Evaluations of Students on Clinical Clerkships

Evaluations of performance on the various clinical clerkships are extensive. They include house staff and faculty observations of the student's clinical and interpersonal skills, knowledge base, problem-solving ability, and professional behavior. This evaluation is in the form of both a narrative commentary and a numerical rating system. The narrative sections of the student's evaluations, which summarize the student's overall performance as well as the word grades, are included in the student's dean's letter, which is sent to residency programs to which students apply in their fourth year. Overall performance in each clerkship is indicated by word-grades such as "Honors," "High Pass," "Pass," and "Unsatisfactory." A second purpose of the student's evaluation is to encourage the student's growth and learning through providing constructive feedback in a section of the evaluation not to be used in the dean's letter.

A remedial program will be designed by the associate dean for student affairs in consultation with the appropriate department and with the Progress Committee for those students who receive "Unsatisfactory" on an evaluation. The clerkship director is responsible for a students' final grade on a clinical clerkship. The clerkship director has the discretion to override a numerical grade, if the clerkship director has evidence of poor academic or professional performance not accounted for in the numerical assessment.

Responsibilities of Faculty

Faculty are responsible for meeting with students at the beginning, middle, and end of the rotation to set performance expectations and provide feedback. In addition, faculty should meet with students to review a student's final evaluation with the student before submitting it to the department. The EPCC established a policy that clerkship evaluations must be made available to the student within 30 days of the end of the clerkship. In an effort to improve the turn around time of student evaluations, the Office of Education sends a list to all clerkship directors with the names of students with outstanding evaluations on a monthly basis and these same lists are being brought to and discussed at the monthly clerkship directors’ meeting with the deputy dean of education. For departments that are continuously delinquent, the chair of the department may be involved.

Seeing Your Evaluations

The Family Education Rights and Privacy Act of 1974 (commonly known as FERPA or the Buckley Amendment) mandates that all "commentaries" and evaluations be available to the student. All evaluations are available to students on line through MedHub and commentaries and evaluations are kept in a file in the Office of Student Affairs and students are welcome to review them periodically and to make copies for their personal records.
Course and Clerkship Evaluations by Students

Course and clerkship evaluation is conducted for the purpose of improving the medical school curriculum. These anonymous evaluations are used extensively when clerkships are reviewed and are considered in support of applications for promotion of faculty. Students' comments and suggestions are highly valued and should be made constructively and with care. Students' evaluations of faculty are not shared with the faculty until the student has been evaluated by the faculty to avoid the introduction of possible bias. Students' clinical clerkship evaluations may not be released to them if they have not completed their evaluations of clerkship.

Completion of Clerkship Requirements

Each student is expected to complete the stated requirements by the date specified by the Clerkship Director. Failure to do so raises concerns about the students' professionalism and diligence, and this will be reflected in the clerkship grade as well as in the comments section of the final evaluation that will be written at the end of the clerkship.

If at the specified date, which is frequently the last day of a clerkship, a student has not fulfilled the requirements of a clerkship, the following steps will be taken:

- The student will be notified that the requirements have not been fulfilled (i.e. the student will receive an email stating that the portfolio is incomplete, the knowledge assessment has not been taken, a write-up has not been handed in, etc.)
- The student has 30 days from the deadline established by the Clerkship Director to fulfill the requirements (i.e. hand in the portfolio, take the knowledge assessment, submit a required write-up, etc.) During this time the student will be assigned a grade of "incomplete". The student will not be eligible for "Honors" even after fulfillment of the requirements.
- If the student still has not completed the requirement after 30 days from the deadline established by the Clerkship Director, a grade of "fail" will be given and the student will not be able to graduate until the requirements are completed.

A student whose failure to complete requirements is due to illness or personal problems, should consult as soon as possible with the Associate Dean for Student Affairs.