



Policy Title

Request an Alternative Clinical Site

Identifier

UofSCSOMG – ACAF – 3.06

Prepared by: Office for Academic Affairs	
Reviewed by: Curriculum Committee	Review Date: 11/12/2020
Approved by: UofSCSOMG Policy Committee	Approval Date: 11/13/2020
	Effective Date: 11/13/2020

LCME Standards

10.9 – Student Assignment

Scope

University of South Carolina (UofSC) School of Medicine Greenville students and clerkship directors

Policy Statement

1. No professional serving as a provider of medical or psychological services for any UofSC School of Medicine Greenville student should be in an evaluative position for that student 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.
3. If a student is assigned to an educational environment where the supervising faculty member previously has provided health care to the student or has a prior personal or familial relationship, the student should request an alternative educational site using the procedures described below.
4. If the student experiences an adverse event or mistreatment, the student may request an alternative assignment.

Reason for Policy

This policy is intended to protect UofSC School of Medicine Greenville students’ privacy and confidentiality and to promote fair and unbiased evaluation of medical students. LCME expects that a medical school assumes ultimate responsibility for the selection and assignment of medical students to each location. LCME expects that a process exists whereby a medical student with an appropriate rationale can request an alternative educational site when circumstances allow for it.

Procedures

A student may request an alternative educational site. This request must be made in writing (letter or e-mail) to the Clerkship Director and Clerkship Coordinator 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 Curriculum can work with the respective Clerkship 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 should notify the Clerkship Director and Clerkship Coordinator immediately so an alternative assignment can be made. The Associate Dean for Curriculum will make the final decision of approval for the request for an alternative assignment if not resolved by the clerkship director and student.

Sanctions

N/A

Additional Contacts

Office for Academic Affairs
Curriculum Committee

Related Information

UofSC School of Medicine Greenville Student Handbook
UofSCSOMG – ACAF – 3.04 Conflict of Interest in Student Assessment

History

Date	Change
November 2020	Clarified timing of request and final decision authority
May 2019	Moved to standardized template for LCME CQI