UNIVERSITY OF
South Carolina
School of Medicine Greenville

Policy Title
Clerkship and Post Clerkship Phase Request an Alternative Clinical Site

Identifier
USCSOMG – UME– 3.09

Prepared by: Assistant Dean for Clerkship and Post Clerkship Education	
Reviewed by: Clerkship and Post-Clerkship Subcommittee	Reviewed Date:
Approved by: Curriculum Committee	Approved Date:
	Effective Date: Propose to DELETE

LCME Standards

12.4 - Non-Involvement of Providers of Student Health Services in Student Assessment/Location of Student Health Records

Scope
University of South Carolina (USC) School of Medicine Greenville students and clerkship/post-clerkship course directors

Policy Statement
Faculty or residents with a conflict of interest must not assess students.

1. Aprofessional serving as a provider of medical or psychological services for any USC School of Medicine Greenville student will not serve in an evaluative capacity for the student or supervise educational activities that result in evaluation at any time.
2. A health care provider who has provided care for a medical student or has a prior personal or familial relationship will not serve in an evaluative capacity for the student or supervise educational activities that result in evaluation at any time

If the student experiences an adverse event or mistreatment, the student has the opportunity to request an alternative assignment.

Reason for Policy
This policy is intended to protect USC School of Medicine Greenville students' privacy and confidentiality and to promote fair and unbiased evaluation of medical students.

Procedures
If a student is aware of a conflict of interest at a clinical site, the student must notify the Clerkship Director and

Clerkship Coordinator by email at least four weeks prior to the start of the clerkship rotation. The request must state that "a prior personal or familiar relationship exists". The Associate Dean for Undergraduate Medical Education can work with the respective Course Director to find placement for the student if needed.

If a student becomes aware of the conflict/prior relationship while working at the site, the student must notify the Course Director and Course Coordinator immediately so an alternative assignment can be made. The Associate Dean for Undergraduate Medical Education will make the final decision of approval for the request for an alternative assignment if not resolved by the course director and student.

Sanctions

N/A

Additional Contacts

Office for Academic Affairs
Curriculum Committee

Related Information

USC School of Medicine Greenville Student Handbook
USCSOMG – UME– 1.01 Conflict of Interest in Student Assessment

History

Date of Change	Change
March 2027	Delete this policy. Move relevant procedures to conflict of interest policy
March 2025	Updates made to branding and titles, strengthened language in response to audit
November 2020	Clarified timing of request and final decision authority
May 2019	Moved to standardized template for LCME CQI