

Undergraduate Medical Education (UME) Policy

Title: Non-Involvement of Healthcare Providers in Student Assessment			
<i>Origination Date: 2012</i>	<i>Last Amended Date: 10/17/2019</i>	<i>Next Scheduled Review Date: 10/17/2023</i>	<i>Policy Reaffirmed Date:</i>
Purpose:	To ensure that students are evaluated based on commonly agreed upon performance measures that are independent of confidential or protected health information. This is essential to ensure that student academic performance is evaluated properly and to ensure that students are not discouraged from seeking medical and/or psychological/psychiatric care that is held in the strictest standards of patient privacy and confidentiality, without concern for consequent adverse actions or repercussions.		
Definitions:	<p>Healthcare services – all health services, including psychiatric/psychological counseling.</p> <p>LCME Element 12.5 Non-Involvement of Providers of Health Services in Student Assessment/Location of Student Health Records - the health professionals who provide health services, including psychiatric/psychological counseling, to a medical student have no involvement in the academic assessment or promotion of the medical student receiving those services. A medical school ensures that medical student health records are maintained in accordance with legal requirements for security, privacy, confidentiality, and accessibility.</p>		
Policy:	<p>Healthcare professionals who provide medical and/or psychological/psychiatric care to medical students must:</p> <ul style="list-style-type: none"> • have no role in the formal academic or professionalism evaluation of medical students at the present or future time. • have no role in advancement/progression/graduation of medical students at the present or future time. • recuse himself/herself from the formal academic or professionalism evaluation of medical students and from academic or professionalism decisions of advancement/progression/graduation of medical students, if a dual relationship with medical students is anticipated or is discovered, and, when appropriate and without breaching confidentiality, alert a dean for student affairs immediately. <p>Faculty preceptors, residents, fellows, course, module, and clerkship directors involved in student assessment and evaluation are required to certify on each student evaluation that they have not provided healthcare services to the student they are evaluating.</p> <p>Faculty members serving on the Student Progression and Promotions Committee (SPPC) must certify annually that they will not participate in the review of any student they have provided healthcare services in accordance with this policy and the SPPC <i>Recusal from Student Progression and Promotions Committee Discussions and Votes</i> policy.</p>		
Process:	<p><u>Students</u></p> <p>Students should follow the following guidance to make certain appropriate care is sought and provided:</p> <ul style="list-style-type: none"> • seek medical care through the Wellness 360 clinic. Registered nurses or advanced nurse practitioners usually provide this medical care under the supervision of the Wellness 360 Medical Director. The healthcare providers in the Wellness 360 clinic may 		

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refer medical students to other academic or community health care providers for further/follow-up care.

- seek psychological/psychiatric care through the Student Counseling Center (SCC). A multidisciplinary staff, who is not involved in academic or professionalism evaluation and/or decisions of advancement/progression through the curriculum, provides evaluation and short-term treatment including counseling, psychotherapy, and medication management when necessary to medical students with mental health, situational, social, or academic concerns. The health care providers in the SCC may refer medical students to other academic or community health care providers for further/follow-up care.
- inform staff in the Wellness 360 clinic and the Student Counseling Center that they are students at the Long School of Medicine.

Faculty Preceptors/Residents/Fellows/Course, Module, Clerkship Directors

- Faculty preceptors, residents, fellows, course, module, and clerkship directors are required to certify on each student evaluation form in the one45 evaluation system that they have not provided healthcare to the student being evaluated.
- Course, module and clerkship directors must have a contingency plan in place specifying the person(s), who will compile and issue final grades if they have provided healthcare to the student(s) in a course/module/clerkship. The plan is to be submitted to the Office for Undergraduate Medical Education (OUME) on an annual basis.

Student Progression and Promotions Committee (SPPC) Members

- Annually, all members of the SPPC shall receive and review this policy and the *Recusal from Student Progression and Promotions Discussions and Votes* policy.
- SPPC Members will sign an acknowledgement of receipt, understanding and agreement to abide by said policies.
- A record of this action shall be documented in SPPC meeting minutes.

Compliance and Monitoring

- Clerkship directors will include this policy in annual faculty/resident development sessions. Attendance at each session must be tracked with a sign in sheet. Copies of sign in sheets are to be submitted to the Office for Undergraduate Medical Education (OUME) at least annually. There must be a follow-up plan in place for residents/faculty not in attendance to receive the information and certify receipt.
- Clerkship directors will monitor student evaluations in one45 for instances when a faculty member indicates they have provided healthcare services to the student being evaluated. In those instances, the faculty member's evaluation and narrative feedback must be excluded from use in the calculation of a student's final clerkship grade and summary.
- The Office for Undergraduate Medical Education (OUME), through the director of accreditation, compliance, and quality improvement will monitor required reporting outlined in this document.

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Approval Body: Long School of Medicine, Office for Undergraduate Medical Education, Executive Leadership

CERTIFIED BY:

Policy Custodian(s)

*Name: Deborah Conway, MD
 Title: Associate Dean for Curriculum*

*Name: Joshua Hanson, MD
 Title: Associate Dean for Student Affairs*

ACCEPTED AND AGREED TO:

*Name: Florence Eddins-Folensbee, MD
 Title: Vice Dean for Undergraduate Medical Education*

*Name: Robert Hromas, MD, FACP
 Title: Dean/Vice President for Medical Affairs, Long School of Medicine*

References to regulations and/or other related policies:

- **LCME Elements:**
 - 12.5 Non-involvement of Providers of Health Services in Student Assessment/Location of Student Health Records
- **Other Relevant Policies/Guidelines/Procedures/Forms:**
 - SPPC Policy - Recusal from Student Progression and Promotions Committee Discussions and Votes

REVISION HISTORY

Date	Revision Detail
10/17/19	Updated name of Student Health & Wellness Center to Wellness 360 Clinic.