



## Undergraduate Medical Education Program

### Absences due to Illness

Approved by:	Undergraduate Medical Education Curriculum Committee
Application/Scope:	
Approved Date:	April 28 2016
Review Date:	

**Pre-Clerkship Students** must contact the UGME office ([ugme@dal.ca](mailto:ugme@dal.ca)) and copy appropriate tutors, preceptors, no less than one hour in advance of the sessions when missing curriculum due to illness. If you will miss a CCCLR session, please also notify the staff at CCCLR (for Halifax) or [dmnb.leave@dal.ca](mailto:dmnb.leave@dal.ca) (for DMNB), no less than one hour in advance. One45 will have the details of your sessions (excluding electives preceptors). If a student has an extended absence of more than three days, a medical note OR Student Affairs support is necessary. Students who are deferring an exam must have Student Affairs support. If you miss Skilled Clinician sessions, please refer to the Skilled Clinician Student Manual & Portfolio for more information.

### Clerkship

A clinical clerk who becomes ill must notify the attending physician (or as instructed in Unit orientation) and the UGME office ([ugme@dal.ca](mailto:ugme@dal.ca)) no less than one hour in advance of the start of clinical duty to ensure that responsibilities are transferred to others. Leaving a message with the hospital switchboard, ward clerk or fellow clinical clerks is not considered adequate notification. One45 will have the details of your sessions (excluding electives preceptors). If a student has an extended absence of more than three days, a medical note OR Student Affairs support is necessary. Students who are deferring an exam must have Student Affairs support. ■