

# **Policy on Participation of Residents and Non-Faculty Instructors in Medical Student Supervision, Teaching, and Assessment**

## **OBJECTIVE**

To ensure that residents and non-faculty instructors receive adequate orientation to the UMKC School of Medicine (SOM) Competency-based Curriculum Guide, course/clerkship specific learning objectives, and expectations regarding supervising, teaching and assessing medical students.

## **LCME ELEMENT - 9.1 Preparation of Resident and Non-Faculty Instructors**

In a medical school, residents, graduate students, postdoctoral fellows, and other non-faculty instructors in the medical education program who supervise or teach medical students are familiar with the learning objectives of the course or clerkship and are prepared for their roles in teaching and assessment. The medical school provides resources to enhance residents' and non-faculty instructors' teaching and assessment skills, and provides central monitoring of their participation in those opportunities.

## **SCOPE & APPLICABILITY**

- This policy applies to all required courses and clerkships taught as part of the undergraduate medical education program.
- Course and Clerkship Directors are responsible for ensuring that all residents and non-faculty instructors meet the requirements of this policy prior to supervising, teaching, and assessing UMKC SOM medical students.

## **POLICY**

Prior to supervising, teaching and assessing UMKC SOM medical students:

- All incoming residents and fellows are required to attend the graduate medical education orientation conducted by either the UMKC SOM Graduate Medical Education Office or the Children's Mercy Hospital Graduate Medical Education Office.
- All residents and non-faculty instructors must receive and review the course/clerkship specific learning objectives at least annually, preferably at more frequent intervals.
- All residents and non-faculty instructors must receive and review the course/clerkship specific expectations regarding supervising, teaching, and assessing medical students at least annually, preferably at more frequent intervals.
- All residents must participate in department-specific training opportunities regarding effective supervision, teaching, and assessment in medical education at least annually, preferably at more frequent intervals.

## **COMPLIANCE MONITORING**

- The Council on Curriculum reviews an annual report documenting the residents who attended graduate medical education orientation from the UMKC SOM Graduate Medical Education Office and the Children’s Mercy Hospital Graduate Medical Education Office annually.
- Course and Clerkship Directors must submit a report, which documents that all residents and non-faculty instructors have been oriented to the course/clerkship specific learning objectives, and the expectations regarding supervising, teaching, and assessing medical students, annually to the Council on Curriculum.
- Course and Clerkship Directors must submit a report, which documents that all residents have participated in department-specific training opportunities regarding effective supervision, teaching, and assessment in medical education, annually to the Council on Curriculum.
- Residency programs in which residents/fellows supervise, teach, and assess medical students must submit in their Annual Program Evaluation a description of how they oriented the residents/fellows to the course/clerkship specific learning objectives, and the expectations regarding supervising, teaching, and assessing medical students. The Annual Program Evaluation is submitted to and reviewed by the Graduate Medical Education Committee.

## **POLICY ADMINISTRATION**

Responsible for policy: Council on Curriculum

Responsible for tracking compliance: Office of Assessment and Quality Improvement

Date policy passed: 06/12/2017

Date of most recent policy update:

Date of next review: 2020