



Clerkship - Non-Clinical Course Scheduling Policy

Category: Academic

Responsibility: Associate Dean, UGME

Approval: Undergraduate Medical Education Curriculum, Committee

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Purpose:

The purpose of the Clerkship – Non-Clinical Course Scheduling Policy is to establish standards regarding the scheduling of non-clinical courses and wellness breaks to support student learning in Years 3 and 4 of the UGME program.

This policy ensures that the Undergraduate Medical Education program meets or exceeds the following Committee on Accreditation of Canadian Medical Schools (CACMS) and Liaison Committee on Medical Education (LCME) accreditation standards: accreditation element 8.8.

Scope:

This policy applies to all clerkship undergraduate students registered in the Doctor of Medicine (MD) program at the University of Saskatchewan irrespective of the geographically distributed site to which they are currently assigned.

Principles:

Transparency: The College of Medicine is committed to ensuring a transparent approach to the non-clinical course scheduling and student wellness.

Definitions:

Clerkship: The third and fourth years of the University of Saskatchewan Undergraduate Medical Education Program (UGME) are termed “clerkship”, which occur on the College of Medicine campuses in Regina, and Saskatoon, and distributed sites in Prince Albert and various Saskatchewan Integrated Longitudinal Clerkship locations.

Policy:

During clerkship years, students will attend Success in Medical School III, Selected Topics in Medicine and Preparation for Residency courses which are required learning experiences.

In each of these courses, breaks for students will be included to support student wellness and learning.

Sessions and/or classes within these courses will typically be scheduled within the hours of 8:00 am and 5:00 pm. Exceptions must be sanctioned by the College of Medicine Curriculum Committee.

Responsibilities:

The Associate Dean, Undergraduate Medical Education, is responsible for providing oversight to the overall administration of the Clerkship Non-clinical Course Scheduling Policy in the College of Medicine. The Manager, Undergraduate Medical Education, with the assistance of the Undergraduate Medical Education Office and Office of Admissions, is responsible for the implementation, monitoring, maintenance, and evaluation of the Clerkship Non-Clinical Course Scheduling Policy at the College of Medicine campus in Saskatoon, Saskatchewan.

Non-Compliance:

Instances or concerns of non-compliance with the Clerkship Non-Clinical Course Scheduling Policy should be brought to the attention of the Year Chair, Undergraduate Medical Education, within the College of Medicine.

Procedures:

The Manager, Undergraduate Medical Education, provides overall stewardship to the standard operating procedures associated with the Clerkship Non-Clinical Course Scheduling Policy.

Distribution and Review:

Distribution:

This policy will be distributed to students via the UGME website, to Clerkship Course Directors, and to UGME Administrative Coordinators.

Review:

This policy will be reviewed at a minimum every 2 years by the Curriculum Committee.

Contact:

Manager, Undergraduate Medical Education

Phone: 306-966-6104

Email: ugme.policies@usask.ca