

Undergraduate Medical Education

Student Observerships

Curricular Component: Procedure #CC-02P v7

Corresponding Policy: Policy #CC-02 v7

Lead Writer: unknown

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August 31, 2015 (v5)

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Procedure

- The student is responsible for completing the Observership Approval Form in Elentra **prior** to the commencement of the observership. The UGME Office will only approve the observership if the form is sent in advance.
- Faculty will receive Workforce Credit for their work with students, **only if the submission and approval process has been followed**. An email will automatically be sent to the preceptor asking him/her to confirm attendance the day following the observership. Once the observership has been confirmed by the preceptor, it will be noted as such on the student's "My Observership" screen.
- The Student Reflection is optional and allows students to enter a short note outlining the experience along with any learning questions that the experience has stimulated. **NOTE: the reflection is *not* sent to the preceptor.**
- As components of the Introduction to Physician Roles 1 (IPR1) course, students will be required to:
 - Complete at least **TWO (2)** observerships by **May 15 of Year 1** with Queen's faculty.
 - Reflect on at least one of their observerships on their Year 1 Career Advising Form in Term 2.
 - On May 15 of year 1, a report of student completion of two observerships will be sent to the Course Director of IPR1 to signify those students who have passed the observership portion of the course.

- As components of the Integration of Physician Roles 2 (IPR2) course, students will be required to:
 - Complete **SIX (6)** for-credit observerships in **different CaRMS direct entry disciplines** by **May 15 of Year 2**. A complete list of disciplines is available on the CaRMS website. These observerships must be with Queen's faculty.
 - Discuss their observership experiences as part of the Careers interview in Term 4 (please note: patient identifying data is not to be included in any related assignments).
 - On May 15 of year 2, a report of student completion of six observerships will be sent to the Course Director of IPR2 to signify those students who have passed the observership portion of the course.
- Students are expected to conduct observerships outside of mandated class time as per Absence Policy.

NOTE: It is important to qualify in your initial request that you are "Queen's Medical Student." It is helpful for faculty to be aware of this detail as it may impact their willingness to receive an observer, especially as many students who are not enrolled in the Queen's Medical School request observerships.