

University of Illinois College of Medicine –
Expectations for Participation in Phase 2 and Phase 3 Clinical Experiences
Approved by College Committee on Instruction and Appraisal (CCIA) on April 7, 2021

Duty hours considerations

Students on clinical rotations are considered active working members of the patient care team, and one goal of the clinical rotations is to prepare students for their postgraduate role as residents, providing direct patient care under the supervision of faculty attending physicians. As such, the College of Medicine policies for students' participation in and absences from clinical educational experiences parallels those policies in effect for residents, under the aegis of the Accreditation Council on Graduate Medical Education:

1. The maximum number of required hours at clinical sites (hospital, clinic, nursing home, etc.) should not exceed 80 hours per week, on average over a month's time.
2. Students should not work longer than 16 continuous hours.
3. Students should have an average of at least 24 continuous hours each week free of clinical responsibilities (including lectures, seminars, clinic, and rounds). Students must have eight hours free of duty between scheduled duty periods.
4. In addition, students will be provided a full day for study prior to the administration of the clerkship final examination.

The above limitations do not include independent study time apart from clinical duties or optional activities in which the student voluntarily participates.

Expectations for weekend duties and attendance on university holidays will be at the discretion of the clerkship director.

Scheduled and unscheduled absences

With prior approval, students may have up to four days of **excused** absence within an eight-week clerkship before being subject to any need to make up the missed time; likewise three days for a six-week clerkship, two days for a four-week clerkship and one day for a two-week clinical experience. Beyond this threshold, the need for a student to make up missed time will be at the discretion of the clerkship director, and dependent upon the student's access to opportunities to fulfill all clerkship learning objectives within the time remaining.

During Phase 2/3 non-clinical courses, either in-person or online, students may seek excused absence from up to 10% of total classroom time. Beyond this 10% threshold, any need to make up missed experiences will be at the discretion of the course director. In any case, all structured course assignments must still be completed and submitted in order to obtain course credit.

These absence thresholds are expanded for students, on elective clerkships and courses only, between October and January of their M4 year, who may accrue up to one day of excused absence per week of total clerkship time, or up to 20% of scheduled class time, to help accommodate residency interviewing.

This policy is also intended to accommodate students' needs for regularly scheduled appointments that require absence at a defined time each week. An appointment schedule that results a full half-day absence each week will accrue absence time according to the above limitation.

College of Medicine-required student meetings and educational activities are excused absences that do not count when calculating the amount of time a student is allowed to miss within a clerkship.

Outside of illness or unexpected urgency/emergency, other absences require advance notice, without which an absence would be considered unexcused. Unexcused absences may have an impact on the student's grade and ability to progress through the curriculum. These procedures will be detailed at the point of orientation to Phase 2 and are available on each campus web page.

Examples of absence requests that are typically approved:

1. Illness of student, significant other or immediate family member
2. Health care appointment for student
3. Funeral of family member
4. Religious holidays
5. Presentation at a medical conference
6. Own wedding
7. Jury duty or court date (provide notice immediately upon receipt of summons)
8. Residency interviews
9. USMLE Examinations

Examples of absence requests that may be approved at the discretion of the Clerkship/Elective Director:

1. Illness of extended family member or friend
2. Funeral of a friend
3. Wedding of a family member or participation in a wedding of a non-family member
4. Teaching Electives
5. Attendance at a medical conference (not presenting)