

Policy Title: Narrative Assessment

Policy Number (relate to LCME Element as applicable): UCF COM Policy 9.5.1

Applies to: All medical students and faculty at the University of Central Florida College of Medicine (UCF COM) beginning with the Class of 2028 and onward.

Date: 11/15/2024

1.0 Purpose:

This policy relates to LCME Element 9.5, which states: "...that a narrative description of a medical student's performance, including non-cognitive achievement, is included as a component of the assessment in each required course and clerkship of the medical education program whenever teacher-student interaction permits this form of assessment."

2.0 Policy Statement:

1. Each student will receive narrative assessments during the curriculum that when aggregated provide feedback on their knowledge, skills, attitudes and behaviors.
2. Pre-clerkship curriculum
 - a. Students will receive narrative assessment of their:
 - application of foundational knowledge and information seeking skills
 - communication and clinical skills (including medical interviewing, physical examinations and clinical reasoning) from observed simulated clinical encounters and from medical documentation
 - use of evidence, fluency of written communication and critical thinking from required research experiences
 - b. Narrative feedback from faculty in small-group sessions will occur when:
 - The faculty to student ratio is less than or equal to 1-faculty to 7-students
 - The faculty meets with the same group of students for more than 3-sessions of more than 60-minutes duration each in the same course
3. Clerkship curriculum
 - a. During each core clerkship students will receive narrative assessment of overall performance, considering competency in patient care, medical knowledge, professionalism, interpersonal and communication skills, systems-based learning and practice-based learning and improvement.
4. The narrative assessment plan for each required course and core clerkship will be approved by the M1/M2 and M3/M4 Subcommittees respectively (with subsequent final approval by the Curriculum Committee) to verify that appropriate narrative assessment is planned for that course/clerkship. It will appear in the course/clerkship syllabus to make it clear to the student.

3.0 Definitions:

Narrative Assessment is: *"An instructor's or observer's written subjective assessment of a learner's work or performance; May Include: Comments within larger assessment; Observation of learner or small group by instructor"* (1)

4.0 Responsibilities:

The assistant deans for medical education are responsible for adherence to this policy. The Assessment

Office is responsible for collating narrative assessments and making them visible to students.

5.0 Monitoring Procedures:

The effectiveness of the policy is judged through the end of course/clerkship reports to the Program Evaluation Subcommittee. The report will include demonstration of completion of the narrative assessment planned at the outset of the course and approved by the Curriculum Committee. In addition, feedback on the effectiveness of the narrative assessment will be obtained from students on end-of-course/clerkship and end-of-year surveys asking about adequacy of feedback and will be analyzed by the Program Evaluation Subcommittee.

6.0 Related Policies:

None

7.0 Key Search Words:

Narrative	Assessment	Feedback

8.0 Revision History:

Version	Approved	Modifications
V1	10/21/2016 by CCom	Original
V2	11/15/2024 by CCom	Updated to new curriculum structure

9.0 References:

1. MedBiquitous Curriculum Inventory Working Group Standardized Vocabulary Subcommittee. (2012). Curriculum Inventory standardized instructional and assessment methods and resource types (September 2012 version). Washington, DC: Association of American Medical Colleges.

Responsible Office: Associate Dean, Academic Affairs

Policy Contact: Assistant Dean, Medical Education

Supersedes: V1