CQI Monitoring Framework

Element	Measure	Review Schedule	"Individuals/Groups Reporting the Results"	"Individuals/Groups Responsible for Review/Action"	Data Sources
Element 1.1	Satisfaction with quality of educational experience	Annually	Associate Dean for Educational Assessment and Evaluation	Vice Dean for Academic Affairs	"AAMC GQ survey, Y2 questionnaire, residency preparedness survey"
Element 1.1	Strategic Plan progress report	Annually	Strategic Planning and Institutional Effectiveness office	Vice Provost for Faculty Affairs and Institutional Effectiveness	Strategic Plan subcommittee reports
Element 1.1	LCME CQI monitoring framework annual review	Annually	Director for Accreditation	Vice Dean for Academic Affairs	CQI Monitoring Framework
Element 2.4	Satisfaction with accessibility of Dean/ Associate Dean of Students	Annually	Associate Dean for Educational Assessment and Evaluation	Vice Dean for Academic Affairs	AAMC GQ survey
Element 2.4	Satisfaction with Dean/ Associate Dean of Students' awareness of student concerns	Annually	Associate Dean for Educational Assessment and Evaluation	Vice Dean for Academic Affairs	AAMC GQ survey
Element 2.4	Satisfaction with Dean/ Associate Dean of Students' responsiveness to student problems	Annually	Associate Dean for Educational Assessment and Evaluation	Vice Dean for Academic Affairs	AAMC GQ survey
Element 2.4	Satisfaction with accessibility of Dean of Educational Programs/ Curricular Affairs	Annually	Associate Dean for Educational Assessment and Evaluation	Vice Dean for Academic Affairs	AAMC GQ survey
Element 2.4	Satisfaction with Dean of Educational Programs/ Curricular Affairs' awareness of student concerns	Annually	Associate Dean for Educational Assessment and Evaluation	Vice Dean for Academic Affairs	AAMC GQ survey
Element 2.4	Satisfaction Dean of Educational Programs/ Curricular Affairs' responsiveness to student problems	Annually	Associate Dean for Educational Assessment and Evaluation	Vice Dean for Academic Affairs	AAMC GQ survey
Element 2.4	Number of vacant or interim chair positions	Annually	Director for Faculty Affairs	Vice Dean for Academic Affairs	Faculty Affairs faculty database(s)
Element 3.2	Number/percentage of students participating in research activities	Annually; every 8 years	Director for Accreditation; Department Chairs; Chair of Dean's Research Advisory Committee; Chair of EVMS Summer Scholars Program; Director of the Brock Institute; Student Affairs office; Associate Dean for Educational Assessment and Evaluation; Director of Community Engaged Learning	LCME Steering Committee; Vice Dean of Research	Independent Student Analysis (ISA) survey; department ad hoc surveys; Annual Research Day; EVMS Summer Scholars Program; Schroeder Center- Brock Institute Summer Fellowship; course data; Community-Engaged Learning capstone project; AAMC GQ survey
Element 3.2	Financial Support for student research participation	Annually	Vice Dean for Research/ Research office; Associate Dean for Student Affairs/ Student Affairs office; Director of the Brock Institute	Vice Dean for Research	EVMS Medical Student Mentor Supplemental Funds applications; student travel awards; Community Faculty Research Grant; Schroeder Center- Brock Institute Summer Fellowship; Orthopedics publication funding
Element 3.2	Ease of access to research opportunities	Every 8 years (in reaccreditation years)	Director for Accreditation	LCME Steering Committee; Vice Dean of Research	Independent Student Analysis (ISA) survey
Element 3.2	Support for participation in research	Every 8 years (in reaccreditation years)	Director for Accreditation	LCME Steering Committee; Vice Dean of Research	Independent Student Analysis (ISA) survey
Element 3.3	Number/percentage of diverse MD and Medical Masters students	Annually	Director of Admissions/ Admissions office	Vice President for Diversity and Inclusion	Recruitment and admissions system(s)
Element 3.3	Number of diverse students in K-16 pipeline	Annually	Diversity and Inclusion office	Vice President for Diversity and Inclusion	Enrichment programs
Element 3.3	Number/percentage of prospective diverse MD candidates	Annually	Director of Admissions/ Admissions office	Vice President for Diversity and Inclusion	Recruitment and admissions system(s)

Element	Measure	Review Schedule	"Individuals/Groups Reporting the Results"	"Individuals/Groups Responsible for Review/Action"	Data Sources
Element 3.3	Number/percentage of diverse faculty and senior administrators	Biannually	Director for Faculty Affairs	Vice President for Diversity and Inclusion	Faculty Affairs faculty database(s) and HR data
Element 3.3	Number/percentage of prospective diverse residents	Biannually	Graduate Medical Education office	Vice President of Diversity and Inclusion; Diversity Committee of the Graduate Medical Education Committee	Graduate Medical Education
Element 3.3	Student experience related to cultural awareness/ cultural competence	Annually	Associate Dean for Educational Assessment and Evaluation	Vice President for Diversity and Inclusion	AAMC GQ survey
Element 3.3	Students whose knowledge/opinion was influenced or changed by becoming more aware of the perspectives of individuals from different backgrounds	Annually	Associate Dean for Educational Assessment and Evaluation	Vice President for Diversity and Inclusion	AAMC GQ survey
Element 3.3	Medical school faculty demonstrated respect for diversity	Annually	Associate Dean for Educational Assessment and Evaluation	Vice President for Diversity and Inclusion	AAMC GQ survey
Element 3.5	Identification and tracking of unprofessional behavior	End of block; end of semester; annually	Associate Dean for Educational Assessment and Evaluation; Student Affairs office	Unprofessional behavior- Associate Dean for Student Affairs; Associate Dean for Clinical Education; Associate Dean for Academic Affairs; Medical Education Committee; Medical Education Executive Committee. Positive professional behavior- Associate Dean for Student Affairs; Associate Dean for Clinical Education; Associate Dean for Academic Affairs	Maxient student database; end of rotation/clerkship/module/ LGM evaluations; professionalism concerns reporting form; learning environment annual report; Professionalism and Professional Identity Development policy
Element 3.5	Identify and address positive and negative influences in learning environment	Monthly; end of module/clerkship; annually	Associate Dean for Educational Assessment and Evaluation; Student Affairs office	Negative influences- Associate Dean for Student Affairs; Associate Dean for Clinical Education; Associate Dean for Academic Affairs; Learning Environment Committee; Clerkship Directors. Positive influences- Associate Dean for Student Affairs; Associate Dean for Clinical Education; Associate Dean for Academic Affairs	"Maxient student database; end of rotation/clerkship/module/ LGM evaluations; professionalism concerns reporting form; reports to clerkship directors; learning environment annual report; Medical Education Committee minutes; Clerkship Directors meeting minutes; PreClerkship Committee meeting minutes; faculty, staff, student awards; Professionalism and Professional Identity Development policy"
Element 3.5	Average time to resolution of student professionalism concerns	Review cycle to be established in 2020-2021.	Student Affairs office	Associate Dean for Student Affairs	Data source/method to be established in 2020-2021.
Element 3.5	Strategy development and utilization to enhance positive and mitigate negative influences in learning environment	Monthly; end of module/clerkship; annually	Medical Education office; Associate Dean for Educational Assessment and Evaluation; Student Affairs office	Associate Dean for Student Affairs; Associate Dean for Clinical Education; Associate Dean for Academic Affairs; Clerkship Directors	End of rotation/clerkship/ module/LGM evaluations; Medical Education Committee minutes; Clerkship Directors meeting minutes; PreClerkship Committee meeting minutes; Concerns in the Learning Environment reporting forms; learning environment programs/trainings tracking sheets; Professionalism and Professional Identity Development policy
Element 3.5	Medical school faculty demonstrated respect for students	Annually	Associate Dean for Educational Assessment and Evaluation	Vice Dean for Academic Affairs; Associate Dean for Student Affairs	AAMC GQ survey
Element 3.5	Satisfaction with faculty mentoring	Annually	Associate Dean for Educational Assessment and Evaluation	Vice Dean for Academic Affairs; Associate Dean for Student Affairs; Director of Professional Development	AAMC GQ survey
Element 3.6	Student satisfaction with response to mistreatment reports/complaints	End of semester; annually	Student Affairs office	Associate Dean for Student Affairs; Director of Student Rights and Responsibilities	AAMC GQ survey; Y2 Questionnaire report; end of process satisfaction surveys
Element 3.6	Number of educational activities provided	Annually	Student Affairs office; Medical Education office; Office of General Counsel	Associate Dean for Student Affairs; Associate Dean for Clinical Education; Associate Dean for Academic Affairs; Executive Legal Assistant	Student Affairs program tracking sheet; orientation attendance forms; student orientation schedules; employee annual training; department training meetings agendas
Element 3.6	Student awareness of procedures for reporting mistreatment	Annually	Student Affairs office	Associate Dean for Student Affairs; Director of Student Rights and Responsibilities	AAMC GQ survey; Y2 Questionnaire report; student opinion assessments; EVMS and visiting student acknowledgement/attestations

Element	Measure	Review Schedule	"Individuals/Groups Reporting the Results"	"Individuals/Groups Responsible for Review/Action"	Data Sources
Element 3.6	Student awareness of anti-retaliation policy	Annually	Student Affairs office	Associate Dean for Student Affairs; Director of Student Rights and Responsibilities	AAMC GQ survey; Y2 Questionnaire report; student opinion assessments
Element 3.6	Student awareness of mistreatment policies	Annually	Student Affairs office	Medical Education Committee; Associate Dean for Student Affairs	AAMC GQ survey
Element 3.6	Students' experiences of mistreatment	End of block; annually	Student Affairs office	"Associate Dean for Student Affairs, Director of Student Rights and Responsibilities; Medical Education Committee"	End of clerkship evaluation; Student Affairs investigation tracking; AAMC GQ survey
Element 4.3	"Review and reaffirm/revise faculty hiring, promotion, and evaluation policies"	Every 5 years	Director of Faculty Affairs/ Faculty Affairs and Professional Development	Vice Provost for Faculty Affairs and Institutional Effectiveness	Faculty Affairs and Professional Development; Faculty Handbook
Element 4.3	"Faculty receive written record of key appointment, expectations, and evaluation information"	Time of faculty hire; annually	Director of Faculty Affairs/ Faculty Affairs and Professional Development	Vice Provost for Faculty Affairs and Institutional Effectiveness	Faculty Affairs and Professional Development; Faculty Handbook
Element 4.4	Completion of Faculty Annual Appraisals	Annually	Executive Director of Human Resources; Director of Faculty Affairs; Faculty Affairs and Professional Development; President/Provost of EVMS and Dean of SOM; Chairs/ Designees	"Vice Provost for Faculty Affairs and Institutional Effectiveness; Chairs/ Designees, President/Provost of EVMS and Dean of SOM"	HR/FAPD- online appraisal and professors appraisal; President/ Provost of EVMS and Dean of SOM- chairs/senior administrators appraisal
Element 4.5	Implement systematic process for determining professional development needs	One-time	Director of Professional Development/Faculty Affairs and Professional Development	Vice Provost for Faculty Affairs and Institutional Effectiveness	Faculty Affairs and Professional Development
Element 5.9	Satisfaction with computer resource center	Annually	Associate Dean for Educational Assessment and Evaluation	Chief Information Officer	AAMC GQ survey
Element 5.9	Reliability and accessibility of wireless network in classrooms and study spaces	Monthly; quarterly; annually; as needed	Executive Director of Network Information Center	Executive Director of Network Information Center	Wireless access site assessments; iSupport ticketing system
Element 5.9	Availability of telecommunications technology	Annually	Executive Director of Network Information Center	Chief Information Officer	"Usage data from BlueJeans, DropBox, Email, internet bandwidth, other administrative tools"
Element 5.9	Off-campus accessibility of education resources	Continuously; annually	Executive Director of Network Information Center; Distance Education office; Information Technology	Executive Director of Network Information Center; Distance Education office; Information Technology	iSupport ticketing system; Blackboard usage statistics
Element 5.9	IT resource adequacy to support education	Continuously; annually	Executive Director of Network Information Center; Director of Database Center	Chief Information Officer; Executive Director of Network Information Center; Director of Database Center	iSupport ticketing system
Element 6.1	Unified Competency Objectives (UCOs) review and update	Every 10 years	Medical Education Committee	Chair of Medical Education Committee; Associate Dean for Student Affairs	Medical Education Committee minutes
Element 6.1	Unified Competency Objectives (UCOs) outcomes assessment	Annually	Medical Education Assessment Subcommittee	Medical Education Committee; Clerkship Education Committee; PreClerkship Curriculum Committee; Module Directors; Clerkship Directors; Associate Dean for Student Affairs	Medical Education Assessment Subcommittee annual report
Element 6.1	Student and faculty awareness of program objectives (UCOs)	Annually	Medical Education Committee; Assistant Dean for Student Affairs	Medical Education Committee; Associate Dean for Student Affairs	Medical Education Committee minutes; attendance tracking system
Element 6.1	Student and faculty awareness of learning objectives	Annually	Medical Education Committee; Assistant Dean for Student Affairs	Medical Education Committee; Associate Dean for Student Affairs	Data source/method to be established in 2020-2021.
Element 7.1	USMLE Step 1 scores	Annually (completion of cohort preclerkship phase)	Associate Dean for Educational Assessment and Evaluation	Chair of Medical Education Committee	Medical Education office
Element 7.1	USMLE Step 2 CK scores	Annually (completion of clerkship phase)	Associate Dean for Educational Assessment and Evaluation	Chair of Medical Education Committee	Medical Education office
Element 7.1	Biochemistry preparation for clinical clerkships and electives	Annually	Associate Dean for Educational Assessment and Evaluation	Chair of Medical Education Committee	AAMC GQ survey
Element 7.1	Biostatistics/epidemiology preparation for clinical clerkships and electives	Annually	Associate Dean for Educational Assessment and Evaluation	Chair of Medical Education Committee	AAMC GQ survey
Element 7.1	Genetics preparation for clinical clerkships and electives	Annually	Associate Dean for Educational Assessment and Evaluation	Chair of Medical Education Committee	AAMC GQ survey
Element 7.1	Gross anatomy preparation for clinical clerkships and electives	Annually	Associate Dean for Educational Assessment and Evaluation	Chair of Medical Education Committee	AAMC GQ survey; module evaluations

Element	Measure	Review Schedule	"Individuals/Groups Reporting the Results"	"Individuals/Groups Responsible for Review/Action"	Data Sources
Element 7.1	Immunology preparation for clinical clerkships and electives	Annually	Associate Dean for Educational Assessment and Evaluation	Chair of Medical Education Committee	AAMC GQ survey; module evaluations
Element 7.1	Introduction to clinical medicine/the patient preparation for clinical clerkships and electives	Annually	Associate Dean for Educational Assessment and Evaluation	Chair of Medical Education Committee	AAMC GQ survey; module evaluations
Element 7.1	Microanatomy/histology preparation for clinical clerkships and electives	Annually	Associate Dean for Educational Assessment and Evaluation	Chair of Medical Education Committee	AAMC GQ survey
Element 7.1	Microbiology preparation for clinical clerkships and electives	Annually	Associate Dean for Educational Assessment and Evaluation	Chair of Medical Education Committee	AAMC GQ survey
Element 7.1	Neuroscience preparation for clinical clerkships and electives	Annually	Associate Dean for Educational Assessment and Evaluation	Chair of Medical Education Committee	AAMC GQ survey; module evaluations
Element 7.1	Pathology preparation for clinical clerkships and electives	Annually	Associate Dean for Educational Assessment and Evaluation	Chair of Medical Education Committee	AAMC GQ survey
Element 7.1	Pharmacology preparation for clinical clerkships and electives	Annually	Associate Dean for Educational Assessment and Evaluation	Chair of Medical Education Committee	AAMC GQ survey
Element 7.1	Physiology preparation for clinical clerkships and electives	Annually	Associate Dean for Educational Assessment and Evaluation	Chair of Medical Education Committee	AAMC GQ survey
Element 7.1	Behavioral science preparation for clinical clerkships and electives	Annually	Associate Dean for Educational Assessment and Evaluation	Chair of Medical Education Committee	AAMC GQ survey; module evaluations
Element 7.1	Pathophysiology of disease preparation for clinical clerkships and electives	Annually	Associate Dean for Educational Assessment and Evaluation	Chair of Medical Education Committee	AAMC GQ survey
Element 7.1	Pathology preparation for clinical clerkships and electives	Annually	Associate Dean for Educational Assessment and Evaluation	Chair of Medical Education Committee	AAMC GQ survey
Element 7.2	Completion of end-of-module reviews	Annually on rolling basis (end of module)	Module Directors	Module Directors; Module Directors Committee	Module Directors Committee
Element 7.2	Student performance on Clinical Phase Shelf Exams	End of block; annually	Associate Dean for Clinical Education	Clerkship Education Committee; Medical Education Committee	Medical Education office
Element 7.2	Completion of student clerkship objective card items	Annually	Director of Assessment	Clerkship Education Committee; Medical Education Committee	Office of Assessment
Element 7.3	Completion of end-of-module reviews	Annually on rolling basis (end of module)	Module Directors	Module Directors; Module Directors Committee	Module Directors Committee
Element 7.3	UCO 2.2 outcomes	Every 3 years	Director of Assessment	Chair of Medical Education Committee	Medical Education Assessment Subcommittee annual report
Element 7.4	Completion of end-of-module reviews	Annually on rolling basis (end of module)	Module Directors	Module Directors; Module Directors Committee	Module Directors Committee
Element 7.4	Student basic skills in clinical decision making and application of evidence based information to medical practice	Annually	Associate Dean for Educational Assessment and Evaluation	Chair of Medical Education Committee	AAMC GQ survey
Element 7.5	Student preparation to care for patients of different backgrounds	Annually	Associate Dean for Educational Assessment and Evaluation	Chair of Medical Education Committee	AAMC GQ survey
Element 7.5	Students understanding of issues in social science of medicine	Annually	Associate Dean for Educational Assessment and Evaluation	Chair of Medical Education Committee	AAMC GQ survey
Element 7.5	Percentage of students who participated in health education	Annually	Associate Dean for Educational Assessment and Evaluation	Chair of Medical Education Committee	AAMC GQ survey
Element 7.5	Percentage of students with field experience in providing health education in the community	Annually	Associate Dean for Educational Assessment and Evaluation	Chair of Medical Education Committee	AAMC GQ survey
Element 7.5	Percentage of students with experience related to health disparities	Annually	Associate Dean for Educational Assessment and Evaluation	Chair of Medical Education Committee	AAMC GQ survey
Element 7.5	Percentage of students with experience with a free clinic for the underserved population	Annually	Associate Dean for Educational Assessment and Evaluation	Chair of Medical Education Committee	AAMC GQ survey

Element	Measure	Review Schedule	"Individuals/Groups Reporting the Results"	"Individuals/Groups Responsible for Review/Action"	Data Sources
Element 7.5	Student performance in eliciting and articulating patient identified barriers to and strategies for promoting health behaviors	Annually	Clinical Skills Director; Director of Assessment	Chair of Medical Education Committee	Clinical Skills and Clerkship assessments
Element 7.5	Student performance in demonstrating communication strategies to activate patients for self-care management	Annually	Clinical Skills Director; Director of Assessment	Chair of Medical Education Committee	Clinical Skills and Clerkship assessments
Element 7.5	"Student performance in utilizing appropriate tools to obtain patient-centered values, goals, and socio-behavioral-economic factors that influence chronic disease screening, prevention, and management decisions"	Annually	Clinical Skills Director; Director of Assessment	Chair of Medical Education Committee	Clinical Skills and Clerkship assessments
Element 7.5	Student performance in applying the information gathered to co-create a comprehensive chronic disease management plan with the patient	Annually	Clinical Skills Director; Director of Assessment	Chair of Medical Education Committee	Clinical Skills and Clerkship assessments
Element 7.5	"Student performance in utilizing the electronic health record to review, guide, and document patient-centered chronic disease prevention and management"	Annually	Clinical Skills Director; Director of Assessment	Chair of Medical Education Committee	Clinical Skills and Clerkship assessments
Element 7.5	Student outcomes in Community Engaged Learning activities	Biennially	Director of Community Engaged Learning; Associate Dean for Educational Assessment and Evaluation	Chair of Medical Education Committee	Student reflections and assignments; student evaluation data related to CEL; AAMC GQ survey
Element 7.5	Student outcomes in Health Systems Science	Biennially	Thread Director of Health System Science; Associate Dean for Educational Assessment and Evaluation	Chair of Medical Education Committee	"Student learning outcomes (reflections, quizzes); Student evaluation data related to HSS"
Element 7.6	Students adequately prepared to care for patients from different backgrounds	Annually	Associate Dean for Educational Assessment and Evaluation	Chair of Medical Education Committee	AAMC GQ survey
Element 7.6	Review of Health Systems Science curriculum objectives	Annually	Thread Director of Health System Science; Medical Education Committee	Chair of Medical Education Committee	Data source/method to be established in 2020-2021.
Element 7.7	Completion of end-of-module reviews	Annually on rolling basis (end of module)	Module Directors	Module Directors; Module Directors Committee	Module Directors Committee
Element 7.7	Students understanding ethical/professional values expected of the medical profession	Annually	Associate Dean for Educational Assessment and Evaluation	Chair of Medical Education Committee	AAMC GQ survey
Element 8.1	Medical Education Committee oversight over medical education program	MEC minutes-monthly; Subcommittee minutes- as needed; Charter and annual report- annually	Chair of Medical Education Committee; Director of Faculty Affairs/Faculty Affairs and Professional Development	Medical Education Committee; Vice Dean for Academic Affairs; Dean of SOM	MEC charter; MEC committee and subcommittee meeting minutes; MEC annual report.
Element 8.2	Module and Clerkship objectives linked to Unified Competency Objectives (UCOs)	Annually	Module and Clerkship Directors; Module Directors Committee; Clerkship Education Committee; Medical Education Committee	Module and Clerkship Directors; Medical Education Committee; Associate Dean for Clinical Education; Associate Dean for Academic Affairs	Module and Clerkship syllabi; Medical Education Committee meeting minutes; minutes from Module Directors and Clerkship Education Committees
Element 8.3	Review of Module content	Annually	Module Directors; Module Directors Committee	Medical Education Committee; Vice Dean for Academic Affairs	Module Directors Committee meeting minutes
Element 8.3	Completion of Module and Clerkship evaluations	End of module/clerkship	Associate Dean for Educational Assessment and Evaluation	Medical Education Committee; Vice Dean for Academic Affairs; Clerkship and Module Directors; Associate Dean for Clinical Education; Associate Dean for Academic Affairs	"Module Directors Report, end of module student evaluations; Clerkship Directors report, end of clerkship student evaluations"
Element 8.3	Completion of Annual MD Outcomes Report	Annually	Associate Dean for Educational Assessment and Evaluation	Medical Education Committee; Vice Dean for Academic Affairs; Associate Dean for Clinical Education; Associate Dean for Academic Affairs	NBME exams; USMLE exams (Step 1 and 2); Clinical Skills Assessments; AAMC Y2Q; end of module and clerkship evaluations; AAMC GQ survey

Element	Measure	Review Schedule	"Individuals/Groups Reporting the Results"	"Individuals/Groups Responsible for Review/Action"	Data Sources
Element 8.3	Established policies and procedures for instructional and assessment methods	Annually	Curriculum Policy Subcommittee	Medical Education Committee	Curriculum Policy Subcommittee
Element 8.4	Step 1 exam scores	Annually	Associate Dean for Educational Assessment and Evaluation	Medical Education Committee	Step 1 exam results
Element 8.4	Step 2 CK exam scores	Annually	Associate Dean for Educational Assessment and Evaluation	Medical Education Committee	Step 2 CK exam results
Element 8.4	Step 2 CS exam scores	Annually	Associate Dean for Educational Assessment and Evaluation	Medical Education Committee	Step 2 CS exam results
Element 8.4	Student promotion and advancement rates	Annually	Registrar	Medical Education Committee	Enrollment data
Element 8.4	Student Clinical Skills Assessment/OSCE	Annually	Director of Assessment	Medical Education Committee	CSA results
Element 8.4	UCO reports delivered to MEC on schedule	Annually/triannually	Office of Medical Education	Medical Education Committee	Office of Medical Education
Element 8.4	Program outcome reports delivered to MEC on schedule	Annually/triannually	Office of Medical Education	Medical Education Committee	Office of Medical Education
Element 8.4	Student confidence in acquired clinical skills for residency	Annually	Associate Dean for Educational Assessment and Evaluation	Medical Education Committee	AAMC GQ survey
Element 8.5	Module course evaluation response rate	Annually	Associate Dean for Educational Assessment and Evaluation	Assistant Dean for Student Affairs	Course evaluations
Element 8.5	Clerkship course evaluation response rate	Annually	Associate Dean for Educational Assessment and Evaluation	Assistant Dean for Student Affairs	Course evaluations
Element 8.5	Annual review of action plans	Annually	Associate Dean for Educational Assessment and Evaluation; Associate Dean for Academic Affairs; Associate Dean for Clinical Education; Module Directors; Clerkship Directors	Medical Education Committee	Medical Education Committee; Clerkship Education Committee; Module Directors Committee
Element 8.5	Annual review of modules and clerkship evaluations	Biennially or more frequently as needed	Associate Dean for Educational Assessment and Evaluation; Module Directors; Clerkship Directors	Medical Education Committee	Educational Assessment and Evaluation office; Medical Education Committee
Element 8.5	Student satisfaction with quality of medical education	End of block	Associate Dean for Educational Assessment and Evaluation	Clerkship Directors and Coordinators	End-of-clerkship evaluations
Element 8.5	Quality of educational experiences in clerkships	Annually	Associate Dean for Clinical Education	Medical Education Committee	AAMC GQ survey; end-of-clerkship evaluations
Element 8.5	Identification of elements of a quality clerkship	"Beginning, mid-point, and end-of year"	Associate Dean for Clinical Education	Associate Dean of Clinical Education	"Student survey; Summary reports for blocks 1, 4, 8"
Element 8.5	Percentage of students who would choose to attend medical school again	Annually	Associate Dean for Educational Assessment and Evaluation	Medical Education Committee; Vice Dean for Academic Affairs	AAMC GQ survey
Element 8.6	Completion of clerkship objective cards	End of block; Annually	Director of Assessment; Associate Dean for Clinical Education; Clerkship Directors	Director of Assessment; Associate Dean for Clinical Education; Clerkship Directors	Clerkship objectives cards
Element 8.6	Percentage of students needing remediation for incompletion of clerkship required clinical encounters and skills	End of block; Annually	Director of Assessment	Clerkship Directors; Associate Dean for Clinical Education	Clerkship objectives cards
Element 8.7	Completion of clerkship objective cards	End of block; Annually	Director of Assessment; Associate Dean for Clinical Education; Clerkship Directors	Director of Assessment; Associate Dean for Clinical Education; Clerkship Directors	Clerkship objectives cards
Element 8.7	Student perception of comparability of instructional sites	End of block	Associate Dean for Educational Assessment and Evaluation	Clerkship Directors; Department Chairs; Site leadership; Associate Dean for Clinical Education	Clerkship student evaluations (ratings of clinical sites)
Element 9.1	Percentage of incoming residents who complete modules that introduce them to effective clinical teaching strategies	Annually	Resident as Educator Director	Resident as Educator Director; GME program directors; GME Dean; Vice Dean for Clinical Education	Orientation survey of incoming residents
Element 9.1	Percentage of incoming residents who complete modules which outline clerkship goals and objectives and student supervision policies	Annually	Resident as Educator Director	Resident as Educator Director; GME program directors; GME Dean; Vice Dean for Clinical Education	Orientation survey of incoming residents
Element 9.1	Student satisfaction with resident clinical teaching	End of each block	Resident as Educator Director	Resident as Educator Director; Clerkship Directors; Educational Evaluation and Assessment office; Vice Dean for Clinical Education	Student evaluations

Element	Measure	Review Schedule	"Individuals/Groups Reporting the Results"	"Individuals/Groups Responsible for Review/Action"	Data Sources
Element 9.2	Clerkship faculty receive faculty appointments	Annually	Clinical departments and their clerkship programs; Medical Education office	Director of Faculty Affairs/Faculty Affairs and Professional Development; Clinical departments and their clerkship programs; Medical Education office	"Clinical programs, Medical Education office (MD Clinical Education Compliance and Support), Faculty Affairs and Professional Development office"
Element 9.4	M1 fall Clinical Skills Assessment (CSA) on history taking (Hx)	Annually	M1/M2 Director of Clinical Skills	M1/M2 Director of Clinical Skills; Dean for Academic Affairs	Student objectives log
Element 9.4	M1 fall Clinical Skills Assessment (CSA) on physical exam (PE)	Annually	M1/M2 Director of Clinical Skills	M1/M2 Director of Clinical Skills; Dean for Academic Affairs	LearningSpace
Element 9.4	M1 fall Clinical Skills Assessment (CSA) on patient communication skills	Annually	M1/M2 Director of Clinical Skills	M1/M2 Director of Clinical Skills; Dean for Academic Affairs	LearningSpace
Element 9.4	M3 spring Clinical Skills Assessment (CSA) on clinical reasoning	Annually	M3/M4 Director of Clinical Skills	M3/M4 Director of Clinical Skills; Clerkship Education Committee	LearningSpace
Element 9.4	M3 spring Clinical Skills Assessment (CSA) on history taking (Hx)	Annually	M3/M4 Director of Clinical Skills	M3/M4 Director of Clinical Skills; Clerkship Education Committee	LearningSpace
Element 9.4	M3 spring Clinical Skills Assessment (CSA) on physical exam (PE)	Annually	M3/M4 Director of Clinical Skills	M3/M4 Director of Clinical Skills; Clerkship Education Committee	LearningSpace
Element 9.4	M3 spring Clinical Skills Assessment (CSA) on patient communication skills	Annually	M3/M4 Director of Clinical Skills	M3/M4 Director of Clinical Skills; Clerkship Education Committee	LearningSpace
Element 9.4	Evaluation of Clinical Skills Thread	Biennially	"M1/M2 Director of Clinical Skills, Educational Assessment and Evaluation office; Associate Dean for Educational Assessment and Evaluation"	Medical Education Committee	End of module; Assessment outcomes; Clinical Evaluation domain
Element 9.5	Percentage of students who received written feedback in Clinical Skills and Ultrasound threads	Annually	Module Directors; Thread leaders; Director of Assessment	Clinical Skills and Ultrasound Thread leaders; Medical Education Committee	E*Value; Blackboard; student gradebooks
Element 9.5	On-time completion of summative assessments for core clerkships and courses	Annually	Educational Assessment and Evaluation office	Associate Dean for Clinical Education; Medical Education Committee; Vice Dean for Academic Affairs	Associate Dean for Clinical Education; Educational Assessment and Evaluation office
Element 9.6	Annual review/approval of qualified teaching faculty	Annually	Medical Education Committee	Medical Education Committee; MEC Executive Committee	Medical Education Committee and MEC Executive Committee meeting minutes
Element 9.6	Review and reaffirm/ revise membership criteria for Medical Education Committee and subcommittees	Annually	Medical Education Committee	Committee on Committees	"Medical Education Committee and MEC Subcommittee charters, charges, meeting minutes"
Element 9.6	Review and reaffirm/revise Committee on Committees policy and procedures for selection of Medical Education Committee membership	Annually	Director of Faculty Affairs/ Faculty Affairs and Professional Development	Vice Provost for Faculty Affairs and Institutional Effectiveness	Committee on Committees charter and minutes; Faculty Affairs and Professional Development
Element 9.7	Percentage of students who received mid-clerkship feedback	Annually; end-of-block	Associate Dean for Educational Assessment and Evaluation	Medical Education Committee; Associate Dean for Clinical Education	AAMC GQ survey; Clerkship evaluation form
Element 9.7	Module Director feedback on formative quizzes	Biennially	Module Directors	Medical Education Committee	Data source/method to be established in 2020-2021.
Element 9.7	Student satisfaction with quality of formative feedback	End of block	Associate Dean for Educational Assessment and Evaluation	Associate Dean of Clinical Education	End of clerkship evaluation
Element 9.8	Percent of Modules and Clerkships that submit final grades within 6 weeks of completion	Annually	Associate Dean for Educational Assessment and Evaluation	Medical Education Committee	Educational Assessment and Evaluation office
Element 10.2	"MD Program Admissions Committee training on admissions policies, procedures, processes"	Annually	Director of Admissions	Associate Dean for Admissions and Enrollment	Blackboard training results
Element 10.2	Review and reaffirm/ revise EVMS MD Program Admissions Committee manual	Annually	Director of Admissions	Associate Dean for Admissions and Enrollment	Blackboard training results
Element 10.2	MD Program Admissions Committee confidentiality compliance	Annually	Director of Admissions	Associate Dean for Admissions and Enrollment	Executed confidentiality agreements in Admissions and Enrollment office

Element	Measure	Review Schedule	"Individuals/Groups Reporting the Results"	"Individuals/Groups Responsible for Review/Action"	Data Sources
Element 10.3	Review and reaffirm/revise policy and procedures for medical school admissions.	Annually	Director of Admissions	Associate Dean for Admissions and Enrollment	EVMS Medical School Admissions Policy Manual
Element 10.3	Admission Committee members' training and understanding of holistic review	Annually	Director of Admissions	Associate Dean for Admissions and Enrollment	AAMC WebAdmit system
Element 12.1	Assessment of student financial aid/debt management needs	Annually	Director of Financial Aid	Associate Dean for Admissions and Enrollment	Financial Aid survey
Element 12.1	Satisfaction with financial aid administrative services/ customer service	Annually	Director of Financial Aid; Associate Dean for Educational Assessment and Evaluation	Associate Dean for Admissions and Enrollment; Director of Financial Aid	Financial Aid survey; AAMC GQ survey
Element 12.1	Satisfaction with overall debt management/ financial planning counseling	Annually	Director of Financial Aid; Associate Dean for Educational Assessment and Evaluation	Associate Dean for Admissions and Enrollment; Director of Financial Aid	Financial Aid survey; AAMC GQ survey
Element 12.1	Satisfaction with senior loan exit interview	Annually	Associate Dean for Educational Assessment and Evaluation	Associate Dean for Admissions and Enrollment; Director of Financial Aid	AAMC GQ survey
Element 12.1	Median medical school debt at graduation	Annually	Associate Dean for Educational Assessment and Evaluation	Associate Dean for Admissions and Enrollment; Director of Financial Aid	AAMC GQ survey
Element 12.4	Satisfaction with student health care services	Annually; Every 8 years (in reaccreditation years)	Student Affairs office	Associate Dean for Student Affairs; LCME Steering Committee	AAMC GQ survey; Independent Student Analysis (ISA) survey
Element 12.4	Satisfaction with mental health care services	Annually	Student Affairs office	Associate Dean for Student Affairs	AAMC GQ survey
Element 12.4	Review and reaffirm/revise student personal leave policy for health related issues	Annually	Student Affairs office	Medical Education Committee	MD Student Handbook
Element 12.4	"Satisfaction with student programs/activities that promote effective stress management, a balanced lifestyle, and overall well being "	Annually	Student Affairs office	Associate Dean for Student Affairs	AAMC GQ survey
Element 12.5	Review and reaffirm/ revise medical student health records policies and procedures	Annually	EVMS Medical Group	EVMS Medical Group; Student Affairs office	EVMS Medical Group; Department of Family and Community Medicine; Department of Psychiatry
Element 12.5	Documented attestations from Student Health Center Providers on consultation with Departments of Family and Community Medicine and Psychiatry	Annually	Student Affairs office	Associate Dean for Student Affairs	Student Health Center job descriptions and departmental assignment of duties
Element 12.6	Satisfaction with student health insurance	Annually	Student Affairs office	Associate Dean for Student Affairs	AAMC GQ survey
Element 12.6	Review and reaffirm/ revise health insurance and disability insurance policies	Annually	Student Affairs office; Human Resources	Student Affairs office; Human Resources	Human Resources
Element 12.7	Documented review of institutional immunization requirements' compliance with CDC guidelines	Annually	Occupational Health	Occupational Health; Student Affairs office	Occupational Health review process
Element 12.7	Percentage of student compliance with immunization requirements	End of term	Occupational Health	Occupational Health; Student Affairs office	Occupational Health tracking
Element 12.8	Documented review and inventory of exposure policies	Annually	Student Affairs office; Associate Dean for Academic Affairs; Associate Dean for Clinical Education	Student Affairs office; Associate Dean for Academic Affairs; Associate Dean for Clinical Education	MD Student Handbook
Element 12.8	Documented review of procedures to inform students of the exposure policy	Annually	Student Affairs office; Associate Dean for Academic Affairs; Associate Dean for Clinical Education	Student Affairs office; Associate Dean for Academic Affairs; Associate Dean for Clinical Education	MD Student Handbook; orientation materials
Element 12.8	Attestations of exposure training	Annually	Student Affairs office; Associate Dean for Academic Affairs; Associate Dean for Clinical Education	Student Affairs office; Associate Dean for Academic Affairs; Associate Dean for Clinical Education	MD Student Handbook