

Standard operating procedure for clinical placement evaluations across Years 3-5.

Background

This document outlines a standardised process that will be implemented from academic year 2018-19. It will ensure we have a robust, transparent and uniform approach to placement evaluation for all clinical placements across all three years.

The MBChB Programme has been collecting student feedback on all clinical placements since 2012. Across the academic year (mid semester and end of semester) data was analysed reviewed and action taken for placements with an overall score of less than 3/5 with each Clinical Education Campus (CEC) where necessary to respond to student feedback and improve clinical learning within placements. With the introduction of the electronic evaluation dashboard the programme now has the ability to review feedback, identify clinical learning environments needing additional support and implement change where necessary in real time. It is necessary, therefore, to review the current processes.

The SOP has been devised in conjunction with CEC teams and the teaching and learning year 1.

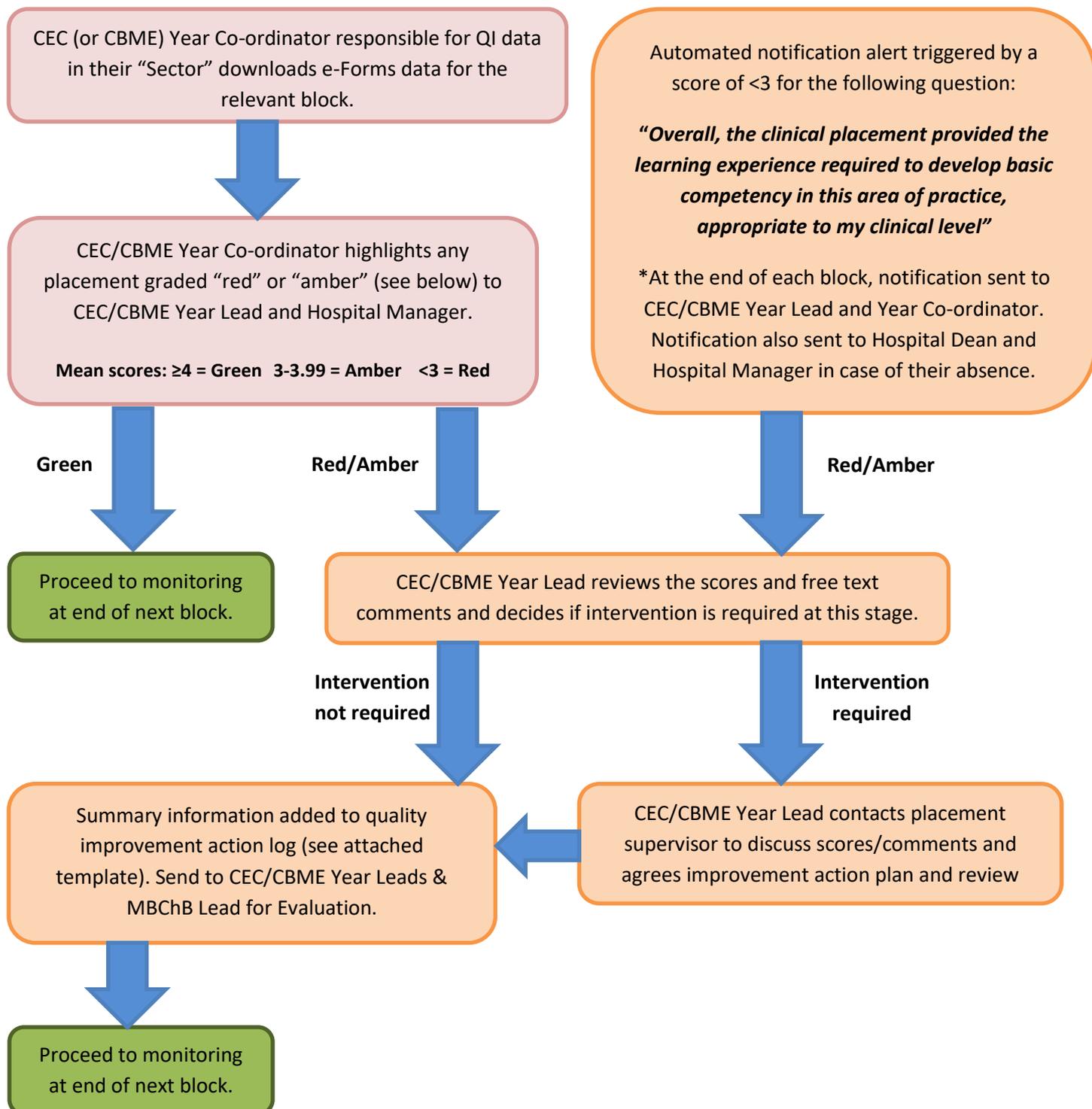
This is the first step in aligning clinical placement evaluation processes with the programme and the QAET strategy.

Version Control

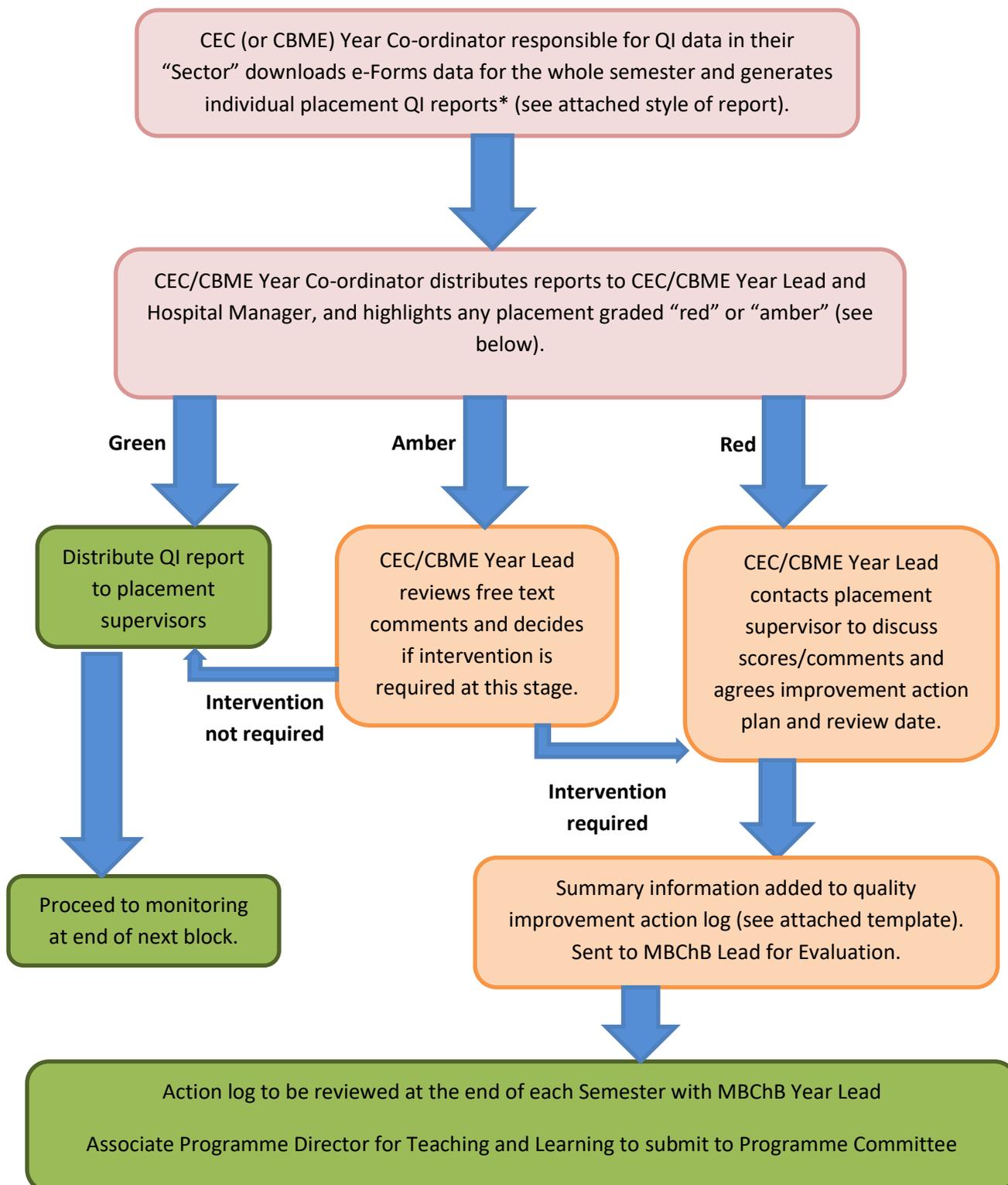
Version No	Purpose/change	Author	Date
Preliminary draft	To develop aligned process for clinical placement evaluation across Y3-Y5. Reviewed by Mini Singh and Felicity Stewart.	Tal Wasty	13.04.18
Working draft	Final draft agreed following consultation with CEC base teams, CBME and Academic Year Leads. Reviewed by Mini Singh and Felicity Stewart.	Tal Wasty	10.07.18
v1.0	Presented at Programme Committee.	Tal Wasty, Felicity Stewart, Mini Singh	19.07.18
v1.1	Small amendments made post PC.	Mini Singh	19.07.18
v1.2	To request summary of action logs sent to MBChB Lead for Evaluation at the end of each semester.	Matt Kean	07.06.19

Clinical Education Campus (CEC) /CBME Clinical Placement Evaluation
Standard Operational Procedure Year 3-5, MBChB Programme

End of each Clinical Placement Block



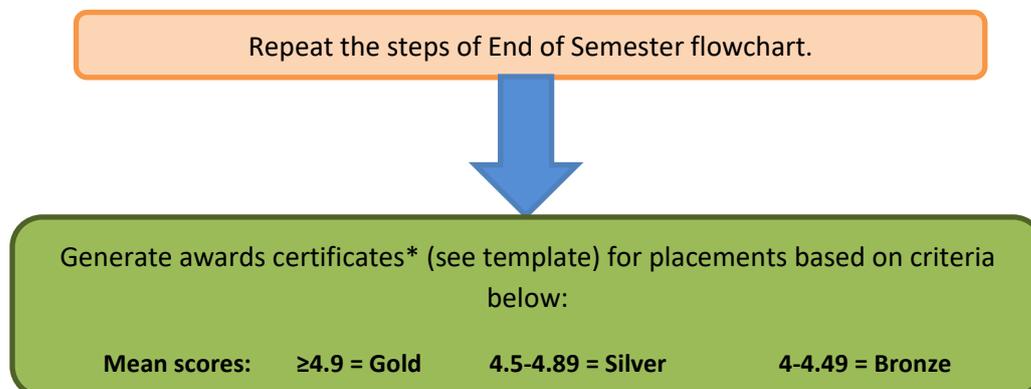
Evaluation Standard Operational Procedure: End of Semester



* For Year 5 hospital placements and all Community placements, this will be done at the end of Semester 2 to maintain student anonymity because of reduced placement to student ratios.

Evaluation Standard Operational Procedure: End of Year

Clinical Education Campus and CBME



MBCHB functions

