



Policy Name: Acute Loss of an Immediate Family Member Guidelines

Approved By: MDCM Program Committee

Approved On: August 22, 2016

Last Updated: February 21, 2018

Pertinent to: Students / Resident Teachers / Faculty

Purpose: Guidelines for accommodation for acute loss of an immediate family member.

Guiding Principles

The [Absences and Leaves Policy](#) and [Promotion Regulations](#) apply to all students in the MDCM Program. The MDCM Program recognizes the need to accommodate students facing exceptional circumstances.

Acute Loss of an Immediate Family Member

Preamble

A student may suffer an acute loss of an immediate family member such as a parent, spouse, child or sibling. The MDCM Program (UGME Office and Student Affairs) recognizes this as a critical life event and endeavours to walk with students during this difficult time.

Specific Principles:

With respect to support for the student:

1. [The WELL Office](#) has a full time wellness consultant with training in grief reactions. To schedule an appointment, visit the [contact page](#) of The WELL Office
2. In order to facilitate accommodations, please notify [The WELL Office](#) immediately in the case of an acute loss of an immediately family member, as accommodation is challenging retrospectively

With respect to academic accommodation:

1. This accommodation is separate and apart from usual Flex days allotted to students
2. Requests for absences due to acute loss of an immediate family member will be approved by the Assistant Dean, Student Affairs in The WELL Office. In general, students may be excused from up to 25% of any course requirement - additional time is at the discretion of the Assistant Dean and requires collaboration with the Associate Dean UGME and the Student Promotions Committee
3. Course directors will be directed by the Associate Dean UGME to do their utmost to help students attain learning objectives and avoid the affected course(s) from being incomplete. The Associate Dean UGME will not disclose the acute loss to teaching faculty – this remains at the student discretion
4. The student remains responsible for all learning objectives for the course
 - o The student is responsible for course material from both non - mandatory and mandatory academic activities
 - o The student is usually expected to make up for the missed experiences independently (notes from peers, additional reading, independent studying, etc.)
 - o When remedial activities are required by the Course Director, this may involve additional assignments, online cases and/or simulation or clinical activities scheduled on evenings, weekends, statutory holidays or vacation days
 - o The student is assessed according to the same standards as all other students. This absence cannot be a justification for appealing the results of an assessment
5. A student who misses a mandatory activity without an approved absence is considered to have an unauthorized absence
6. Students may be required to provide documentation to support requests for absences due to loss of a close loved one at the discretion of the Assistant Dean, Student Affairs.

[General Principles for Absences and Leaves from the MDCM Program](#)