MD Program

Clerkship Electives Policy

Curricular Component: *Policy #CC-06 v11*
Approved by Curriculum Committee: *May 12, 2022*
Approved by MD PEC: *August 31, 2022*

Effective Date*: September 1, 2022*

1.0 Background

1.1. During clerkship, students complete student-directed elective rotations. The total number of elective weeks is determined by the Curriculum Committee on a yearly basis. Elective rotations are usually organized by the student to meet the individual learner's interests and educational needs. For each elective, the student is required to complete the electives learning plan proposal form, choosing three (3) CanMEDS roles with a defined educational goal and objective for each. A competency from *all roles* must be accomplished by the end of the Elective units. Formal approval by the Electives Director of each proposed elective learning plan is mandatory prior to commencement of the elective. Exceptional circumstances will be reviewed on a case-by-case basis, by the Electives Director.

1.2. The Progress and Promotions Committee may require students to use elective time to address deficiencies identified during core or elective rotations.

2.0 Policy

2.1. The number of required elective weeks will be defined by the Curriculum Committee on an annual basis (for each graduating class).

2.2. Electives cannot be scheduled during vacation weeks (including the Christmas breaks). Vacation weeks may be exchanged with elective weeks for the purposes of scheduling.

2.3. Elective experiences must be under the supervision of licensed physicians who, in general, are affiliated with an LCME accredited medical school, or a designated rural provider network. Proposals for electives that do not meet these criteria will be reviewed on a case-by-case basis by the Electives Director (see Clerkship Electives Procedure as posted on the MD Program Policy and Procedure website).

2.4. Elective experiences may be from two to six weeks in length. (A 2-week elective can be split into 2 1-week electives at different times with the same preceptor, if required. In general, 1-week electives are not permitted, except to complete a residual 1 week as part of a 3-week block.) Only one 1-week elective will be permitted, over the Electives units.

2.5. Students are expected to work a minimum of eight hours per day and may be required to take call or work shifts after hours, on weekends, or statutory holidays. Students should spend a minimum of five working days (40 hours) per week during the elective.

2.6. In accordance with the resolution passed by the AFMC UG Dean's Committee,

1. Students may select electives from any of the primary or secondary entry (Internal Medicine and Pediatrics subspecialties) disciplines (a list of which can be found at: https://meds.queensu.ca/central/community/medicalelectives:description/disciplines_list?section=view-file&id=61554
2. No more than eight weeks of clinical electives in any one discipline.
3. At least three of the primary entry disciplines must be undertaken.
4. Research electives allow for involvement in scientific or scholarly projects without involvement in clinical activities. They may be undertaken but do not count with respect to the eight-week cap and do not offset the need to undertake three primary entry disciplines.
5. An elective must be a minimum of 2 weeks to fulfil the discipline requirement.

2.7. All elective experiences must be approved by the Electives Director prior to their commencement as per the timeline outlined in the Electives Procedures document.

2.8. Unapproved electives will not be credited on the Medical Student Performance Record (MSPR).

2.9. One Clerkship Elective Assessment Form is required from each elective experience. The student must achieve the electives' unit objectives in order to receive a pass for the unit.

2.10. In order to receive a pass in an Electives unit, students must:

2.10.1. Demonstrate a satisfactory progression of clinical competencies over the course of all elective experiences as determined by the Clerkship Elective Assessment Form.

2.10.2. Submit all documentation (approval and assessments) in the timeline outlined in the Electives procedure.

2.11. Students who fail to comply with the requirements outlined in item 2.10 will meet with the Electives Director and their performance will be reviewed by the Clerkship examiners group. The Clerkship examiners group may refer concerns of student performance in the Electives units to the Progress and Promotions Committee for consideration.