

MD Program

Visiting Medical Elective Policy for Students Enrolled in a CACMS-Accredited Canadian School

General: Policy #G-04 v2

Supersedes: #G-04

Approved by MD PEC: August 31, 2022, October 29, 2024

Approved by SOMAC: pending

Approved by Faculty Board: pending

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1.0 Preamble

- 1.1. In accordance with regulations published by the College of Physicians and Surgeons of Ontario, Queen's University provides elective experiences in its affiliated hospitals for students in the clerkship phase from other accredited medical schools (CACMS) in Canada. Activities during the elective are in keeping with the student's demonstrated competence.
- 1.2. Acceptance of a student will depend on available capacity as posted on the AFMC Portal, at the sole discretion of the Queen's MD Program.

2.0 Eligibility & Requirements

- 2.1. Students must be enrolled in the final clerkship phase of a Doctor of Medicine program at an CACMS-accredited Canadian Medical School.
- 2.2. The elective experience cannot be used to complete a core rotation.
- 2.3. Students must submit all the required documentation before an elective can be finalized.
- 2.4. The maximum duration of elective time that may be carried out at Queen's University is 12 weeks.
- 2.5. Students who are granted an elective will be able to participate in supervised patient care activities.
- 2.6. Adequate personal health coverage for the duration of the elective is the responsibility of the student.

3.0 Scheduling

- 3.1. Electives are centrally coordinated and scheduled through the AFMC Electives Portal. Students are not permitted to make arrangements with any department or physician at any of the hospitals or clinics.
- 3.2. Preceptors who arrange a learning experience independently of the AFMC Portal will be fully responsible for all actions of the student and the experience will not be recognized as an elective.
- 3.3. A completed application form and supporting documents must be submitted as per the application timeline posted on the AFMC Portal, prior to the beginning of the requested elective.
- 3.4. Students wanting to switch their elective choice after an application has been completed and approved must cancel the elective and re-apply.
- 3.5. If an elective is cancelled less than 6 weeks before the start date, the student's home school will be notified.

4.0 Fees

- 4.1. Elective fees will be determined annually and posted on the AFMC Portal.
- 4.2. The elective experience is entirely financed by the visiting student.