

LCME Schedule for February 24-27, 2019 Site visit

	months to site visit	Independent Student Analysis (ISA)	Data Collection Instrument (DCI)	Self-Study Task Force Subcommittees	Self-Study Task Force	
2017 January	-25	describe task	Leads receive binders	confirm co-chairs		2017 January
February	-24	select team	assess needs			February
March	-23	create instrument	Receive 2019 DCI			March
April	-22	+				April
May	-21	+	CREATE up-to-present report. Include all DCI Tables, Appendices, and Narrative; highlight proposed changes	charge Task Force Subcommittees and get dates onto calendar		May
June	-20	+	+			June
July	-19	+	+			July
August	-18	marketing/publicity	add 2017 GQ to DCI; Final DCI & appendices			August
September	-17	pilot the survey		Self-Study: Deliberations and analysis based on 1-LCME standards, 2-DCI, 3-ISA, 4-GQ, 5-2011 accreditation, 6-Strategic Plan, 7-Self-Study report questions. Identify and implement changes to correct issues		September
October	-16	Survey Open		+	charge Task Force and get dates onto calendar	October
November	-15	send <i>preliminary data</i> to Dr. Alison Larson for distribution to DCI and Self-Study Subcommittees; begin analysis and write ISA ; get consensus on strengths, issues and recommendations	add ISA data to DCI	+		November
December	-14	also propose next steps: survey? Focus groups?		+		December
2018 January	-13	ISA Final Draft due 1/31		1/1 Self-Study Subcommittee reports due		2018 January
February	-12				Task Force: Review and analyze Self-Study Subcommittee reports and ISA reports, etc;	February
March	-11				Write summary report	March
April	-10				+	April
May	-9				Self-Study Summary Report due 5/30	May
June	-8				June 1: begin EDIT for voice/sense	June
July	-7					July
August	-6		<ul style="list-style-type: none"> • add 2018 GQ to DCI; • update data tables and financials; • check appendix; • Finalize Draft 			August
September	-5				Edit for accuracy, consistency, and finalization	September
October	-4					October
November	-3					November
December	-2		All documents due to LCME: 12/3/2018: Mock Site Visit: Dec. 16-18			December
2019 January	-1					2019 January
February	0		Site Visit: 2/24-27, 2019			February