

Last Approved 20 June, 2024 | Review every 2 years (next review 2026)

Policy on Mandatory Attendance in Pre-Clerkship

Office of Accountability	Dean, Faculty of Medicine & Dentistry
Office of Administrative Responsibility:	MD Program
Approver:	MD Curriculum & Program Committee
Scope:	This process extends to all members of the MD program

OVERVIEW

The *Post-Secondary Learning Act* of Alberta gives General Faculties Council (GFC) responsibility, subject to the authority of the Board of Governors, over “academic affairs” (Section 26(1)).

The MD Program abides by [University of Alberta Academic Regulations](#) regarding student attendance. As per the calendar: *“Since presence at lectures, participation in classroom discussions and projects, and the completion of assignments are important components of most courses, students will serve their interests best by regular attendance. Those who choose not to attend must assume whatever risks are involved. In connection to this, students should review the following sections.”*

PURPOSE

The Mandatory Attendance in Preclerkship policy clearly articulates the types of learning sessions offered within Year 1 and Year 2 of the MD Program (preclerkship), with respect to program expectations for student attendance and processes of attendance monitoring.

This policy promotes full participation in all components of the educational program but recognizes learner autonomy and development of professional responsibility in how learners engage with the educational program. Learners remain responsible for achieving competence for all learning objectives regardless of session type and attendance category.

This policy works in alignment with the existing [MD Program Preclerkship Absence Policy](#), which describes the process and criteria for excused absences and leaves from the educational program. Students needing to submit absence requests for any learning session should do so in accordance with the *Absence Policy*.

POLICY

Curriculum delivery in preclerkship occurs through numerous types of learning sessions, with a large variety of teachers and facilitators and in several different learning environments. The following categories encompass the learning activities provided in Year 1 and Year 2 of the educational program.

1. Category 1 - Mandatory sessions, tracked attendance

- a. Students are required to attend in-person all sessions designated as Category 1. Attendance is tracked at each session either through MD Program electronic attendance tracking or with a designated assessment.
- b. Some Category 1 sessions may be recorded for review, but many are not recorded based on the presence of specific guests, confidentiality, or the type of learning experience.
- c. Attendance is reviewed at the end of each course and 100% attendance is required for all sessions designated as Category 1, unless otherwise specified in course outlines.
- d. Excused absences are exempted and will be removed from the denominator of required sessions; however, overall patterns of attendance will be monitored across the year to support academic performance and student wellness.
- e. Students who fail to meet the requirement will have a professionalism lapse submitted and be required to meet with the Assistant Dean, Academics or designate.
- f. Category 1 sessions can include, but are not limited to, the following learning activities:
 - i. Orientation sessions
 - ii. Sessions with guest speakers (including community members, patients and families, expert panels, and others)
 - iii. Indigenous Health sessions
 - iv. Black Health sessions
 - v. Anti-racism sessions
 - vi. All formal assessments (including team-based learning [TBL], quizzes, mid-terms, anatomy practical exams, final exams, and others)
 - vii. Discovery learning small group sessions
 - viii. Clinical skills sessions (communications, physical exam)
 - ix. Longitudinal Themes Patient Immersion Experience (PIE) sessions
 - x. Longitudinal Themes Physician Discussion Groups (PDG)
 - xi. Longitudinal Themes Students in Service (SIS) sessions
 - xii. Longitudinal Clinical Experience

2. Category 2 - Experiential learning sessions

- a. Sessions in this category provide interactive and experiential learning opportunities. Due to the nature of these sessions, active engagement and participation in the session provide students with the best opportunity to meet all required learning objectives.
- b. These sessions will not have recordings available for review as they are primarily interactive and experiential in nature.
- c. Attendance is not recorded at these sessions, but students are responsible for all learning objectives specified for these sessions.
- d. Category 2 sessions can include, but are not limited to, the following learning activities:
 - i. Anatomy laboratory sessions
 - ii. Other lab or simulation activities

- iii. Small group sessions (not including Discovery Learning), such as case based learning or specialty tutorials
- iv. Other interactive large or small group activities specified as Category 2 within the course schedule

3. Category 3 - Didactic learning sessions

- a. Sessions in this category are delivered in a traditional lecture format or similar didactic environment. Some sessions may utilize interactive components.
- b. Most Category 3 sessions will be recorded and available for review by the end of the next business day, unless otherwise specified.
 - i. Sessions recorded during the week are available by the end of the next day (e.g. Monday recording will be available by end of day Tuesday).
 - ii. Sessions recorded on a Friday are available by the end of day on Monday.
 - iii. Some specific sessions will not be recorded due to sensitive topics, confidential information, or other special circumstances; these will be clearly identified in the course schedule.
- c. Attendance is not recorded at these sessions, but students are responsible for all learning objectives specified for these sessions.
- d. Category 3 sessions include the following learning activities:
 - i. Biomedical lectures (anatomy, physiology, histology, embryology, etc.)
 - ii. Clinical lectures
 - iii. Other traditional didactic sessions as specified in the course calendar

RELATED LINKS

[Academic Regulations: Attendance](#), University of Alberta Calendar (2024)

[MD Program Preclerkship Absence Policy](#), University of Alberta MD Program (2022)

APPROVAL HISTORY

APPROVER	STATUS	DATE
MD Program Committee	Approved	June 20, 2024