

Formative Feedback Policy

Effective Date: January 01, 2023

Responsible Party: University of Alabama at Birmingham Marnix E. Heersink School of Medicine Associate Dean for Undergraduate Medical Education

Contacts: [Kevin Leon, MD](#), Associate Dean for Undergraduate Medical Education

POLICY ABSTRACT

This policy details the requirement that medical students are provided with formative feedback by midpoint of a required course or clerkship that is four or more weeks in duration.

REASON FOR POLICY

This policy establishes the expectation that medical students are provided formative feedback no later than the midpoint of a required course or clerkship that is four or more weeks in duration. This policy meets the requirements set forth by the Liaison Committee for Medical Education (LCME) accreditation requirements as follows:

Element 9.7: Formative Assessment and Feedback

The medical school's curricular governance committee ensures that each medical student is assessed and provided with formal formative feedback early enough during each required course or clerkship to allow sufficient time for remediation. Formal feedback occurs at least at the midpoint of the course or clerkship. A course or clerkship less than four weeks in length provides alternate means by which medical students can measure their progress in learning.

SCOPE

The policy applies to all medical students who attend the UAB Heersink School of Medicine.

POLICY

Directors of required Preclinical Courses and Clinical Clerkships must ensure that students receive formative feedback at least by midpoint for any module or clerkship of four or more weeks in duration. For a course that is shorter than four weeks in length, course leadership provides alternate means by which students can measure their progress.

PROCEDURE

Required Preclinical Courses: Formative feedback must be provided to students by the midpoint of a required preclinical module of four weeks duration, or within

sufficient time to allow students to measure their progress for modules shorter than four weeks. This may include verbal feedback, written narrative feedback, feedback or grades on assignments or quizzes, self-assessments, practice questions, concept review, and/or assessment of individual or group performance.

Required Clinical Clerkships: Students must receive formative feedback by the midpoint of each clerkship. This must include at least one feedback form completed by a preceptor or PGY2 and above. Additional feedback from other team members PGY1 and above is welcome. This process is completed on paper or electronically and is authenticated (electronic or written). Issues noted in the formative feedback forms are reviewed by the Clerkship leadership and monitored centrally.

HISTORY

Created: 08/05/2022

Approved: 02/03/2023 by UA Systems Office

Revised: N/A

University of Alabama at Birmingham Marnix E. Heersink School of Medicine policies shall be reviewed periodically to determine whether revisions are appropriate to address the needs of the medical school community.