

MSPE POLICY

LCME Element 11.6 states “A medical school has policies and procedures in place that permit a medical student to review and to challenge the student’s educational records, including the Medical Student Performance Evaluation, if the student considers the information contained therein to be inaccurate, misleading, or inappropriate.” This policy ensures that the submitted Evaluation represents a fair and accurate description of students’ medical school performance.

The Medical Student Performance Evaluation (MSPE) is co-authored by the Associate Dean for Admissions and Student Affairs and the Assistant Deans for Student Affairs. Students can choose which of these individuals they will complete their required MSPE Meeting with. The Associate Dean or Assistant Dean that the student chooses to meet with will gather the necessary information to be included in the MSPE. All MSPE’s are thoroughly reviewed, edited and signed by the Associate Dean for Admissions and Student Affairs and all Assistant Deans for Student Affairs.

Students are allowed to review the MSPE draft approximately 4 weeks prior to release and request edits to any portion of the MSPE except clerkship/elective comments and/or grades.

At the completion of each clerkship/elective, students are given a copy of the comments and grades that will be added to the MSPE. At that time, students may appeal any or all comments and/or grades as per the COM Grade Appeal Policy. No changes will be made to clerkship/elective comments and/or grades included in the MSPE outside of this process.

All other portions of the MSPE are available for review by the student for accuracy of content. Corrections of typographical and grammatical errors that do not alter the content of the MSPE do not require an appeal. If a student thinks a comment other than those from clerkships or electives should not be a part of the MSPE, an appeal is made to the Associate Dean for Admissions and Student Affairs. Comment(s) can only be appealed on the grounds that it/they are inaccurate, misleading, or inappropriate. The Associate Dean for Admissions and Student Affairs’ decision can be further appealed to the Senior Associate Dean for Undergraduate Medical Education whose decision is final.