**UCSD SCHOOL OF MEDICINE**

**New MS4 Elective Clerkship Proposal Form**

# A. Course Information

1. Elective Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

2. Clerkship Director: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

@health Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Department: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

3. Quarter(s) clerkship will be offered: Fall

Winter

Spring

Summer

4. Number of students allowed per quarter: Minimum Maximum

**B. Clerkship Organization –**

1. Scope and Objectives: Provide a detailed description of the proposed clerkship, including learning objectives.

2. Teaching Methods: List and describe the teaching methods that will be used to teach the clerkship. *(E.g., one-on-one observation, demonstrations, patient simulations, case-based seminars, role play, readings, computer-based instruction, etc.)* How will these teaching methods provide students with the necessary skills to support life-long learning?

3. Faculty and Instructors: *Course instructors must be familiar with the educational objectives of the course and be prepared for their roles in teaching and evaluation. They should receive a written copy of the course’s objectives and syllabus and receive clear guidance from the course director about their roles in teaching.*

1. Who will serve as faculty/instructors? Describe their role(s).
2. Will non-faculty members provide instruction? If so, which type (resident/interns, graduate students, community clinicians, other)? Describe their role(s).
3. How will faculty and non-faculty instructors receive guidance about their role? Will they receive any training on teaching and evaluation skills?
4. How will instruction and performance by faculty and non-faculty instructors be monitored and assessed? Direct observation? Other methods? Describe.

4. Expected Patient and Clinical Condition Encounters: *Clerkships should specify the types of patients or clinical conditions that students must encounter. If a student does not encounter one or more of these (i.e., because it is seasonal), the clerkship must identify and provide a way to remedy the gap in training (e.g., simulated experience, standardized patients, online cases, etc.)*

Describe the type(s) of patients and clinical conditions the student is expected to see and the typical patient volume per day and/or per week.

How will leadership monitor whether a student has fulfilled these expected encounters? How will unmet requirements be remedied?

5. Student Supervision and Clinical Observation: Identify who will supervise students in patient care settings. How will a relevant H&P be performed and observed? Describe the process. How will H&Ps and other cases seen by students be reviewed?

6. Mid-Clerkship Feedback: *Clerkships must provide all students with formal feedback early enough during the clerkship to allow time for remediation. Procedures for this must be included in the syllabus.*

How will mid-clerkship feedback be accomplished in this clerkship?

7. Policy on Medical Student Work Hours: *The School of Medicine requires: no more than 28 total continuous work hours with a maximum of 24 hours on-site/on-call, no more than 80 hours of on-site duty per calendar week, a minimum of 10 hours off between shifts, and at least one day in seven off as averaged over four weeks.*

How will student work hours be monitored to ensure compliance with this policy?

8. Evaluation of Students: How will you determine whether or not students have met the course objectives? What criteria will form the basis of the student assessment?

9. Source Material: What textbooks, journals, readings, or other materials will be used or recommended?

10. Social Determinants of Health, Health Disparities, and/or Bias:*The conditions in which people are born and live including health-related behaviors, socioeconomic factors, and environmental factors (governmental policies, housing status, income, gender, and race/racism) affect a wide range of health outcomes for individuals and communities.*

Describe how this clerkship will address the ways in which the social determinants of health shape health inequities. Does it offer/advocate for potential solutions for creating equity? Provide examples.

**Return this completed form to** [**SOMelectives@health.ucsd.edu**](mailto:SOMelectives@health.ucsd.edu) **with your syllabus.**