

**Effective Date: January 1, 2019**

**Retired:**

**Revised:**

**Approved by:**

**Maria F. Lima, Ph.D. Dean, School of Graduate Studies and Research**

**Subject: MMC PA Program Preparation of Instructional Faculty Policy.**

**PURPOSE:**

**The purpose of this policy is:**

To set parameters guiding the responsibility of instructional faculty for the Meharry Medical College Physician Assistant Program (MMC PA).

**POLICY STATEMENT:**

Instructional Faculty who supervise or teach PA students must be prepared for their teaching role. All Instructional Faculty will receive the following training for courses and rotations and assist MMC PA faculty in instructing students, evaluating student performance, and holding students accountable regarding MMC PA Program policies.

- Syllabi which includes educational objectives for the course or rotation
- The professional attributes that PA students are expected to develop.
- Policy allowing students to be excused from classes or clinical activities in order to access health services.
- Policy stating that the provider of health care services will not make decisions regarding academic assessment or promotion of the student.
- Required clinical encounters and skills, if applicable.

The Didactic Education Director and the Clinical Education Director will centrally monitor participation of Instructional Faculty in educational activities. They will also ensure Instructional Faculty are trained for their role and comply with applicable policies.

**DEFINITIONS:**

*Instructional Faculty:* Individuals providing instruction or supervision during the didactic and/or clinical phases of the program, regardless of length of time of instruction, faculty status or rank.



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**PROCEDURE:**

**EXHIBITS:**