

**TITLE OF POLICY**

TEC 2.0 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 2018  
Education Committee amended and approved December 2019  
Revised for TEC 2.0 March 2023  
Approved by Education Committee April 2023  
Approved by Education Committee January 2026

**POLICY**

The Foundation Phase is composed of five required courses each semester: 3 Medical Science Courses, one Patient Centered Care Course, and one Social and Health Systems Course. Concurrent courses cannot exceed 25 *scheduled* hours per week and cannot exceed 30 *required* hours per week. Scheduled hours include CBL sessions, PALS, other small groups, patient presentations, labs, dissections, quizzes, and examinations. Required hours include scheduled hours as well as the following activities: simulations, pro-sections, hands on POCUS training, required computer-based modules, and assigned group work. Required activities do not include assigned readings, review of educational materials, or exam preparation.

**PROCEDURE(S):**

The Foundation Phase records and monitors weekly hours during course and phase evaluations.

**DEFINITION(S):** N/A