

Student Evaluation Completion Policy

Rationale

Completing evaluations is a key component of medical professionalism and required of all students. It is a crucial skill to learn and practice in medical school as providing feedback is something done by all practicing physicians. Evidence suggests that failure to complete evaluations in medical school is indicative of professionalism problems in medical school and in practice. Your feedback is also critical to the ongoing monitoring, improvement, and accreditation of the medical school.

Policy

- Students are required to complete the following types of evaluations: Course evaluations, site evaluations, lecturer and small group facilitator evaluations, clinical supervisor, and preceptor evaluations. These evaluations are released throughout courses and are due within 10 business days of the course ending. Students will receive automated email reminders from Oasis to complete evaluations.
- Students are required to complete an End of Phase survey at the end of each academic year.
- In some courses, students may be randomly assigned content and lecturer evaluations that need to be completed by only a subset of the class. These evaluations are also due within 10 business days of the course ending.
- Throughout medical school, students may be randomly selected to participate in focus groups to gather additional detailed information about specific aspects of the curriculum. If selected to participate, participation is required.
- Medical students are expected to be professional and thoughtful with their evaluations. All comments submitted on evaluations are reviewed in the AEO, and students will be contacted to discuss any comments determined to be unprofessional.

Non-completion

If a student fails to complete at least 50% of assigned evaluations for a course, they will receive an email from the Director of Assessment, Evaluation, and Outcomes and their COMPASS Guide will be copied. We understand that sometimes extenuating circumstances make it difficult to meet the expectations for evaluation completion. Because of this, we will document the instance of evaluation non-completion in our professionalism feedback tracking system, and it will be visible in the Dashfolio. Individual instances of evaluation non-completion won't have a negative impact on the student; however, the Trek Progress Committee and Professionalism Committee will follow this data over time to help ensure all students are able to meet the professional expectations of being a physician.