SECTION: Mission & Governance
TOPIC: Clinical Training Affiliations
Approved: Signature on File

Policy: B1060
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POLICY:
Burrell College shall execute written affiliation or educational agreements with core rotation sites that clearly define the rights and responsibilities of both parties. Where an institutional agreement is not applicable, individual preceptors may receive an appointment to the College's faculty and guidance in conducting a preceptorship experience.

RESPONSIBLE OFFICIAL(S):
BCSOM Associate Dean of Clinical Education; BCSHP Program Directors

PROCEDURE:
1. The College shall survey its available core clerkship opportunities each academic year and prepare a roster of all positions as of January 31.
2. The College shall project its student census and annual need for core clerkships by January 31 of the preceding academic year.
3. The College shall secure any additional clerkship positions with its existing affiliates as may be needed to fill any shortfalls that may be identified through the audit process. Where needed, additional affiliates will be identified.
4. All clinical affiliation agreements for core clerkships shall be reviewed biannually, renewed as appropriate, and shall include such language as is required to be in compliance with this procedure and those of the programmatic accreditor(s).
5. Faculty appointments may be provided for preceptors providing clerkship experiences in accordance with College procedures and as applicable with programmatic accreditor(s). These appointments shall constitute an agreement by the preceptor to provide educational services as described in the syllabus of the course to which the preceptor is assigned.
6. The College shall collaborate with each of its core clinical affiliates to recruit preceptors responsible for the training and assessment of its students. Preceptors considered for initial faculty appointment and renewal shall be required to submit credentials in accordance with College procedures.

CROSS REFERENCE: