



## Explore & Focus Phase Committee Minutes

<b>Date</b>	November 21, 2022
<b>Time</b>	4:00 – 5:30PM
<b>Co-Chairs</b>	<i>Esther Chung; Joshua Jauregui</i>
<b>Attendees</b>	<p><b>Academic Chair:</b> <i>Esther Chung</i>; <b>Executive Chair:</b> <i>Joshua Jauregui</i></p> <p><input checked="" type="checkbox"/> <b>QUORUM REACHED:</b> <b>Voting Members:</b> <i>Barb Doty, Doug Schaad, Emily Myers, Matt Cunningham, Matt Hollon, Mike Spinelli, Roger Tatum, Sarah Thomson, Tom Payne</i></p> <p><b>Guests:</b> <i>Sarah Wood, Karla Kelly, John McCarthy, Claire Sandstrom, Jordan Kinder, Debbie Blackstone, Laura Yale, Margie Trenary, Lena Sibulesky, Pam Pentin, Julie Bould, Kristen Seiler, Niels Beck, Gina Franco, Geoff Jones, June Lee, Alexis Rush, Eric Kraus, Erin Gunsul, Ruth Sanchez, Sara Kim, Maya Sardesai</i></p>
<b>Regrets</b>	<b>Voting members:</b> <i>Alson Burke, Amanda Kost, Nam Tran, Ralph Ermoian, Susan Merel, Troy Johnston</i>

### Agenda

	ITEM	LEAD	TIME	ATTACHMENT	ACTION
1	PEAC Grading Recommendations: Implementation for 2023-2024 clinical year	Joshua Jauregui	15 min	Attachment A	Announcement
2	Learning Environment	Melinda Frank / Karla Kelly	5 min		Announcement
3	Approve October Minutes	Esther Chung	5 min	Attachment B	Decision
4	APC Evaluation and Mid-Clerkship Feedback	Esther Chung	20 min	Attachment C	Discussion
5	Follow-up on Grade Reviews, Challenges, and Appeals: MSPE Overview and Discussion	Sarah Wood / Maya Sardesai	30 min	Attachment D	Discussion
6	2022 UWSOM Residency Match Data	Sarah Wood	15 min		Discussion



1. PEAC Grading Recommendations: Implementation for 2023-2024 clinical year

**Announcement:** The committee reviewed the Program Evaluation & Assessment Committee’s (PEAC) grading recommendations for required clerkships that were approved by Curriculum Committee in March 2022 for implementation in the 2023-2024 clinical year:

- Departments should adopt a percentage weighting system for combining clinical evaluations and final exam scores into a final grade.
  - *AMENDMENT:* for the E-21 class.
  - *SECOND AMENDMENT:* starting with the 2023-2024 clerkship year.
- The final exam weight can be different by department and the cap should be set and approved by the Patient Care Committee and Explore & Focus Committee (for implementation starting with the 2023-2024 clerkship year).
- UWSOM should discontinue the use of final exam performance thresholds that students must meet in order to get a final grade of Honors.
  - *AMENDMENT:* Implement starting with the 2023-2024 clerkship year

Required clerkship directors are encouraged to consider how these will be implemented for their clerkship. The committee will discuss and vote on the percentage weighting system and the final exam weight cap at a future meeting.

2. Learning Environment

**Announcement:** The committee reviewed updates to the [Learning Environment Reporting Tool](#) (aLERT, also known as the “Mistreatment Button”). This tool was created for students to submit anonymous or self-identified feedback about any UWSOM learning environment, including the WWAMI Foundations sites and UW-affiliated clinical sites.

The clerkship websites have historically linked directly to aLERT in a variety of ways and formats. The Learning Environment team requested clerkships instead link to the [Learning Environment website](#) which includes the four different reporting options available to students:

1. Directly to the Director of the learning Environment
2. Directly to any UWSOM dean
3. Via the online the Learning Environment Reporting Tool
4. By documenting on UWSOM evaluations (MSEs, Foundations End-of-Block Evaluations, GQ, etc.)

Clerkships should communicate the methods of reporting mistreatment at student orientation.

3. Approve October Minutes

**Discussion:** The committee reviewed the previous minutes.

<input checked="" type="checkbox"/> DECISION REQUIRED? <b>MOVED TO E-VOTE</b>	[12] VOTES FOR	[0] VOTES AGAINST
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**Decision:** The Explore & Focus Phase Committee approved October meeting minutes



#### 4. APC Evaluation and Mid-Clerkship Feedback

**Discussion:** The committee reviewed student evaluations for Advanced Patient Care Clerkships (APC) and Sub-Internships (Sub-I) for the 2021-2022 clinical year. See meeting handouts for details.

**Key takeaways:**

- Students appreciated hands-on learning, the emphasis on teamwork, and independence and autonomy.
- Areas for improvement include: feedback from faculty, clarity on grading, expectation setting, increase medical student involvement, and increase consistency with the attendings students work with.
- Across the board, students rated all departments high for “clerkship as a whole,” averaging 5.5 across all clerkships (on a six-point scale).
- There is room for improvement in giving students mid-rotation feedback, with an average of 82% across all clerkships (improvement from last year: 76%).

**Considerations and next steps:**

- Annual departmental APC director meetings
- Departmental challenges:
  - High volumes, short staff, lack of time, site-specific limitations
- Values/improvements:
  - Setting expectations one-on-one at start of shift and via e-mails in advance
  - Formal orientation
  - Feedback – frequent, actionable, mid-clerkship to allow change/improvement
  - Learning environment – welcoming, demonstrated camaraderie, kind, inclusive, open
  - Hands-on experiences, autonomy
  - Accessibility – pagers, AMS Connect, codes to resident spaces, parking, Zoom to avoid travel

#### 5. Follow-up on Grade Reviews, Challenges, and Appeals: MSPE Overview and Discussion

**Discussion:** Following up from previous committee discussions on the increase in grade reviews and challenges, the Student Affairs team provided an overview of the Medical Student Performance Evaluation (MSPE).

The MSPE (formerly known as the “Dean’s Letter”) is “a summary letter of evaluation intended to provide residency program directors an honest and objective summary of a student’s salient experiences, attributes, and academic performance” (per the Association of American Medical Colleges, AAMC). MSPEs are also used for fellowship applications and state licensure applications throughout a physician’s career.

The AAMC governs the structure, length, format, and contents of the MSPE. The MSPE consists of four sections:

1. Noteworthy characteristics (student provides these)
2. Academic history (dates enrolled, remediations, etc.)
3. Academic progress (where clerkships evaluation information goes. See below)



#### 4. Summary (standard language +/- summary word)

### 3. Academic Progress

Clerkship grades, dates, and evaluation comments are included in the MSPE:

- Included evaluation comments are extracted from “Required Summary of Performance” box, which is tagged as “(Comments for use in the Dean’s MSPE)”.
- The UWSOM **is not** permitted to extract comments from the other “Required Feedback Comments” box.
- Professionalism concerns may be included depending on the severity and/or frequency.

#### The most significant concerns: bias in language

Studies have shown a language bias in evaluation comments. For example, in a blinded analysis on Internal Medicine evaluations, personal attributes were more commonly used for female students, whereas male students received more competency-based comments. Likewise, for Underrepresented in Medicine (URIM) minority students, personal attributes were more commonly used, whereas non-URIM students received more competency-based comments.

Faculty evaluators can improve evaluation comments:

- Use gender-neutral language.
- Provide 3-5 sentences related to objectives.
- Focus on competencies rather than personal attributes.

Additional resources were shared for preparing effective evaluations for the MSPE. See meeting handouts for details.

#### 6. 2022 UWSOM Residency Match Data

**Discussion:** The committee reviewed the UW School of Medicine’s (UWSOM) 2022 residency Match data. The UWSOM had another successful year. The UWSOM has held steady in students matching into primary care (this includes: Family Medicine, Internal Medicine, and Pediatrics) and students staying in the WWAMI region. The most common specialties for UWSOM graduates include: Internal Medicine, Family Medicine, Emergency Medicine, and Pediatrics.