



CASE WESTERN RESERVE UNIVERSITY School of Medicine

Policy Title: Medical Student Workload Policy- Pre-Clerkship

Approved By: CME

Date Approved: 5/23/2024

Review Period: Every 3 years

Responsible Office or Committee: WR2, CSC

LCME Affiliated Elements: 6.3, 8.8

Policy Statement:

The pre-clerkship workload policy is essential for fostering a conducive learning environment by preventing student fatigue, promoting flexible and self-directed learning opportunities, maintaining curricular standards, and providing structured oversight and feedback mechanisms.

Purpose of Policy:

This policy establishes guidelines and expectations for managing the workload of pre-clerkship medical students. It ensures that the workload is reasonable, promotes student well-being, and allows for effective learning while achieving the education program objectives of the School of Medicine.

Scope of Policy:

This policy applies to all students enrolled in the University Program and Lerner College Program at Case Western Reserve University School of Medicine.

Policy:

Workload Limits: Required assignments for students to prepare, participate, and assess must take into account the fact that fatigue impairs learning. Students need to have flexible time to take advantage of self-directed opportunities to learn. Scheduled time in the curriculum shall not exceed the approved weekly templates for the WR2/University and Lerner College Programs without approval from the Associate Dean for Curriculum/Curricular Affairs. The maximum amount of weekly time spent in formal curricular classroom/clinical training activities plus required outside-of-class activities will not exceed 45 hours per week (WR2/University Program) or 43 hours per week (Lerner College Program) as indicated in the tables below.

In-Class Time Limits: The maximum number of hours that a student will spend in formal classroom or clinical-based activities will not exceed 22 hours per week (WR2/University Program) or 25 hours per week (Lerner College Program).

Outside-of-Class Time Limits: The maximum amount of time that a student will spend in required outside-of-class activities will not exceed 23 hours per week (WR2/University Program) or 20 hours per week (Lerner College Program).



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Pre-clerkship Year 1 Workload Calculations – Maximum Hours – WR2/University Program

Session Type	Time in-seat (h)	Preparatory Time (h)	Total Time (h)/Week
Case Inquiry (IQ) PBL	6	12	18
Lecture/TBL	6	3	9
Foundations of Clinical Medicine Seminars	2	2	4
Structure (Gross Anatomy, Radiology, Living Anatomy or Histopathology)	2	2	4
Research & Scholarship	2	1	3
Clinical Skills	4	1	5
Formative Weekly Assessments (SEQs)	0	2	2
Total Time (hours)	22 in-seat	23 out-of-class	45

Pre-clerkship Year 2 Workload Calculations – Maximum Hours – WR2/University Program

Session Type	Time in-seat (h)	Preparatory Time (h)	Total Time (h)/Week
Case Inquiry (IQ) PBL	6	12	18
Lecture/TBL	6	3	9
Foundations of Clinical Medicine Seminars	2	2	4
Structure (Gross Anatomy, Radiology, Living Anatomy or Histopathology)	2	2	4
Clinical Skills	4	2	6
Formative Weekly Assessments (SEQs)	0	2	2
Total Time (hours)	20 in-seat	23 out-of-class	43

Abbreviations: TBL=Team-Based Learning; SEQ=Synthesis Essay Question

Sample Pre-clerkship Year 1 Workload Calculations – Maximum Hours – Lerner College Program

Session Type	Time in-seat (h)	Preparatory Time (h)	Total Time (h)/Week
PBL	6	6	12
Seminars	6	6	12
Anatomy Lab	2	2	4



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Art & Practice of Medicine	2	1	3
Advanced Research in Medicine	1	1	2
Clinical Skills	4	1	5
Formative Assessments (Required out-of-classroom activity) - SAQs and CAPPs	0	3	3
Total Time (hours)	21 in-seat	20 out-of-class	41

Sample Pre-clerkship Year 2 Workload Calculations – Maximum Hours – Lerner College Program

Session Type	Time in-seat (h)	Preparatory Time (h)	Total Time (h)/Week
PBL	6	6	12
Seminars	6	6	9
Anatomy Lab	2	2	4
Art & Practice of Medicine	2	1	3
Advanced Research in Medicine	1	1	2
Clinical Skills	8	2	10
Formative Assessments (Required out-of-classroom activity) - SAQs and CAPPs	0	3	3
Total Time (hours)	25 in-seat	18 out-of-class	43

Abbreviations: SAQ=Self-Assessment Question (multiple choice), CAPP=Concept Appraisal (essays)

Course Scheduling: The programs will provide a comprehensive course schedule well in advance within the learning management systems, allowing students to plan their study and personal time effectively.

Workload Assessment: The Curriculum Monitoring Committee assures adherence to the Pre-clerkship Medical Student Workload Policy during phase reviews. This assessment will include an evaluation of curriculum contact hours, expected preparatory time for class sessions, and time expectations for self-directed learning.

Prioritization of Activities: Required educational activities for the MD degree must take precedence over all social, supplemental, and service activities.

Any concerns that students have regarding workload should be directed to the respective program’s associate dean for curriculum/curricular affairs and/or reported on end of course evaluations.