

## Medical Student Performance Evaluation Information

### **What is the Medical Student Performance Evaluation (MSPE):**

The MSPE is a summary of a student's academic history while at BUSM. It is not a letter of recommendation.

BUSM is obligated to provide an accurate and complete MSPE by our contractual agreement with the NRMP: <https://www.nrmp.org/wp-content/uploads/2021/09/2022-MPA-Main-Match-MedicalSchool-1.pdf>. See a pertinent excerpt below:

*“The medical school has an obligation to submit complete, timely, and accurate information to the NRMP about the school and its applicants. If the NRMP receives or obtains credible evidence that a medical school has violated the terms of this Agreement, the NRMP is authorized to investigate and act on confirmed violations. The medical school may review the Match Violations Policy at [www.nrmp.org](http://www.nrmp.org).”*

*Information reported in the Medical Student Performance Evaluation (MSPE) that is false, misleading, incomplete, or not up to date may be deemed a violation of this Agreement. A medical school shall amend or attach an addendum to an applicant's MSPE if the school has confirmed knowledge the MSPE, as written, is no longer accurate. A medical school's intentional omission of information pertinent to a program's decision to rank a medical school's applicant(s), determine an applicant's eligibility to satisfy program requirements, or to identify circumstances that may reasonably delay or affect adversely the applicant's graduation, or current training date, licensure status, visa status, or ability to start the training program will be deemed a violation of this Agreement.”*

### **Who will write your MSPE:**

- Informational drafts are done by SAO staff.
- The *Noteworthy Characteristics* section is drafted by the student and their chosen SAO asst dean.
- The *Summary paragraph* is written by the SAO asst dean.
- All MSPEs are reviewed and edited for clarity by Dr. Angela Jackson, Associate Dean for Student Affairs.

### **Composition of MSPE: AAMC format, expected of all schools**

#### **Noteworthy Characteristics**

- This section highlights the student's accomplishments **during medical school**.
- The student drafts this section as three bullet points written in the third person and discusses with their SAO dean, who writes the final bullets, due Tuesday, July 5, 2022.
- Example of topics:
  - Scholarship – research, teaching experiences
  - Extracurricular/Leadership activities
  - Description of any interruptions in medical education may also be included here, such as dual-degree programs, Leave of Absence, Modified/Alternate/Decelerated Curriculum, Repeat Year.

#### **Academic History**

- Date of Initial Matriculation in Medical School
- Date of Expected Graduation from Medical School

- Explain any extensions, leave(s), gap(s), or break(s) in the student’s educational program
- Information about the student’s prior, current, or expected enrollment in and the month and year of the student’s expected graduation from dual, joint or combined degree programs.
- Was the student required to repeat any coursework during their medical education? If yes, please explain.
- Was the student the recipient of any adverse action(s) by the medical school or its parent institution?
  - At BUSM, we define “adverse action” as a behavior or pattern of behavior that has resulted in a student appearing before the Disciplinary Committee, or before the SEPC that has resulted in findings and disciplinary action.

### **Professionalism Concerns Section:**

BUSM defines “professionalism concerns” for inclusion in this section of the MSPE as a behavior or pattern of behavior that has resulted in the student being brought before a formal committee, SEPC or Disciplinary, to address this behavior. Clerkship narratives may include mention of lapses in professional behavior, in a process separate from this section, and determined by the clerkship director.

### **Academic Progress**

#### Third & Fourth Year Evaluation Narratives and Grades

- The clerkship narratives are limited to the official narrative submitted by the Clerkship/Rotation Director. If a student has concerns about any comments in a clerkship evaluation, they must discuss it with the Clerkship/Rotation Director.
- Comments noted in the “not for inclusion in the MSPE” section may be included in the MSPE if representing a persistent, unresolved concern (see NRMP policy above).
- Requests for revision of clerkship evaluation narratives follow the same procedure and timeline as grade reconsiderations.
- A student’s MSPE Dean cannot make changes to the content of student evaluations other than correcting typos, repeated sentences, etc.
- All completed evaluations received by the first week in September will be included in the MSPE. The SAO works very hard to include all especially relevant evaluations such as sub-internships and specialty electives.

### **Summary**

- The summary section includes a brief overview statement drafted by the SAO dean writing the MSPE, highlighting characteristics reflected in evaluations and an explanation of any special circumstances, if indicated.
- One of 5 descriptors is used at the end of the summary paragraph – Exceptional, Outstanding, Excellent, Very Good and Good. These descriptors are defined a priori, and are based on academic record and grades through the third year. For fairness and consistency, 4<sup>th</sup> year grades are not considered, nor are USMLE Step scores

### **Reviewing the MSPE:**

- Students will have the opportunity to review their MSPE for content and accuracy prior to the release day. Students are emailed when their MSPE is ready for review. Reviews are completed electronically.
- Edits should focus on accuracy of information, not on narrative flow or style.

### **Release of MSPEs to Residency Programs:**

- **The MSPE release date to programs is the same nation-wide: the third Wednesday in September.** All medical schools and residency programs adhere to this deadline.

The MSPE is a static document. Once it has been released to programs, it is not modified. In certain circumstances, an addendum to add additional information will be created, but the original text of the MSPE will not be altered. These circumstances include:

- Students who participate in the SOAP. An addendum will be added to the MSPE, including all evaluations available since the initial release date of the MSPE, and other relevant information.
- Students who reapply to the MATCH in subsequent years will have an addendum created, adding any additional rotation grades and evaluations.
- If the answers to any of the questions in the Academic History Section change (e.g., course failure, professionalism violation, etc.) or if there are Professionalism concerns after the MSPE was submitted, an addendum will be created and shared with programs.

### **Appeals Process:**

Students with concerns about the content of their MSPE should bring these concerns to their SAO dean, and may further appeal to the associate dean of student affairs and then to the dean of the medical school.