

## Student Clerkship Evaluation Processes and Access

**What is Evaluated:** Required clerkships, and their faculty, are evaluated with a set of questions including both clerkship-unique questions and standard questions across all clerkships using E\*Value. Medical Education staff members manage survey construction and semi-annual reporting of evaluation results.

**Access to Data and Comments:** Clerkship directors and coordinators have access to both evaluations of the clerkship and faculty with student name, and the date and timeframe of the clerkship BLOCKED. The name of a student submitting a rating or comment is NOT divulged to course chairs, deans, students, or other individuals.

Individual faculty DO NOT have direct on-line access to any evaluation results in E\*Value. There are four E\*Value administrators in Medical Education and Evaluation who have full access to all evaluation results in the system for program maintenance and monitoring purposes.

**Report Content and Distribution:** Reports to individual faculty members and site directors are distributed only AFTER grades have been submitted for students. Clerkship directors and coordinators may generate aggregate reports of ratings and comments for clerkship sites and individual educators, WITHOUT student names and dates/time frames. Low scores on confidential items and confidential comments are reported ONLY to clerkship director and Dean of Curriculum.

**Confidential comments and Ratings:** Comments and ratings marked 'confidential' on evaluation forms for educators are treated separately. The clerkship director and the Associate Dean for Curriculum are notified immediately if a score on a rating form potentially indicates significant student mistreatment, and when a confidential comment has been submitted. Individual faculty members do NOT have access to this information. Clerkship directors and the Associate Dean will not divulge the name of the student providing such information and students will not be contacted if they do not indicate their willingness on the form unless required by the nature of the information provided (for example, physical assault).

Semi-annual reports of clerkship and faculty evaluation results are developed by the Director of Educational Evaluation in Medical Education.