**Teaching Elective Title**

**Department of**

***Course Director(s):***

***Coordinator:***

**SHORT SUMMARY OF ELECTIVE:** (A description of the Teaching elective in about 150 words that briefly summarizes the elective so that it can be posted on the Registrar’s online electives page.)

The teaching elective in (name of subject area, e.g., Patient Interviewing) provides a student with an opportunity to (e.g., teach, design and develop instructional materials, and/or prepare a medical education research paper) in a 4 week time period. Each student will meet with a mentor to review the weekly milestones. The student is expected to research the content area for the educational opportunity and present a final project (e.g., lecture/seminar/workshop, small group facilitation, instructional materials, online presentation, and/or medical education manuscript abstract proposed for publication) by the end of the elective to receive credit and a grade.

**DESCRIPTION OF ELECTIVE:** (This is an elective for non-recurring teaching opportunities within or outside of the Chobanian & Avedisian SOM core curriculum.)

The director for the elective needs to provide in the description:

* The value of the teaching elective for prospective students
* Specific educational skills targeted for the student
* A list of requirements to receive credit for the elective (e.g., teach and/or design a class and instructional materials, electronic or paper-based, and/or medical education research manuscript abstract) within a certain time period
* The locations for the educational opportunity (e.g., Chobanian & Avedisian SOM, BMC)
* Information regarding the first day for the elective and to whom (mentor, course director, and/or administrative assistant) and where the student reports
* Student requirements:
  + Student prerequisite study, experience, or research in the content area to make them eligible for the teaching elective
  + Student consultation with the elective mentor before signing up for this elective to ensure that prerequisite knowledge base is present and that the plan for meeting the goals and objectives has been outlined
  + Student attending weekly meetings with mentor and completion of milestones

**TEACHING ELECTIVE GOAL:** The purpose of the (name of) elective is to provide a learning environment for the student to develop educational content, skills, materials or research design and question centered on the focused educational topic (enter content area here).

**OBJECTIVES**

* minimum of three objectives
* each objective should be a specific statement of observable learned behaviors, linked to the appropriate Medical Education Program Objectives (MEPOs, <http://www.bumc.bu.edu/busm/education/academic-affairs/mepos/)>. This link will lead you to the Educational Program Objectives landing page. On this page is a link to the current MEPO implementation. It lists the Institutional Learning Objectives in one column, and the Medical Objectives in the other column. For each Objective in your course, you should list all of the Medical Objectives that apply to your course’s objectives. This will map your objectives to the institutional objectives, which is a requirement of the School of Medicine in accord with the Liaison Committee on Medical Education.

The format for stating objectives should follow the below template (shown below for a three objective course):

By the end of this elective, the medical student will be able to:

* Action verb + content (Linked MEPOs)
* Action verb + content (Linked MEPOs)
* Action verb + content (Linked MEPOs)

An example of how to display the information required above: “Demonstrate an ability to synthesize clinical information and generate a differential diagnosis, assessment, and plan (MK.2, MK.3, MK.4, MK.5, MK.6, MK.7, MK.8, CSDR.1, CSDR.3, CSDR.4, [etc])”

In addition to your specific objectives, please include the following as overarching objectives for Teaching Electives and be sure that your course will encompass these as well:

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

* Propose a teaching/medical education research/curriculum development topic with the advice of a mentor based on evidence-based research
* Use self-evaluation to assess their baseline ability and skills related to a focused educational topic
* Compose goal and learning objectives for the educational topic
* Develop and implement a plan to improve teaching/research/instructional design skills and create instructional and/or research materials based on the focused educational topic
* Complete the educational topic and assignments in a agreed upon time
* Report on the findings and experience in exploring the focused educational topic
* [LIST YOUR ADDITIONAL OBJECTIVES HERE]

**FACULTY**

Course Director’s name and contact information

Mentor’s name and contact information

Department’s name, location, and contact information

Other Resource Faculty name and contact information

**COORDINATOR:**

All rotations should have a coordinator identified to manage MedHub scheduling and evaluation assignment

**CURRICULUM** (a listing of educational activities such as bedside rounds, lectures/conferences, patient encounters, resident teaching, reading assignments, simulations, educational software applications, online modules etc.)

The curriculum also includes…

* Information detailing when (block), where, and using what resources (lecture hall, small group room, video camera, PowerPoint slides, TurningPoint ARS, online website, simulation models/standardized patients, patients in a clinic, research/educational software, etc.)
* The process or weekly milestones expected of student to complete the elective project:
  + Review of educational literature and resources on proposed topic
  + Targeted goal for project (e.g., topic, instructional method or research question
  + Prepare teaching, instructional materials, and other educational interventions
  + Implement educational project (e.g., Interactions with students and teaching staff, necessary teaching/student contact hours, intervention for research and data collection )
  + Assessment for achievement of goal (e.g. participant feedback, student grades, analysis of collected research data, research poster, written/oral report),

**EVALUATION**

A statement of how the student’s performance of the learning objectives will be assed including:

* grades (P/F) to be used for Teaching Electives
* criteria for achieving each grade (% for weekly milestones, % completion of project or % faculty and student evaluation of teaching skills/instructional project)
* who will be responsible for mid-course feedback
* who will be doing the final summative evaluation
* any remediation available if the criteria are not met

**NUMBER OF STUDENTS**

Number of BU 4th year medical students per block

**LENGTH OF ELECTIVE**

Typically 4 weeks

**AVAILABLE BLOCKS**

List the blocks that you will accept students

**WILL STUDENTS WORK WITH RESIDENTS DURING THIS ELECTIVE?**

Answer “Yes” or “No”