



Policies and Procedures

Subject: Resident Attendance at Site Based Academic Sessions	
Created: Sept 2024	Revised: Sept 2024
Reviewed and approved by the Residency Program Committee: Dec 2024	Next review date: Dec 2027

Academic Sessions are a critical part of the teaching program and generally occur during protected time. These sessions are designed to enhance clinical learning and to ensure that topics that may not come up in clinical rotations are covered to prepare residents for independent practice and exams. Attending academic sessions in person provides an opportunity for the residents to engage with their peers, learn together, and foster collegiality.

Attendance and participation in these sessions is critical and with that in mind, the following standards will apply:

1. Most academic sessions will take place in-person.
2. Attendance should be recorded at all sessions.
3. Resident absences should be recorded and follow the notification procedures at their site.
4. It is expected that residents will make every effort to arrive on time.
5. Residents are expected to actively engage in academic sessions. This includes giving attention to presenters and participating in discussions. If attending virtually, cameras should be on and residents should not be engaged in other activities.
6. Virtual attendance is permitted when available if the resident is on a clinical learning experience away from the home site or there are extenuating circumstances (see the Extenuating Circumstances Policy) . Exceptions can be made when the resident is postcall for safety reasons, but every effort should be made to not be postcall for academic sessions.
7. When virtual links are given to a resident, they should not be shared.
8. Virtual attendance may not be feasible for all sessions. Residents should coordinate with the Site Administrator in advance (when possible) if virtual attendance is requested.
9. Site Administrators can make decisions about virtual attendance. Site Administrators may chose to review these requests with Curriculum Coordinators/Site Directors at their discretion. Repetitive requests for virtual attendance should be reviewed with the Site Director.
10. If at any time the Site Administrator is unavailable to coordinate last minute scheduling changes or decisions around virtual attendance, then the Curriculum Coordinator or Site Director can do so.
11. Technology has allowed for times when virtual learning may be used during academic days. It is the expectation that any virtual learning meets the same standards expected of in person learning.
12. Attendance will be recorded at all virtual sessions. There may be cases where more than one resident is joining virtually from one device. In these cases, residents should ensure that they notify the site administrator to ensure they are marked present.
13. If a resident is sick, they should take sick time to recover and should not be expected to attend sessions in-person or virtually (when offered). Residents are responsible for ensuring that they



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review missed content. Upon the resident's request, a link for live virtual attendance or a recording may be provided by the Site Administrator if already available.

14. Watching a recorded session at a later time due to illness is not considered as having attended the session.