are then brought to the CSCS, and finally, on to the MCC for final approval.
RESPONSIBILITIES

<table>
<thead>
<tr>
<th>Role</th>
<th>Responsibility</th>
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</thead>
<tbody>
<tr>
<td>CSCS</td>
<td>Review and approve, if appropriate, changes to LICs.</td>
</tr>
<tr>
<td>MCC</td>
<td>Review and approve, if appropriate, changes to clerkships and LICs.</td>
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<tr>
<td>LIC Steering Committee</td>
<td>Approve appropriate changes to LICs.</td>
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</table>

FORMS

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REVISION RECORD

08.10.10—CEC Approved
10.19.10—FAC Approved
10.19.10—Dean Approved