



**THE GEORGE
WASHINGTON
UNIVERSITY**
WASHINGTON, DC

Responsible University Official:
Associate Dean for Clinical Education
Responsible Office:
Office of Medical Education, SMHS
Most Recent Revision: 11/2022

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

Procedure Statement

The clinical encounters and procedural skills necessary to lead to competence in each of the core clerkships are defined by the faculty and are reviewed annually by the Clinical Subcommittee of the Committee for the Undergraduate Medical Education Curriculum (CUMEC). Students are required to document their 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 online case-based encounters. These requirements are discussed at the annual third-year orientation and the orientation to each clerkship.

Student clinical encounter data is audited and sent to the clerkship directors and associate dean for clinical education at the midpoint of each clerkship, a week before the end, and at the end of each clerkship. Clerkship directors review the audit and 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 may be lacking. Students are required to 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 are reviewed by the associate dean for clinical education within 2 weeks of the completion of each clerkship and discussed with the clerkship director if necessary. A summary report of clinical experiences, including overall utilization of alternative learning experiences, and if needed the adequacy of patient volume and other metrics are reviewed annually by the Clinical Subcommittee of the Committee for the Undergraduate Medical Education Curriculum (CUMEC) with any recommendations, and forwarded for review and approval 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.

Reason for Procedure/Purpose

As per LCME DCI elements 6.2 and 8.6, to ensure the required clinical encounters and skills and expected level of student responsibility for each are made known to the students, faculty and residents.

Who Needs to Know This Procedure

Faculty, Clerkship directors, Medical Students, Residents and Fellows

Who Approved This Policy

Committee on the Undergraduate Medical Education Curriculum
08/03/2015