

## MS2

COVID-19 has directly impacted clinical training for our students. After having exposures to individuals with COVID or symptoms of COVID, our students are removed from clinical training and required to wait for an evaluation/testing/possible quarantine or isolation. While missing clinical time, students are at risk of not meeting the required goals and objectives of the course in which they are enrolled. At present, students will be asked to complete makeups for the days that have been missed. The makeup depends on how long students were out, how much of the clerkship or course they have completed etc.

LCME requires clerkship grades to be submitted within 6 weeks of completion of a rotation. If a student does not complete the course requirements, an "I" incomplete would be entered. Once a student successfully meets course requirements, a grade will be entered. The final grade would appear on the transcript as "I/S (Incomplete/Satisfactory)." We understand that students and program directors (outside of COVID) might negatively view this grade.

Given the unprecedented pandemic and its impact on our students and their training, we are therefore proposing a change to this policy effective only for the Courses in spring 2020 through summer 2021.

A grade will not be entered in DukeHub for students that have not completed makeup work within 6 weeks of the end of the clerkship. Students impacted by COVID will have 4 months from the completion of their clerkship to complete the required clinical training for the enrolled clerkship/course. Once the student completes their makeup, a "Satisfactory" will be entered as a grade. Course directors must submit a grade within four weeks of the end of the makeup work extension.

If a student has not made-up for time missed by the end of the 4 month extension, they will receive an "I" incomplete grade. Once the student completes requirements of the clerkship, a satisfactory grade will be entered but the "I" incomplete will remain. It will appear as "I/S" on the transcript. At that point in time, the clerkship directors will add a sentence to the comments/evaluation indicating that the incomplete was a direct result of COVID and should not be considered the "fault" of the student. This comment would be added to the section of DukeHub where the clerkship director/course director discusses how the student's grade was calculated. Once the student is notified to quarantine/isolate, they need to contact their course director and their Advisory Dean within 1 day. The Course Director will determine a plan to make-up learning based on course goals/objectives. The Course Director and/or student notify the Advisory Dean of expected date of completion and expected date of grade. The Advisory Dean notifies the Registrar Office of the new completion date and expected grade date. The Registrar Office will track student until grade has been submitted.

## MS4

COVID-19 has directly impacted clinical training for our students. After having exposures to individuals with COVID or symptoms of COVID, our students are removed from clinical training and required to wait for an evaluation/testing/possible quarantine or isolation. While missing clinical time, students are at risk of not meeting the required goals and objectives of the course in which they are enrolled. At present, students will be asked to complete makeups for the days that have been missed. The makeup depends on how long students were out, how much of the clerkship or course they have completed etc.

LCME requires elective grades to be submitted within 6 weeks of completion of a rotation. If a student does not complete the course requirements, an "I" incomplete would be entered. Once a student successfully meets course requirements, a earned grade will be entered. The final grade would appear on

the transcript as "I/H, HP,P, F." We understand that students and program directors (outside of COVID) might negatively view an "I" grade.

Given the unprecedented pandemic and its impact on our students and their training, we are therefore proposing a change to this policy effective only for the Courses in summer 2020, Fall 2020 through Spring 2021.

A grade will not be entered for a student unable to complete an elective during the summer 2020, fall 2020, or spring 2021 terms due to COVID symptoms. Students asked to quarantine/isolate will be required to notify their course director and make arrangements to make up any incomplete goals and objectives/competencies. Once the student is notified to quarantine/isolate, they need to contact their course director and their Advisory Dean within 1 day. The Course Director will determine a plan to make-up learning based on course goals/objectives. The Course Director and/or student notify the Advisory Dean of expected date of completion and expected date of grade. The Advisory Dean notifies the Registrar Office of the new completion date and expected grade submission date. The Registrar Office will track student until grade has been submitted. In spring 2021, all course requirements must be completed and grades must be entered into DukeHub no later than May 4, 2021 in order to meet graduation deadlines.

A student unable to complete an elective and receive a grade prior to the May 4, 2021 will be unenrolled from the course. The student will not receive credit for the course. Students will still be required to meet graduation requirements and credits in order to graduate on-time. Students on financial aid will be required to complete a minimum of 8 credits in a term, to retain their financial aid.