

UNDERGRADUATE MEDICAL EDUCATION
SCHULICH SCHOOL OF MEDICINE & DENTISTRY
STUDENT RETURN TO UME CURRICULUM AFTER GRANTED LEAVE OF
ABSENCE FOR PERSONAL, ACADEMIC, AND/OR HEALTH REASONS

Date of last review: June 2014

Revised: March 2023

Approved by the Curriculum Committee: April 19, 2023

Approved by ECSC: May 5, 2023

Next revision: December 2025

PURPOSE

The Undergraduate Medical Education program at the Schulich School of Medicine & Dentistry at Western University (Schulich Medicine) values the principles of student wellness and ensuring that a return to the academic environment is safe and successful.

Accordingly, when the Schulich Medicine Learner Experience Office (LEO) and/or Undergraduate Medical Education (UME) grant an individual student a leave of absence for personal, academic and / or personal health reasons, the student will return only if, and when, they are found in compliance with particular conditions.

Depending on the length of the leave and the time spent away, re-entry into the Doctor of Medicine (MD) program will be determined by the Competence Committee as per the [Assessment and Appeals Policy](#) and in consultation with the Vice Dean (UME) and/or LEO.

STATEMENT

Prior to returning to the MD Program, the learner must complete the steps listed in the Procedure section below to ensure an appropriate return to MD program plan can be put in place.

PROCEDURE

The following outlines the steps needed to be taken by the learner, LEO, and UME for the various types of leaves of absence.

MEDICAL LEAVE OF ABSENCE

Learner

1. On return to the UME program, the student will provide adequate documentation from the accepted care provider to satisfy the Vice Dean, UME and Assistant Dean (Undergraduate), LEO that the student:

- Has fulfilled the stated conditions of the Leave of Absence policy.
 - Is physically and mentally competent to safely and successfully undertake studies in medicine.
 - Is motivated and agrees to undertake medical supervision and aftercare when required
 - Will comply with all rules and regulations of Western University, Schulich Medicine and all teaching or affiliated health care centers.
 - Agrees to supervision and reporting as per the return to medical school learning agreement.
 - Meets as required with LEO and continues to comply with treatment plans and timelines for the issue that prompted the leave.
 - Agrees to share regular written documentation of progress in or regression of the precipitating illness / medical leave issue with the LEO team (terms to be outlined in the return to MD Program learning agreement).
 - Complete appropriate yearly clearance requirements for clinical placement in preparation for their return to the MD program.
2. Over the duration of the student's medical training, the student will commit to compliance with aftercare outlined by their medical professional acceptable to the MD Program and provide written documentation of such to the LEO.
- Non-compliance with this policy and/or aftercare will be interpreted as a breach of professionalism and addressed as such accordingly under the terms outlined in the Academic Calendar of Western University.

The following terms shall be used for purposes of interpreting this policy:

Return to UME Curriculum Documentation:

- The importance of adequate documentation for granting leaves, agreeing to reentry and follow-up is critical to student success.
 - LEO will request that the student's treating physician and, if relevant, primary therapist involved in directing care, and whoever is the most qualified caregiver in the student's care provide such documentation.
 - This correspondence shall and will include an update on the student's status, an opinion on the student's requested return to studies and a plan for ongoing treatment including timelines, cautions and if possible, prognosis.

Learner Experience

1. Inform Vice Dean (London), Associate Dean (Windsor), and UME leaders that appropriate documentation has been received and the student is well enough to return to the MD program.
2. Coordinate and ensure that any accommodation required for the student is in place for their return to the MD Program.
3. Coordination of accommodation required for the student may involve:
 - Meeting with the student and/or treating care team to clarify specific needs.

- Meeting with the UME education leadership to determine where specific adjustments may need to be made to curricular expectations, physical spaces and / or learning plans.
- Facilitating meetings with Western services to access appropriate resources and/or supports to meet the outlined accommodation.
- Regular follow up with the student to ensure accommodation is being met once return to MD Program learning is underway.

Undergraduate Medical Education

1. Vice Dean (London) and Associate Dean (Windsor) will work with UME leaders and staff to determine a return to MD program plan.
2. UME to communicate the return to MD program plan to the student.
3. UME staff to re-instate the student to the MD program and make appropriate arrangements for the student to return according to their return to MD program plan.
4. Communicate to learner the appropriate yearly clearance requirements for clinical placement in preparation for their return to the MD program and ensure they are completed.

PERSONAL LEAVE OF ABSENCE

Learner

1. Provide LEO with appropriate documentation that they have completed their leave of absence and that they intend to return to the MD Program.
2. Complete appropriate annual clearance requirements for clinical placement in preparation for their return to the MD program.

Learner Experience

1. Inform Vice Dean (London), Associate Dean (Windsor), and UME leaders that appropriate documentation has been received and the student intention to return to the MD program.
2. Coordinate and ensure that if any accommodation is required for a successful return for the student, LEO will work with the student, the program and the University services to ensure these are in place for the return to the MD Program.

Undergraduate Medical Education

1. Vice Dean (London) and Associate Dean (Windsor) will work with UME leaders and staff to determine a return to MD program plan.
2. UME to communicate the return to MD program plan to the student.
3. UME staff to re-instate the student to the MD program and make appropriate

- arrangements for the student to return according to their return to MD program plan.
4. Communicate to learner the appropriate yearly clearance requirements for clinical placement in preparation for their return to the MD program and ensure they are completed.

ACADEMIC LEAVE OF ABSENCE

Learner

1. Provide UME with appropriate documentation that they have completed their academic leave and intend to return to the MD Program.
2. Complete appropriate yearly clearance requirements for clinical placement in preparation for their return to the MD program.

Undergraduate Medical Education

1. Vice Dean (London) and Associate Dean (Windsor) will work with UME leaders and staff to determine a return to MD program plan.
2. UME to communicate the return to MD Program plan to the student and to LEO.
3. UME staff to re-instate the student to the MD program and make appropriate arrangements for the student to return according to their return to MD program plan.
4. Communicate to learner the appropriate yearly clearance requirements for clinical placement in preparation for their return to the MD program and ensure they are completed.