POLICY NAME: Student Promotion in Years 3 and 4

Responsible Party: Office of Medical Education

Applies To CMED: ☒ Faculty ☒ Students ☐ Residents ☐ Staff ☐ Administration

Approval Date: 6/17/2014 – Curriculum Committee – reviewed July 26, 2016

POLICY:

Required clerkships in Years 3 and 4 are assessed as No Pass, Pass and Honors. The final grade represents the global assessment of a student in the areas of medical knowledge, skills and behavior as determined by the assessment methods of that clerkship. Assessments will be criterion-referenced.

DEFINITIONS:

Criterion-referenced: student performance is measured against a fixed set of predetermined criteria.

PROCEDURES:

1. Summative Assessment
   Each course will provide students with summative feedback regarding their performance in the course in order to help students identify strengths and weaknesses and improve knowledge, attitudes and skills as they progress throughout their training.

2. Clinical Performance Evaluation
   Written evaluation of the student clinical performance will be provided to the clerkship director in all the Year 3 and 4 required clerkships. All clerkships will use the same form that will be completed by anyone engaged in a meaningful clinical experience with the medical student.

3. Narrative Feedback
   Either written or verbal formative feedback must be provided to all students at, or near, the midpoint in all the Year 3 and 4 required clerkships. All
clerkships will use the same feedback forms. Although an individual discipline may develop a different approach in delivering the formative feedback, the same process must occur at all sites within that discipline. For the longitudinal Comprehensive Community Clerkship, a combination of written and verbal formative feedback will be provided at least once a month over its entire duration. This narrative may include both comments intended for formative feedback and comments intended as a summative description. Summative comments are eligible for inclusion in the medical student performance evaluation (MSPE).

4. Clerkship Failure

A student is assigned No Pass if a grade less than the College of Medicine passing grade is earned in any required component of the clerkship, or a single required component is not completed. Failure to meet the College of Medicine passing performance for the Professionalism component will lead to No Pass, even if the student achieves Pass in the required components. Additionally, a student is eligible for failure according to the criteria put forward in the College of Medicine student handbook if there is evidence of cheating or academic dishonesty on any component of the clerkship.

5. Deferred Grade

If a student does not meet the grading requirements in a clerkship, a student may achieve a “NO PASS” at the end of a clerkship. In this case, the student may be assigned a “DEFERRED” grade and remediation identified after consultation with the Office of Medical Education, the year 3-4 director, the clerkship directors and the chair of the SPCC.

A student must clear the “DEFERRED” grade from their record in a timely manner in order to proceed through the year 3 and 4 clerkships and electives.

CMED and CMU Partners reserve the right to make exceptions, modify or eliminate this policy and or its content. This document supersedes all previous policies, procedures or guidelines relative to this subject.