# Evaluating Your Medical Education

<table>
<thead>
<tr>
<th>UME Evaluation Office</th>
</tr>
</thead>
<tbody>
<tr>
<td>Gretchen Guiton, Ph.D.</td>
</tr>
<tr>
<td>Jennifer Gong, Ph.D.</td>
</tr>
<tr>
<td>Traci Yamashita, M.S.</td>
</tr>
<tr>
<td>Susan Peth</td>
</tr>
<tr>
<td>Susan Claxon</td>
</tr>
<tr>
<td>Director</td>
</tr>
<tr>
<td>Assistant Director</td>
</tr>
<tr>
<td>Evaluation Analyst</td>
</tr>
<tr>
<td>Sr Evaluation Specialist</td>
</tr>
<tr>
<td>Evaluation Specialist</td>
</tr>
</tbody>
</table>

**Email:** [SOM.Evaluations@ucdenver.edu](mailto:SOM.Evaluations@ucdenver.edu)

**Website:** [http://medschool.ucdenver.edu/evaluation](http://medschool.ucdenver.edu/evaluation)

August 2015 - co 2019
Purpose of Presentation

1. Describe the evaluation system, procedures, and policies
2. Explain your role and responsibilities in the evaluation process
3. Describe how to access and complete evaluations
Goal

To examine the process and impact of educational experiences on students, faculty and the institution.

What we do . . .

Support the identification, collection, reporting and interpretation of information.
What you do . . .

• Assess quality of curriculum components (e.g., block or course content and delivery, faculty teaching, administrative support)
• Report impact on your attitudes, behavior

How you provide information . . .

• Complete on-line evaluation questionnaires
• Participate in focus groups
Your feedback ...

• Informs curriculum decisions and improvements

• Motivates faculty to improve teaching and rewards their teaching effort

• Enables you to practice feedback skills
Your feedback is confidential

• Information provided can be linked to you
• Only members of Evaluation Office can view link
• Data only reported in aggregate form
• We use link to monitor quality of feedback
• If “anonymous” or “optional” we will inform you
How you say it matters ...

1. Be descriptive
2. Be specific
3. Consider the audience
4. Focus on information rather than advice

FDIC, 9/29 – Medical Professionalism, Your Role as a Student

Resources – Student Professionalism webpage
Your responsibility

- Evaluations are **required**
- The Curriculum Steering Committee has made participation in the evaluation system mandatory.
  - Because your feedback is critical to the on-going monitoring, improvement, and accreditation of the educational program.
  - Evidence suggests that failure to complete evaluations in medical school is **indictative of future professionalism problems** in medical school* and in practice.**


Evaluation process

- Open at the beginning of a block
- Close 10 business days after completion of assigned time period

- Either Lecturer or Small Group Facilitator evals
- And Course/Block evaluations

- Special: Human Body block everyone completes ALL evaluations

August 2015 - co 2019
Email notices

• E-mail notifications will be sent:
  – when evaluations open, at beginning of Block
  – with completion status, 3 days before evaluations close
  – if not completed in timely fashion, will be contacted by Dr. Guiton

• Phase 1 evaluation assignment will be sent at the beginning of M2M
How to log in to New Innovations

https://www.new-innov.com/login/

Institution Login is: cugme

You will receive your username and password today by email
## Facilitator evaluation

### Small Group Facilitator Evaluation

**Facilitator:** Grothc Huiton  
**Attending:** 8/18/2014 to 10/20/2014  
**2014-15 - LCC HSB: Cadaver as First Teacher**

### Overall

<table>
<thead>
<tr>
<th>1</th>
<th>Required</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rate the overall effectiveness of this small group facilitator in helping you understand the material.</td>
<td></td>
</tr>
<tr>
<td><strong>Unacceptable</strong></td>
<td><strong>Borderline</strong></td>
</tr>
</tbody>
</table>

### Comment on the specific strengths of this small group facilitator and ways he/she may improve. (Consider his/her level of preparation, the clarity of the presentation, appropriate use of audiovisuals, the quality of resource materials provided, ability to teach at appropriate level, etc.).

**Remaining Characters: 5,000**

### Respect

<table>
<thead>
<tr>
<th>3</th>
<th>Required</th>
</tr>
</thead>
<tbody>
<tr>
<td>Was this small group facilitator respectful in his/her interactions with your class? If you indicate the facilitator was not respectful, please comment.</td>
<td></td>
</tr>
<tr>
<td><strong>Yes</strong></td>
<td><strong>No</strong></td>
</tr>
</tbody>
</table>

**Comments**

**Remaining Characters: 5,000**

<table>
<thead>
<tr>
<th>4</th>
<th>Required</th>
</tr>
</thead>
<tbody>
<tr>
<td>Were students in your class respectful in their interactions with the small group facilitator and other participants? If you indicate that students were not respectful during session, please comment.</td>
<td></td>
</tr>
<tr>
<td><strong>Yes</strong></td>
<td><strong>No</strong></td>
</tr>
</tbody>
</table>

**Comments**

**Remaining Characters: 5,000**
Lecturer evaluation

I am evaluating this lecturer on the basis of (check all that apply)

- Having attended the lecture
- Reviewing the video of the lecture
- Reading the handouts and/or slides provided

Lecture Materials

Notes, PowerPoint slides and/or suggested readings were posted enough in advance of the lecture that I could prepare for it.

- Strongly disagree
- Disagree
- Neutral
- Agree
- Strongly agree
- N/A

Lecture materials posted in Canvas matched what was presented at lecture.

- Strongly disagree
- Disagree
- Neutral
- Agree
- Strongly agree
- N/A

August 2015 - co 2019
Save vs. Submit

• Use Save Draft until your evaluation is complete.
• Evaluation is not complete until you Submit Final.
Data use not directly related to evaluation

Controlled by Data Warehouse Governance Committee (DWGC)
  – Oversees collection, storage and use of medical student data
  – Chaired by Associate Dean of Student Life with members representing Evaluation, Curriculum, Student Affairs, Admissions, and Students

Some uses require your permission
  – Provision of de-identified data to faculty conducting special studies

Complete permission form on SurveyMonkey today
Contact Us!

- Susan Claxon
- Susan Peth
- Jennifer Gong
- Gretchen Guiton
- Traci Yamashita

- Evaluation Email: SOM.Evaluations@ucdenver.edu
- Evaluation Website: http://www.ucdenver.edu/academics/colleges/medicalschool/education/degree_programs/MDProgram/administration/evaluation/Pages/default.aspx