TITLE OF POLICY
Monitoring Student Time in the Foundation Phase

PURPOSE AND SCOPE
Establishes the hourly limit of scheduled and required educational activities each week in the Foundation Phase. This policy applies to all courses within the Foundation Phase.

RESPONSIBLE PARTY AND REVIEW CYCLE
The Education Committee will review the policy on an as-needed basis according to the Foundation Phase Committee’s evaluation and input.

LCME REFERENCE(S)
LCME 8.8: Monitoring Student Time

HISTORY OF APPROVALS AND UPDATES
Education Committee approved on July 16, 2018

POLICY
The Foundation Phase is composed of three required courses each semester: Medical Science Course, Patient Centered Care Course, and Social and Health Systems. The three courses combined cannot exceed more than 25 scheduled hours per week and no more than 28 required hours per week. Required hours include scheduled hours, assigned computer-based modules completed outside of scheduled class time, and activities that require attendance, including exams, quizzes, small groups, discussion groups, tutor sessions, simulations, dissections and prosections, labs, patient presentations, exams. Required activities do not include assigned readings, review of lecture recordings, or exam preparation.

PROCEDURE(S):
The Foundation Phase records and monitors weekly hours during block, course, and phase evaluations.

DEFINITION(S):