



## Patient Centered Medicine 1 Attendance Policy

Every component of PCM 1 is considered important for the professional development of first year medical students. Therefore, the expectation is that students will attend all components of PCM 1. However, it is understood that emergencies arise and students may need to miss an activity.

Each of the 6 components of PCM 1 has a very specific attendance policy:

- 1) For Lectures and Panels – you are required to attend each session. You are not allowed to miss any. PCM-1 approaches lectures and panels like how physicians are required to attend continuing medical education programs. Sign in sheets will be provided *randomly* at lectures. If you miss an activity, or fail to sign in, a make up session will be held to give you an opportunity to demonstrate that you have learned the missed material and for clarification of your understanding.
- 2) For Small Group Team Sessions – you will be required to sign-in at each session. You are not allowed to miss any session. You must notify your small group facilitator and Ms. Stancik of any emergency requiring you to miss the small group. Remediation of the small group will be at the discretion of the facilitator.
- 3) For the Mentor Programs – You must meet the minimum required for all programs.
  - Physician Mentor Program – Minimum of 7 total contacts per year
  - Student Mentor Program - Minimum of 7 total contacts per year
  - Nurse Mentor Program – Volunteer basis
  - Chaplain Mentor – Attend all 4 sessions – an opening session, 2 episodes of shadowing a chaplain, and a closing session.
- 4) For the Standardized Patient Exercises (3 per year) – you are not allowed to miss any. Only in emergencies approved by the Associate Dean of Student Affairs will the exercise be rescheduled.
- 5) For the Objective Structured Clinical Examinations (OSCE's) (2 per year) and physical exam skills workshops (5 per year) - you are not allowed to miss any. Only in emergencies approved by the Associate Dean of Student Affairs will the OSCE be rescheduled.
- 6) For the written exams (4 per year) - you are not allowed to miss any. Only in emergencies approved by the Associate Dean of Student Affairs will the exam be rescheduled.

You may be expected to make up work missed for emergencies. Failure to comply with this attendance policy may result in failure of PCM 1.

**For any emergency- please notify the Patient Centered Medicine 1 Education Specialist- Ms. Diane Stancik at 708-216-8219.**