Virginia Tech Carilion School of Medicine (VTCSOM)

Policy:          Scheduled Hours in Phase-1
Subject:        Academic Affairs/Medical Education
Rev.:            2
Original date:  4/19/2018, 6/4/2018
Revision dates:

1  Purpose
The medical curriculum in Phase-1 at VTCSOM encompasses four educational value domains and is integrated into blocks. Each domain is represented with an allotment of hours in a given week to conduct formalized learning activities. The weekly allotment of time is set by the Medical Curriculum Committee (MCC) to ensure time in the schedule for students to engage in independent learning and have sufficient time for curricular preparation. The schedule also allows for free-time to help promote student well-being.

This policy covers both in-class activities and any required time that is needed to prepare for in-class activities. It does not cover recommended reading or study time. The Longitudinal Ambulatory Care Experience (LACE) begins in October of Year 1, in Block II, and continues in each block until Block VIII in year 2. Students are required to attend the same ambulatory clinic for two afternoons/block (year 1) and 1 afternoon/block (year 2). These sessions occur on either Tuesdays or Thursdays when students do not have scheduled class.

Any required activities (recorded power points, modules) count toward the schedule time for that week and the in-class schedule time is adjusted. A couple times a year, the dean sponsors a special session “Challenges and Hot Topics in Medical Education” where attendance is required. Whenever possible, the schedule is adjusted for these sessions with deletions of other required sessions for that week.

2  Policy
Scheduled Hours in Phase-1

“Students in Phase-1 (Blocks I-VIII) may not be scheduled for required activities for more than 31 hours per week excluding the LACE experience without the approval of the Medical Curriculum Committee.”

3  Procedures

1. The schedule is set by the MCC with input from the Block Integration Committee (BIC-1).

2. Curricular time is monitored by the domain leaders in each block, the senior dean for academic affairs who reviews and approves each block schedule, and the office of institutional effectiveness as an item in the CQI process.