



CLERKSHIP ATTENDANCE POLICY

Clerkship activities are mandatory and timely attendance is expected at all educational events.

1. In the event a student must be absent from clerkship activities, he/she must, firstly, have prior approval from the Graduate Medical Education office (DME/DIO, Clerkship Director, and/or Student Clerkship Coordinator per the rotation sites process/policy).
2. The clinical preceptor must also approve the absence, and determine an acceptable make-up plan which may include, but is not limited to: additional time on rotation, additional presentation(s), or written assignment(s).
3. In the event of an emergency, the student must contact the Graduate Medical Education office and clinical preceptor as soon as the situation allows.
4. Any exception to this attendance policy for any given rotation will be noted in the course syllabus.
5. Abuse of this policy, as determined by the GME office or a clinical preceptor, may be documented in a student evaluation(s) and/or reported to the Associate Dean of Student Services at MSUCOM via the Student Incident Report Form <http://com.msu.edu/Students/Registrar/Policies.htm> or via phone call to the Associate Dean of Student Services (517-353-8799).