

Policy on Completion of Curricular Evaluations by Students

I. PURPOSE

Medical student feedback on the medical education program is vital to UPSOM's continuous quality improvement efforts. It is the responsibility of the medical school to ensure that students demonstrate an appropriate level of professionalism in all activities, including meeting administrative responsibilities (e.g., educator, course, and clerkship evaluations; immunizations; clerkship administrative duties; etc.).

II. SCOPE

This policy applies to:

- Medical students

III. POLICY

UPSOM considers the completion of curricular component and educator evaluations to be a part of a student's professional responsibilities.

To obtain adequate feedback to identify areas of particular success or needed improvement:

- Foundations students are asked to complete online evaluations which may include, but are not limited to, evaluations of cases, presentations, small group activities, blocks, and educators.
- Students in clerkships are asked to complete online evaluations of the overall clerkship and their individual preceptors.
- Students in electives and selectives are asked to complete online overall evaluations of those courses as soon as possible. Clinical electives and selectives may also ask students to complete individual preceptor evaluations.

Students who do not fulfill their professional responsibilities, such as evaluations, will be subject to the UPSOM Code of Professionalism.

IV. POLICY AUTHOR(S)

- Office of Medical Education

V. RELATED POLICIES AND PROCEDURES

- UPSOM Code of Professionalism

VI. REFERENCES

LCME Element 8.5: Medical Student Feedback. In evaluating medical education program quality, a medical school has formal processes in place to collect and consider medical student evaluations of their courses, clerkships, and teachers, and other relevant information.

VII. APPROVALS

Original Policy Approval:

Dean, School of Medicine, December 22, 2017

Updated Policy Approval:

Curriculum Committee, March 20, 2023.

Education Policy Council, July 10, 2023.

Dean, School of Medicine, July 28, 2023.

PROCEDURES

n/a