TUFTS UNIVERSITY SCHOOL OF MEDICINE
PHYSICIAN ASSISTANT PROGRAM

CLINICAL YEAR POLICIES

I. Core Rotations will occur at sites only in the New England region unless approved by the Program Director

II. Elective Rotations may only be conducted outside of the New England region in the continental United States under the following circumstances:
   a. The student must make a request in writing at least 3 months prior to the start of the rotation (see Elective Request form on Clinical Website)
   b. All details, locations, contact information, names of preceptor(s), housing arrangements, etc. must be detailed in the written request
   c. The Program is only required to make three attempts to contact the proposed site and preceptor, after which there being no response from the proposed site, the request will be denied
   d. A formal Affiliation Agreement must be completed and signed by all parties at least 60 days before the elective is scheduled to commence
   e. The student, preceptor, and Clinical Coordinator must compile and agree upon all Learning Objectives and goals of the elective
   f. The Elective Site must agree to consider, if requested, at least one additional student in the same academic year (duration of the Affiliation Agreement term).
   g. The Program will contact any PA Program that is affiliated with the Elective Site and advise it of Tufts use of the site (if applicable).
   h. The student requesting the Elective Rotation MUST fulfill his/her obligation to participate in and complete the Elective Rotation upon execution of the Affiliation Agreement. Failure to complete and pass the rotation may result in deceleration in the Program and possible disciplinary action. However, a student may endeavor to change or swap their rotation providing they can find a willing counterpart. This will be the sole responsibility of the student and details must be in place no later than 4 weeks before the beginning of the rotation.
   i. The Program Director reserves the right to deny any distant Elective Rotation for any reasonable cause.
   j. Students on academic probation may not be considered for out of area rotations.
   k. Out of area Preceptors will be considered for faculty appointments only if they are able to take multiple students during the clinical year.

III. If students want to change a rotation they must email the Program Director for approval.