

## Mock Accreditation Survey Visit Topics by Meeting

### Mock Site Team – Medical School Advisory Group

**Lois Margaret Nora, MD, JD;** *Neurology; Professor of Neurology, President Emeritus, and Dean of Medicine Emeritus at Northeast Ohio Medical University*

**Kevin Dorsey, MD, PhD;** *Internal Medicine/Rheumatology; Dean Emeritus at Southern Illinois University College of Medicine and Former Interim President of the Southern Illinois System*

**John Mahoney, MD;** *Emergency Medicine; Former senior associate dean for medical education at the University of Pittsburgh*

### Meeting location/connection information:

**On-campus:** Lester Hall, Room 210

**Virtual meeting:** <https://bluejeans.com/486308758/0108> (enter meeting ID 486308758#, passcode 0108#)

### Monday, August 31 (Day 1)

**9:00-10:00 a.m. | Dean's perspective on the status of the medical school**

Topics for discussion include:

- Strengths and challenges of the school
- Reflections on school development to date
- Element 2.4: sufficiency of administrative staff
- Element 4.1: sufficiency of faculty
- Element 5.1: adequacy of financial resources
- Element 5.2: dean's authority/resources
- Element 5.5: resources for clinical instruction

**10:05-11:05 a.m. | Meeting with students from M2, M3, and M4 classes**

Topics for discussion include:

- Element 3.2: community of scholars/research opportunities
- Element 3.3: diversity/pipeline programs and partnerships
- Element 5.4: sufficiency of buildings and equipment
- Element 5.6: clinical instructional facilities/information resources
- Element 5.11: study/lounge/storage space/call rooms
- Element 6.1: program and learning objectives
- Element 11.2: career advising
- Element 12.3: personal counseling/well-being programs
- Element 12.4: student access to health care services

**11:05-11:20 a.m. | BREAK**

**11:20-12:05 p.m. | Senior leadership staff (i.e., vice/associate deans)**

Topics for discussion include:

- Element 1.1: strategic planning and continuous quality improvement
- Element 1.3: mechanisms for faculty participation
- Element 1.5: bylaws
- Element 2.4: sufficiency of administrative staff

- Element 3.2: community of scholars/research opportunities
- Element 3.3: diversity/pipeline programs and partnerships
- Element 4.1: sufficiency of faculty
- Element 5.4: sufficiency of buildings and equipment
- Element 5.5: resources for clinical instruction

**12:05-12:45 p.m. | LUNCH**

**12:45-2:00 p.m. | Educational program objectives, content, curriculum management, and evaluation**

Topics for discussion include:

- Elements 6.2/8.6: required clinical experiences
- Element 6.5: elective opportunities
- Element 7.1, 7.2, 7.7: curriculum content
- Element 7.9: interprofessional collaborative skills
- Element 8.1: curricular management
- Element 8.3: curricular design, review, revision/content monitoring
- Element 8.4: evaluation of educational program outcomes
- Element 8.7: comparability of education/assessment

**2:05-2:50 p.m. | Teaching, supervision, student assessment, student advancement**

Topics for discussion include:

- Element 9.1: preparation of resident and non-faculty instructors
- Element 9.3: clinical supervision of medical students
- Element 9.4: assessment system
- Element 7.7: formative assessment and feedback
- Element 9.8: fair and timely summative assessment
- Element 10.3: policies regarding student selection/progress and their dissemination

**2:50-3:05 p.m. | BREAK**

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**3:05-3:50 p.m. | Clerkship Directors**

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Topics for discussion include:

- Element 5.5: resources for clinical instruction
- Element 5.11: study/lounge/storage space/call rooms
- Elements 6.2 and 8.6: required clinical experiences
- Element 8.7: comparability of education/assessment
- Element 9.1: preparation of residents and non-faculty instructors
- Element 9.2: faculty appointments
- Element 9.3: clinical supervision of medical students
- Element 9.4: assessment system
- Element 9.8: fair and timely summative assessment

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**3:55-4:40 p.m. | Diversity, admissions, access to research**

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Topics for discussion include:

- Element 3.2: community of scholars/research opportunities
- Element 3.3: diversity/pipeline programs and partnerships
- Element 4.2: scholarly productivity
- Elements 10.2/10.3: medical school admissions policies and practices

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**4:45-5:15 p.m. | Day One Debrief END DAY 1**

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## Tuesday, September 1 (Day 2)

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**9:00-9:30 a.m. | Medical School Finances**

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Topics for discussion include:

- Element 5.1: adequacy of financial resources
- Element 5.3: pressures for self-financing

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**9:35-10:05 a.m. | Educational facilities and infrastructure/pre-clerkship and clinical**

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Topics for discussion include:

- Element 5.4: sufficiency of buildings and equipment
- Elements 5.5/5.6: adequacy of clinical resources
- Element 5.11: study/lounge/storage space/call rooms

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**10:10-11:10 a.m. | Academic, career, personal advising/counseling services/student health/financial aid services and counseling**

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Topics for discussion include:

- Element 11.1: academic advising
- Element 11.2: career advising
- Element 11.3: oversight of extramural electives
- Element 11.5: confidentiality of student educational records
- Element 12.1: financial aid/debt management counseling/student educational debt
- Element 12.4: student access to health care services
- Element 12.5: non-involvement of providers of student health services in student assessment/location of student health records
- Element 12.8: student exposure policies/procedures

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**11:10-11:25 a.m. | BREAK**

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**11:25-11:55 a.m. | Institutional Faculty Issues (policies/procedures), faculty development**

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Topics for discussion include:

- Element 1.3: mechanisms for faculty participation
- Element 4.5: faculty development

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**12:00-12:45 p.m. | Meeting with residents**

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Topics for discussion include:

- Element 9.1: preparation of resident and non-faculty instructors
- Element 9.3: clinical supervision of medical students
- Element 9.4: assessment system

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**12:45-1:15 p.m. | LUNCH**

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**1:15-2:00 p.m. | Meeting with Junior Faculty**

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Topics for discussion include:

- Element 1.3: mechanisms for faculty participation
- Element 3.2: community of scholars/research opportunities
- Element 3.3: diversity/pipeline programs and partnerships
- Element 4.2: scholarly productivity
- Element 4.4: feedback to faculty
- Element 4.5: faculty professional development

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**2:05-3:05 p.m. | Meeting with department chairs**

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Topics for discussion include:

- successes and ongoing challenges in administrative functioning of departments
- adequacy of resources for all missions - research, scholarship, teaching, clinical care (3.2, 4.1, 4.2, 5.1, 5.2, 5.4, 5.5, 5.6)
- diversity (3.3)
- departmental support for faculty and GME/graduate programs
- balancing of demands on faculty

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**3:10-3:40 p.m. | Day Two Debrief**

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**VISIT ENDS**

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