



Policy Title: Pre-Clerkship Student Work Hours	
Accountable Dean or Director: Senior Associate Dean for Curricular Affairs	
Reviewed By: Course Director Subcommittee Clinical Curriculum Subcommittee Curriculum and Policy Subcommittee	Approved By: Executive Oversight Committee
Effective Dates: AY 2022-23	Review Dates: TBD

RELEVANT LCME STANDARDS:

6.3 Self-Directed and Lifelong Learning
8.8 Monitoring Student Time

PURPOSE AND SCOPE:

The purpose of this policy is to protect and maximize student learning time and opportunities for unstructured, independent, and self-directed learning within the formal/structured pre-clinical curriculum. Required curricular activities are not to conflict with, nor overlap with, structured curricular time nor the independent and self-directed learning blocks.

POLICY:

The Icahn School of Medicine at Mount Sinai limits the total amount of time allotted for required instructional time in the preclinical years to ensure that the volume of material is appropriate and to allow medical students sufficient time for independent study and reflection. The maximum number of instructional time per week is 27 hours during Year 1 and Year 2.

The Executive Oversight Committee (EOC) will regularly review contact hours within each of the pre-clinical courses as a part of the formal course evaluation process.

PROCEDURE:

- During Years 1 and 2, there are no course sessions scheduled on Tuesday afternoons from 1:00 pm to 4:00 pm, which is, protected Flex Time. During the two InFocus weeks in Year 1 and Year 2, Flex Time is not observed.

- Required assignments outside of scheduled course sessions are monitored by the Curriculum Co-Directors and Curriculum Manager.
- Curriculum Co-Directors disseminate the work hours policy to Course Directors on an annual basis and during each course's yearly preparatory meeting.
- The policy also guides the course calendar development.
- The policy is also presented to students during fall and spring orientations.
- Anonymous course evaluations allow students to share their experiences related to work hours and to report any violations.
- These course evaluation data are monitored at the end of each course by the Curriculum and Policy Subcommittee, with a yearly report of this data submitted to the EOC.