

Undergraduate Medical Education

Extension to Clerkship Policy

Curricular Component: Policy #CC-19

Supersedes: New

Lead Writer: Dr. R. van Wylick

Approved by MD PEC: March 28, 2018

Effective Date: March 1, 2018



1.0 Definition

1.1 An Extension to Clerkship Plan is additional optional clerkship opportunities for a student who has completed all curricular requirements for completion of the MD degree program, but has not yet graduated.

2.0 Purpose

2.1 The purpose of an Extension to Clerkship Plan is to enhance a student's clerkship experience in order to facilitate the opportunity to match to a postgraduate residency program.

2.2 Extension to Clerkship Plans are intended to support students who have made reasonable attempts to engage in the matching process in good faith. The principles reflect our goal to achieve the balance between support and adherence to the principles of the CaRMS process in Canada.

3.0 Eligibility

3.1 Participation in an Extension of Clerkship Plan is voluntary, at the discretion of Undergraduate Medical Education (UGME), and subject to availability.

3.2 Priority for eligibility will be given sequentially as follows:

3.2.1 Students who have taken an approved leave of absence during medical school and will be graduating off cycle.

3.2.2 Unmatched current year students who applied with a low or medium risk strategy* to the 1st iteration of CaRMS and who also applied to the 2nd iterations of CaRMS.

3.2.3 Unmatched current year students who applied with a high risk strategy** to the 1st iteration of CaRMS, and who also applied to the 2nd iteration of CaRMS.

3.2.4 Unmatched current year students who applied to the 1st iteration of CaRMS but did not apply to the 2nd iteration of CaRMS.

**not geographically restricted and considered a parallel plan if applied to a very competitive discipline*

***geographically restricted or did not consider a parallel plan if applied to a very competitive discipline*

4.0 Application Procedures

4.1 Availability of an Extension to Clerkship Plan (Plan) is at the sole discretion of UGME, subject to availability, and approved by the Associate Dean, UGME or Director, UGME Academic Affairs.

4.2 Students who wish to participate in a Plan must have the support of a Career Advisor.

4.3 Students who are participating in a Plan will not have graduated from the MD Program prior to completion of the Plan.

4.4 Students must submit, to the Secretary, Progress and Promotions Committee for consideration, a planned electives outline, including placement dates and learning objectives, supported by the Year Director (Clerkship), Electives Director and a Career Advisor.

4.5 Students will not participate in any activities in the Plan until such time as they receive and acknowledge a Plan approved by Director, Academic Affairs on behalf of the Progress and Promotions Committee.

4.6 Once a Plan is approved, any changes will require further approval.

5.0 Extension to Clerkship Plan Requirements

5.1 Students will maintain registration at Queen's University to ensure appropriate insurance coverage at all times.

5.2 All of the rules, regulations, policies, and practices of the University, the Faculty of Health Sciences and the MD program will continue to apply during the period of registration.

-
- 5.3 Students will pay tuition, if necessary and as determined by the University Registrar, during the term of the Plan. Tuition is applied during each of the Fall and Winter Terms.
- 5.4 Students will apply to be eligible to graduate from the MD Program no later than the deadline for the Spring (usually May) convocation in the calendar year after the beginning of the Plan. No extension or renewal of a Plan will be granted beyond this date.
- 5.5 The Plan will consist of up to 20 weeks of additional clinical or research elective activity intended to both further clinical training and enhance chances of a successful match to a residency program. Electives must be arranged by the student in accordance with the Electives Policy.
- 5.6 Electives must be in accordance with the UGME Electives Policy, except as noted below:
- 5.6.1 Electives must be a minimum of 2 weeks in duration;
 - 5.6.2 Up to 50% of the elective time may be spent in one discipline;
 - 5.6.3 The remaining 50% or greater of the elective time must be spent in other disciplines.
- 5.7 Electives will be registered with the MD program in the same manner as they are in the remainder of the MD Program.
- 5.8 Assessment during the Plan will be in the same manner as in the remainder of the MD Program.
- 5.9 The implications of an incomplete, unsatisfactory or Fail assessment or grade of an elective during the Plan will be the same as in the remainder of the MD Program. Consequences are as outlined in the Student Progress and Promotions Policy and may include, but are not limited to, meeting with the Progress & Promotions Committee, being asked to remediate, being given a Fail grade, or being asked to leave the MD Program.
- 5.10 Students who voluntarily withdraw from the Plan prior to completion will be subject to the University's regulations and deadlines for dropping courses.
- 5.11 Student transcripts will show additional Medical Electives course(s) in each university term in which students participate in the Plan.

5.12 Students will continue to engage in a reflective process with respect to career decision-making with Career Advisors from Student Affairs.

5.13 Students will, in good faith, apply to a range of post-graduate medical specialty programs that will maximize their opportunity of matching to a residency program in the next CaRMS Match.

5.14 Student Affairs will provide students with access to its services for the duration of the Plan, including Wellness, Careers and Academic Advisors for the duration of the Plan.

6.0 Oversight

6.1 With the support of the Year Director (Clerkship), Electives Director, and UGME Career Advisors, the Extension to Clerkship Plan is overseen by the Progress and Promotions Committee.