



UT Health Science Center: COM133 Parental Leave - COM Medical Education	
Version 1	Publication Date: 02/03/2025

No./Title: COM133/Parental Leave	Resp. Office: Office of Medical Education (OME) Approval Body: Committee on Undergraduate Medical Education (CUME)	Effective Date: 01/27/25
Category: COM UME	Last Review: N/A	Next Review: 01/27/28
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Related Policy: N/A		

POLICY

It is the policy of the College of Medicine to provide comprehensive guidance and support for medical students who are expecting a child, adopting, or need other parental leave during their preclinical and clinical years. The College recognizes the unique challenges faced by student-parents and aims to create an inclusive environment that accommodates their needs.

RATIONALE AND PROCEDURE

1. The College of Medicine (COM) acknowledges that each student’s situation is unique. Therefore, open communication is encouraged to create personalized plans that address academic, clinical, and personal needs. Student-parents should work closely with the Office of Medical Education (OME) to tailor their individual leave arrangements.
2. OME serves as the primary point of contact for student-parents seeking parental leave. Regular communication with this office ensures timely support and guidance.
3. The COM’s parental leave policy recognizes the diverse needs of student-parents. While specific options such as excused absences, remediation, and adjusted clerkship schedules are highlighted, open dialogue is encouraged. Student-parents can work closely with the OME to explore personalized arrangements that align with their unique circumstances. The College remains open to creative solutions that support each student’s journey effectively while also understanding that some situations are less flexible than others. For example:
 - a. Student-parents may request excused absences for mandatory classes, labs, and other academic commitments related to their parental responsibilities.
 - b. If a student has started a course but needs parental leave, they may receive an incomplete grade and complete the course later. Like other cases that might lead to interruption in coursework, this option ensures fairness and continuity.
 - c. Students needing parental leave in the first year (M1) or second year (M2), will need to meet with the appropriate preclinical senior assistant or assistant dean. Depending on the timing of the parental leave and the course(s) affected by the leave, students may need to step out of the curriculum for a period of time, recycle to the next year’s class, and/or delay graduation.
 - d. Students needing parental leave in the third year (M3) or fourth year (M4), will need to meet with the appropriate senior assistant dean or assistant dean of the clinical curriculum first.

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- e. Students may move option blocks from the fourth year (M4) to the third year (M3) to accommodate student-parents, understanding, however, that adjustments could result in some clerkship(s) being moved to M4 year and potentially delay graduation.
- 4. Student-parents are requested to meet with academic and student affairs deans early in their planning process. Resources related to parenting, childcare, and work-life balance will be provided to facilitate informed decision-making.
 - a. Student-parents may request additional tutoring time to manage their academic workload effectively. This can be coordinated through the Office of Student Success.
- 5. Access to mental health counselors during parental leave is essential. Student-parents are encouraged to prioritize their well-being and seek professional assistance when needed.

APPROVAL HISTORY

Effective: 01/27/25

Revised: N/A