

UC Riverside, School of Medicine Policies and Procedures**Policy Title:** Required Observed Clinical Encounter in the Clinical Years**Policy Number:** 950-06-019

Responsible Officer:	Senior Associate Dean for Medical Education
Responsible Office:	Office for Medical Education
Origination Date:	05/20/2021
Date of Revision:	
Scope:	All Third- and Fourth-year Students in Clinical Clerkships

I. Policy Summary

This Policy outlines requirements for observed clinical encounters (OCEs) by third- and fourth-year students at the University of California Riverside School of Medicine (UCR SOM).

II. Definitions

A. LACE = Longitudinal Ambulatory Care Experience

B. OCE = Observed Clinical Encounter (Observed History and Physical)

III. Policy Text

A. The educational objective of a required formal OCE is to directly observe and gather information on students' clinical performance in history taking, physical exam, and communication skills with patients in workplace settings. Another educational purpose of the OCE is to provide formative feedback to students for performance improvements and professional growth.

B. The following are requirements of the OCE in required third-year clerkships and LACE 3:

1. The OCE must focus on history taking, physical exam and communication skills that match the objectives of the clerkships, LACE 3.
2. The clerkship director must specify to both the students and the designated OCE observers (in syllabi, at student orientations, in faculty guides and during faculty development sessions) the details of the expectations and suitable patients for the OCE. For example, clerkship directors must specify the types of patients and settings: low-complexity or high complexity patient; inpatient or outpatient setting; new patient or existing patient; full or focused history and physical (e.g., developmental, musculoskeletal, neurological, etc.).
3. A required OCE must be completed at least once for each student during each required third year clerkship.
4. The clinical encounter must be observed, with formative feedback given, by an attending at the discretion of the clerkship director.

5. Students must be assigned to an observer for their OCE by the clerkship director or the site director in communication with the clerkship director.
 6. The students must be informed of the general timing and location of the OCE during the rotation by the clerkship director and clerkship coordinator or the local lead site preceptor in communication with the clerkship director.
 7. The faculty observer will choose the appropriate patient and setting. Students must not choose the observer or patient on their own.
 8. Each student must be provided verbal feedback by the observer at the time of the encounter. A written narrative statement must be included on the standard OCE form. The feedback should focus on the student's strengths and areas that need improvement.
 9. The form must be signed by both the observer and student and the student must return the form to central clerkship coordinator to demonstrate the completion of the requisite. Student can also email a scanned copy or photo of the signed form to the clerkship coordinator.
 10. A copy of the completed OCE can be furnished to the student for their own review upon request.
 11. The OCE verbal and written feedback will be used strictly for formative feedback and not summative evaluation. The form must have a standardized rating scale that are formative in nature.
 12. A student who does not complete the required OCE by 11:59pm on the final Friday of the clerkship will received an "Incomplete" for their grade. An "Incomplete" grade will revert to a "Fail" if this requisite is not completed after one academic quarter.
- C.** Fourth-year students and faculty on required clinical rotations (e.g., Critical Care, Sub-internship) that can be satisfied in different departments (e.g., Pediatrics, Medicine, Surgery, etc.) or by away electives are strongly encouraged to hold an observed clinical encounter during the rotation.

IV. Responsibilities

- A.** Clerkship Coordinators are responsible for monitoring the completion of the OCE requisite by each individual student each rotation cycle.
- B.** The Office of Assessment and Evaluation is responsible for providing an OCE completion report to each clerkship director, clerkship coordinator, and the Associate Dean for Clinical Medical Education every 6- and 12-months. The data is derived from OCE questions on the Student Evaluation of Clerkships form.

V. Procedures

- A.** The completion rate of students of the OCE in third-year clerkships and LACE 3 is reviewed by the Assessment and Evaluation Subcommittee every 6- and 12-months. Any gaps in OCE completion rates requires a continuous quality improvement strategic plan for closing the gap to be filed in writing and by an

oral presentation by the Clerkship Director to the Clerkship Curriculum Subcommittee and the Associate Dean for Clinical Medical Education.

VI. Forms/Instructions

Medical Student Clerkship History & Physical Examination Observation by Faculty Form

VII. Related Information

VIII. Revision History

Approvals:

MEDICAL EDUCATION COMMITTEE (06/17/2021)

BRIGHAM C. WILLIS, M.D.
SENIOR ASSOCIATE DEAN,
SCHOOL OF MEDICINE

DATE

PAUL HACKMAN, J.D., L.L.M.
CHIEF COMPLIANCE AND PRIVACY OFFICER,
SCHOOL OF MEDICINE

DATE

DEBORAH DEAS, M.D., M.P.H
VICE CHANCELLOR, HEALTH SCIENCES
DEAN, SCHOOL OF MEDICINE

DATE