

**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:

<input type="checkbox"/> Managers and supervisors	<input type="checkbox"/> Faculty
<input type="checkbox"/> Deans, Directors, and Department Heads	<input type="checkbox"/> Staff
<input type="checkbox"/> Students	<input type="checkbox"/> 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>

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DEFINITIONS

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

RELATED INFORMATION

Education Resources	http://www.med.und.edu/medical-education/curriculum.cfm
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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	Patrick.carr@med.und.edu
Policy format	Dean's Office	777.2514/777.3527	judy.solberg@med.und.edu

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

CSCS	Review and approve, if appropriate, changes to LICs.
MCC	Review and approve, if appropriate, changes to clerkships and LICs.
LIC Steering Committee	Approve appropriate changes to LICs.

FORMS

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REVISION RECORD

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