



**THE GEORGE  
WASHINGTON  
UNIVERSITY**  
WASHINGTON, DC

**Responsible University Official:**  
SMHS Assistant Dean for Clinical  
Education  
**Responsible Office:**  
Office of Medical Education  
**Most Recent Revision:** 7/2015

## **PROCEDURE FOR DOCUMENTATION AND MONITORING OF STUDENT CLINICAL ENCOUNTERS AND PROCEDURAL SKILLS**

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### **Procedure Statement**

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The clinical encounters and procedural skills necessary to lead to competence in each of the core clerkships have been defined by the faculty and will be reviewed annually by the Clinical Curriculum Subcommittee of the Committee for the Undergraduate Medical Education Curriculum (CUMEC). Students are required to document level of involvement/supervision with patients for their clinical encounters and procedures\* or with alternative learning experiences in these essential areas. Alternative learning experiences include simulated patients or computerized cases. These requirements will be discussed at the annual third year orientation and the orientation to each clerkship.

Clerkship directors will review clinical encounter and procedural logs by the mid-point of the clerkship to monitor the student experience and to make recommendations for acquiring exposure to areas which are lacking. Students will complete logs by the final day of the clerkship. Students are not permitted to sit for the final clerkship examination if encounter and procedural logs are not complete. Clerkship directors are responsible for ensuring that all students experience the minimal clinical exposure required and that documentation of such is provided.

Reports from each clerkship will be reviewed by the Assistant Dean for Clinical Education within 2 weeks of the completion of each clerkship and discussed with the clinical clerkship director if necessary. A summary report of clinical experiences will be reviewed annually by the Clinical Curriculum Subcommittee of the Committee for the Undergraduate Medical Education Curriculum (CUMEC) and forwarded for review to the CUMEC.

\*The levels of involvement/supervision are:

- a) Observed - did not participate, learned by watching.
- b) Assisted - took an active role assisting in the clinical encounter or procedure with other physicians or qualified technicians supervising.
- c) Performed independently- completed an independent assessment and plan or performed the procedure, under supervision.

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**Reason for Procedure/Purpose**

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To ensure monitoring and documentation of student clinical encounters and procedural skills. To ensure comparability across clerkship sites.

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**Who Needs to Know This Procedure**

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Faculty, Clerkship directors, Medical students, Residents and Fellows

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**Who Approved This Policy**

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Committee on the Undergraduate Medical Curriculum

Jeffrey S. Akman, M.D., Vice President for Health Affairs, and  
Dean, School of Medicine and Health Sciences  
08/03/2015

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**History/Revision Dates**

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12/2009, 3/2011, 2/2014, 6/2014

**Origination Date:** 12/8/08

**Last Amended Date:** 07/2015

**Next Review Date:** 3/2016