

Policy Title:
Medical Student Clinical Reassignment Policy

Background:

The University of New Mexico School of Medicine assumes the responsibility for the assignment of individual students to each clinical location in the curriculum. A process exists whereby a student may request an alternative clinical assignment with an appropriate rationale.

Policy:

- Medical Students assigned to a specific clinical site for completion of Continuity Clinic, the Specialty Exploration Experience, Doctoring 3 (Practical Immersion Experience) or the 3rd and 4th year clerkships may request re-assignment to another clinical location under one of the following conditions:
 - Health and safety concerns
 - Family issues
 - Other extenuating circumstances
- If issues arise that prompt students to request an alternative curriculum assignment, the student should first contact either the block or clerkship director with the request.
- The issue will be carefully reviewed and if a change in site, physician, or curricular assignment is determined to be the best option and in the best interest of the student, the block or clerkship coordinator will arrange the change and inform the sites and student of the details within two weeks of the request.
- Reassignment of the student will be made based on the merits of the request, the availability of adequate clinical rotations, and the best interests of both the student and the School of Medicine.
- Students may appeal a denied request to the Associate Dean of Medical Student Affairs.

Responsible Office:	Office of Medical Student Affairs
Approving Body:	Curriculum Committee
Date of Revision:	3/22/16; 5/31/17
Scope:	Medical Students