

AE 001 – LCME 8.8 Medical Student Clinical Education Work Hours Policy

Policy Type: Academic
Responsible Office: Academic Affairs & Education
Responsible for Oversight: Clerkship Directors
& Curriculum Oversight Committee (COC)
COC Approval: March 12, 2025

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Training Required: No
LCME Required: Yes

Approved by:



Alison Netski, MD, Interim Dean

Date: May 16, 2025

Definitions

Academic Workload (Work Hours): refer to the total number of hours medical students are required to spend in educational activities throughout the curriculum. Academic workload includes contact hours and required outside work hours.

Clinical Activities: refer to learning activities involving patient care (inpatient or outpatient), including direct patient contact, rounds, call, hand-offs, administrative tasks, and other experiences that necessitate direct clinical supervision by a physician or other licensed health professional.

Non-clinical Activities: refer to learning activities that do not involve patient care or other experiences that necessitate direct clinical supervision by a health professional. These include, but are not limited to, lectures, conferences, training exercises, and assessments.

Educational Activities: refer to all structured and planned learning experiences designed to help students achieve the program's educational objectives and competencies. These include both clinical and non-clinical activities.

Duty Hours: refer to the total amount of time that students spend on clinical activities.

Statement of Purpose

This policy is intended to ensure compliance with LCME Standard 8.8: The medical school faculty committee responsible for the medical curriculum and the program's administration and leadership ensure the development and implementation of effective policies and procedures regarding the amount of time medical students spend in required activities, including the total number of hours medical students are required to spend in clinical and educational activities throughout the curriculum.

Entities Affected by This Policy

This policy applies to all Kirk Kerkorian School of Medicine ("SOM") faculty, residents, fellows, and medical students involved in patient care as part of the Medical Degree ("MD") program.

Required Acknowledgement

Students are not required to log their duty hours. Clerkship rotations are organized and scheduled for each student to avoid duty hour violations and to meet required clerkship objectives and patient encounters.

Students acknowledge compliance with the duty hour policy on the mid-clerkship feedback forms and the final clerkship evaluation forms. Student compliance is monitored by the director of educational outcomes and assessment.

This policy is posted in all clerkship syllabi, the Student Handbook, and the Electives Catalog, is reviewed during the clinical preparation course, and is made accessible online for student and faculty reference in the school's curriculum management system, MedHub.

Policy

Academic workload (work hours) requirements and restrictions during clinical rotations are as follows:

- The academic workload for medical students must be limited to no more than 80 hours per week, averaged over a four-week period.
- Medical students must have a minimum of one day in seven free of required academic work, averaged over four weeks.
- Medical students should have eight hours off between each scheduled duty shift of an eight-hour duration or longer.
- Academic workload for medical students must not exceed 24 hours of continuous scheduled assignments.
- In rare instances, after completing required clinical and educational responsibilities, medical students on their own initiative may elect to remain or return to the learning site for the following reasons:
 - to continue to provide care to a single patient under the appropriate supervision of a physician or other licensed health professional
 - to offer humanistic attention to the needs of a patient or family
 - to attend unique educational events

These additional hours of care or education will be counted toward the 80-hour weekly limit.

Reporting of Violations

Students who believe their schedule does not comply with this policy must proactively notify the respective clerkship directors and coordinator to reevaluate their schedule to ensure compliance. Students who have exceeded work hour limits must notify the dean for student affairs and career services.

Students also have the option to report any concerns regarding their schedules directly to the clinical course/clerkship director or coordinator, or any SOM dean or director in academic or student affairs.

All reports are investigated, and information is gathered from the student, supervising faculty, residents, and other attendings to identify the circumstances under which the violation may have occurred and to determine appropriate remedial actions.

Review of Policy

This policy is reviewed by the clerkship directors and the Curriculum Oversight Committee (COC) every three (3) years per the previous date of approval.

Related Documents

Clerkship Syllabi
Student Handbook
Electives Catalog
MedHub

Contacts

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Student Affairs & Career Services
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