

STATEMENT 3.2.28 – STATEMENT ON TRACKING CLINICAL ENCOUNTERS
Undergraduate Medical Education

Approved by: Curriculum Committee
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I. PURPOSE

During Clerkship, students are required to experience specific encounters, obtain specific skills, and track them in a log.

II. DEFINITIONS:

CEC Clerkship & Electives Committee

III. STATEMENT

1. Throughout clerkship, the clinical clerk will be working to complete two sets of clinical requirements:
 - i. **Rotation-Specific Learning Objectives** are provided for each clinical rotation. These are outlined in detail in OWL under “MEDICINE 5475 001 – Clerkship Rotations” and are also available from the rotation directors.
 - ii. **Required Clinical Encounters** may be met at any time during the clerkship year. Many encounters can be satisfied in numerous rotations. Completion of clerkship entails the completion of all the required clinical encounters. The “Minimum Required Clinical Encounters” and the possible rotations in which they can be satisfied are posted on the MEDICINE 5475 OWL site.
2. The following outlines the procedure in place for tracking the Required Clinical Encounters:
 - a. After the clerk has completed an encounter he/she will log the encounter in the one45 procedure log. Logging includes:
 - i. The patient’s age group
 - ii. Rotation the encounter occurred
 - iii. Date seen
 - iv. Supervisor’s name (signature not required)
 - b. The logged encounters will be reviewed by the Rotation Director, or delegate, at the mid-rotation feedback session and at the exit interview at the end of the rotation.
 - c. The Rotation Director, or delegate, will sign off on the encounters achieved during that time period in the appropriate section on the Clinical Encounters Tracking at Mid-Rotation or Summative Assessment form in one45.
 - d. If there are any concerns with the validity of the logging, the Rotation Director, or delegate, may choose to review the log with faculty in order to authenticate the data.
 - e. Random audits of the log may be carried out at the discretion of the Chair, CEC to ensure validity of the tracking procedure.

Failure to maintain up-to-date tracking records will constitute a professional breach which may negatively affect student assessment. Any student who has not completed the clinical encounters requirement may not be able to progress to Year IV electives.