

**Elective Title**  
**Department of**  
**Boston University School of Medicine**  
**Course Director(s):**

**SHORT SUMMARY OF ELECTIVE**

A paragraph no more than 150 words which briefly summarizes the rotation, for use in the course description

**DESCRIPTION OF ELECTIVE**

A paragraph that provides

- where the elective takes place
- contact information of the person overseeing the rotation (administrative assistant or course director if there is no administrative assistant)
- when and where to report the first day
- how students will interact with patients and teaching staff
- what are the expected teaching contact hours
- why the elective is a valuable experience
- what are expected assignments.
- grading criteria, linked to the objectives
- specific skills to be obtained, and define a method of tracking these (e.g. patient types to see during the course of the elective, procedures to participate in by the end of the elective, etc).
- for electives that are 4 weeks or longer, a mid-clerkship review by the Course Director, which will be submitted as part of the final grade. The review must be done and documented, with any points for improvement relayed. If the student is not on track to meet the objectives and goals of the elective, then the Course Director needs to provide a plan (which may be as short as a statement or longer depending on the needs) on how to get the student back on track.

**GOAL** (the expected educational outcomes from the elective stated in broad terms in one or two sentences)

The purpose of the (name of) elective is for the BUSM student to...

**OBJECTIVES (minimum 3)** (a specific statement of observable learned behaviors, linked to the appropriate letter of BU CARES)

By the end of the (name of) elective, the BUSM student will be able to:

- Action verb + content (B, U, C, A, R, E, S)
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**FACULTY**

Name, Department of , BUSM  
Name MD, Department of , BUSM  
Name, MD, Department of , BUSM  
(also specify contact information for each)

**CURRICULUM** (listing of educational activities such as bedside rounds, lectures/conferences, patient encounters, resident teaching, reading assignments, etc.)  
The curriculum includes...

**EVALUATION**

- based on the learning objectives, how will the student be evaluated?
- specify grades (H/P/F) to be used
- specify criteria for achieving each grade
- specify who will be responsible for mid-clerkship feedback
- specify who will be doing the final summative evaluation

**NUMBER OF STUDENTS**

- number of BU 3rd/4<sup>th</sup> year medical students

**LENGTH OF ELECTIVE**

# weeks

**AVAILABLE BLOCKS**/semesters

These need to be specified in your Elective when submitted

*Document approved by ERS 11/17/2010*