


<p>Name of Policy: Remediation of two “incompletes” in the required clinical clerkships</p> <p>Policy Number: 3364-81-04-007-00</p> <p>Approving Officer: Dean, College of Medicine</p> <p>Responsible Agent: Associate Dean for Student affairs, Associate and Assistant Deans for Clinical Undergraduate Medical Education</p> <p>Scope: All University of Toledo Campuses</p>	 <p>Effective date: 04/22/2007</p>
<input type="checkbox"/> New policy proposal	<input type="checkbox"/> Minor/technical revision of existing policy
<input type="checkbox"/> Major revision of existing policy	<input checked="" type="checkbox"/> Reaffirmation of existing policy

(A) Policy statement

Students who receive a grade of “incomplete” on two required clerkships will be removed from their clerkship rotation schedule and enrolled in remedial experiences in the appropriate areas of clinical study until the “incomplete” is satisfactorily completed.

(B) Purpose of policy

To assist students in mastery of the knowledge/skill required to successfully pass the required clinical clerkships.

(D) Procedure

1. Student performance on the Required Clinical Clerkships will be monitored by the Associate Dean for Student Affairs, the Associate Dean for Clinical Undergraduate Medical Education and the Registrar.
2. When a student has a second final grade of “incomplete” submitted to the Registrar from a required clinical clerkship, the Associate Dean for Student Affairs will notify the student that he/she is to be removed from his/her required clinical clerkship schedule
3. The Associate Dean for Student Affairs or the Associate Dean for Clinical Undergraduate Medical Education will notify the appropriate clerkship director of the student’s departure from the required clerkship on which the student is rotating at the time of the second failed subject examination.
4. The Associate Dean for Student Affairs will meet with the student to assess causes contributing to the student’s academic difficulties. An appropriate plan will be developed to assist the student to successfully remediate in “incomplete” required clerkships.
5. Each required clerkship must provide a mentor to guide the student through their period of study to complete the necessary work of the clerkship. The mentor will advise the Associate Dean for Student Affairs concerning the student’s progress.

6. During the period of mentor-guided self-study, the student will be enrolled in an independent study elective.

<p>Approved by:</p> <p>Jeffrey Gold, M.D.</p> <hr/> <p>Name Dean, College of Medicine</p> <hr/> <p>Title</p> <hr/> <p>Date</p> <p><i>Review/Revision Completed by:</i></p>	<p>Policies Superseded by This Policy: None</p> <p>Initial effective date: 07/01/2006</p> <p>Review/Revision Date: 04/22/07</p> <p>Next review date: 04/22/2010 (three years from most recent revision/review date)</p>
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