Name of Policy: Assigned education hours for preclinical medical education

Policy Number: 3364-81-04-013-08

Approving Officer: Dean, College of Medicine and Life Sciences

Responsible Agent: Associate Dean for Preclinical Medical Education

Scope: College of Medicine & Life Sciences MD Program

- [ ] New policy proposal
- [x] Minor/technical revision of existing policy
- [ ] Major revision of existing policy
- [ ] Reaffirmation of existing policy

Revision date: 03/24/15
Effective date: 06/01/12

(A) Policy statement
The Office of Medical Education in the College of Medicine will ensure that there is an appropriate balance of assigned educational activities during the preclinical curriculum and time that is deemed necessary for student self-directed learning and study.

Definition
Student assigned educational activities are defined as all academic experiences related to blocks and required courses. These hours include time spent in all scheduled educational activities such as in class lectures, assigned online lectures, clinical skills sessions, small group case discussions and laboratories. Student assigned educational hours do not include reading/studying and preparation time, intervention/review sessions or assigned independent study exercises.

(B) Purpose of policy
1. To enhance and protect the educational objectives of the educational programs for the MD degree.
2. To avoid excessive demands and time spent in scheduled academic activities.
3. To ensure that the structuring of student schedules are focused on the educational needs of the student.

(C) Scope
This policy applies to all students enrolled in the Doctor of Medicine program, as well as to the faculty, administration, and Office of the Registrar charged with monitoring student progress and ensuring compliance with the policy.

(D) Procedure
1. Student academic schedules during the preclinical curriculum should reflect an average of 24 hours of scheduled educational activities per week.
2. The student scheduled educational activities must not exceed thirty (30) hours per week.
3. All major summative assessments should be preceded by an unscheduled study day or weekend.
4. The student assigned educational time should be annually reviewed by block directors, the Associate Dean of Preclinical Curriculum and the Preclinical Curriculum Committee.

 Approved by:

 [Signature]

 Christopher Cooper, M.D.

 Dean, College of Medicine & Life Sciences

 Policies Superseded by This Policy:
 none

 Initial effective date: 06/01/12

 Review/Revision Date: 03/24/15

 Next review date: 3/24/18 (three years from most recent revision/review date)