

Non-Assessing Mentor Policy

Office of Accountability:	Associate Dean, MD Program, Faculty of Medicine & Dentistry (FoMD)
Office of Administrative Responsibility:	MD Program, Faculty of Medicine & Dentistry
Approver:	MD Program & Curriculum Committee
Scope:	Compliance with this policy extends to all members of the MD Program at the University of Alberta irrespective of the geographically distributed site at which they are located.

OVERVIEW

Mentorship during medical training is a key part to academic success. This can be particularly useful in scenarios of academic, professional or personal difficulties. It is important that these mentors have no role in the assessment or promotion of the medical student with whom they share a mentorship relationship. This policy outlines the role of a non-assessing mentor in supporting learners within the MD Program.

ACCREDITATION STANDARDS

This policy addresses element 11.1 (Academic Advising and Counselling) of the Committee on Accreditation of Canadian Medical Schools (CACMS), which states:

“A medical school has an effective system of academic advising in place for medical students that integrates the efforts of faculty members, directors of required learning experiences, and student affairs staff with its academic counselling and tutorial services and ensures that medical students can obtain academic counselling from individuals who have no role in making assessment or advancement decisions about them.”

POLICY

Non-assessing mentors will be faculty members (academic or clinical academic colleagues) within the Faculty of Medicine & Dentistry (FoMD) who can provide support for medical students with academic challenges. Mentors will be able to take part in the

program if they have no role in direct assessment or promotion of medical students through either pre-clerkship course work or clerkship assessments.

Non-assessing mentors will be selected by the Assistant Dean, Academic Affairs; the Director of Learner Support; and/or the Associate Dean, MD Program after a formal application. The non-assessing mentor will be paired with a student who is on academic monitoring, has repeatedly failed assessments or who is perceived to benefit from one-on-one guidance on a particular area of struggle, all at the discretion of the Assistant Dean, Academic Affairs/Director of Learner Support.

Students without identified academic challenges will have the opportunity for mentorship through the MeDMAP program. Students with a non-assessing mentor will still take part in the MeDMAP program. Meetings between the non-assessing mentor and the mentee will be at the discretion of the mentor pair, but are expected to be once monthly as a guide.

In the scenario that a non-assessing mentor is paired with their mentee on a clinical rotation or any other academic scenario where they would be expected to assess the student, the non-assessing mentor must refrain from assessing the student. This can be achieved through delegation of the assessment to other preceptors. Failure to comply with this may result in removal from the program at the discretion of the Assistant Dean, Academic Affairs/Director of Learner Support.

RELATED POLICIES

[Conflict of Interest in Assessment Policy](#)

DEFINITIONS

CACMS	The Committee on Accreditation of Canadian Medical Schools (CACMS) ensures that Canadian medical faculties' MD programs meet the quality expected when producing tomorrow's doctors. Medical schools demonstrating compliance are afforded accreditation, a necessary condition for a program's graduates to be licensed as physicians.
FoMD	Faculty of Medicine and Dentistry oversees multiple programs related to healthcare training including the MD Program.



MedMAP	The mentoring program for all year one and two students administered by the MD Program
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APPROVAL HISTORY

APPROVER	STATUS	DATE
MD Curriculum & Program Committee (MDCPC)	Approved	17 April 2025