

I. POLICY

Medical Student Performance Evaluation and Post-Match Communication

II. PURPOSE

This policy describes the generation of the Medical Student Performance Evaluation (MSPE) for Doctor of Medicine (MD) students and specifies the scenarios in which the MSPE of MD students or graduates will be updated and resubmitted to the Electronic Residency Application System (ERAS) prior to the Match. This policy also describes post-Match communication between the MD program and residency programs prior to graduation.

III. RESPONSIBLE PARTY AND REVIEW CYCLE

Medical Education and Student Affairs will review this document annually. The Medical Education Committee will review and approve any changes to this policy as recommended by Medical Education and Student Affairs.

IV. ACCREDITATION REFERENCES

LCME 9.9	Student Advancement and Appeal Process
LCME 11.2	Career Advising
LCME 11.4	Provision of MSPE
LCME 11.6	Student Access to Educational Records
SACSCOC 12.3	Student Rights
SACSCOC 12.4	Student Complaints

V. DEFINITION(S)

Medical Student Performance Evaluation or MSPE: Required component of MD students' residency applications that provides residency program directors with a formal evaluation of students' performance in medical school. As defined by the American Medical Colleges (AAMC), the MSPE is a letter of evaluation, not recommendation.

VI. DESCRIPTION

Contents of the MSPE

The content of the MSPE is specified by the AAMC. The Noteworthy Characteristics section of the MSPE is written by the MSPE Coordinator and the student in concert. Information regarding leaves of absence, adverse action(s) imposed on the student by EVMS, and lapses in professional behaviors are required to be reported. Reasons for leaves of absence are described with sensitivity to student confidentiality and with student input, as appropriate. Reported adverse action(s) contain formal disciplinary actions taken against a student, including suspensions from the program, dismissals from EVMS that were overturned on appeal, Honor Code violations, or other disciplinary actions voted for reporting in the MSPE by the Student Progress Committee. Recurrent or singly egregious unprofessional behaviors will be addressed

in the Professional Performance section of the MSPE. EVMS' MSPE reports Areas of Distinction for students who are selected for those recognitions but does not include class rank or a summary adjective that signifies class rank. In situations of remediated clerkships, both the initial domain and clerkship grades and the remediated domain and clerkship grades are reported. If a student repeats the Clinical Evaluation domain of a clerkship, both the initial and the remediated clerkship narratives are included in the MSPE in the order that the student completed the clerkships.

Generation of the MSPE

EVMS adheres to the format and content specified by the AAMC (<https://www.aamc.org/professional-development/affinity-groups/gsa/medical-student-performance-evaluation>) and the National Resident Matching Program's Match Participation Agreement for Medical Schools. The MSPE is confidentially prepared by the MSPE Coordinator with oversight from the Senior Associate Dean for Strategy and Decision Support. Clerkship summary narratives are edited for grammar, but not for content by the MSPE Coordinator. The MSPE is finalized and signed by the Vice Dean for Academic Affairs, who is responsible for final approval.

Students have an opportunity to review the MSPE for factual accuracy prior to release. Factual or grammatical errors or inaccurate inclusion errors can be addressed by the MSPE Coordinator. Students cannot edit clerkship grades or narrative summary comments during this factual review that were not previously addressed by the Appeal and Complaint Procedure Policy. EVMS submits the MSPE for all students participating in the Match on the date specified by ERAS in the final year of the MD program.

Upon graduation, the MSPE becomes a permanent part of the student's academic record.

Addendums to the MSPE

Once released to ERAS, the AAMC stipulates that the content of the original MSPE cannot be edited. An addendum may be added at a later date to reflect new information about student performance, either academic or professional, or student progress in the program that has occurred after the initial release. Prior to the Match, at the discretion of the Student Review and Advisory Committee (SRAC), EVMS will submit to ERAS MSPEs with addendums in cases of Elective phase failures, adverse action(s) imposed on the student by EVMS, lapses in professional behaviors, and/or improvements in professional behaviors previously noted on the MSPE to be deficient. Similarly, after the match but prior to graduation, at the discretion of SRAC, EVMS may provide a post-Match MSPE or other communication to the residency program(s) of any MD student(s), detailing Elective phase failures, adverse action(s) imposed on the student by EVMS, lapses in professional behaviors, and/or improvements in professional behaviors previously noted in the MSPE to be deficient.

For students who are entering the Match as graduates of EVMS, MSPE addendums will include available Elective Phase narrative comments and updates on professional behaviors. Graduates have the option to approve the addition of this addendum in full or to decline the addendum. No partial addendums will be included. No addendum is included for the purposes of the Supplemental Offer and Acceptance Program.

MSPE and Addendum Appeals

Enrolled students may appeal to request another MSPE writer or may appeal component(s) of their MSPE or any addendum that they feel have not been fairly composed or written. Students may not, however, use the Appeal and Complaint Procedures Policy to appeal clerkship grades or narrative summary comments that were not timely appealed at the time they were issued.

The appeal must be filed in within four (4) business days of notification that the MSPE is available for review in order to meet the deadline for the MSPE. Late appeals may result in late submissions of the MSPE.

An appeal to an addendum for currently enrolled students must also be filed within four (4) business days of notification that the addendum is available for their review. Individuals who are entering the Match as graduates of EVMS do not have the right to appeal an addendum, as they only approve or decline its inclusion as outlined above.

VII. RELATED POLICIES

Appeal and Complaint Procedures Policy
Compliance Reporting/Anti-Retaliation Policy
Clerkship Phase Assessment and Grading Policy
M4 Elective Phase Assessment and Grading Policy
Pre-clerkship Phase Assessment and Grading Policy
Professional Learning Environment and Appropriate Treatment of Medical Students Policy
Standards for Advancement and Graduation Policy
Student Non-Academic Complaint and Formal Grievance Policy
Student Progress Committee Structure and Function Policy
Technical Standards
USMLE Procedures Policy

VIII. HISTORY OF APPROVALS AND UPDATES

The following list documents policy approvals and updates by oversight authority, date, and summary of changes. This policy is housed on the MD Student Handbook webpage.

- On June 8, 2022, the Medical Education Committee approved this policy.