

**Student - Policy on Grading in the
Phase 2/M3 Clerkship Year**



Policy Number: 301.1022.101

Policy Revision Date: 2022-3-8

Policy Category: Academic

Policy Owner: Vice Dean for Medical Education

**Policy Audience: Students, Faculty and
Administration**

1. Definitions:

2. Medical Curriculum Committee Review:

Medical Curriculum Committee Review and Approval: March 8, 2022

3. Introduction / Purpose:

LCME Standard 9.6 Setting Standards of Achievement: A medical school ensures that faculty members with appropriate knowledge and expertise set standards of achievement in each required learning experience in the medical education program.

Grading in the Phase 2/ M3 clerkship level uses the grades of Honors, High Pass, Pass and Fail.

Students must pass each component of the clerkship as defined in the M3 clerkship manual in order to pass the clerkship. A grade of incomplete must be resolved according to the Committee on Academic and Professional Standards and or Remediation Policy. A grade of Fail must be remediated according to the Committee on Academic and Professional Standards Policy and Remediation Policy.

4. Governance and Enforcement:

Vice Dean for Medical Education

5. Policy:

Clerkship Grading:

Grading in the M3 clerkship year is criterion-based. The criteria for final grades of Honors, High Pass, Pass and Fail as well as the minimum requirements for passing a required rotation/course are outlined in the M3 clerkship manual. Students should review this information in detail prior to beginning the rotation/course.

1. Student achievement of GCSOM and clerkship specific criterion will determine student's final grade as outlined in the M3 clerkship manual.
2. Final clerkship grades are determined by the course directors/UME Lead overseeing the clerkship.
 1. Each clerkship will assess a student's medical knowledge using a standardized written or oral examination and/or other assessment tools. The applicable scores for these

examinations in relation to this portion of the final grade are found in the M3 clerkship manual. The cut-off scores may be different for each exam.

2. Each clerkship will assess clinical performance. Clinical performance can be assessed by preceptor observation, written notes, oral presentations, simulation exercises, and other means. All clerkship rotations will use the M3 Assessment Tool and the clerkship-specific criterion for this portion of the final grade is found in the clerkship M3 manual. The criterion may be different for each clerkship.
3. Clerkships may designate other requirements required to complete the clerkship.
 - If these requirements contribute to the final grade, they are listed as such in the clerkship manual, and the criterion for each grade category are provided. The criterion for additional requirements may be different for each clerkship.

Clinical Skills Grading:

1. In order to pass the M3 academic year, students must earn an overall passing score and a passing score on all core components of the summative OSCE as outlined in the M3 clerkship manual.
2. Summative OSCE grades are determined by the faculty overseeing the summative OSCE.
3. In addition, conditions where a student might earn a failing grade on the summative OSCE are provided in the M3 clerkship manual. Students who do receive a failing grade are required to successfully complete a two-week advanced clinical skills course prior to Committee on Academic and Professional Standards (CAPS) review for promotion to M4 Academic Year of the medical curriculum.

Capstone Grading:

1. Students must earn a Pass in the Capstone for promotion to the M4 Academic Year of the medical curriculum. Standards for passing the Capstone requirement are found in the clerkship manual.
2. Capstone grades are determined by the course directors overseeing the Capstone.

Clinical Encounter Log Grading:

1. Students must complete logging requirements as outlined in the clerkship manual for promotion to M4 Academic Year of the medical curriculum.
2. Clinical encounter log grading is overseen by the clerkship director for the students regional campus/clinical site.

Quality Improvement Community Collaborative Grading:

1. Students must complete the Quality Improvement Community Collaborative (QuICC) assignments and project as outlined in the clerkship manual for promotion to the M4 academic year of the medical curriculum.
2. QuICC grading is overseen by the course director

Incomplete Grade:

1. An Incomplete is a temporary grade, recorded by the course directors/UME Lead, when not all core clerkship requirements have been completed by the end of the clerkship. the student must complete a finite amount of work in order to satisfy the learning objectives without re-enrolling in the course. Grades of Incomplete may be made up with the permission of CAPS

following their procedures.

1. A grade of incomplete must be entered at the end of 42 days for students who have not completed the requirements of the clerkship, or who have been granted an exam delay or excused absence.
2. An incomplete grade appears as an “I” on the transcript until the required work has been successfully completed and then is converted to the final grade.

Failing Grade:

1. Failing grades will be assigned to students who meet any of the following criteria as defined in the clerkship manual:
 1. Not meeting the clerkship’s minimum passing criteria on the Clerkship Assessment Tool portion of the final grade.
 2. Narrative comments on the Clerkship Assessment Tool indicative of a failing performance.
 3. Completion of supplemental clerkship requirements
 4. Not meeting the passing standard on a second attempt of the examination of medical knowledge.
2. Failing grades that have been successfully remediated are noted as F/P on the student’s transcript.

Grade Appeal

The process for appealing a grade is specified in the Student Grievance Regarding Grades Policy.

6. Key Stakeholders:

Students, Faculty and Administration