

ATTENDANCE POLICY - ICU Subinternship Clerkship

- Attendance is expected at all functions of the Subinternship, including Clinical Skills Day, rounds, OSCEs, and final examination.
- **Students can expect no more than 4 days off within a Subinternship rotation (one day off per week plus the day prior to the exam).**
- Absences from duty or any required activities must be reported according to school policy. If an absence is necessary, students must notify:
 - The service attending to which they are assigned
 - Clerkship Coordinator - Vivian Ortiz
 - Clerkship Director - Dr. Hutchison
 - Office of Student Affairs – Sharee Myricks
- Absences due to illness need to be reported to the Loyola Student Health Service before returning to the floor or unit. **Students are allowed 2 days for illness. If more than 2 days are needed, students will need to make up the missed days.**

During the academic year, subinterns will be off duty/call on the following days/dates:

No Class Days

Students are excused from courses, clerkships, and electives on the days listed below. Students should refer to the official academic calendar for the dates that these holidays are scheduled at Stritch each year. **Clinical students could be on duty or on-call during weekends following or preceding a No Class Day.**

- Martin Luther King Day observance
- Match Day (M4 students only)
- Good Friday* through Easter Sunday inclusive
- Memorial Day*
- Juneteenth observance
- July 4th Independence Day* or recognized holiday
- Labor Day*
- Thanksgiving Day through the Sunday inclusive (clinical students are not on-call the day before Thanksgiving but are expected to be on duty)

See also “Interview Policy”