

 DALHOUSIE UNIVERSITY <hr/> FACULTY OF MEDICINE Clerkship Activities Policy	Policy sponsor: Associate Dean, UGME	Approval date: May 25 2017
	Responsible unit: Undergraduate Medical Education Office	Amendments: September 2024

A. Background & Purpose

This policy provides guidance to both students and faculty on how medical education will be provided during the course of the undergraduate program, including settings, supervision, and expectations for the types of duties required.

B. Application

Compliance with this policy is required during all components of Clerkship and applies to all Clerkship (Med 3, Med 4, and Clerkship extension (Med 5)) students at all campuses.

C. Definitions

Clerkship: refers to students in the Med 3, Med 4 and extended clerkship (Med 5) of the undergraduate medical education program.

Learning management system (LMS): The learning management system is an online space for all curriculum-related content requiring a Dal Net ID and password.

D. Policy

Individual Clinical Departments will ensure that Clerkship Objectives are met according to the following policies:

1. Clerks will be exposed to clinical teaching by residents and faculty members, and other designated and licensed health professionals as necessary, via attendance on inpatient units, ambulatory clinics, emergency departments, operating rooms, family medicine clinics, home visits, community-based settings and any other environments as deemed appropriate by faculty members.
2. Faculty members who are physicians will hold academic appointments with Dalhousie University, or in the case of electives, with another Canadian medical school. Non-physicians (such as nurses, paramedics, social workers etc.) who instruct students will be appropriately registered and/or licenced in their area of practice.

3. Clerks will receive instruction by being given time to attend departmental rounds and lectures, formal teaching sessions, by attending resident teaching opportunities, and by any other method considered appropriate by faculty members.

4. Students are not expected to exceed an average of twelve hours per day in required clinical and non-clinical learning experiences, across the duration of a clerkship rotation (if students are on call, the limit is 25 consecutive hours).

5. Clerks will be expected, where indicated, to provide on-call duties. The policies related to this are stipulated in a separate document:

[On Call Policy](#)

6. Any breaches of expectations, whether related to on-call or daily workload responsibilities, should be reported to UGME

E. Administrative Structure

1. Authority: This Policy is sponsored by and falls under the authority of the Associate Deans UGME.
2. Undergraduate Medical Education: Undergraduate Medical Education is the unit responsible for the administration of this Policy.
3. Policy Review: This Policy will be reviewed in accordance with Dalhousie's Policy on Policies or earlier if deemed necessary by the Dean of the Faculty of Medicine.

F. Procedures

Students who are being requested to work more than 12 consecutive hours (excluding on-call), should contact the relevant Clerkship Director – either individually or via the student representatives.

Clerkship activities are organized by the UGME unit at all sites.

Associate Deans, Assistant Deans Clerkship, Clerkship Directors, Supervisors, Curriculum Coordinators, Clerkship Coordinators, and site administrators, all assist with policy implementation.

Students are oriented to the location of all policies during orientation week and clerkship policies are linked in the student learning management system (LMS). Further procedural information around the various clerkship activities is also available in the LMS.