

LCME Self-study Kick Off

August 2023

LCME Accreditation Process

- ▶ 8 year cycle
- ▶ Begins with a year long self-study process which comprises the completion of a Data Collection Instrument (DCI) and Independent Student Analysis (ISA) which along with a self-study summary report are sent to the LCME 3 months prior to a 2 ½ day site visit (February 2-5, 2025)
- ▶ Last site visit in February 2017 the LCME found five of the 93 elements to be satisfactory with monitoring and 11 elements unsatisfactory
- ▶ Status reports were submitted to the LCME yearly on elements that were satisfactory with monitoring and unsatisfactory
- ▶ As of March 2023, one element is still satisfactory with monitoring (oversight of extramural electives) and two are unsatisfactory (research opportunities and career advising)

Self-study Task Force

- ▶ Self-study Task Force comprised of 30 members is responsible for preparing the final self-study summary report coordinated by Faculty Accreditation Lead (FAL) based on the information submitted in the DCI and ISA.
- ▶ Task Force represents the broad constituencies of the SOM and include representatives from the following groups: SOM administrators, department chairs, junior/senior faculty, medical students, alumni in local residency programs, and clinical affiliates.
- ▶ There will be five self-study committees reporting to the Self-study Task Force whose main responsibility will be the completion and analysis of specific sections of the DCI. The co-chairs of each self-study committee will automatically be members of the Self-study Task Force which will be chaired by Dean Harmon.

LCME Self-Study Steering Committee

- ▶ A Self-study Steering committee was formed in May 2023 to oversee the work of the self-study committees and insure the process stays on track. Members include: M. Foertsch, A. Gandy, C. Nichols, D. Payne, D. Ray, R. Riley, J. Thornhill, and E. Williams and represent keys areas of administration, medical education, and student services.

Self-study Committees

- ▶ Comprised of roughly 100 faculty, students, residents, alumni and staff.
- ▶ The Self-study Committees are:
 - ▶ Governance, Administration and Resources (Standards 1, 2 and 5)
 - ▶ Co-chairs: Mr. Derek Payne and Dr. Caughman Taylor (20 members)
 - ▶ Academic and Learning Environments (Standard 3)
 - ▶ Co-chairs: Drs. Chuck Charter and Matt Orr (19 members)
 - ▶ Medical Education Program/Curriculum (Standards 6, 7, 8 and 9)
 - ▶ Co-chairs: Drs. Alexa Gandy and Carol Nichols (20 members)
 - ▶ Faculty (Standard 4)
 - ▶ Drs. Wayne Carver and Sharon Weissman (18 members)
 - ▶ Medical Student Experience (Standards 10, 11 and 12)
 - ▶ Drs. Donna Ray and Eric Williams (18 members)

Independent Student Analysis (ISA)

- ▶ An additional committee comprised of only medical students will be charged with developing (LCME provides a template) and administering a school wide survey, compiling the data, and submitting their own independent analysis of their findings.
- ▶ A total of 20 students, five from each class. 3 members appointed by the Dean and 2 members elected from each class.

Timeline for Self-study

- ▶ August 2023
 - ▶ Dean appoints members of the Self-study Task Force, self-study committees, and some members of the student independent analysis committee.
 - ▶ Faculty and Student Town Hall to kick off and explain the self-study process
- ▶ September 2023
 - ▶ Task Force meets to review self-study process. Self-study committees begin meeting.
 - ▶ Student self-study committee meets to review charge and begin work on student survey.
 - ▶ Dedicated LCME website goes on-line with Self-study committee members, timeline, and updates.
- ▶ January 2024
 - ▶ Student survey distributed to student body along with second student town hall to explain the importance of the survey and answer questions/define terms.

Timeline for Self-study 2

▶ March 2024

- ▶ Student survey data compiled and send to FAL/self-study committees
- ▶ Student self-study committee begins their analysis of the data
- ▶ Self-study committee review/analyze the ISA data and incorporate it into the relevant sections of the DCI

▶ May 2024

- ▶ Student self-study committee completes and submits their final ISA report to FAL and Self-study Task Force for review
- ▶ Self-study committees submit their completed DCI to the Self-study Task Force

Timeline for Self-study 3

- ▶ June 2024
 - ▶ Self-study Task Force review and analyze data submitted from the DCI and ISA. Begin preparation of self-study summary report. Develop plans and implement changes to correct issues identified in the self-study process
- ▶ September 2024
 - ▶ FAL and Dean update DCI (2024 Graduation Questionnaire), DCI appendices, and self-study summary report with current information.
 - ▶ Global review of survey package for consistency and accuracy
- ▶ November 2024
 - ▶ Survey package (DCI, ISA, Self-study Summary) submitted to LCME

Timeline for Self-study 4

- ▶ January 2025
 - ▶ Prep faculty, students and residents for site visit with a mock site visit.
- ▶ February 2025
 - ▶ Site visit scheduled for February 2-5. Starts with a Sunday evening meeting with the Dean and concludes with a midday meeting with the Dean on Wednesday.