

# **University of Washington School of Medicine Policy on Supervision of Medical Students in Clinical Settings**

**Effective July 1, 2017**

The University of Washington School of Medicine (UWSOM) recognizes and supports the importance of graded and progressive responsibility in medical student education. UWSOM also recognizes and prioritizes the safety of patients, students and other healthcare providers. Medical student supervision will be designed and implemented in a manner that optimally protects the safety of patients, students and other healthcare providers.

This policy outlines the requirements to be followed when supervising UWSOM medical students.

For clinical clerkships, it is the shared responsibility of the department chair, respective clerkship or course director, site coordinators, and supervising faculty members to assure that the specifications of this policy are followed.

This policy will be distributed annually, at a minimum, to all faculty and others who work with or supervise UWSOM medical students in clinical settings. It will also be distributed to UWSOM medical students through the M.D. Program Handbook and will be posted on the UWSOM website under Academic Affairs Policies.

## **Supervisor Qualifications and Prerequisites**

- UWSOM medical students will be supervised by physicians and non-physicians with a regular, clinical or affiliate faculty appointment at UWSOM or who are guided by a physician with a UWSOM regular, clinical or affiliate faculty appointment.
- All clinicians who supervise and assess medical students in required clerkships in the Patient Care and Explore and Focus phases (including Advanced Patient Care (APC) clerkships and APC-subinternships) need faculty appointments. Clinicians who supervise and assess are defined as clinicians whose numerical evaluation scores or comments are used in calculating a final grade and preparation of the final written comments (whether they manually enter their own grade and comments or fill out a separate form).
- Students may also be supervised by a resident or fellow who is training in a graduate medical education program at or associated with UWSOM.
- Supervisors are expected to have the appropriate certification for their practice and specialty.
- Supervision by physicians and non-physicians must be within scope of practice of the supervising physicians and/or non-physicians charged with supervision.
- Supervisors will know the learning objectives for the student's educational level and clinical activities.
- The supervisor will have reviewed and adhere to the UW Medicine Policy on Professional Conduct (<http://www.uwmedicine.org/about/policies/professional-conduct>).

## **Delegation of Responsibility to Students**

- The level of responsibility delegated to students by the supervisor must be appropriate to the student's level of training.
- Students must be supervised at all times, with the student's supervisor either physically present in the same room with the student and patient(s) or within a distance that permits ready availability to the student and patient(s).
- The supervisor will teach the student in such a manner that the student's responsibilities may gradually increase as their knowledge, competence, and experience grows.

## **Feedback to Students about Clinical Skills and Performance**

- Supervisors will monitor the student's performance on an ongoing basis throughout the course or clerkship.
- Supervision is designed to provide formative constructive feedback to students in an ongoing manner and summative feedback at the end of assignments.
  - Formative feedback will be provided, at a minimum, at course/clerkship mid-points and early enough in the course/clerkship for the student to make corrections prior to summative assessment.
- The supervisor will notify the clerkship or course director immediately if serious academic or professional gaps in student performance exist.

## **Student Responsibilities Related to Supervision**

- Students are expected to have the appropriate certification to participate in clinical activities.
- Students must seek assistance if faced with a medical circumstance beyond their skill level or comfort.
- Students should not perform aspects of a history, physical examination, or a procedural skill that they believe they are not yet ready for or are too fatigued to perform, even in the presence of faculty supervision.
- Students are encouraged to voice any concerns to their residents, faculty, clerkship directors or the Associate Dean for Curriculum or Associate Dean for Student Affairs about the adequacy of their clinical supervision.

*Approved by UW School of Medicine Curriculum Committee May 8, 2017*

*Approved by UW School of Medicine Faculty Council on Academic Affairs June 8, 2017*

*Approved by Suzanne Allen, Vice Dean for Academic, Rural and Regional Affairs June 8, 2017*

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Suzanne M. Allen, MD., Vice Dean for Academic, Rural and Regional Affairs

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