

University of Nevada, Las Vegas Kirk Kerkorian School of Medicine

MED 901: Longitudinal Interleaved Clerkship (LInC) Syllabus

Key Information

Orientation week

The first week (week zero) of the LIC will consist of orientation followed by simulation/skill activities. Report for orientation at 8 a.m. to TBA. You will also complete any required badging/credentialing this week. Attendance is mandatory for all assignments this week. There is no mechanism for make-up.

Clerkship/Weekly Assignments and Schedules

Your schedules and assignments are given to you in MedHub. However, it is your responsibility to check your emails frequently for updates and changes from your clerkship director and coordinators. Last minutes changes are NOT instantaneously reflected in MedHub.

Communications with Directors and Coordinators – Office, Email, Phone Numbers

We strongly encourage you to maintain an open communication with the Clerkship Directors and Coordinators to address any issues that may arise during the clerkship. Use UNLV email addresses. Email is reliable and secure, and will insure timely responses.

Some directors, coordinators, and office managers may share with you their personal cell phone numbers. Make sure you obtain explicit permission to use private cell phones for clerkship communications, and do not pass along personal cell phone numbers.

Welcome to the Longitudinal Integrated Clerkship

The LIC Curriculum

Based on the LIC experience with the charter class, and feedback from both students and faculty, the curriculum has undergone significant changes. Instead of the “traditional block rotations,” we will maintain a longitudinal learning experience. The LIC is 44 weeks (plus one week of orientation), and broken into 4 blocks. The 44 weeks will consist of:

- Family Medicine: 4 weeks
- Internal Medicine: 8 weeks
- Ob/Gyn: 6 weeks
- Pediatrics: 6 weeks
- Psychiatry: 6 weeks
- Surgery: 8 weeks

- Selectives: 6 weeks

Each specialty will be taken in 2-week “units” and will be completed at different times throughout the year. For instance, each student will complete 8 weeks of IM, broken into four 2-week units, throughout the year in different blocks. Students may be assigned to inpatient services with resident teams, outpatient clinics, or a combination of both.

Goals and Objectives of the Clerkship

Training in the LIC is the continuation of your Phase 1 education to meet the Kirk Kerkorian School of Medicine at UNLV’s Educational Program Objectives in:

- Sciences Knowledge Base
- Attributes
- Clinical Skills
- Patient as a Person
- Critical Judgement and Scholarship
- The Medical Practice and its Role in the Community
- Health Care Systems

Each specialty has specific goals and objectives which are listed elsewhere in this syllabus. Also refer to each specialty’s own syllabus for additional guidance and expectations.

Competencies

A framework to measure whether you have achieved the aforementioned objectives is a set of competencies. A competency is defined as an observable ability of a health professional, integrating multiple components such as knowledge, skills, values, and attitudes. Since competencies are observable, they can be measured and assessed to ensure their acquisition.

In the LIC students will be assessed in these six defined areas of competencies:

- Medical Knowledge
- Patient Care
- Communication Skills
- Professionalism
- Practice-Based Learning and Improvement
- Systems-Based Practice

Competency Expectations

Knowledge for Practice (Medical Knowledge): Demonstrate knowledge of established and evolving biomedical, clinical, epidemiological and social-behavioral sciences, as well as the application of this knowledge to patient care.

Patient Care: Provide patient-centered care that is compassionate, appropriate, and effective for the treatment of health problems and the promotion of health.

Interpersonal and Communication Skills (Communication Skills): Demonstrate interpersonal and communication skills that result in the effective exchange of information and collaboration with patients, their families, and health professionals.

Professionalism: Demonstrate a commitment to carrying out professional responsibilities and an adherence to ethical principles.

Practice-Based Learning and Improvement: Demonstrate the ability to investigate and evaluate one's care of patients, to appraise and assimilate scientific evidence, and to continuously improve patient care based on constant self-evaluation and life-long learning.

Systems-Based Practice: Demonstrate an awareness of and responsiveness to the larger context and system of health care, as well as the ability to call effectively on other resources in the system to provide optimal health care integrating multiple components such as knowledge, skills, values, and attitudes. Since competencies are observable, they can be measured and assessed to ensure their acquisition.

In the LIC students will be assessed in these six defined areas of competencies:

1. Medical Knowledge
2. Patient Care
3. Communication Skills
4. Professionalism
5. Practice-Based Learning and Improvement
6. Systems-Based Practice

Professionalism Guidelines

Students in the LIC are expected to follow these professionalism guidelines:

Establish relationships of mutual respect with patients, their families, and members of the healthcare team.

Work collaboratively as a member of an interprofessional/interdisciplinary team.

Complete professional responsibilities in a caring, reliable, and respectful manner with adherence to ethical principles and sensitivity to a diverse patient population.

Treat all patients, staff, and colleagues with respect, which includes maintaining a professional demeanor in speech and dress.

Demonstrate sensitivity, honesty, and compassion in difficult conversations, including but not limited to, those related to death, end-of-life care, adverse events and errors, and other sensitive topics.

Develop an understanding of culturally competent skills in cross-cultural communication and service delivery.

Subordinate their own interests to the interests of patients.

Demonstrate respect for patient privacy and autonomy; including, but with attention to sharing of information in: social media, public speech, and personal recording devices.

Demonstrate accountability to patients, profession and society.

Complete clinical and administrative responsibilities including clerkship specific assignments in a timely and responsible manner.
Commit to excellence and self-improvement through ongoing professional development and advancement of evidence-based practice.
Recognize one's own limitations and seek counsel when needed.
Receive and respond appropriately to feedback from patients, peers, and supervisors.

Guidelines for professionalism specific to the LIC presented here, are consistent with medical student code of conduct, which is clearly outlined in Section 7, Professionalism, of the Student Handbook.

Professional Attire

Your dress, hygiene, and behavior must be appropriate for your future profession as a physician. Wear your white coat and identification badge at all times and remember to bring your stethoscope, a pen, and any pocket-sized reference books. Cell phones are allowed, but should always be on silent mode. Scrubs should be worn in the delivery room and operating room only. When you are outside the operating room, you must remove head cover/shoe cover and wear your student white coat over the scrubs. You should never wear scrubs outside of the hospital. Taking/wearing scrubs that are hospital property outside the hospital is considered theft.

Students must comply with dress codes of each facility. Professional attire must always be worn to conferences and in ambulatory clinics. Modest clothing for both men and women is encouraged. Clothing accessories should be worn with the consideration to avoid spread of infection. If ties are worn by men, a tie tack is recommended so the tie does not dangle. Long scarves and anything else that dangles have the same potential to spread infection and should be avoided. Natural nails with polish in good repair are allowed. Artificial fingernails, such as acrylic nails, are not allowed. Students are responsible to comply with fingernail policy of each health care facility. Jewelry, piercings, tattoos, and other personal effects that interfere with patient care and distract from your professional image should be avoided. Jewelry should not be worn in the operating room; you may lose them. Only closed toe shoes should be worn, to both protect you and patients, and for infection control considerations.

Privacy and Confidentiality

It is expected that prior to starting the LIC, all students have signed off on the HIPAA Privacy and Confidentiality Policies. Remember, do not discuss patient information in public areas such as hallways, elevators, and cafeteria. You should not carry any clinical records with patient identifiers outside the confines of a patient care setting, and no records with any patient identifiers should leave the hospital or ambulatory care setting under any circumstances. Do not use cell phones, text messages, or your personal emails to communicate any information that may reveal a patient's identity. Remember the patient name is not the only identifier.

Always err on the side of being too cautious when transmitting any patient information. Access electronic health records only in in-patient care settings. Specifically, do not access electronic health records on the public computers in the Health Sciences Library.

Do not discuss any specific patient care experience with the press.

Example:

Allowed: I had a good experience on my surgery rotation.

Not allowed: I was so excited this morning to watch a case where a patient had pancreatic cancer removed.

Patient Care

Patient Care infractions include, but are not limited to, falsifying or knowingly omitting pertinent information, lying regarding patient care, and/or conscious HIPAA violations. Students will be referred to the Student Promotion Committee for disciplinary actions.

Member of a Healthcare Team

A major goal of the LIC is to participate in patient care as a member of an interdisciplinary team with many other healthcare professionals. Although as a student your main objective is your education, your contribution to the team is always appreciated. Patients, families, and all members of the healthcare team should be treated as you would want to be treated. Courtesy and respect for everyone is expected.

Compliance with Mandatory Tasks

Badging, credentialing, and other required paperwork to ensure your access and participation on clerkships are mandatory. Please respond to requests from members of the administrative team in a timely manner to facilitate credentialing processes. Failure to do so counts against the Professionalism aspect of your evaluation and may result in a lower final grade. If you are not properly credentialed and cannot attend a clinical assignment, it will count as zero for your grade.

Academic Misconduct

Please refer to statements in UNLV Medical Student Handbook regarding academic misconduct.

Academic misconduct applicable specifically in the clinical setting may include, but is not limited to:

- Claim that you have performed a task when in fact you have not.
- Falsify patient findings in patient records or in communications with other health care providers.
- Miss patient care assignments without excuses as outlined in the absence policy.
- Provide patient care without supervision.
- Claim any work that is not your own.

Workplace Unprofessional Conduct

Unprofessional behaviors including, but not limited to: sexual harassment, discrimination, or student abuse, are not tolerated in the LIC. Please refer to the section on Student Mistreatment in the Appendix. Students who experience such behavior should follow the procedure as outlined. Forms are available in the learning management system, MedHub.

Recording and Photographs

NSHE code states that “surreptitious or covert videotaping of class or unauthorized audio recording of class is prohibited by law and by Board of Regents policy.” Your clinical encounters during the LIC are considered “class.” Sessions during Clerkship School where the entire class attends in one setting may be recorded and available to all students for viewing. Small group sessions will not be recorded. Therefore, students should understand that their comments during class may be recorded.

Social Media

With the increase in social networking sites as well as online communication resources such as Instagram, Snapchat, Facebook, Twitter, YouTube, LinkedIn and other tools, it is common for individuals to post information about their school and work environment. Medical students will have access to very personal and sensitive information about patients and the care provided to them. It is essential to recognize that information posted on these sites is owned by the sites and may be disseminated to individuals well beyond the intended audience. Removing a patient’s name does not de-identify the information.

Social Media Guidelines for the Kirk Kerkorian School of Medicine at UNLV

- Do not post any confidential or patient information on any public website at any time.
- Do not take any photo, video or any type of recording during a medical encounter.
- Do not take any photo, video or any type of recording of patients at any time.
- Students are not permitted to use any photographic devices such as pen cameras, Google glasses or other devices to photograph materials or otherwise record educational sessions for personal use or distribution.
- The posting of educational materials on publicly accessible sites is not permitted.
- Posting of material that defames, threatens, harasses or humiliates patients, students, house staff, nursing, administrative staff and faculty are not permitted at any time.
- Students are responsible and held liable for proprietary, defamatory or libelous material posted on websites.
- Students are not permitted to post any material that may be misconstrued by a reader as being an official communication on behalf of the Kirk Kerkorian School of Medicine at UNLV.

Clerkship Objectives and Required Clinical Encounters

Overall LIC Objectives

The LIC emphasizes the strengthening of competencies in history-taking, physical examination

skills, problem differentiation, disease prevention and management, as well as written communication and oral presentation skills – including, but not limited to, presenting information on rounds, writing notes, and communicating with colleagues, patients, and peers. These skills are built on the competencies students have acquired in Phase 1 of their education. In applying these basic skills, students develop an understanding of the importance of comprehensive, evidence-based, and patient-centered care. This is supplemented with one afternoon per week dedicated to interactive didactic sessions, referred to as “Clerkship School,” focusing on common patient problems, communication, developing clinical skills and thought processes involved in evaluating patients.

- Perform and document a complete and focused medical history, physical exam, and mental status assessment in a variety of medical specialties.
- Apply basic concepts learned in the Foundations Phase to further critical thinking skills, particularly with regard to data analysis and differential diagnosis.
- Demonstrate a thorough knowledge of the etiology, pathogenesis, clinical features, complications, principles of prevention, management of common and life-threatening illnesses throughout the age spectrum.
- Perform and refine communication and presentation skills, patient interview techniques, physical examination and history-taking skills in preparation for active clerkship experiences, including clinical reasoning and other factors that facilitate understanding of clinical healthcare systems (system-based practices).
- Develop reflective practices to communicate with colleagues, peers, and patients.
- Foster personal accountability, altruism, humanism, self-awareness, as well as self-directed and life-long learning.
- Demonstrate the ability to interpret common laboratory tests, such as: blood and urine tests, electrocardiogram, and various imaging modalities, and formulate findings gathered from patients’ histories and physicals into meaningful diagnostic information.
- Manage competing clinical priorities and navigate complex health care systems as a member of an interprofessional team.
- Retrieve, analyze, and synthesize relevant and current data and literature using information technologies and library resources to propose clinical decisions based on research evidence, clinical expertise, and patient values.
- Develop cross-disciplinary and interprofessional communication skills essential to patient care throughout all specialties.
- Communicate effectively with patients, their families, interprofessional teams, and community stakeholders through verbal, non-verbal, and written means of communication, respecting the differences in beliefs and backgrounds of patients.
- Observe and assess clinical skills, including faculty and self-assessments, to formulate continuous skill improvements and strategies for upcoming rotations.
- Enhance student’s study of medicine and foster a lifelong commitment to investigation and cross-disciplinary thinking.

- Expand lifelong learning skills through enhanced opportunities and structured time devoted to reflection and self-directed learning with preceptors/faculty as guides.

Course Methodology: Clinical Assignments and Didactics

The LIC consists of four (4) blocks. Your weekly schedules and specific clinical assignments will be posted for you in MedHub. Again, check your emails for any updates and changes.

Orientation and Simulation Week

The LIC clerkship begins with one-week of orientation and simulation. On the first day, the class will meet as a whole to receive orientation materials such as schedules, assessment, student wellness, and campus safety pamphlets. During the remainder of the week, students are broken-up into four (4) separate groups to receive instruction in gowning and scrubbing, ultrasound, EPIC training, etc. This is also the final week students may complete any required badging and credentialing at assigned clinical sites. We plan to have most of the credentialing completed before the start of the orientation week. By the end of this week, all students must have completed badging to UMC, Sunrise, and Southern Nevada Adult Mental Health Services, and the VA. Attendance is mandatory for all orientation and simulation week sessions.

Students will receive a schedule and further instructions for the Orientation/Simulation Week.

Clinical Assignments

Refer to individual clerkship syllabus for potential clinical sites. Current sites include:

- University Medical Center of Southern Nevada
- Veteran Affairs Hospital
- Sunrise Hospital
- Southern Nevada Adult Mental Health Services
- Nellis Air Force Base

You may be expected to work on weekends, but you will always have one of two weekend days completely off. You may be required to take overnight call at UMC. Call rooms are available at UMC specifically for student use.

Selectives

Each student will have 6 weeks of “selective,” or 3 different units. These are opportunities to gain additional exposure to different subspecialties, such as gastroenterology, orthopedic surgery, or emergency medicine. Students will have a chance to list their preferences; but due to space constraints, no guarantee is made that all students will be assigned to their preferred rotations.

LIC “Clerkship School” – Wednesday Afternoons

Students are required to attend Clerkship School sessions on Wednesday afternoons without exceptions. Clerkship School begins at 1:30 pm and consists of 4 hours of didactics. In addition to core clinical contents, clerkship school will also cover themes/threads in the medical school curriculum:

A **preliminary** schedule for topics in LIC School is provided in the Appendix.

- Care of Special Populations Integrative Medicine
- Ethics
- Internal Medicine Surgery
- OB/Gyn Pediatrics Psychiatry Neurology Family Medicine
- Emergency Medicine

Work Hours/Call

Student duty hours restrictions follow the ACGME resident duty hour restrictions, and are outlined in the Appendix. Students will be required to participate in overnight call. Every attempt will be made to distribute call schedules well ahead of time so students can make any needed arrangements.

When you are working with the resident teams, you are expected to round with the team early in the morning, and sign-out with the team late in the afternoon/early evening. You may be expected to come in on one of the weekend days, but not both.

Nevada Community Medicine

Students are required to attend 10 hours/LIC Block of Nevada Community Medicine. This is NOT a separate course or clerkship, but rather a continuation of the Nevada Community Medicine thread. You will receive information about this from the Office of Community Engagement.

Resources, Assignments and Learning Modules

From time to time, students will be given assignments to study/research certain topics or make presentations. Make use of the wealth of resources available to you via the UNLV Health Sciences Library.

Many of the specialties require students to complete online modules or other assignments. Mandatory assignments must be completed before a final grade is given. Failure to complete mandatory assignments will result in a grade of Incomplete, that will affect your promotion to Phase 3. Watch for specific instructions from each of the clerkship directors.

Students have the responsibility to monitor updates from MedHub and UNLV emails. Reading assignments and other study resources will be posted/distributed.

Several of the Clerkship Directors plan to use the learning modules from [Aquifer](#) (previous MedU) to supplement your clinical experience. If you have not done so already, you need to create an account. Aquifer provides modules in different specialties:

- Internal Medicine (SIMPLE)
- Family Medicine (fmCASES)
- Pediatrics (CLIPP)
- Surgery (Wise-MD)

The remaining specialties will have other specific learning modules. Many large subscription-based resources, such as Access Medicine, provide additional case-based clinical scenarios for you to study.

Other than a small, pocket sized study guide for the subject examinations and USMLE Step II, students are not encouraged to purchase expensive books as everything is available electronically.

Success in USMLE Step II CS and CK is crucial to the next step of your career, namely residency application. We will assist you in every way we can, but it is your responsibility to formulate a study plan early in Phase 2 of the clinical training. We will administer formative OSCEs specifically for Step II CS preparation.

Patient Logs – Patient Encounter Tracking

Students are responsible for entering patient encounter information on a regular basis. **Log your patient encounters - it is taken into consideration as a part of your professionalism assessment.** Log into MedHub's Patient Encounter Tracking system (PET) to document all core clerkship learning activities and patient encounters experienced during the clerkship rotations.

Patient/Procedure logs in the PET system are reviewed weekly by the Director of Educational Outcomes and Assessment. The logs are reviewed at the mid-block meeting and at the end of each LIC block, by the Director of Assessment along with your preceptor, Clerkship Directors, and the LIC Director. If the log is not kept up-to-date, the student's final grade may be lowered at the discretion of the clerkship directors.

Students may enter patient logs into MedHub's PET system on any computer with secure internet access or by using smartphone applications.

Each unique patient encounter should be recorded. For instance, if you consult on a patient in the ER, then operate on him, and later see him in follow-up in the clinic, there should be three encounters logged. An incomplete or absent log will be reflected in your assessment and performance evaluations.

Faculty Evaluation and Course Evaluation

Student Evaluation of the Course, Preceptors, and the Learning Environment

Students will complete evaluations of their experience on the clerkship after each unit, including the clinical components as well as the learning environment. The evaluations are first reviewed by the Director of Educational Outcomes and Assessment, then reviewed by the Clerkship Directors and LIC Director. Any issue raised in regards to the learning environment will also be addressed by the Senior Associate Dean of Student Affairs.

Students will complete evaluations of their preceptors after each unit (after each 2 week rotation). The evaluation forms will be distributed electronically. These evaluations are anonymous to the preceptors. They will be compiled into an aggregate after LIC final grades are assigned, and given to the department chairs for internal review.

Students will meet as focus groups at the mid-LIC and end of LIC. Focus groups will address areas that affect the entire LIC, such as clerkship school and course administration.

Students will complete evaluation of each clerkship and the overall LIC curriculum at the end of LIC. This final evaluation is a mandatory task of the LIC. A student will not receive any LIC grades until the student has completed the evaluation. The deadline to complete the final evaluation is 2 weeks after the last day of clinical assignments.

Reporting

Informal reporting to clerkship directors will occur at each mid-block and end of block, after collection of student evaluations, to help guide ongoing activities of the LIC.

Formal reporting, via written reports, will be presented to clerkship directors, and the Curriculum Oversight Committee at the mid-LIC and end of LIC.

Formal reporting at mid-LIC includes:

- Evaluation from the initial clinical activities.
- Evaluation of clerkship school presentations in Blocks 1 and 2.
- Summary of student performance on subject exams and clinical evaluation of student performance
- Summary of Patient Encounter Tracking data.

Formal reporting completed at the end of the LIC includes:

- Evaluation of clinical activities
- Evaluation of clerkship school presentations in Blocks 3 and 4.
- Summary of student performance on final subject exams
- Summary of clinical evaluation of student performance and final grades by discipline.
- Summary of faculty and resident evaluations by students.
- Summary of Patient Encounter Tracking data.

Grading and Assessment

FINAL GRADES

The LIC is divided into 4 Blocks. The end of Block 2 is considered mid-LIC. The students will receive one set of grades at the end of the LIC (end of Block 4). The grades of Honors (H), High Pass (HP), Pass (P), or Fail (F) are designated on students' transcript for Internal Medicine, Surgery, Pediatrics, OB/Gyn, Family Medicine, and Psychiatry. The grading criteria are detailed below. Grades are noted on Medical Student Performance Evaluations (MSPE or Dean's Letter) when applying for residency, along with all summative comments. Any formative concerns are recorded for internal use and for referral to the Student Progress Committee if deemed necessary. The clerkship director in each specialty makes the determination for student final grades.

NBME Subject Examination (Shelf)

NBME Subject Exam percentile is based on the most recent percentiles published by the NBME at the beginning of the LIC. The annual composite scores are used for the percentile cut-offs.

Visit the [NBME website](#) for complete information about the subject examination. The site also offers a comprehensive guide to each examination with [outlines and sample questions](#).

Taking NBME Subject Exams:

Students will take all 6 of the clinical shelf examinations in one week after Block 2, and again after Block 4. If a student has achieved a satisfactory score on one or more of the shelf examinations the first time, the student can keep the score(s) to be included in the final grades, and does not have to repeat the same shelf exam(s) after Block 4.

Exams are scheduled. Be there on time. If you are late, the door will be shut and you will receive a zero for the test.

Students must take the shelf examinations during scheduled time, unless excused by the Senior Associate of Student Affairs and the Assistant Dean of Clinical Education.

Clinical Evaluation of Student Performance

The Clinical Evaluation of Student Performance Form is used to collect student performance from faculty and residents in all disciplines at the completion of each unit (2-week rotation).

Attendings and residents who have been scheduled on the service that a student is assigned will receive a request to complete the evaluation. However, assignments change and the Academic Affairs Office does not always have the correct names of the preceptors. Therefore, a footprint system has been created for students to send to the Director of Assessment the names of preceptors they have worked with, in the rotation they have just completed. This is a back-up system, and allows us to verify the names so evaluations can be sent to the correct preceptors.

Taken together, data gathered by these clinical evaluations will provide clerkship directors adequate and relevant information for meaningful feedback and to assign a numerical value as part of the final grade.

Departmental Requirement

Each department MAY require other activities to complement the assessment of student performance. All departmental evaluations will be used as part of the Clinical Evaluation grade. Refer to each clerkship's own syllabus for complete information. Each department may also require completion of additional assignments (for instance, completion of modules in Aquifer).

Professionalism

The Kirk Kerkorian School of Medicine at UNLV believes professionalism is an important part of satisfactory completion of the LIC. Professionalism is assessed as a competency in the Clinical Evaluation of Student Performance. Overall professionalism evaluation may also be adversely affected by any reports of unprofessional behavior to the Senior Associate Dean for Student Affairs, or failure to complete required tasks. Students must pass the Professionalism competency. Clerkship directors are given the discretion to adjust the final clerkship grade based on failure to

follow professionalism guidelines.

Grading Examples:

A student receives 65 percentile on the IM subject examination, receives 4.6 numerical grade on Clinical Evaluations. The final grade is HP.

A student receives 75 percentile on the Surgery subject examination, receives a 3.5 numeral grade on the Clinical Evaluation. The final grade is P.

ON-GOING ASSESSMENT AND MID-BLOCK FEEDBACK

Students are evaluated throughout the LIC. Preceptors, including attendings and residents, will receive electronic requests to evaluate students every two weeks using Clinical Evaluation of Student Performance. Faculty Evaluation Meeting takes place at mid-block and end-of-block. Faculty present at these meetings include: Clerkship Directors, Director of Assessment, Site Directors, other student mentors/ preceptors, the assistant dean of clinical education, and Senior Associate Dean of Student Affairs. After each of these meetings, students will receive a formative narrative evaluation to discuss performance to date, patient logs, and clinical performance evaluations. After mid-LIC (after Block 2), the performance on the shelf examinations will also be included in the discussion and narrative. The Faculty may elect to meet a student face-to-face to discuss any concerns. All teaching faculty are available to meet with students at any time during the clerkship.

INTERIM GRADING AT THE END OF LIC BLOCK ONE, BLOCK TWO, AND BLOCK THREE

Students will receive one final set of summative grades at the end of LIC (end of Block 4) as noted above. But because of course registration with UNLV and consideration for financial aid disbursement, the LIC is considered as 4 separate courses, corresponding to the 4 blocks, each with a course number and each having a placeholder grade that will appear on the school transcript. After block one, block two and block three, students will receive interim grades of Pass or Fail. All students will receive end-of-block grades of Pass, unless the majority of the clerkship directors, during end of block assessment, find the student to have demonstrated serious unprofessional behavior. The student will be referred to the Senior Associate Dean of Student Affairs.

REMEDIATION

Students who receive an F in one or more of the clerkships will undergo a course of remediation, in accordance with the REMEDIATION POLICY, which was approved by the Curriculum Committee and attached in the Appendix. Students cannot proceed to Phase 3 of the medical school curriculum until a passing grade is achieved in all of the clerkships.

Attendance and Absence

Mandatory Attendance

Students are required to attend all clinical assignments. Students are required to attend Clerkship School on Wednesday afternoons.

Excused Absence and Request for Approval

Students are allowed three (3) days of excused absence for each of the 4 blocks of the LIC. These three days are for approved absences only. The Senior Associate Dean of Student Affairs makes the final decision on any request for absence.

The following constitutes examples of **excused absences**:

- Serious illness of self or immediate family member
- Death of close family member
- Emergencies and accidents

UNLV SOM encourages research, however during the LIC students are excused to miss clinical activities or clerkship school to attend a conference only if:

- The student is the lead author of the research, AND
- The student is making an oral presentation, AND
- A UNLV SOM faculty member is present.

Submit ALL requests for any absences in the Tracking System for approval. The request is reviewed by the Senior Associate Dean of Student Affairs. If approved, it is the student's responsibility to inform the Clerkship Director and/or the Clerkship Coordinator of the absence.

Do not submit requests for approval by emails, phone calls, or text messages.

Students who fall ill are encouraged to take appropriate time-off and seek medical care. After more than three days of absence, a medical note may be required in order to return to clinical activities.

Communication in an Emergency

If an emergency arises and the student cannot show up for an assignment, the student is responsible, to the extent possible, to inform the clerkship director, clerkship coordinator, and/or the chief resident on the team. If the emergency is due to an illness, the student is NOT required to disclose the nature of the illness. Thereafter, the student is responsible to submit the request for absence through the Tracking System.

Make-Up Time

If a student misses 3 days or fewer of clinical assignments per LIC block, no formal make-up is required. The student is encouraged to work with the Clerkship Director and/or the resident team to make up any time, if so desired. If under extraordinary circumstances, a student misses more than 3 days per LIC block, the student must work with the Senior Associate Dean of Student Affairs and the LIC director for a formal plan to make up missed time.

Missed Tests

Subject examinations take place the week after the end of LIC block 2, and at the end of the LIC block 4. There are no makeup exam provisions if a student misses these dates. Additional tests or other assessments for grading may be required by each specialty. Make sure to refer to each required specialty's syllabus for requirements.

Holiday/Religious Observances

Nevada state holidays during LIC weeks are:

Third Monday in January	Martin Luther Day
Third Monday in February	President's Day
Last Monday in May	Memorial Day
July 4	Independence Day
<i>(If July 4 falls on a Saturday, it is observed on the Friday before. If July 4 falls on a Sunday, it is observed on the Monday after).</i>	
First Monday in September	Labor Day
Last Friday in October	Nevada Day
November 11	Veteran's Day
Fourth Thursday in Nov	Thanksgiving Day
Day after Thanksgiving	Family Day

Students will have no assigned outpatient clinic duties during these days as outpatient sites are usually closed for state recognized holidays. It is best practice to check with your preceptors to verify. Inpatient sites remain open. You are officially excused on these holidays, but you may choose to attend clinical experiences during these days. There is no clerkship school on the Wednesday afternoon preceding Thanksgiving day, but there may be clinical assignments on that Wednesday morning. The LIC follows UNLV SOM's policy for observance of religious holidays as outlined in the Student Handbook.

Accommodations and Support

The curriculum for the Clerkship and Exploration Phases of the educational program varies from the basic science curriculum during the initial Foundations phase. Due to these variances, students need to work with the Disability Resource Center (DRC) and the Academic Support Specialist to determine if accommodations are needed. If the DRC determines accommodations are required, the DRC will work with the Kirk Kerkorian School of Medicine's Office of Student Affairs and Admissions to review accommodation requests in light of the essential elements of the MD program and requirements of the Clerkship and Career Explorations & Scholarship Phases of the curriculum. Students must contact the DRC during the Foundations Review and Research time allotted prior to the beginning of the LIC. The Senior Associate Dean for Student Affairs and Admissions will notify Course Directors of the need for any accommodations during clinical training. The Senior Associate Dean for Student Affairs and Admissions will arrange for accommodations for shelf examinations.

Academic Support Services throughout the LIC

Academic success coaching is available to all medical students throughout the LIC. Success coaching appointments follow an RPDO approach (Reflect, Plan, Do, Observe). Academic

success sessions are available on a wide range of topics from creating study plans for shelf exams to general time management and study skills. To schedule an academic success coaching [session](#) or email the Coordinator of Academic Support Services, Adeste Sipin.

Update to Syllabus

This syllabus is intended to be a guide for students in the LIC. Course policies, procedures, and other information contained in the syllabus may be changed and updated from time to time. Writers of this syllabus will make every attempt to post any updates and changes to MedHub, but do not guarantee the information contained in MedHub reflects all the latest changes. When in doubt, students are encouraged to verify information with the LIC Director and/or the Clerkship Directors.

In ALL instances, the policies in this course syllabus defer to other policies governing medical students at UNLV SOM, including UNLV Medical Student Handbook, the UNLV Medicine Bylaws, UNLV Bylaws, and NSHE Codes.

UNLV Policies

[Academic Policies](#)

[Student Services & Activities](#)

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