Clinical Clerkships Policy

Section: 2
Policy number: 2.12
Responsible Office: Office of Medical Education
Issued: TBD
Latest Review: N/A

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.

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
- Deans, Directors, and Department Heads
- Students
- Faculty
- Staff
- Others: ________

WEB SITE REFERENCES

This policy: TBD
Policy Office: http://www.med.und.edu/policies/index.cfm
Office of Medical Education: http://www.med.und.edu/medical-education/
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 03.</th>
</tr>
</thead>
<tbody>
<tr>
<td>CEC</td>
<td>Clinical Education Committee</td>
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<tr>
<td>LIC</td>
<td>Longitudinal Integrated Clerkship</td>
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<tr>
<td>MCC</td>
<td>Medical Curriculum Committee</td>
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RELATED INFORMATION

Medical curriculum  
[http://www.med.und.edu/medical-education/curriculum.cfm](http://www.med.und.edu/medical-education/curriculum.cfm)

CONTACTS

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>OME</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>
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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.

PROCEDURES

The following procedures apply for implementing changes:

Clerkships:
1. Proposed changes are brought to the CEC;
2. If approved at the CEC 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 CEC and on to the MCC as above.

RESPONSIBILITIES

<table>
<thead>
<tr>
<th>CEC</th>
<th>Review and approve, if appropriate, changes to LICs.</th>
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<tr>
<td>MCC</td>
<td>Review and approve, if appropriate, changes to LICs.</td>
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<tr>
<td>LIC Steering Committee</td>
<td>Approve appropriate changes to LICs.</td>
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FORMS

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<td>There are no forms for this policy.</td>
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REVISION RECORD

08.10.10—CEC approved
10.19.10—FAC approved
10.19.10—Dean Joshua Wynne approved