

Appendix 8.8.2

Policy on Medical Student Clinical and Educational Work Hours

I. POLICY

Clinical and educational work hours are defined as all clinical and academic activities related to the clinical student program, i.e., patient care (both inpatient and outpatient), administrative duties related to patient care, the provision for transfer of patient care, time spent in-house during call activities, and scheduled academic activities such as conferences. Clinical and educational work hours do not include reading and preparation time spent away from the clinical site.

Clinical and educational work hours are averaged over a four-week period, inclusive of all in-house all activities and must be limited to 80 hours per week on average.

Averaged over a four-week period, inclusive of call, students must be provided with 1 day in 7 free from all educational and clinical responsibilities. One day is defined as one continuous 24-hour period free from all clinical, educational, and administrative activities.

Students must have eight hours off between scheduled clinical and educational work periods.

After 24 hours of in-house call, students must have at least 14 hours free of clinical work and education.

It is the responsibility of the Clerkship Director, faculty, and the individual student to ensure full compliance with both the letter and spirit of these respective work hour requirements.

II. PURPOSE

An important component of managing the curriculum is planning and monitoring student workload during clinical experiences. The Curriculum Committee is responsible for overseeing the arrangement of the curriculum, and establishing limits on student workload. The school must monitor student workload to assure that there is adequate time for independent studying and preparation for in-class activities.

III. SCOPE

This policy applies to:

- Medical students
- Faculty
- Clerkship directors

IV. POLICY AUTHOR(S)

- Office of Medical Education

V. RELATED POLICIES AND PROCEDURES

- Policy on Calendar and Scheduling
- Procedure on Course Scheduling in the Clinical Curriculum

VI. REFERENCES

LCME Element 8.8: Monitoring Student Time. The medical school faculty committee responsible for the medical curriculum and the program's administration and leadership ensure the development and implementation of effective policies and procedures regarding the amount of time medical students spend in required activities, including the total number of hours medical students are required to spend in clinical and educational activities during clerkships.

VII. APPROVALS

Dean, School of Medicine