

- Reintegration plans should be devised by the AD – Learner Affairs in collaboration with the relevant Phase Coordinator, consulting with other parties as required
 - eg. the SLC or community preceptor in Phase 2, the clerkship coordinator(s) in Phase 3, ICE community coordinators
- For short leaves of absence, the reintegration plan may require the student to make up the missed time, sessions, assessments, etc.
- For longer leaves of absence, students may be required to do supplementary work to ensure they are prepared for re-entry.
- In clinical years, demonstration of clinical competence or knowledge may be required prior to re-entry to the program (eg. OSCE, written exam)

To accomplish this, the following changes in our governing documents would be required:

To be added to the GENERAL ACADEMIC MEDICAL EDUCATION REGULATIONS:

Under Section 3 (Interruption in Attendance/Leave of Absence):

- Rename Section 3: Interruptions, Leaves of Absence, and Review of Status
- Under 3.2, edit :
 - “A leave of absence greater than four weeks may result in repeat of the academic year.”
- Under 3.2, edit:
 - “Personal and academic leaves of absence will not normally exceed a period of two years except under exceptional circumstances. Educational leaves should usually not exceed a period of two years. All leaves of absence will be reviewed by a subcommittee of UMEC on an annual basis, who may grant a continuation of the leave with no change in terms, grant a continuation of the leave with new conditions, or mandate return to the program or withdrawal; such a decision for withdrawal can be appealed under the Academic Council Appeals Policy.”
- Under 3.2, add a new section:
 - 3.2.4 - Where students have been on a leave of absence of any length, a ‘reintegration plan’ will be prepared by Learner Affairs and the appropriate Phase Coordinator in consultation with other parties as appropriate. Students may be required to demonstrate safe, competent and ethical practice prior to resuming the program. Students re-entering Phase 2 of the program after a leave of absence will normally be required to re-start the CCC in September.
- Add new section, 3.3 – Mandatory Review of Status
 - The Doctor of Medicine (MD) Program is a four-year full-time program. Where a student has not completed the program 6 calendar years after their initial registration, there will be a mandatory review of the student’s status by a subcommittee of UMEC constituted for that purpose, comprised of the Associate Dean – UME, the Assistant Dean – Learner Affairs, and 3 other faculty members of UMEC. After review of the student’s file and submission to /appearance at the subcommittee, the subcommittee will make one of the following determinations:

- Continuation of the program/leave with no changes in terms, review in 1 year;
- Continuation of the program/leave with new conditions;
- Withdrawal from the program; such a decision for withdrawal can be appealed under the Academic Council Appeals Policy.

To be added to the SAPC REGULATIONS:

- Add new section, 8.2.2:
 - Students will only be allowed to repeat one year during their program due to academic failure. Where a student fails a second year, the student will be automatically withdrawn from the program by the SAPC. Such a decision for withdrawal can be appealed under the Academic Council Appeals Policy.

To be referred to the ADMISSIONS COMMITTEE:

- Provision that students withdrawn from the MD program will not be considered for readmission.

Other Considerations:

The implication of the language under the new 3.3 of GAMER, mandating that the MD Program is a FULL TIME Program is that students repeating a year are considered to be full-time students (even if they are only repeating for one Theme or one aspect of the program)

- OSAP implications suggest that perhaps this is for the best
 - Part time students have to start repaying loans, are not eligible to receive OSAP
-

Appendix 1

Relevant academic regulations at other Canadian medical schools and health/professional programs at our host universities

Lakehead University, SCHOOL OF NURSING Program Regulations:

5 – Failed Year, section (d): “A student who has failed a year is eligible to apply for re-admission to the University. A student will normally be granted the privilege of repeating one year only.”

10 – Time Limit: “A student is required to complete the course work within 8 years of admission to the nursing program.”

14 – Students who have been out of clinical practice for more than one year: “Students who have been out of clinical practice courses for more than one year will be required to demonstrate safe, competent and ethical practice prior to registering for subsequent clinical courses. There may be a cost associated with this.”

Lakehead University, SCHOOL OF SOCIAL WORK Academic Regulations:

2(b) -- Failed Year, section (d): “A student who has failed a year is eligible to apply for re-admission to the University. A student will normally be granted the privilege of repeating one year only.”

Lakehead University, FACULTY OF LAW Academic Regulations:

5 – Repeating a Year: “A student who has failed a year is eligible to apply for re-admission to the Faculty of Law. The student’s application to be re-admitted will be recommended by Law Faculty Council based upon academic grounds. Any application for re-admission must be dealt with prior to the start of the year of studies. A student who is allowed to repeat and fails a second year in the law program will not be allowed to continue in the JD program.”

8 – Completion of the Degree: “The JD degree is normally completed in three years. The degree must be completed within six years.”

Laurentian University, BScN PROGRAM Student Handbook:

3.8 – Degree requirements for students enrolled in the BScN Degree Program, section 4: “Complete all NURS courses for the BScN degree within 7 years of the first nursing course. For students admitted fall 2012 and prior, the following will apply: Complete all NURS courses for the BScN degree within 8 years of the first nursing course.”

4.1 – Attendance, section *Return to Clinical Practice Setting*: “On return to the clinical setting following an absence, the student may be required to submit a learning plan to his/her clinical educator and course professor containing the specific strategies which may include supplemental lab practice, to achieve all clinical expectations.”

OTHER CANADIAN MD PROGRAMS (informal survey of UME Associate Deans)

<i>School</i>	<i>Policy (Y/N)</i>	<i>Limit</i>	<i>Comments</i>
Alberta	Y	6y	In the U Alberta Calendar at 6y; never been enforced and has been routinely turned over by the academic standing committee
Manitoba	Y	6y	Illness is not included; hasn't been used yet
U Montreal	Y	6y	Can make exceptions for medical issues.
Dalhousie	Y	7y	
Ottawa	Y	7y	
McGill	Y	7y	7y with max 1y LOA, but made exceptions for health reasons.
Western	Y	6y	<p><i>From their academic regulations: “Time Limitation for Completion of the MD Program</i> The Doctor of Medicine (MD) Program is a four-year full-time program. Students with extenuating circumstances may be granted a leave of absence while enrolled in the program. The MD program must be completed in no more than six consecutive full years from the date of initial registration. This restriction is in place to ensure cohesion and continuity within the context of the professional education program. A student who fails to complete the program in six years, for any reason, must withdraw from the medical program.</p> <p>A student who fails to complete his or her course of study satisfactorily within the stipulated period of six years will be granted readmission only in light of extraordinary extenuating circumstances. An application for readmission must be approved by the Schulich School of Medicine & Dentistry Appeals Committee.”</p>
UBC	In process	n/a	Looking at 6y, with 1y leave, another granted under exceptional circumstances.
Memorial	N	n/a	Desire one, must be strong enough to withstand legal challenge.
Toronto	N	n/a	Got bogged down trying to develop a policy.

Queen's	N	n/a	Got bogged down trying to develop a policy; considering reopening, but no pressing need in recent years. Thinking maybe a mandatory review of student's status after a certain number of years (6? 7?), with a formal 'readmission' process?
----------------	---	-----	--

DO NOT REMOVE THIS DOCUMENT HISTORY RECORD		
Version	Date	Authors/Comments/Amendments/Approvals
V1.0	March 2014	Developed by Dr. Stacey Ritz
	May 1, 2014	Approved by UMEC after two readings
	June 4, 2014	Approved by Academic Council
	June 18, 2014	Sent to John Friesen to operationalize
	Aug 28, 2014	Sent to Associate Dean UME to operationalize