



## Clinical Clerkships Policy

Section: 5

Policy number: new number to be assigned for section 5

Responsible Office: Office Education Resources

Issued: 10.29.10

Latest Review: 05.12.21

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### POLICY STATEMENT

Proposed changes in clinical clerkships must be brought for medical curriculum committee 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) or the Minot Integrated Longitudinal Experience (MILE).

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### REASON for POLICY

This policy is to ensure all medical students receive equivalent clerkship experiences regardless of the campus to which a student is assigned.

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### SCOPE of POLICY

This policy applies to:

✓Managers and supervisors

✓Deans, Directors, and Department Heads

✓Students

✓Faculty

✓Staff

✓Others: \_\_\_\_\_

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### 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>

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## DEFINITIONS

Clerkship	A clinical rotation focused on Pediatrics, Family and Community Medicine, Surgery, Psychiatry, Internal Medicine, OB/GYN, or Neurology usually occurring in Phase 2.
P2P3C	Phase 2/Phase 3 Committee
LIC	Longitudinal Integrated Clerkship
UMEC	Undergraduate Medical Education Committee
ROME	Rural Opportunities in Medical Education
MILE	Minot Integrated Longitudinal Experience

## RELATED INFORMATION

Education Resources	<a href="http://www.med.und.edu/medical-education/curriculum.cfm">http://www.med.und.edu/medical-education/curriculum.cfm</a>
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## CONTACTS

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

Subject	Contact	Telephone/FAX	Office/Dept
Policy clarification	Education Resources	777.5400	<a href="mailto:Patrick.carr@und.edu">Patrick.carr@und.edu</a>
Policy format	Dean's Office	777.2514/777.3527	<a href="mailto:judy.solberg@und.edu">judy.solberg@und.edu</a>

## PROCEDURES

The following procedures apply for implementing changes:

### Clerkships:

1. Proposed changes are submitted by the department to the Phase 2/Phase 3 Committee (P2P3C) for review and recommendation;
2. Recommendations from P2P3C regarding the proposed changes are submitted to UMEC for final review and approval.

### LICs:

1. Recommended changes are directed from the department to the ROME or MILE Steering Committees for review and recommendation;
2. If recommended by the respective Steering Committee, the changes are submitted to P2P3C for review and recommendation
3. If recommended by P2P3C, the changes are submitted to UMEC for final review and approval.

## RESPONSIBILITIES

P2P3C	Review and approve, if appropriate, changes to LICs.
UMECC	Review and approve, if appropriate, changes to clerkships and LICs.
MILE/ROME Steering Committees	Approve appropriate changes to LICs.

## FORMS

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## REVISION RECORD

08.10.10—CEC Approved

10.19.10—FAC Approved

06.10.21—Dean Approved

05.12.21-UMEC reviewed, edited and approved