



Remote Clinical Education Policy

According to the JRCERT, Remote Clinical Education is defined as a separation between the student and instructor. Any request for remote clinical education must be approved by the clinical coordinator and clinical preceptor in accordance with the policy. *This is an optional learning environment and is not required for students.*

Remote Clinical Education Policy:

- only permitted for full-time students during the last semester of clinical internship
- only up to 2 days per week will be permitted
- student must meet hybrid/remote learning pre-requisites (p. 2)
- student cannot be on academic probation
- students must have access to a planning system remotely
- not to be used for normal illness, childcare, pregnancy, travel issues, moving, etc.

Direct Supervision

- All medical dosimetry calculations and treatment plans must be approved by a credentialed practitioner prior to implementation.
- To ensure direct supervision is occurring, students and their clinical instructor must be able to log into a video conferencing system that has the capability to share screens.

Communication

- A video conferencing system must be used to share screens (MS Teams, Zoom, etc.). Random check-ins can occur via video to ensure the student is in a professional, non-distracted environment, as expected in-clinic.
- Verbal Communication Frequency: At a minimum, the student(s) and clinical preceptor must be verbally communicating twice per day. The students should receive communication of the following, at the beginning of their clinical day:
 - expectation for planning/workload,
 - what should be accomplished by the end of the day, and
 - when the instructor is available for questions.
- Students must communicate (email, phone, etc.) to the instructor when a treatment plan is ready for review. The instructor must review and approve the plan before clinical implementation.

Attendance

- Students must follow the same hourly schedule as their in-clinic schedule.
- The Typhon "Time Log" must be used. Students must enter remote clinical education days in Typhon.
- Students are expected to attend regular in-clinic conferences/meetings (e.g. tumor board, peer reviews, chart rounds) and not permitted to be remote on those days. If the conferences/meetings are remote, students should attend remotely.

Competencies

All required competencies for the semester must be completed in-person. No competencies will be accepted via remote clinical education.

Non-compliance

If it is determined (or suspected) that any student is not following the Remote Clinical Education policies, they will lose the privilege for remote clinical education.

Student Hybrid/Remote Clinical Education Pre-requisites

The student must meet all pre-requisites below to be eligible for remote clinical education.

Clinical Education	Expectation of Student	Comments from Student / Preceptor	Preceptor Date & Initials
Proficient at importing datasets independently.	Student should be able to import and complete the import encounter for all case types.		
Proficient at contouring datasets independently.	Student should be able to contour all anatomic sites with few exceptions.		
Proficient at designing most 3D plans independently.	Student demonstrates proficiency with creating and evaluating various types of 3D cases.		
Proficient at exporting plans to R & V independently.	Student can prepare ('print') various 3D cases for treatment.		
Proficient at designing simple VMAT plans independently.	Student demonstrates proficiency with designing and evaluating simple VMAT treatment plans (e.g. prostate, single isocenter palliative cases)		

Signatures below acknowledge that the policies have been reviewed by the student and preceptor and that the pre-requisites have been met.

	Print Name	Signature
Student		
Preceptor		