



MARIAN UNIVERSITY
COLLEGE OF OSTEOPATHIC MEDICINE

2023-2024
Preceptor Handbook

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Clerkship Expectations

CoreClerkships

Clerkship Attendance

The expectation is 100% attendance. If an absence is unavoidable, please follow the following guidelines:

- Any absence (unless emergent) must be approved in advance by the preceptor or course director. The time off for these absences should be made up through coordination with the preceptor or course director.
- Any emergent absence should be reported to the preceptor or course director and to the MU-COM Clerkship Coordinator within 24 hours of the event (this is not meant to be punitive, rather to keep MU-COM informed in case the preceptor inquires about the student or if the situation requires further absences).
- Prolonged illness and bereavement will be handled on a case-by-case basis with Student Affairs, Clinical Affairs, and the clinical site.
- Days off that are approved through MU-COM (i.e.: extended illness, bereavement, interviews, COMLEX, conferences, etc.) will be communicated by the Clerkship Coordinators to the preceptor.

Interviews

- During their fourth year, students are permitted to take a maximum of 4 days off per clerkship to participate in residency interviews.
- Students need to work with their preceptor to schedule the necessary days off and can arrange to make up time if necessary.
- Upon receipt of the Interview Leave Request Form, preceptors will be notified of approved interview absences by the Division of Clinical Affairs.

Preceptor Resources

- MU-COM Clinical Preceptors: Library Portal
 - <https://libguides.marian.edu/clinicalfaculty>
- STFM Teaching Physician Access
 - www.teachingphysician.org/login
 - MU-COM Username: PrecLogin
 - MU-COM Password: preceptor78
- OnlineMedEd
 - Preceptors can receive access to OnlineMedEd, with clinical video lessons, cases, and question banks. These are required curricula for MU-COM OMS3 students during core clerkship rotations.
 - If you are interested in access, please email the Third Year Clerkship Course Director.

MU-COM Contact Information

Leadership	Position	Contact Information
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