

Undergraduate Medical Education

Logging of Mandatory Clinical Encounters and Procedures Policy

Curricular Component: Policy #CC-08 v3

Supersedes: none

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1.0 Background

- 1.1. The Clerkship Clinical Phase of the MD program consists of 8 core courses as well as student-directed electives. A set of mandatory clinical encounters and tasks has been defined in order to quantify an acceptable core clinical experience. Students must complete all mandatory encounters and procedures associated with each course in order to have their grade finalized by the Undergraduate Medical Education Office. In general, mandatory encounters/procedures are logged during the rotation to which they are primarily assigned. Each Clerkship Course Director will post guidelines for the context in which completion of logging each course's encounters will be required. At mid-rotation evaluation meetings, the Course Director will review and discuss with the student any MCC encounters/procedures that have been logged on a prior rotation.
- 1.2. For the mandatory clinical encounters, the student must actively participate in patient care in order to log an encounter and must be prepared to discuss their assessment and/or management of each patient logged with their preceptor. For the mandatory tasks, the student must perform the task, with appropriate supervision.

2.0 Procedure

- 2.1. Prior to orientation, students should review the relevant MEdTech course page to familiarize themselves with the mandatory clinical encounters and procedures associated with the course. Students will use the online MEdTech interface to record completion of each mandatory clinical experience or procedure.

3.0 Responsibilities

- 3.1. It is the student's responsibility to log regularly and complete the logging by the end of the course. If they are unable to complete the logging they must submit a plan, created jointly with the Course Director, as outlined below.
- 3.2. It is the responsibility of the Course Directors to ensure that their course has a process for mid and end-of rotation review of the logs. This may be done by the Course Director or a faculty delegate. Should the student have difficulty achieving all required encounters or skills, the Course Director will help the student devise a plan to ensure completion of deficient elements. Remedial plans may include directing the student to suitable clinical opportunities, electronic resources or standardized patient simulation that would fulfill the course requirements. During the final core clerkship block, all mandatory encounters and procedures must be completed by the last day of the rotation.
- 3.3. Should it be deemed appropriate for the student to achieve a mandatory encounter or procedure during a subsequent course, this information will be passed on to the relevant Course Director and Administrator who will assume responsibility for ensuring completion.

4.0 Academic Integrity/Professionalism in logging:

- 4.1. Students are reminded of their ethical responsibility to log honestly and accurately, in accordance with the Professionalism and Academic Integrity policies. Fraudulent logging will be deemed an unprofessional activity and dealt with accordingly. *See MEdTech course pages for mandatory logging by course.