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### I. PURPOSE

A. The School of Medicine desires to monitor the academic workload and provide time each week for personalization of a student’s experience through independent learning and outside activities.

B. The Liaison Committee on Medical Education (LCME) expects that medical schools develop and implement policies and procedures regarding the amount of time medical students are required to spend in clinical and educational activities (LCME Standard 8.8).

### II. POLICY FOR YEARS 1–2 PRIOR TO CORE CLERKSHIPS

A. Formal learning time or academic work hours in non-clinical portions of the curriculum include lectures, required e-lectures, clinical correlations, workshops, small group learning, labs, simulations, Longitudinal Ambulatory clerkship, and other active learning sessions in the curriculum. The online curriculum management system documents timing of these learning activities.

B. Some sessions have required in-person or synchronous attendance, and other sessions may be viewed or experienced asynchronously (see Non-Clerkship Student Attendance Policy for details on attendance requirements).

C. For students in Year 1 and Year 2 prior to the first core clerkship or clinical elective, the goal for maximum number of academic work hours per week, averaged over 2 weeks, is 35 hours per week. Only about 50% of this time includes required in-person attendance. Students have the option to view lectures and e-lectures asynchronously, but the time required to view these sessions will be counted in the total academic work hours, as they cover material that will be assessed.

D. Adequacy of time allotted for out-of-class studying is monitored on routine end-of-course evaluations completed by students.

### III. POLICY FOR CLINICAL CLERKSHIPS AND CLINICAL ELECTIVES

A. For the core clinical clerkships and the Emergency Medicine clerkship, required activities for students will be scheduled according to these guidelines:

1. No more than 80 hours per week of required activities, averaged over 2 weeks.
2. A minimum of one day out of seven away from the hospital, off duty, averaged over four weeks. This will be referred to as the “one-day-off-in-seven requirement.”
3. Clerkships will maintain a goal of an eight-hour interval between daily periods of required activities. This will be referred to as the “eight-hour interval between shifts guideline.”
4. Medical students should not be pressured to exceed duty hour limits by attending faculty or residents. However, if a medical student wishes to take advantage of a unique clinical learning opportunity, a medical student may voluntarily exceed the duty hours limit of a particular day, staying in the clinical setting up to two additional hours for educational
purposes; this may result in suspending the “eight-hour interval between shifts” guideline mentioned above. However, the total number of hours per week still may not exceed 80 hours, averaged over 2 weeks.

5. Nighttime clinical shifts must occur within the context of the 80-hour and one-day-off-in-seven requirements.

B. For advanced clerkships, subinternships, and clinical electives, required activities for students will be scheduled according to these guidelines:

1. No more than 80 hours per week of required activities, averaged over 2 weeks.
2. A minimum of one day out of seven away from the hospital, off duty, averaged over four weeks.
3. Nighttime clinical shifts must occur within the context of the 80-hour and one-day-off-in-seven requirements.
4. In-house call can be scheduled no more frequently than every third night (when averaged over a four-week period).
5. No more than 24 hours consecutively for clinical activities, with four additional hours allowed for transitions of care, and/or if the student chooses, for medical student education.
6. At least 14 hours free of clinical work and education after 24 hours of in-house call.

IV. DISSEMINATION

The Office of Medical Student Curriculum and the Clerkship Directors are responsible for communicating the policy to residents, faculty, and students, and for monitoring duty hours.