

STATEMENT 3.2.2 - FOURTH YEAR CLINICAL SCIENCE ELECTIVES FOR SCHULICH MEDICINE & DENTISTRY STUDENTS

Undergraduate Medical Education

Approved by:

Clerkship and Electives Committee

Date of approval:

September 2018

I. PURPOSE

The Year 4 Clinical Science Electives (Medicine 5401) program at Western provides Schulich Medicine students with the opportunity to study an area of interest in great depth and fill in personal knowledge gaps through a self-directed program. Each student is responsible for creating his/her individual program that meets the student's academic and personal needs.

II. DEFINITIONS

LEW Learner Equity and Wellness

CaRMS Canadian Resident Matching Service

III. STATEMENT

- 1.0 The Clinical Science Electives program is a 16-week program divided into eight blocks, each block being two weeks in duration.
- 2.0 The Clinical Science Electives program runs from September to December.
- 3.0 All or some of the elective time may be spent in electives offered at Schulich or at other approved institutions in Canada or other countries.
- 4.0 Electives may be in a basic science, research or clinical area but must be in a medical setting.
- 5.0 Clinical departments at Schulich offer either two or four week blocks at their discretion.
- 6.0 Electives end at 6pm on the last Friday of the block. The weekend is for travel to the next elective location, which would start on a Monday morning. In the event of a holiday Monday, the new block will start on Tuesday morning.
- 7.0 Students must submit their final Clinical Science Electives program summary to the UME Office for approval before starting any electives.
 - 7.1 When arranging the Clinical Sciences Electives program, a student must ensure it is broadly based; it must include electives in a minimum of three CaRMS entry disciplines plus a maximum of 12 weeks of elective time in any one category, with the remaining four weeks in either one or both of the other two categories.
- 8.0 In order to pass the course, a student must satisfactorily complete all eight blocks (16 weeks).
- 9.0 Electives may be 2, 3, or 4 weeks in length subject to departmental availability.
- 10.0 The student is expected to attend according to the schedule set by the supervisor, including call duty, rounds, etc for the full period of the elective.
- 11.0 All absence requests must be completed using the online process in Single Sign On (SSO).
- 12.0 The only travel time permitted to and from Clinical Science Electives is the weekend between blocks.

- 13.0 Students taking approved electives are covered by Western's professional liability insurance as per Statement on Liability Insurance.
- 13.1 Students with unapproved or informal elective arrangements (which includes "horizontal" electives arranged outside of the elective discipline in which students approved elective is in) are not covered. This puts the student and their preceptor at risk from a medico-legal aspect.
- 13.2 This policy names Western students as additional insured's if they are located in an approved clinical location as students, with certain exclusions.
- 13.3 For example, you would not be covered if it could be shown that you were under the influence of alcohol or drugs while acting in a health care setting.
- 14.0 The Schulich School of Medicine and Dentistry requires that students provide, as a condition of admission into the medical program, a current Police Records Check and a Vulnerable Sector (Position) Screening. Students are also required to submit police checks during their third and fourth years of the program. Recent police checks are also a requirement at other universities where you will be a visiting elective student. Please make sure to check the requirements of each university you are applying to.
- 14.1 For complete information on How to Obtain a Certified Criminal Record Check, please go to: <http://www.rcmp-grc.gc.ca/cr-cj/fing-empr2-eng.htm>
- 14.2 The London Police Service has launched a Police Solutions website where on-line police check requests can be done: <http://www.policolutions.ca/checks/services/london/>
- 15.0 For all electives being arranged outside of North America, students must follow the guidelines as shown on the Clinical International Health Equity Learning (IHEL) site http://www.schulich.uwo.ca/medicine/undergraduate/academic_resources/international_health_equity_learning/index.html for policies and procedures when planning an international elective. Please refer to this site for information/policies/procedures on international electives as well as the Internationalization website - <http://www.schulich.uwo.ca/internationalization/>
It is advised that for all international electives, prior to leaving for the elective, check the Foreign Affairs and International Trade Canada site for travel advisories at <http://www.international.gc.ca/international/index.aspx?lang=eng&view=d>
- 15.1 Because your health insurance does not fully cover you when outside the country, it is strongly recommended that you obtain coverage through an appropriate agency if you are going outside of Canada.
- 16.0 Due to the limited number of positions in any Schulich department and hospital, a computerized lottery selection process is used to maximize every student's chance of getting Schulich electives of his/her choice. The lottery uses random numbers in combination with "rank orders" to ensure all students get some of their elective choices. The rank order is adjusted based on the choices students are assigned, in order to ensure an even distribution among all students.
- 17.0 After the lottery has been run and the Schulich students are notified of their results, the program opens up for an add/drop period which runs from the middle of February to the middle of April.
- 18.0 Following the add/drop period, clinical departments are notified of the finalized electives schedules and can then determine how many visiting elective students they are able to accommodate.
- 19.0 Students applying for electives outside of Western at other Canadian universities must apply for these via the AFMC portal at <https://www.afmcstudentportal.ca/>
- 20.0 Students who are doing a non-Schulich elective or an elective with an institution which is not affiliated with a Canadian university must complete, in advance, the Fourth Year Electives – Learning Objectives form and submit it to the UME office before the start of the elective. A copy will be retained by the student and this copy will be signed off by the preceptor at the end of the elective and submitted to the UME office.
- 21.0 Students who are doing a non-Schulich elective must ensure that a Clinical Science Elective Assessment form is completed and submitted to the UME office within two weeks following the completion of the elective.