



# QUILLEN COLLEGE *of* MEDICINE

EAST TENNESSEE STATE UNIVERSITY

Policy Name: **Elective Opportunities**

Policy Replaces a Previous Policy (this includes change in policy name): <input type="checkbox"/> Yes/ <input checked="" type="checkbox"/> No
If so, list name of previous policy (include policy number if different):
Policy Number (issued by the Office of Academic Affairs upon final approval): <b>MSEC-1018-23</b>
Policy Owner (Individual, Department, or Committee/Chair): <b>Ramsey McGowen, PhD / MSEC Chair (2013-2019) Ivy Click, EdD / MSEC Chair (2020-)</b>
Committees, Departments, or Individuals Responsible for Implementation: <b>Office of Academic Affairs and Student Advisors</b>
Original Approval Date and Who Approved by: <b>10/16/2018 – MSEC</b>
Effective Date(s): <b>10/16/2018; 2023-24 AY</b>
Revision Date(s) (include a brief description) and Who Approved by (made by Policy Owner and/or Policy Advisory Committee):
Administrative Edits (briefly describe) by Staff and/or the Policy Advisory Committee (PAC) and Date (these revisions do not require voting/approval by the policy owner): <b>10/29/2021 – change of New Innovations to curriculum management system 6/5/2023 – update on number of weeks required for M4 electives and updated VSAS to VSLO.</b>
Exemption(s) to Policy (date, by what committee or individual, and brief description):
LCME Required Policy: <input checked="" type="checkbox"/> Yes/ <input type="checkbox"/> No
If yes, please list the Element(s) Affiliated with this Policy (include Element number/name/statement): <b>6.5 Elective Opportunities The faculty of a medical school ensure that the medical curriculum includes elective opportunities that supplement required learning experiences and that permit medical students to gain exposure to and expand their understanding of medical specialties, and to pursue their individual academic interests.</b>
<i>All policies will be reviewed by the Policy Advisory Committee every three years unless an earlier review is identified.</i>
Date of Review:
Revisions Made: <input type="checkbox"/> Yes/ <input type="checkbox"/> No If yes, list revisions made:
Revisions Require Approval by Policy Owner: <input type="checkbox"/> Yes/ <input type="checkbox"/> No

Policy Name: **Elective Opportunities**

**Policy Statement:**

Through elective opportunities, students may individualize their educational experiences based on their own needs and interests. Electives should both broaden and balance the overall educational development of each student, while allowing for career exploration and preparation for graduate medical education and residency training. M4 students are encouraged to participate in electives to gain exposure to and their understanding of medical specialties, and to pursue their individual academic interests. M4 students are encouraged to participate in away electives to gain a different perspective on their chosen specialty while experiencing a different clinical environment.

**Purpose of Policy:**

Pre-Clerkship Phase Electives

The purpose of pre-clerkship phase electives is to allow each student to extend his/her education to construct a program of medical education that best meets the needs, abilities, and goals of the individual student. Elective courses provide enrichment opportunities to the student's total program in medical school.

Clinical Electives

Third year students participate in a 2-week block enabling them to explore a career in subspecialty areas of medicine that are not required within the core third year clinical clerkships. Fourth year students are required to participate in 22 weeks of electives. Of those 22 weeks, up to 16 weeks may be spent, away, and a maximum of 16 weeks (selectives and electives combined) may be in a single specialty. A minimum of 8 weeks of elective time must be performed in direct patient care settings.

M4 students may develop an individually arranged elective, in conjunction with a sponsoring preceptor and approved by the Office of Academic Affairs.

**Scope of Policy (applies to):**

All Quillen College of Medicine students.

**Policy Activities:**

Pre-clerkship students may enroll in offered electives on an optional basis.

Clinical advisors encourage student participation in electives to gain exposure to and expand understanding of medical specialties, and to pursue their individual academic interests. Clinical advisors approve the student's elective choices.

Third-year students submit a rank order list of the available elective options indicating their preference. Students are assigned based on interest indicated and available capacity.

Fourth-year students have the ability to request home electives via the curriculum management system which are reviewed for compliance with the established electives criteria and available capacity before the request is accepted or declined. Students may apply for away electives via AAMC's Visiting Student Learning Opportunities (VSLO) or directly to nonparticipating VSLO schools. Students may begin scheduling electives after their required selectives have been scheduled. Student schedules are maintained in the curriculum management system.

Policy Name: **Elective Opportunities**

<b>Administrative Reviews/Approvals</b>	<b>Date Approved</b>
<i>University Compliance (if applicable)</i>	
<i>Policy Advisory Committee (includes three-year reviews)</i>	
<i>Associate Dean for Accreditation Compliance (if applicable)</i>	
<i>Vice Dean for Academic Affairs</i>	

<b>Policy Review and/or Revision Completed By (if applicable)</b>	<b>Date Policy Reviewed and/or Approved (if applies to that department, committee, or group)</b>
<i>Office of the Dean</i>	
<i>Office of Academic Affairs</i>	September 2018; 10/29/2021; 6/5/2023
<i>Office of Student Affairs</i>	October 2018
<i>Department of Medical Education</i>	
<i>Medical Student Education Committee</i>	10/16/2018
<i>Student Promotions Committee</i>	
<i>Faculty Advisory Council</i>	
<i>Administrative Council</i>	
<i>M1/M2 Course Directors</i>	
<i>M3/M4 Clerkship/Course Directors</i>	
<i>Student Groups/Organizations (describe):</i>	
<i>Other (describe):</i>	
<i>Medical Students</i>	October 2018
<i>QCOM Faculty</i>	October 2018

<b>Final Policy Emailed to:</b>	<b>Date of Email Notifications</b>
<i>Medical Education Director for Posting on Educational Policies Website</i>	5/1/2024
<i>Policy Owner</i>	5/1/2024
<i>Admissions Office for Catalog (only new policies)</i>	October 2018