

TITLE:

Learning Environment Review Policy

SUMMARY AND PURPOSE:

This policy serves to guide the Chicago Medical School community in creating effective learning environment both on and off campus. By utilizing this communication protocol Chicago Medical School and its major affiliates will have a shared responsibility of ensuring a learning environment that is conducive to both education and well-being of medical students rotating at its affiliates.

APPROVED BY: Dean's Executive Council (formerly known as Faculty Executive Council)

APPROVAL DATE: June 25, 2018

EFFECTIVE DATE: June 25, 2018

APPLIES TO: This policy is applicable to all CMS administration, faculty, staff, students and residents. Incidents or concerns which impact the learning environment of Chicago Medical School trainees may present both on and off campus and will be addressed by the Chicago Medical School in accordance with care for the well-being of the individual and the applicable policy of CMS, RFU and the affiliate involved.

RESPONSIBLE PARTY: Office of Student Affairs

RESPONSIBLE PARTY CONTACT: Senior Associate Dean for Student Affairs

LAST REVIEWED: June 25, 2018

SUPERSEDES: N/A

POLICY STATEMENTS:

The administration, faculty, staff, students, residents and fellows of CMS will maintain and promote an effective learning environment. They will also report any concern, incident or information involving a student which may pose a threat to the learning environment at Chicago Medical School and its affiliates.

DEFINITIONS:

Learning Environment refers to diverse physical location, context, and culture in which CMS trainees learn.

PROCEDURES, FORMS, AND RESOURCES:

1. In an effort to ensure existence of an optimal learning environment, a review committee consisting of Senior Associate Dean for Academic Learning Environment, Executive Chair of Clinical Sciences and Designated Institutional Official for GME will annually review learning environment at its main campus and affiliates using a previously determined schedule. Examples of review include policies of supervision, professionalism, duty hours, professionally available programs for physician wellness and faculty development, process policies and student safety.
2. The information will be collected through site visit from educational specialists, education directors, student reports and quality feedback, faculty feedback and individual meetings with designated Affiliate officials.
3. Learning environment review committee will report its findings to the CMS Dean and designated Affiliate official who will then work with the committee to create an action plan.

HISTORY (IF APPLICABLE):

- June 25, 2018 - Original policy created to align with in-place procedures.