

UNDERGRADUATE MEDICAL EDUCATION

STUDENT OBSERVERSHIP POLICY



Curricular Component: Policy #CC-02 v10

Supersedes: Student Observership Policy #CC-02 v9

Lead Writer: Teaching, Learning, and Innovation Committee

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Approved by SOMAC: TBA

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1.0 Definitions

1.1 The MD Program is committed to supporting student efforts to explore potential career interests through participation in student observerships. A student observership is defined as being a self-directed learning experience that occurs in a clinical setting under the direct supervision of a Queen's University faculty member.

1.1.1 Observerships for students in pre-clerkship are referred to as **for-credit observerships**.

1.1.2 Observerships for students in clerkship are referred to as **enhanced observerships**.

2.0 Purpose

The Student Observership Policy sets out the regulations and student responsibilities concerning the scheduling, completion and documentation of student observerships in the pre-clerkship and clerkship phases of training.

3.0 Student Responsibilities

3.1 It is the sole responsibility of students to set specific learning objectives and goals for observerships and to make arrangements to participate in observerships.

3.2 Students are responsible for contacting clinicians or other health professionals and arranging mutually convenient times for observerships.

3.3 Students are responsible for ensuring that they all observerships adhere to the regulations outlined in Section 4.0.

4.0 Regulations

4.1 Pre-clerkship Observerships: For-credit Observerships

4.1.1. For-credit observerships:

- are only available to students in Year 1, 2 and 3 of undergraduate medical training in the MD Program. In Year 3, however, observerships may only be scheduled until the student begins the first Clerkship Clinical rotations
- must be a minimum of a half day (4 hours) in duration
- can only occur under the direct supervision of a Queen's University faculty member
- will be eligible for recognition in a student's MSPR and/or credit towards the Introduction to Physician Roles and Integration of Physician Roles (IPR1 and IPR2) Courses only when supervision is by a Queen's University faculty member
- are compulsory

4.1.2 Students must complete a minimum of six for-credit observerships, in six different CARMs direct- entry clinical disciplines in the first 2 years of the program. In addition, students must complete two for- credit interprofessional observerships with members of another health professional department affiliated with Queen's or Kingston Health Sciences Center.

4.1.3 Two of the for-credit observerships must be completed by end of Year 1. All for-credit observerships (4 in total) must be completed by the end of Year 2.

4.2 Enhanced Observerships:

4.2.1 Enhanced Observerships:

- are only available to **all** students in the MD Program
- must be, at a maximum, 3 hrs in duration
- can only occur under the direct supervision of a Queen's University faculty member/assigned interprofessional supervisor
- are voluntary and will not be awarded credit/eligible for inclusion on the MSPR

4.2.2 Students can complete up to a maximum 8 of enhanced observerships in each year of the clerkship.

4.2.3 Students are only eligible to participate in an enhanced observership if they are adequately trained to do so, as determined by the UGME senior leadership

4.2.4 Student observerships may not be scheduled during school scheduled holiday breaks as designated in the Academic Calendar for Clerkship.

5.0 Time

5.1 Student observerships must comply with Policy #SA-07: Attendance and Absences and Policy #CC-14 v2: Clerkship Clinical and Academic Activity Policy in UGME.

6.0 Faculty

6.1. Observerships are only permitted under the supervision of a Queen's Clinical Faculty.

7.0 Oversight

7.1 For-credit Observerships

7.1.1 With the support of the UGME Office, the for-credit Student Observership is supervised by Career Advisors who will review and address individually any instances of non-completion, as well as any other concerns or issues that may arise. A Career Advisor will meet with student individually during their formative Career Meetings about career plans and use their observerships to frame the discussion.

7.1.2. Completion of a minimum of 2 for-credit observerships is required for a “Pass” grade in the Introduction to Physician Roles (IPR1) course in year 1. A minimum of 4 for-credit observerships is required for a “Pass” grade in the Integration of Physician Roles (IPR2) course in year 2.

7.2 Enhanced Observerships

7.2.1. UGME will support the approval process for any Enhanced Student Observerships.

8.0 Approval

8.1. For-credit Observerships

8.1.1 The UGME Office is responsible for approving observerships submitted through the designated Elentra form.

8.1.2 Approval of a for-credit observership will only be granted if the observership is in compliance with the regulations set out in Section 4.0 of this policy.

8.1.3 Information from six completed observerships (as selected by the student) will be included in each student’s MSPR.

8.2. Enhanced Observerships

8.2.1 The UGME Office is responsible for approving observerships submitted through the designated Elentra form.

8.2.2 Approval for an enhanced observership will only be granted if the observership is in compliance with the regulations set out in Section 4.0 of this policy.