

**UC Riverside, School of Medicine Policies and Procedures****Policy Title:** Policy for Mandatory Review of Logs with Students During Each Clerkship**Policy Number:** 950-06-021

<b>Responsible Officer:</b>	Senior Associate Dean for Medical Education
<b>Responsible Office:</b>	Office of Medical Education
<b>Origination Date:</b>	06/2021
<b>Date of Revision:</b>	12/21/2023
<b>Review Date:</b>	08/2022, 11/08/2023
<b>Scope:</b>	All medical students, faculty and staff

**I. Policy Summary**

Every student must review with a designated faculty member (e.g., supervising attending, clinical site director, or clerkship director) the progress of their patient encounters logs during the mid-clerkship feedback session on every required clerkship, LACE 1 / 2 / 3, and the Critical Care rotation.

**II. Definitions**

Longitudinal Ambulatory Care Experience (LACE)

**LCME Element 8.6 Monitoring of Completion of Required Clinical Experiences**

A medical school has in place a system with central oversight that monitors and ensures completion by all medical students of required clinical experiences in the medical education program and remedies any identified gaps.

**III. Policy Text**

- A.** The clerkship, LACE 1 / 2 / 3, and the Critical Care directors are responsible for designating the specific faculty member that will review the logs with students and for communicating this information to students.
- B.** The student and designated faculty member are mutually responsible for arranging the mid-clerkship feedback session. The clerkship director must be contacted immediately if there is any difficulty in arranging this session.
- C.** Each student is responsible for providing a copy of their log report for review by the faculty member during this session.
- D.** The student and designated faculty will formulate plans for meeting the remaining requisite diagnosis and procedures before the end of the rotation. The student is responsible for proactively seeking out these experiences.
- E.** If a student cannot complete the required diagnosis or procedures in the clinical setting, they must complete an alternative educational experience (as set by the clerkship) before the rotation has ended.

**Approvals:**

MEDICAL EDUCATION COMMITTEE (06/2021)

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