



## University of the Virgin Islands School of Medicine

Policy Name and Section: <b><i>Medical Student Pre-Clinical Hours Policy</i></b>	Effective Date:	UVISOM Policy Number: <b><i>008</i></b>
Responsible Authority: <b><i>Curriculum Committee</i></b>	UVISOM Document where Available: <b><i>UVISOM Student Handbook, UVISOM Faculty Handbook</i></b>	Approval Body and Date: <b><i>Executive Council, Self-Study Committee, Curriculum Committee March 2016</i></b>

The Curriculum Committee will approve a weekly schedule for modules in the first and second year of operations of UVISOM. This schedule includes flextime during the week when scheduled sessions (e.g., lectures, small groups, directed learning) for modules do not occur. The Curriculum Committee has established that the B- (*Body*) and S- (*Systems*)-based modules in the first and second years should not average more than 22 hours of scheduled time per week. Module directors will use that guide in planning their weekly schedule, and adjust as needed for the addition of the flexible Community Patient Encounters (CPEs) that all students will participate in throughout the year. To provide an immediate response to workload concerns, students with poor academic performance within a module will meet with the module director and/or faculty to discuss study habits and workload. Module directors will review student evaluations of workload at the completion of the module to determine if adjustments in scheduled time, or out-of-class activities, need to be considered. Data from an annual student survey will also address workload, for review by the Curriculum Committee and module and clerkship directors, as well as the Office of Student Affairs.