

PRE-CLERKSHIP - REQUIRED LEARNING ACTIVITIES

Classification	Table of Contents
Operations	Purpose 1
Approval Authority	Scope 2
Associate Dean, UME	Definitions 3
Implementation Authority	Policy Statement 4
Manager, Curriculum & Administration	Special Situations 5
Effective Date	Responsibilities 6
November 4, 2014	Appendices 7
Latest Revision	Procedures 8
November 4, 2014	Instructions/Forms 9
	Standards 10
	Parent Policy 11
	Related Policies 12
	Related Information 13
	References 14
	History 15

- Purpose** 1 Create an UME policy which outlines the amount of time per week that students spend in required learning activities during the first two years of the MD curriculum.
- Scope** 2 This policy applies to all Pre-Clerkship students curriculum.
- Definitions** 3 In this policy:
- a. UME means the Undergraduate Medical Education program with the University of Calgary, Cumming School of Medicine.
 - b. Approval Authority means the office or officer responsible for approving Undergraduate Medical Education policy and procedures.
 - c. Implementing Authority means the office and officer responsible for implementing Undergraduate Medical Education policies and procedures.
 - d. Pre-Clerkship means medical students in their first and second years in the MD Program.
 - e. PCC – Pre-Clerkship Committee.
 - f. OSLE account: UME Learning Management System, student account.
- Policy Statement** 4 Amount of time Pre-Clerkship students spend in required learning activities.
- Special Situations** 5
- Responsibilities** 6 **UME will ensure adherence to this policy**
- Appendices** 7

Procedures

- 8** Pre-Clerkship Supervisor creates a master timetable for Year 1 and Year 2 Curriculum. Master timetable is found on link:

<http://www.ucalgary.ca/mdprogram/current-student/timetables-0>

The timetable is approved in the Fall of each year at Preclerkship Committee (PCC). Timetables are changed throughout the year so for the most up-to-date information related to a course, students are instructed to please log onto their OSLER account (osler@ucalgary.ca) for detailed curriculum schedule or check the master timetable link.

As per the UME “goals, objectives and operating philosophy” document:

- The school will maintain over 25% of pre-clerkship time in small group, interactive learning.
- The school will provide 30% of weekly scheduled time for student independent study time.

Instructions/Forms 9

Standards 10

History 15 *Approved: Dr. Sylvain Coderre, Associate Dean - UME
UME Management*

Approved by UMEC November 21, 2014

Effective: November 21, 2014