

## **PRE-CLERKSHIP STUDENT CONTACT HOURS POLICY**

### **PURPOSE:**

To outline the rationale and requirement for limiting the amount of time students within the pre-clerkship phase of the curriculum spend in required activities.

The policy relates directly to LCME ELEMENT 8.8, which states *“The medical school faculty committee responsible for the medical curriculum and the program’s administration and leadership ensure the development and implementation of effective policies and procedures regarding the amount of time medical students spend in required activities, including the total number of hours medical students are required to spend in clinical and educational activities throughout the curriculum.”*

### **DEFINITION:**

A contact hour is equal to 60 minutes of an educational activity that is experienced by a medical student as part of the formal medical school curriculum in order to meet the objectives and expectations of a required course. Contact hours can include lectures (both synchronous and asynchronous), small group problem solving sessions, large group discussions, clinical skills exercises, laboratory-based activities, required on-line modules, required reading assignments and clinical preceptor time.

### **POLICY:**

The general structure and schedule of the pre-clinical curriculum is comprised of individual courses running in either parallel or in series throughout each of the four semesters. The individual curricula and schedules of each year 1 or year 2 course is initially defined by the course directors in collaboration with the Central Curricular Authority. The content in the year 1 and 2 curriculum maybe delivered via lecture (either synchronous or asynchronous), small group or large group discussion activities, simulation activities, clinical skills exercises, laboratory-based activities, on-line modules, required reading assignments, required session pre-work and clinical preceptor time. The total duration of required scheduled curricular activities should not exceed 25 hours per week when averaged over the length of a semester. This includes both in-class activities, required activities assigned to be completed outside of scheduled class time and clinical preceptor time.

### **MONITORING AND COMPLIANCE:**

The CCA will monitor compliance with the pre-clerkship student contact hours policy on a six-monthly basis using data tabulated and provided by the Curricular Year Directors. The Curricular Year Directors will monitor trends in required contact hours for the year 1 and 2 courses annually and will assess any proposed changes in course contact hours via the annual course inventories. Any changes that would significantly impact the number of required contact hours in any semester will be reported to the Central Curricular Authority for approval.

<b>Reviewed by:</b>	Central Curricular Authority
<b>Date of approval:</b>	April 2012
<b>Revised:</b>	July 22, 2024
<b>Review cycle:</b>	Three years