Name of Policy: Supervision and Teaching of Medical Students

Policy Number: 3364-81-04-006-01

Approving Officer: Dean, College of Medicine & Life Sciences

Responsible Agent: Associate and Assistant Deans for Undergraduate Medical Education, and Associate Dean for Faculty Development and Curriculum Evaluation

Scope: College of Medicine M.D. Program

☐ New policy proposal
☐ Major revision of existing policy
☒ Minor/technical revision of existing policy
☐ Reaffirmation of existing policy

Effective date: 02/20/12

(A) Policy statement
Faculty and residents who supervise or teach medical students, as well as graduate students and postdoctoral fellows in the biomedical sciences who serve as teachers or teaching assistants, must be familiar with the educational objectives of the course/block of clerkship and be prepared for their roles in teaching and evaluation.

Supervision of student learning experiences must be provided throughout required clerkships by members of the medical school’s faculty.

(B) Purpose of policy
The College of Medicine must assure the quality and motivation of the teachers of all medical students. In order to fulfill this responsibility, all teachers must be provided with knowledge and skills training adequate to fulfill their roles. The teachers must possess the motivation to teach students and to maintain current personal skills as teachers.

(C) Scope
This policy applies to medical students in the clinical portion of the M.D. program in the College of Medicine and Life Sciences.

(D) Procedure
1. All clinical teachers in required clerkships must be members of the faculty of the College of Medicine.

2. All teachers of medical students must be provided access to faculty development education opportunities for their role as teachers.
3. Each teacher must be provided with information that is appropriate and relevant to prepare them for their role and responsibility as teachers. This information should be specific to the goals of the teaching experience and include the following (not limited to):

   a) Educational Program Objectives
   b) Course/Block/Clerkship Objectives
   c) Pedagogical Skills
   d) Evaluation and feedback methods

4. All clinical teachers (attendings and residents) will be required to sign an attestation statement describing their commitment to the students they teach. (Appendix I)
Commitments of Faculty

1. As a role model for The University of Toledo medical students and resident physicians, I will maintain the highest standards of care, respect the needs and expectations of patients, and embrace the contributions of all members of the health-care team.

2. I pledge my utmost effort to ensure that all components of the educational program for medical students and resident physicians are of high quality, including my own contribution as teacher.

3. In fulfilling my responsibility to nurture both the intellectual and the personal development of medical students and resident physicians, I commit to fostering academic excellence, exemplary professionalism, cultural sensitivity, and a commitment to maintaining competence through lifelong learning.

4. I will demonstrate respect for all medical students and resident physicians as individuals, without regard to gender, race, national origin, religion, disability or sexual orientation; and I will cultivate a culture of tolerance among the entire staff.

5. I will do my utmost to ensure that medical students and resident physicians have opportunities to participate in patient care activities of sufficient variety and with sufficient frequency to achieve the competencies required by their discipline. I also will do my utmost to ensure that medical students and physician residents are not assigned excessive clinical responsibilities and are not overburdened with services of little or no educational value.

6. I will provide medical students and resident physicians with opportunities to exercise graded progressive responsibility for the care of patients, so that they can learn how to practice their specialty and recognize when, and under what circumstances, they should seek assistance from colleagues. I will do my utmost to prepare medical students and physician residents to function effectively as members of health-care teams.

7. In fulfilling the essential responsibility I have to my patients, I will ensure that medical students and resident physicians receive appropriate supervision for all of the care they provide during their training.

8. I will evaluate each medical student and resident physician’s performance on a regular basis, provide appropriate verbal and written feedback, and document achievement of the competencies required to meet all educational objectives.

9. I will ensure that medical students and resident physicians have opportunities to partake in required conferences, seminars and other non-patient care learning experiences and that they have sufficient time to pursue the independent, self-directed learning essential for acquiring the knowledge, skills, attitudes and behaviors required for practice.

10. I will nurture and support The University of Toledo medical students and resident physicians in their role as teachers.

Signature of Faculty Member       Date       Printed Name of Faculty Member