

Dear Physician,

Thank you for agreeing to supervise one of our students for an Optional Clinical Learning Opportunity (OCLO), formerly known as an Observership.

OCLOs are available for Year 1 and 2 medical students during the academic year. These learning opportunities provide our students the chance to interact with a physician and observe the nature of a day to day clinical practice or other setting in an area of interest to the student. They are not a requirement of the MD program.

Students participating in OCLOs are required to maintain the standard of ethical behaviour stated in the [CMA Code of Ethics](#) and abide by the [guidelines of professionalism](#) set out by the College of Physicians & Surgeons of Ontario (CPSO).

Each OCLO must be registered with the program in order to ensure that each student:

- Is in good academic standing
- Is covered by professional liability insurance
- Is covered by Ontario's Workplace Safety and Insurance Board (WSIB)
- Has all program-required immunizations
- Has completed a series of standard hospital training modules (*e.g., Privacy & Confidentiality, Hand Hygiene, etc*) as a principle of best practice in pre-clinical training

As per CPSO's Professional Responsibilities in Undergraduate Medical Education it is the responsibility of the supervisor and/or Most Responsible Physician (MRP) to supervise the student in regard to all patient interactions.

This includes:

- determining the medical student's willingness and competency or capacity to participate in the clinical care of patients, as a learning experience;
- closely observing interactions between the medical student and the patient to assess:
  - the medical student's performance, capabilities and educational needs,
  - whether the medical student has the requisite competence (knowledge, skill and judgment) to safely participate in a patient's care without compromising that care, and

- whether the medical student demonstrates the necessary competencies and expertise to interact with patients without the supervisor being present in the room;
- meeting at appropriate intervals with the medical student to discuss their assessments;
- ensuring that the medical student only engages in acts based on previously agreed-upon arrangements with the MRP;
- reviewing, providing feedback and countersigning documentation by a medical student of a patient's history, physical examination, diagnosis, and progress notes as soon as possible;
- managing and documenting patient care, regardless of the level of involvement of medical students;
- counter-signing all orders concerning investigation or treatment of a patient, written under the supervision or direction of a physician.
  - Prescriptions, telephone or other transmitted orders may be transcribed by the medical student, but must be countersigned.

In addition, appropriate supervision and education requires clear communication between the MRP and supervisor in order to ensure the best possible care for the patient.

Please review the statement on [Optional Clinical Learning Opportunities](#) thoroughly. If you have any questions or require further information, please contact the OCLO Coordinators:

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