

# Clerkship Directors

Clerkship directors (CDs) are appointed for each core clerkship at each affiliated hospital by the Dean of the School of Medicine, on the recommendation of the Director of Medical Education (DME) of their respective hospital. They are administratively responsible to the DME and academically to the SOM Clinical chairs of their departments and senior associate dean of clinical studies.

Clerkship directors oversee the clinical education of third year medical students in their respective clerkship in their respective hospital site. The clerkship director is responsible for building and maintaining a positive learning environment and managing and evaluating the course in line with the 4-year MD program objectives of the SOM. The clerkship director assures comparability of educational experiences by implementing the SGU SOM curriculum as defined in the Clinical Training Manual. A CD is an appointed member of the SGUSOM clinical faculty. The responsibilities of the CD are to:

- Provide a program of teaching for their specialty, consistent with the curriculum in the Clinical Training Manual
- Meet all students immediately after their arrival and provide an orientation to their core clerkship which shall include a review the curriculum for the clerkship as published in the Clinical Training Manual and student manual
- Supervise the teaching of the students and evaluate teaching faculty
- Meet with the students as required by the guidelines in the Clinical Training Manual and student manual and undertake an individual, formal mid-core evaluation of all students
- Be responsible for the final grading of the student
- Interview and advise students whenever any problem arises and report any student having difficulties to the DME as early as possible
- Attend SOM departmental meetings
- Promote the activities of SGUSOM
- Be responsible for all sub-internship, primary care and elective rotations on their service.
- Review the overall program with the Deans, Departmental chairs and accreditation bodies at the time of their visits to the hospital.
- Participate in accreditation activities for SOM
- Provide data required for accreditation, progress and annual reports
- Publish a weekly schedule of office hours per week based on the number of students during the rotation