

Attendance

Overview and Expectations

Active participation in all aspects of the medical education program is critical to students' development as physicians. Attendance is expected at all scheduled classes and is mandatory at all small group sessions, preceptorships, and patient presentations. Attendance is also mandatory for all examinations, including written, oral, and observed structured clinical exams (OSCEs). Attendance is likewise mandatory for class meetings and orientation sessions. Orientation to courses, clerkships and curricular phases are especially important to attend as such sessions occur usually once during an academic year. Daily attendance during clinical clerkships is mandatory, except for required days off as outlined below.

Duty Hours on Clinical Clerkships

During the clinical clerkships, students must adhere to the [duty hour guidelines](#) as outlined by the Accreditation Council of Graduate Medical Education (ACGME), with the exception that students cannot work more than 80 hours in any given week.

Duty hours are defined as all clinical and academic activities related to the program:

- Patient care (both inpatient and outpatient)
- Administrative duties relative to patient care
- The provision for transfer of patient care
- Time spent in-house during call activities
- Scheduled activities, such as conferences

Duty hours do not include reading and preparation time spent away from the duty site.

Students on clinical clerkships are required to report their duty hours on a weekly basis via OASIS. The Executive Curriculum Committee monitors student duty hours and makes any necessary curricular revisions to ensure duty hour compliance.

Punctuality

In addition to attendance, punctuality is considered part of professional duty. It is the responsibility of the student to arrive on time for classes, small group sessions, clinical rounds, scheduled examinations, and all other events related to the MD program.

Arriving Late for or Missing an Examination

Students who arrive after an examination has begun may be refused admission to the examining room, thus jeopardizing their course or clerkship grade. Unexcused absences from a scheduled exam will result in a grade of "U" (in Foundations) or "F" (in Application) for that examination. The final grade of a clerkship will account for the failed examination grade as determined by the clerkship director. Unexcused absences from NBME or OSCE exams will result in the student being charged for any additional costs associated with rescheduling of the examination.

Students who are late to an examination or other required sessions as outlined above, are subject to an Unprofessional Conduct Report being submitted to the Progress and Promotions Committee.

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