



## Department of Family Medicine Policy

<b>Policy Name:</b>	<b>Extra-Curricular Learning Experiences</b>
<b>Application/Scope:</b>	All Family Medicine Residents enrolled in the Residency Program
<b>Approved Date &amp; Approved By:</b>	February 19, 2020: Residency Program Committee, Postgraduate Medical Education (PGME) March 18, 2020: Executive Management Committee, Department of Family Medicine
<b>Review Date:</b>	Five years from the approved date
<b>Revised (Date):</b>	March 18, 2025

### 1. BACKGROUND AND DEFINITIONS

- 1.1 For residents that opt to have extra clinical learning outside of their regular resident schedule.
- 1.2 Definitions
  - 1.2.1 Extra-Curricular Learning Experiences (ECL): a learning experience that is planned and organized by the resident outside of the regular resident schedule. ECL experiences are used to increase opportunities in a particular topic/area or to meet a personal leaning objective. Examples of ECL activities may include but are not limited to; attending a specialty clinic, participating in an in-patient clinical setting or engaging with a community resource agency.

### 2. REASON FOR POLICY

- 2.1 This policy provides guidance with respect to residents who choose to participate in extra clinical learning activities outside of their regular resident schedule.

### 3. POLICY AND PROCEDURE STATEMENTS

- 3.1 ECL time is only approved when scheduled during free time and does not interfere with curricular resident learning and clinical activities.
- 3.2 This must be adhered to the Professional Association of Residents and Interns of Manitoba (PARIM) Agreement.
- 3.3 This must not negatively impact resident wellness.

#### **Procedure:**

- 3.4 Each resident must apply for approval following the procedure below.
  - 3.4.1 Resident must get written approval from their principal preceptor or Education Director or a delegate as determined by the Education Director.  
If the ECL request occurs during off-service rotation, a written tentative approval from the off-service must be forwarded to the Education Director.
  - 3.4.2 Once site approval has been obtained, the resident must provide written approval to the clinical supervisor at the ECL site.
  - 3.4.3 Field notes are strongly encouraged.



- 3.5 Approval can be withdrawn at any time if the resident is not regularly meeting the goals and objectives of their core program.

**4. REVIEW AND EFFECT ON PREVIOUS STATEMENTS**

- 4.1 The Review Date for this Policy and Procedure is five (5) years from the date it is approved by the Executive Management Committee, Department of Family Medicine.
- 4.2 If this document is revised or repealed, any related documents shall be reviewed as soon as possible to ensure that they comply with the revised document, or are in term revised or repealed.
- 4.3 This Policy supersedes all previous governing documents dealing with the subject matter addressed in this document.

**5. POLICY CONTACT**

Please contact the Family Medicine Postgraduate Program Director with questions regarding this document.

**6. REFERENCES**

PARIM <https://www.parim.org/residency/>