



Policy Title: Clinical Supervision of Medical Students

Policy Number: CU.9.02.170808

Applies to: All medical students and MD curriculum faculty

Date: 04/24/2020

1.0 Policy Statement:

It is the Elson S. Floyd College of Medicine policy to prohibit any medical student from performing any service for which a license, certificate of registration or other form of approval is required unless the service is performed under the direction of the supervising College of Medicine faculty. At the institutional level, medical student supervision requirements should be clearly articulated in the affiliation agreements.

2.0 Definitions

Medical Student: A student currently enrolled in the Elson S. Floyd College of Medicine as a candidate for an MD degree.

Appropriate Faculty: A practicing clinician with current licensure and necessary certification for their area of practice who had been appointed on the faculty of Elson S. Floyd College of Medicine and is tasked to supervise College of Medicine student(s) as a part of the curriculum in progression towards the MD degree.

Supervision:

Direct supervision – the supervising clinician is physically present with the medical student and patient.

Indirect supervision: (a) with direct supervision immediately available – the supervising clinician is physically within the hospital or other site of patient care, and is immediately available to provide direct supervision; (b) with direct supervision available – the supervising clinician is not physically present within the hospital or other site of patient care, but is immediately available by means of telephonic and/or electronic modalities, and is available to provide direct supervision.

3.0 Responsibility

Associate Dean of Curriculum

4.0 Procedures

All medical students engaged in any patient care activities must be supervised by a member of Elson S. Floyd College of Medicine faculty. It will be the responsibility of each supervising clinician to determine which learning experiences may be appropriately delegated to other members of their healthcare team and to ensure that these members providing such supervision are working within their scope of practice.

a. The Clinical Training Affiliation Agreements should:

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- i. Outline the roles and responsibilities of the College of Medicine medical education program and its clinical affiliates for teaching and supervision.
 - ii. Ensure an appropriate learning environment for medical students.
 - iii. Provide a mechanism by which each faculty member will receive the relevant learning objectives and associated assessment strategies for their teaching responsibilities, and sufficient explanation for how to use these documents to support student learning.
- b. The Office of Faculty Development provides faculty development opportunities to all faculty in preparation for their clinical and non-clinical supervision activities. Any required faculty development sessions may be completed in person (one-on-one with a qualified College of Medicine faculty or staff member or in groups, such as workshops) via teleconference, or online via Web-based training modules. Required sessions include but are not limited to the specific requirements for supervision of all medical students to ensure student/individual and patient safety.
- c. All stakeholders (faculty (preceptors/supervisors), patients and their families, residents, students and staff) are encouraged and mechanisms provided to express any concerns about the adequacy and availability of supervision in the learning environment. Concerns in clerkship years should be communicated in person, by telephone, or in writing (email, etc.) to the appropriate clerkship director, the Associate Dean for Clinical Education (ADCE), the course director, the office of Admissions, Student Affairs, and Inclusion, or via procedures appropriate to mistreatment. If validated, the concern should be forwarded to the ADCE for the campus involved, the Chair of Medical Education and Clinical Sciences, and the Associate Dean for Faculty Affairs. If concerns about the adequacy and availability of supervision in the learning environment arise during clinical activities in pre-clerkship years, the concern will be communicated to the Chair of Medical Education and Clinical Sciences. Further:
- i. All complaints and concerns are to be reported immediately to the office of Admissions, Student Affairs, and Inclusion. The Vice Dean for Student and Faculty Experience investigates and administers appropriate corrective action in conjunction with the appropriate deans and chairs.
 - ii. Course/clerkship evaluations include a specific question with respect to the expression of any concerns about the adequacy and availability of supervision in the learning environment.
 - iii. The Associate Dean for Accreditation, Assessment and Evaluation conducts an anonymous student survey annually to collect additional feedback and assess supervision.
 - iv. Reports from evaluations and surveys are sent to the course/clerkship directors, and/or other College of Medicine leadership for further action.
 - v. Reports are directed to College of Medicine administrators regarding concerns.

The Chair of the Department of Medical Education and Clinical Sciences and Associate Deans of Clinical Education are responsible for addressing concerns related to the adequacy and availability of supervision in the learning environment in the clerkship years and in any campus-specific clinical preceptorship experience in the pre-clerkship years.

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The Vice Dean for Academic and Community Partnerships is responsible for managing clinical training affiliation agreements and their requirements for the adequacy and availability of supervision in the learning environment.

5.0 Related Polices

N/A

6.0 Key Search Words

Clinical supervision

7.0 Revision History

Original Approval	Policy number	Revision Date Approval
5/12/2016	CU.09.02	8/8/2017
	CU.9.02.170808	04/24/2020

Responsible Office: Vice Dean for Academic and Community Partnerships

Policy Contact: Associate Dean for Curriculum

Supersedes: CU.9.02.170808 dated 8/8/2017