

## **Policy on Counter-signature of Medical Student Entries in Medical Records**

### **I. POLICY**

Professional staff (e.g., attending physicians, residents) supervising medical students are responsible for a patient's care and are accountable for the information contained in the medical record. The counter-signature of a medical student medical record entry attests to the content of the entry. The professional staff who supervise these students must review these entries, and provide a counter-signature of each entry in the medical record, including history and physical examination reports, progress notes, and all other entries. The professional staff must also provide students with timely and specific feedback about their medical record documentation.

### **II. PURPOSE**

An essential component of medical student education is learning how to record information in patients' medical records. This is accomplished in the course of the students' work as part of the patient care team. During clinical experiences, medical students are required to make written or typed entries in patients' medical records, including electronic medical records.

### **III. SCOPE**

This policy applies to:

- Clinical faculty, residents and fellows who supervise medical students during patient care experiences
- Medical students

### **IV. POLICY AUTHOR(S)**

- Office of Medical Education

### **V. RELATED POLICIES AND PROCEDURES**

None

## **VI. REFERENCES**

LCME Element 9.3: Clinical Supervision of Medical Students. A medical school ensures that medical students in clinical learning situations involving patient care are appropriately supervised at all times in order to ensure patient and student safety, that the level of responsibility delegated to the student is appropriate to his or her level of training, and that the activities supervised are within the scope of practice of the supervising health professional.

## **VII. APPROVALS**

Curriculum Committee

Education Policy Council

Dean, School of Medicine, December 22, 2017