



McGill

Faculty of  
Medicine

Faculté de  
Médecine

## COVID procedures for UGME policies – class of 2021

**Approved By:** MDCM COVID-19 Working Group (mandated by the MDCM Program Committee)

**Approved On:** June 2, 2020

**Updated by:** Associate dean, UGME

**Updated on:** June 5, 2020

**Pertinent to:** MDCM students, Class of 2021

**Purpose:** Complimentary procedures applicable to existing UGME policies in the time of COVID-19. Please note that **this document is subject to change** to ensure a timely response to the pandemic.

---

### Preamble

COVID-related procedures as they relate to the below existing UGME policies:

- Absences & Leaves
- Accommodations
- Family medicine in rural settings
- Electives for block 3 of academic year 2019-2020
- Dress code in clinical settings
- Personal Protective Equipment (PPE)
- Telemedicine
- Exposure to patients with confirmed COVID infections

### Procedures

#### 1. Absences and Leaves

##### 1.1. COVID-related leaves

- 1.1.1. During clerkship, a student who develops symptoms compatible with COVID-19 infection **MUST** immediately contact the Occupational Health and Safety (OHS) Office of the site where s/he is working (list available [here](#)) or had been working and **MUST** follow instructions given by the OHS Office.
- 1.1.2. During clerkship, a student with confirmed COVID-19 or put on self-isolation measures by OHS **MUST** inform the clerkship component coordinator ([clerkcoord.med@mcgill.ca](mailto:clerkcoord.med@mcgill.ca)).
- 1.1.3. A COVID-related leave may cause a rotation or segment of a rotation to be incomplete. A COVID-related leave does not cause a course failure. A student in this situation will

need to complete his/her rotation when allowed back in the clinical setting or at a later time.

- 1.1.4. Special circumstances: COVID-infection prior to the start or resumption of clinical clerkship courses:
  - a. A student who is working in a CHLSD and develops symptoms compatible with COVID-19 infection MUST immediately contact the Occupational Health and Safety (OHS) Office of CIUSSS where s/he is working and MUST follow instructions given by the OHS Office. If COVID-infection is confirmed, the student MUST inform the clerkship component coordinator ([clerkcoord.med@mcgill.ca](mailto:clerkcoord.med@mcgill.ca)) so that the student's schedule can be adapted prior to the beginning of his/her clerkship.
  - b. A student who develops symptoms compatible with COVID-19 infection MUST immediately contact 418 644-4545, 514 644-4545, 450 644-4545, 819 644-4545 or 1 877 644-4545 (free of charge) elsewhere in Quebec and MUST follow instructions given by the resource lines. If COVID-infection is confirmed, the student MUST inform the clerkship component coordinator ([clerkcoord.med@mcgill.ca](mailto:clerkcoord.med@mcgill.ca)) so that the student's schedule can be adapted prior to the beginning of his/her clerkship. UGME office will then inform the OHS Office of their upcoming rotation to inform them that follow-up is required for that student. Contrary to the general population where re-testing to confirm negative COVID status after the infection is not necessary, it is part of the healthcare professionals and employees to have 2 negative COVID-testing prior to returning to clinical settings.
- 1.2. Non COVID-related leaves
  - 1.2.1. Students must follow the [Absences & Leaves Policy](#) and [procedures](#) to request short-term leaves.
  - 1.2.2. It is strongly encouraged to book all non-urgent appointments for flex days/personal days outside working hours or during break periods currently included in the clerkship schedule. As clinical exposure will be reduced, it is important to use all clinical opportunities available to students.
  - 1.2.3. In order for a course to be complete, a student must have done 80% of the course and 80% of the segments of the course.

## 2. Accommodations related to COVID

- 2.1. Students requiring accommodations related to COVID must proactively contact the Assistant Dean, Student Affairs. Possible examples of situations where accommodations could be required are, but not limited to, a student with a chronic medical condition requiring active treatment, a student with a chronic medical condition or receiving treatment causing an immunocompromised state, a pregnant student or a breastfeeding student. Possible examples of accommodations include, depending on the specific situation, site accommodations, medium or long-term leaves.
  - 2.1.1. Given the current pandemic epidemiology, there is no clinical learning environment that is COVID-19 risk-free. The goal of accommodations is to mitigate risk of transmission for students in the above situation.
  - 2.1.2. For pregnant or breastfeeding students (based on the latest recommendations from the [INSPQ COVID-19 \(SARS-CoV-2\) : Recommandations int rimaires sur les mesures de](#)

[prévention en milieu de travail pour les travailleuses enceintes ou qui allaitent March 27, 2020](#)) and students with specific medical chronic conditions causing important levels of immunosuppression (based on the latest recommendations from the [INSPQ COVID-19 \(SARS-CoV-2\) Recommandations intérimaires pour la protection des travailleurs immunosupprimés](#)): If a student in such situation decides to pursue clerkship during the pandemic, certain accommodations will be put in place, as the INSPQ is suggesting that the principle of precaution guides our actions. Therefore, a student should apply social distancing measures with patients, colleagues, staff, residents and other employees at work. If it is not possible to maintain a 2 meters distance, a student must wear protective equipment such as ocular protection and mask or there must a protective physical measure (such as a window). A student will not be allowed to care for patients with confirmed or suspected COVID cases. Depending on the local pandemic epidemiology, individual clinical courses may not be offered to students in these specific situations.

- 2.2. Concerning completion of year 3 clerkship in Gatineau or the family medicine course in a rural setting, special circumstances relating to medical status and personal/familial circumstances will be considered when selection of students will occur. Students facing these special circumstances should contact the Assistant Dean, Students Affairs
3. **Selection of students for year 3 clerkship in Gatineau and for family medicine course in rural settings** (already included in prior e-mail communication)
  - 3.1. For both Gatineau and family medicine rural settings, selection of students will occur according to the following process:
    - a. Students who are interested in going to Gatineau to complete their year 3 block 3 or to a FM rural setting to complete their FM course MUST e-mail the clerkship component administrator at [clinicaladmin.med@mcgill.ca](mailto:clinicaladmin.med@mcgill.ca) at the latest on **Sunday May 31, 2020, 23h59**. Students who already expressed an interest to Dr. Koch or Ms. Colapelle must still e-mail the clerkship component director.
    - b. If there are more students than places available, selected students will be randomly picked amongst students who expressed an interest.
    - c. If places are left after volunteers were assigned and there is no room to accommodate the remaining learners in Montreal based sites, a random lottery will be held to select the students to go to Gatineau or family medicine rural sites
4. **Electives for block 3 academic year 2019-2020 for students completing the Women & Child Health & Elective Block**
  - 4.1. Students will have up to 2 weeks (previously 8 weeks) prior to the start of the electives to confirm your elective in the system, and exceptionally up to 1 week prior for electives starting June 15. Please be aware that the platform will automatically alert a student booking an elective less than 8 weeks prior to the start of the elective that a professionalism flag may be sent. This will not apply to you as long as your elective is booked 2 weeks prior to the start of the elective (or 1 week for June 15 elective). We are currently working for this system feature to be changed to avoid unnecessary e-mails and stress to you but it might not be updated quickly.
  - 4.2. A list of available electives will be available for you on the electives webpage. As electives capacity is changing from week to week and electives get booked, the document will be updated twice weekly to function as a capacity report. NEW INFO: the electives capacity report has been published on the electives website.

- 4.3. During block 3, students will have to complete 4 weeks of electives. Elective weeks can be exchanged with 'break' weeks as long as the minimal length of an elective is 2 weeks (similarly to what is usually done for Year 4). Therefore, students will have 6 weeks between June 15 and October 18 to complete their 4 weeks of elective. We hope that this will mitigate the lack of capacity in a given specialty as much as possible by increasing the amount of weeks you may be able to apply for an elective of your choice.
- 4.4. Electives booking for year 4 electives is not permitted at this time.

## 5. Dress code in the clinical settings

- 5.1. In addition to the UGME Dress Code, the MSSS recommends that each healthcare worker or student have a separate set of clothes (including dedicated shoes) for the clinical setting. Therefore, students should change on arrival to the clinical site and change back into their street clothes prior to leaving the hospital. They are responsible for washing their work clothes on a daily basis. Some healthcare institutions have more restrictive dress code, which can include wearing a scrub offered by the hospital. Students should verify with their course administrators the policy in effect at their local site.
- 5.2. ID card: students should always bring their ID card with them, as it will be required to enter clinical settings. Therefore, do not forget it before leaving home at the end of the day.

## 6. Personal Protective Equipment (PPE)

Hospitals are ensuring that students have access to the same PPE as attending physicians and residents. Students must follow the same infection prevention protocols. In addition to training offered by McGill, the Office of the Director of Education at each of our partner institutions will offer local training either online, live or a combination of both on: infection control and donning/doffing. Students, like staff, may bring their own ocular protection, as choices of ocular protection may be limited at some hospitals.

## 7. Telemedicine

Students are allowed to participate in telemedicine. All students must have completed their telemedicine training module found on myCourses. The CMQ published [guidelines](#) related to telemedicine and supervision of medical students (available in French).

## 8. Exposure to patients with confirmed COVID infections

According to the latest [Recommandations intérimaires des mesures sanitaires pour la reprise des stages en santé en contexte de pandémie de la COVID-19](#) from the MSSS, students are not allowed to see patients with confirmed COVID-19 infection. However, the document does not indicate that students should refrain from caring for patients with a suspected COVID infection. However, whether Clerks should care for these patients is contingent on their supervisor's clinical judgment. For example, if a patient presents with symptoms compatible with COVID and is living with someone recently diagnosed with COVID, the likelihood that this is a COVID infection is extremely high and therefore, it may not be the best case for a junior learner to see. Another example is a patient presenting with typical symptoms of CHF who has been practising social distancing measures and has not been in contact with others, while COVID will need to be ruled out, because of the shortness of breath, the likelihood of this being a COVID infection is not high. In any case, just like for the other

medical personnel, wearing adequate PPE and following infection prevention measures remains the best way to mitigate risk of transmission.

**Document History**

Approved by the MDCM COVID-19 Working group: June 2, 2020

Updated: June 5, 2020

