Assessment Package for Year 4

Class of 2025, 2024-2025

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All formative and summative assessment modalities are mandatory, with the exception of optional Practice MCQ Quizzes. Failure to complete or attend mandatory assessments may lead to failure of the course.

**Assessment component and assessment modality are used interchangeably in this document*

MDUP Assessment and grading overview

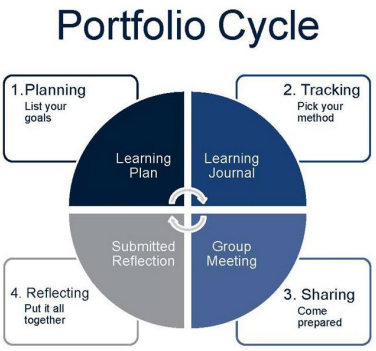
All students within the MD Undergraduate Program are graded on a pass/fail basis. All assessments are designed to measure the achievement of specific objectives related to each course in fulfillment and overall successful completion of the program. Students must pass each assessment modality (see below) to pass the course.

Failure of an assessment modality will result in a detailed review of performance by the Regional Student Promotions Subcommittee (RSPS). The student will be offered a supplemental exam or assignment (if available) by the RSPS.

The following **assessment modalities** are used in the MD Undergraduate Program:

- Written Exams
    - Progress Tests: Students are required to complete all scheduled multiple choice-based Progress Tests. This exam is mapped to graduation level competencies. The results of Progress Tests allow students to track their learning trajectory and identify areas for improvement and emphasis. It is an expectation that students will approach the Progress Tests with professionalism and integrity and make a concerted attempt to answer all questions presented to them to the best of their ability. Marks from the progress test are not used in promotion decisions. However, to ensure that students are well supported, the marks will be reviewed by the site Faculty. Students who score 2 Standard Deviation below their class mean will be contacted by site Faculty to offer academic support.
    - Course-based Multiple Choice Questions (MCQs): Students are required to take scheduled summative written exams during the course - i.e., MEDD 448. Exams consist of MCQs to assess their application of knowledge. Students must achieve a cumulative score of ≥60% in this modality to pass. The questions in these exams are mapped to Academic Session Objectives and Clinical Learning Objectives.
    - Practice Quizzes: Students are provided *optional* MCQ quizzes designed to help test their applied knowledge prior to the course-based MCQ. It is recommended that students complete these independently. **Individual results of the quizzes will not be used in grading students and will not be available to other faculty members.**

- Portfolio
    - The Portfolio is structured around cycles of self-regulated learning (SRL). Students are organized into small groups and are assigned a faculty coach that meets several times throughout the year. Students repeatedly engage in stages of planning, tracking, sharing, and evaluating (reflecting on) learning. Students are responsible for demonstrating evidence of learning and are supported in developing longitudinal competencies via guidance and formative feedback from a faculty coach. Students are also encouraged to make use of assessment data in a way that is meaningful and useful to the achievement of their goals in an intentional and purposeful way.



    - Students are required to attend their scheduled Portfolio group sessions and submit a variety of portfolio artifacts. Artifacts may include narrative assignments, reflections, critiques, etc. Assignments are considered complete if they meet the minimum standard set in the Portfolio rubric. Assignments must be submitted by the deadline.

- Workplace Based Assessment (WBA)
    - WBAs are linked to Course Learning Outcomes and based on information gathered about the student's observed knowledge, skills, and behaviour in the workplace from all sources.
    - In Year 4, WBA is comprised of Direct Observations, Self-Regulated Learning forms, and End of Elective (EOE) Assessments. Midpoint elective assessments are required for all 4 week or longer electives. EOE Assessments are mandatory. Direct Observations and Self-Regulated Learning forms are optional to support student learning.
    - Students who achieve the Course Learning Outcomes as outlined in the EOE will pass the WBA modality.

- Objective Structured Clinical Examination (OSCE)

    - Summative: Students are required to take an OSCE using standardized simulated clinical scenarios. Students will perform specific clinical tasks such as history-taking, physical examination, or counselling, reflective of an appropriate level of skill development. A pre-set number of summative OSCE stations are required to be passed; the passing score for each station is ≥60%. There will be no verbal feedback provided after each clinical encounter, but written feedback will be provided on the Individual Score Reports.

Formative and Summative Assessments:

Formative: Assessment activities that are designed to enable students to use the assessment process

and/or outputs to guide their own learning, also known as **Assessment for Learning**.

Summative: Assessment activities designed to indicate to the Faculty whether a student has achieved course learning outcomes and/or enabling and exiting competencies; also known as **Assessment of Learning**. Results of assessments of learning have an impact on whether a student passes a course, is promoted to the next year in the MD program, or graduates.

Year 4 Program Calendar

Year 4 is comprised of four distinct courses as follows:

- TIPP
- FLEX
- OSCE
- ELECTIVES

Within each of these courses there are specific assessment components along with requirements needed to be met in order to pass the course.

Last Revised
Wednesday, April 17, 2024

Class of 2025 Year 4 Schedule
24-25 Academic Year

	2024																															2025																									
27 May to 07 July, 2024	08/Jul/24 to 14/Jul/24	15/Jul/24 to 21/Jul/24	22/Jul/24 to 28/Jul/24	29/Jul/24 to 04/Aug/24	05/Aug/24 to 11/Aug/24	12/Aug/24 to 18/Aug/24	19/Aug/24 to 25/Aug/24	26/Aug/24 to 01/Sep/24	02/Sep/24 to 08/Sep/24	09/Sep/24 to 15/Sep/24	16/Sep/24 to 22/Sep/24	23/Sep/24 to 29/Sep/24	30/Sep/24 to 06/Oct/24	07/Oct/24 to 13/Oct/24	14/Oct/24 to 20/Oct/24	21/Oct/24 to 27/Oct/24	28/Oct/24 to 03/Nov/24	04/Nov/24 to 10/Nov/24	11/Nov/24 to 17/Nov/24	18/Nov/24 to 24/Nov/24	25/Nov/24 to 01/Dec/24	02/Dec/24 to 08/Dec/24	09/Dec/24 to 15/Dec/24	16/Dec/24 to 22/Dec/24	23/Dec/24 to 29/Dec/24	30/Dec/24 to 05/Jan/25	06/Jan/25 to 12/Jan/25	13/Jan/25 to 19/Jan/25	20/Jan/25 to 26/Jan/25	27/Jan/25 to 02/Feb/25	03/Feb/25 to 09/Feb/25	10/Feb/25 to 16/Feb/25	17/Feb/25 to 23/Feb/25	24/Feb/25 to 02/Mar/25	03/Mar/25 to 09/Mar/25	10/Mar/25 to 16/Mar/25	17/Mar/25 to 23/Mar/25	24/Mar/25 to 30/Mar/25	31/Mar/25 to 06/Apr/25	07/Apr/25 to 13/Apr/25	14/Apr/25 to 20/Apr/25	21/Apr/25 to 27/Apr/25
Summer Vacation (6 wks)	MEDD 440 Elective (4 wks)				MEDD 440 Elective (4 wks)				MEDD 440 Elective (4 wks)				MEDD 440 Elective (4 wks)				MEDD 440 Elective (4 wks)				MEDD 449 FLEX (4 wks)				Winter Vacation (2 wks)		MEDD 448 TIPP 1 (2 wks)		CaRMs Interviews (3 wks)			MEDD 448 TIPP 2 (3 wks)			MEDD 440 Elective (4 wks)				MEDD 448 TIPP 3 (4 wks)			

*TBD

Match Day: XXXXX
Second Iteration Match Day: XXXXX

***Visiting Students can schedule electives from July 10, 2024-July 6, 2025 (entire academic year in one45 except for the Winter Break)*

**Courses in Year 4 have a very tight timeframe, and any supplemental work required may lead to an inability to graduate at the Spring convocation.*

Year 4 Home Site Administrators

The following is the list of home site administrators:

VFMP	IMP	NMP	SMP
Year 4 CEAT UBC | FoM | UG Dean's Office 2775 Laurel Street, 11th Floor Office Number 11289 Vancouver, BC V5Z 1M9 Phone: 604-875-4111 ext: 55113 Fax: 604-875-5611 ubc.electives@ubc.ca	**Luisa Halsall** Island Medical Program Medical Science Building | University of Victoria PO Box 1700 STN CSC Victoria, BC V8W 2Y2 Phone: 250-370-8111x15584 Fax: 250-727-4149 lhalsall@uvic.ca	**Suzanne Evans** Northern Medical program 5th floor - 1475 Edmonton Street Prince George, BC, V2M 1S2 Phone: TBD Fax: 250-649-7105 Suzanne.evans@unbc.ca	**Heather Wray** Southern Medical Program Clinical Academic Campus 2312 Pandosy Street, Kelowna BC, V1Y 1T3 Phone: 250-980-1339 Fax: 250-980-1356 smpelectives@interiorhealth.ca

Year 4 Programmatic Assessment Components

Year 4 PROGRAMMATIC ASSESSMENT – ASSESSMENT MODALITIES, CALENDAR, AND DETAILS				
Assessment Modality	**Programmatic Week**	**Date**	**Details**	**Formative / Summative**
Written Exam: Progress Test (PT)	Week 144	Thursday, Jan 9	8:30am – 11:30am (150 questions)	**Formative**
Objective Structured Clinical Exam (OSCE)	Week 146	Saturday, Feb 15	9 stations	**Summative**

Year 4 PROGRAMMATIC ASSESSMENT – DEFERRAL EXAM INFORMATION				
Assessment Modality	**Programmatic Week**	**Date**	**Details**	**Formative / Summative**
Written Exam: Progress Test (PT)	TBD	TBD	8:30am – 11:30am (150 questions)	**Formative**
Objective Structured Clinical Exam (OSCE)	Week 148	Friday, Feb 28	9 stations	**Summative**

Year 4 Programmatic Assessment Components: Requirements to Pass Assessment Modalities

Year 4 Programmatic Assessment Components: Requirements to Pass Assessment Modalities			
Assessment Modalities	**Formative/ Summative**	**Requirement to Pass Modality**	**If Requirement Not Met**
Written Exam: Progress Test (PT)	Formative	Required to complete.	Mandatory prior to graduation
OSCE	Summative	Each station is scored individually. The passing score for each station is ≥60%. Students will be required to pass a pre-set number of summative OSCE stations, which is equal to approximately 60% of the total number of stations usually 5 out of 8 stations[1]	Failure of the OSCE. Mandatory academic support will be offered and passing the Supplemental exam will be required.

[1]Students will be informed prior to the exam of the number of preset stations required to be passed.

Students who do not the pass the required number of stations on any OSCE will receive mandatory academic support consisting of:

1. An automatic SDSS meeting
2. Development and completion of a mandatory academic plan which may include academic advising.

Year 4 OSCE - Information for Supplemental Exams

MEDD 451: OSCE – SUPPLEMENTAL EXAM INFORMATION			
Assessment Modality	**Date**	**Details**	**Formative / Summative**
Practice OSCE	TBD	~3 stations	Optional[1]
Supplemental OSCE	Wednesday, Apr 2	~9 stations	Summative [2]

[1]Students completing the supplemental OSCE are not required to attend the Practice OSCE. It is an optional support session.

[2]The Supplemental OSCE is mandatory and failure of supplemental OSCE results in a failure of the year (See).

MEDD 440: Electives' Courses – Assessment Components

MEDD 440: ELECTIVES IN PROVINCE – ASSESSMENT				
Assessment Modalities	**Type**	**Frequency**	**Details**	**Formative / Summative**
Workplace Based Assessment (WBA)	End of Elective (EOE) Assessment[1]	1 per elective	Mid-Elective Assessment is also required for all electives 4 weeks or more.	**Summative**
	Direct Observation (DO)	1 per week	Direct Observation domains from MEDD 431 are revisited in Year 4. Process for completing DOs is the same as in Year 3. Students are strongly recommended and encouraged to complete 1 DO per week using this DO link: on a mobile device C2024 Year 4 In Province Direct Observation	**Optional[2]**
	Self-Regulated Learning Form		This is a self-assessment tool to support goal development while on Elective. Students are strongly recommended to complete 2 Self-Regulated Learning forms during MEDD 440. Form is available on Entrada.	**Optional**

[1]Students must receive mid-elective feedback for all 4-week electives

MEDD 440: Requirements to Pass Assessment Modalities

MEDD 440: ELECTIVES IN PROVINCE – REQUIREMENTS TO PASS ASSESSMENTS		
Assessment Modalities	**Requirement to Pass Course**	**If Requirement Not Met**
WBA	Students who achieve observable Year 4 clinical milestones (as laid out in the EOE) will pass the WBA. See *MEDD440 WBA Review and Support Process*	No supplemental offered

MEDD 440: Electives Out of Province (OOP) – Assessment Components

MEDD 440: ELECTIVES OUT OF PROVINCE – ASSESSMENT				
Assessment Modalities	**Type**	**Frequency**	**Details**	**Formative / Summative**
Workplace Based Assessment (WBA)	End of Elective (EOE) Assessment[1]	1 per elective	A maximum of 12 weeks at OOP, including a maximum of 8 weeks OOC/Non-LCME schools. Mid-Elective Assessment is also required for all electives 4 weeks or more. The form is available for download and printing on Entrada. Students will be responsible for handing completed assessments back to their home site administrator within 1 week of elective completion.	**Summative**

MEDD 440: Requirements to Pass Assessment Modalities

MEDD 440: ELECTIVES OUT OF PROVINCE – REQUIREMENTS TO PASS ASSESSMENTS		
Assessment Modalities	**Requirement to Pass Course**	**If Requirement Not Met**
WBA	Pass grade on EOE form(s) (Required for both EOE forms for Electives split into 2 two-week electives)	Elective course failure. Supplemental elective with assessment may be offered. (If one two-week elective is failed in a four-week split elective, a supplemental elective in the discipline failed may be offered in-province).

MEDD 440: Electives Out of Country (OOC)– Assessment Components

MEDD 440: ELECTIVES OUT OF COUNTRY (OOC)– ASSESSMENT				
Assessment Modalities	**Type**	**Frequency**	**Details**	**Formative / Summative**
Workplace Based Assessment (WBA)	End of Elective (EOE) Assessment[1]	1 per elective	A maximum of 12 weeks at OOP, including a maximum of 8 weeks OOC/Non-LCME schools. Mid-Elective Assessment is also required for all electives 4 weeks or more. The form is available for download and printing on Entrada. Students will be responsible for handing completed assessments back to their home site administrator within 1 week of elective completion.	**Summative**
	Reflective Essay	1 per out of country elective	Critical reflection upon experience based on criteria*	**Summative**
	Survey	1 per out of country elective	Feedback to inform the Program about the quality of the elective. C2025 OOC Student Experience Survey – Out of Country Electives	**Formative**

MEDD 440: Requirements to Pass Assessment Modalities

MEDD 440: ELECTIVES IN PROVINCE – REQUIREMENTS TO PASS ASSESSMENTS		
Assessment Modalities	**Requirement to Pass Course**	**If Requirement Not Met**
WBA	Pass grade on EOE form(s) (required for <u>both</u> EOE forms for Electives split into 2- two-week electives)	Elective course failure. Supplemental elective with assessment may be offered. (If one two-week elective is failed in a four-week split elective, a supplemental elective in the discipline failed may be offered in province).
	Reflective Essay – completion required by deadline, meeting standard set out on Entrada	If not completed on time without request/granting of deferral, student will be referred to RSPS for a professionalism breach and new submission deadline may be offered. If completed on time but minor revision required the student may be given a new deadline for re-submission. If not satisfactorily completed, Elective course failed. Supplemental Elective Essay may be offered.
	Survey – completion required by deadline	If not completed on time without request/granting of deferral, student will be referred to RSPS for a professionalism breach and new submission deadline may be offered. If not completed by new deadline, Elective course failed. Supplemental Elective may be offered.

MEDD 448 – Transition into Professional Practice (TIPP) Assessment Components

MEDD 448: TIPP – ASSESSMENT					
Assessment Modalities	**Frequency**	**Programmatic Week**	**Date**	**Details**	**Formative / Summative**
Written Exam	1 Practice Quiz	Week 152	Monday, Mar 25	Available on ENTRADA No close date	**Optional**
	1 TIPP Exam	Week 154	Tuesday, Apr 11	8:30am – 10:15am ~100 questions	**Summative**
Portfolio[1]	2 sessions/ per student throughout MEDD 448 (TIPP) Site-specific details will be provided to you.	**Portfolio Small Group Meeting**		**Portfolio Submission**	**Summative**
		Portfolio 4.1: Week 147	Wednesday, Feb 19 or Thursday, Feb 20	Please refer to each Portfolio Module for details on when/if additional submissions are required.	
		Portfolio 4.2: Week 155	Wednesday, Apr 14 or Thursday, Apr 15		

[1]Portfolio pre-meeting submissions may be required as outlined in the portfolio modules. Students who are unable to attend a Portfolio session or meet the deadline for submission of an assignment should refer to the Portfolio Missed Session Procedure on Entrada. Missed/late assignments will be tracked by the program. Any concerns around patterns of submission of assignments and attendance may result in this information being presented at the RSPS.

MEDD 448: TIPP – DEFERRAL EXAM INFORMATION				
Assessment Modality	**Programmatic Week**	**Date**	**Details**	**Formative / Summative**
Written Exam	Week 155	Monday, Apr 14	8:30am – 10:15am ~100 questions	**Summative**
Portfolio	TBD	TBD	Missed session- participate in an alternative activity	**Summative**
		TBD	Missed assignment- complete assignment by new deadline	

MEDD 448: Requirements to Pass Assessment Modalities

MEDD 448: TIPP – REQUIREMENTS TO PASS ASSESSMENTS			
Assessment Modalities	**Formative/ Summative**	**Requirement to Pass Course**	**If Requirement Not Met**
Written Exams	Summative	Written exam score of 60% or greater	Course failed. Supplemental exam will be scheduled
Portfolio	Summative	Completion of all Portfolio assignments to meet minimal criteria set in the Portfolio rubric by deadlines*.	Course failed. Supplemental assignment will be scheduled, which will be similar to the original.

*On rare occasions marking of the Portfolio may be deferred to a new deadline pending revision of the assignment.

MEDD 448 - Information for Supplemental Exams and Assignments

All supplemental exams/assignments will be granted by the RSPS.

MEDD 448: TIPP – SUPPLEMENTAL ACTIVITY BY ASSESSMENTS		
Assessment Modalities	**Supplemental Activity and Requirement to Pass**	**If Requirement Not Met**
Written Exam	MEDD 448 supplemental written exam. Supplemental written exam score of 60% or greater.	Failure on transcript unchanged. Must repeat the course when next offered.
Portfolio	Supplementary Assignment. Completion of supplementary Portfolio assignment which was failed (marked as incomplete); must be submitted by new deadline and meet minimal Portfolio criteria set.	Failure on transcript unchanged. Must repeat the course when next offered.

MEDD 448 TIPP – SUPPLEMENTAL EXAM INFORMATION				
Assessment Modality	**Programmatic Week**	**Date**	**Details**	**Formative / Summative**
Written Exam	N/A	Tuesday, Apr 22	8:30am – 10:15am ~100 questions	**Summative**

MEDD 449 – Flexible Enhanced Learning (FLEX) Assessment Components

MEDD 449 – (FLEX) ASSESSMENTS					
Assessment Modalities	**Frequency**	**Programmatic Week**	**Date**	**Details**	**Formative / Summative**
FLEX Portfolio	2	Week 137	Friday, Nov. 08	MEDD 449 Portfolio 1: FLEX Project Plan (FPP)	Summative
		Week 147	Friday, Feb 21	MEDD 449 Portfolio 2: Summative Portfolio Form (SPF)	Summative

Note about SPF Deadline

Students are asked to be **available by email during the 10 working days after the MEDD 449 PORTFOLIO 2: SPF** deadline – this is the SPF Assessment period. During this Assessment period, the course will contact students whose SPF does not meet expectations, in order to provide guidance on revisions which will bring the SPF to the level needed to pass the course. As per MDUP policy, students who do not pass a course by the end of the Assessment period will be directed to the Regional Student Promotion Subcommittee (RSPS) for a decision as to what supplemental work the student may need to do to achieve a passing grade in the course. RSPS-directed supplemental work will result in an "S" appearing on the student's transcript.

MEDD 449 – REQUIREMENTS TO PASS ASSESSMENTS			
Assessment Modalities	**Formative/ Summative**	**Requirement to Pass Course**	**If Requirement Not Met**
FLEX Portfolio	Summative	See below[1]	See below

[1]MEDD 449 students will submit two FLEX portfolio assignments. All must be submitted by the deadline. Late submissions will be considered a professional breach, and the student will be contacted by their FLEX Site Director.

MEDD 449 Portfolio 1:

- Consists of a FLEX Project Plan (FPP) developed by the student in collaboration with their Activity Supervisor, as well as supporting documents related to project ethics/operational approvals (approvals can be in process at the time of the Portfolio 1 deadline)
- Requirement to pass: Submission of a completed and approved FLEX Project Plan (FPP).

MEDD 449 Portfolio 2:

- Consists of one document, the Summative Portfolio Form (SPF), which consists of three components: a Project Report(s), a Literature Review and an Individual Reflection on Learning.
- Requirement to pass: Portfolios will be considered complete if they meet the minimum standard set in the MEDD 449 Summative Portfolio Form (SPF) Assessment.

MEDD 449 - Information for Supplemental Assignments

All supplemental assignments will be granted by the RSPS.

MEDD 449 – SUPPLEMENTAL ACTIVITY BY ASSESSMENTS		
Assessment Modalities	**Supplemental Activity and Requirement to Pass**	**If Requirement Not Met**
FLEX Portfolio	Supplemental Assignment. Completion of supplemental Portfolio assignment which was failed; must be submitted by the new deadline and meet minimal criteria set in Portfolio rubric.	Student will not graduate. Course failure remains on transcript unchanged. Must repeat MEDD 449.

Summary of Consequence of Failure of Year 4 courses or Year 4 Programmatic Assessment Components

The following table summarizes the promotion/graduation, consequence of course and/or assessment failure.

Failure of Supplemental component/course/programmatic assessment	Leads to:	Consequence
Failure of TIPP supplemental Exam/ Activity	Failure of TIPP Course	Repeat TIPP when offered next (following year)
Failure of FLEX supplemental assignment	Failure of FLEX Course	Repeat FLEX when offered next (following year)
Failure of TIPP and FLEX and subsequent failure of a supplemental where offered	Failure of Year 4	Repeat of the entire Year (all courses) Student does not graduate
Failure of MEDD 451 supplemental Exam (Programmatic OSCE)	Failure of Year 4	Repeat all or part of the Year Student does not graduate
Incomplete Programmatic Progress Test	Failure of Year 4	Mandatory Prior to Graduation
Failure of MEDD 440	Failure of Year 4	Repeat of the entire Year (all courses) Student does not graduate

Assessment-Related MDUP Policies:

Deferral Policy**:** To outline the conditions and procedures by which a student may request a deferred assessment.

Assessment, Grading, and Standards of Achievement**:** To inform medical students and Faculty about the Assessment, grading, and standards of achievement for all years.

Advancement, Promotion, Graduation, and Academic Standing**:** To describe the criteria for advancement, promotion, graduation, and academic standing and the consequences for students who do not meet the criteria.

Exam Conduct**:** To provide students, Faculty, and staff with the expectations of student conduct during formal examinations in the MD Undergraduate Program.

Bring Your Own Device (BYOD): To provide guidelines for students when purchasing devices to support their learning experience.

Student Examination Accommodations Procedure: To provide information on procedures specific to MD Undergraduate Program students requiring Assessment for and implementation of accommodations.

Attendance Policy & Absence Procedure and Negotiated Absence Guideline**:** To provide students, Faculty, and staff with the expectations for attendance in the MD Undergraduate Program and the procedure to be followed in the event of absences. Reference CACMS Standards 12.4.

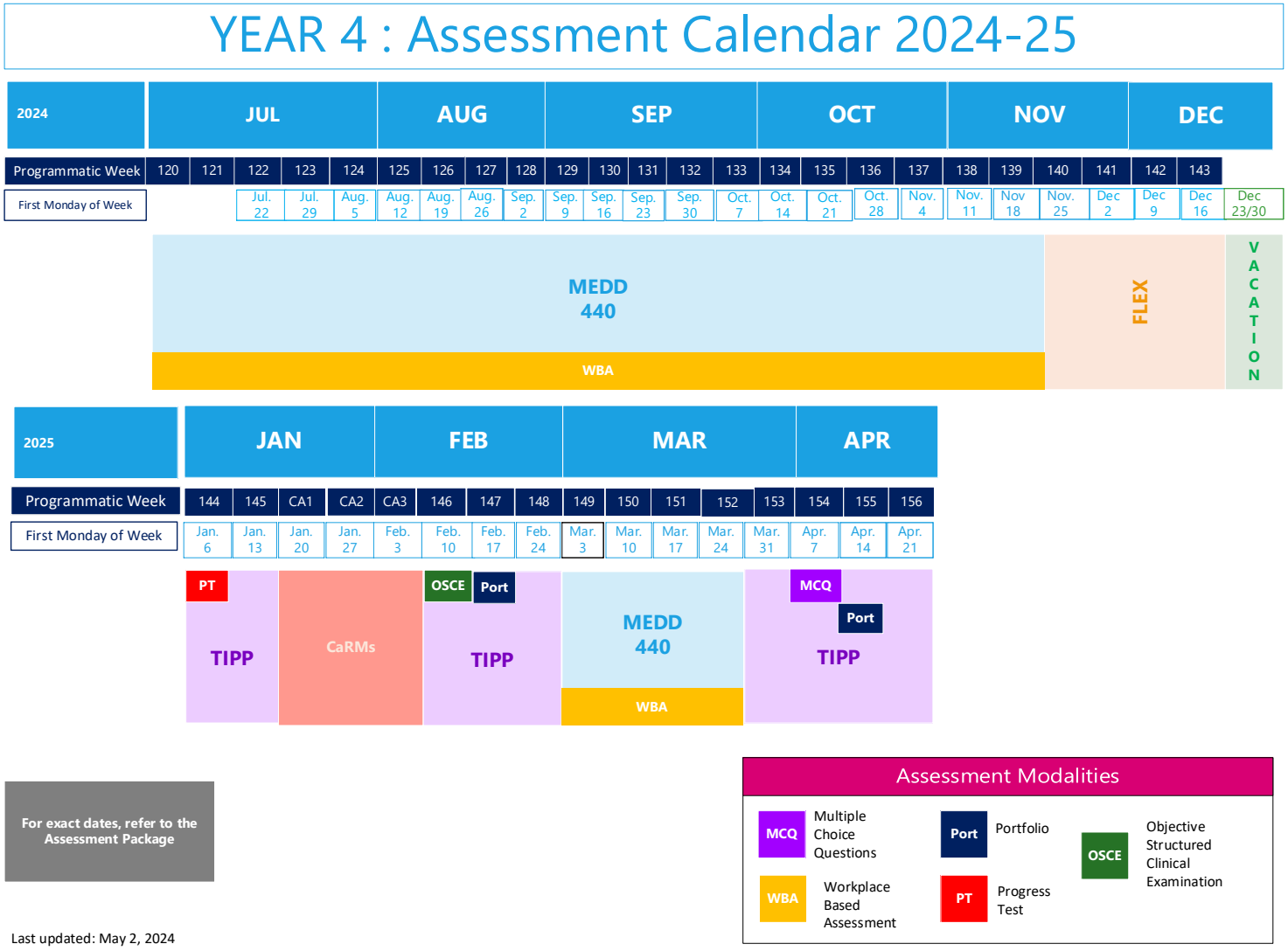
Leave of Absence: To provide students, Faculty, and staff with information regarding the types, duration, consequences, and procedures for a Leave of Absence from the Undergraduate Medical Education program.

Delivery Disruption of Examinations: Describes when and how examinations are rescheduled if extreme weather or other disruptions occur at one or more of the Undergraduate Medical Education program sites, including Integrated Community Clerkship sites.

Assessment of Teachers by Learners: To provide rules and procedures for the Assessment of teachers by learners and the subsequent feedback to faculty members.

MEDD 440 WBA Review and Support Process: outlines the processes related to the referral, recommendation for academic advising, and monitoring of students by the Regional Student Promotions Subcommittee (RSPS). It also describes the role and responsibilities of the RSPS with respect to Workplace-Based Assessments (WBAs).

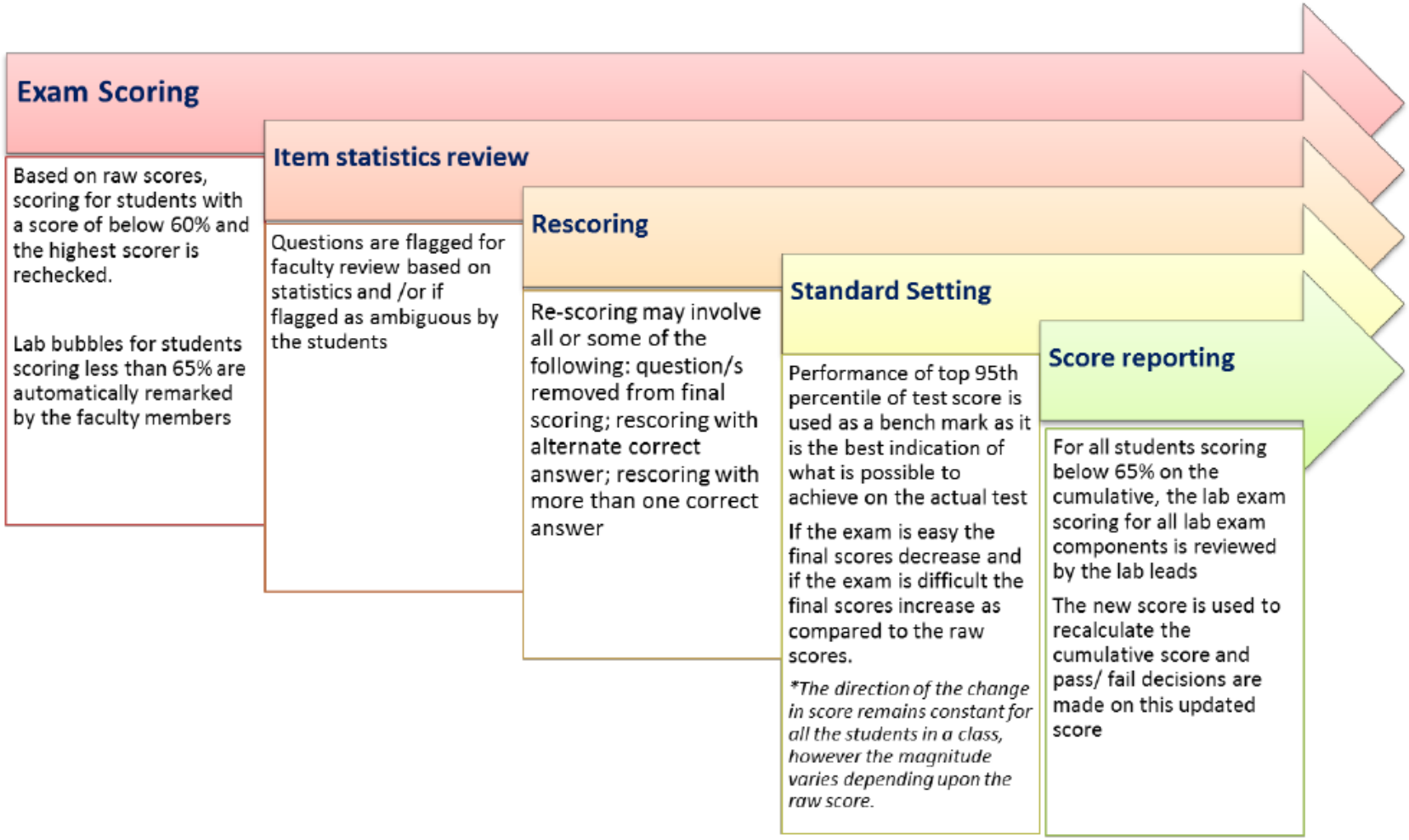
Year 4: Assessment Calendar



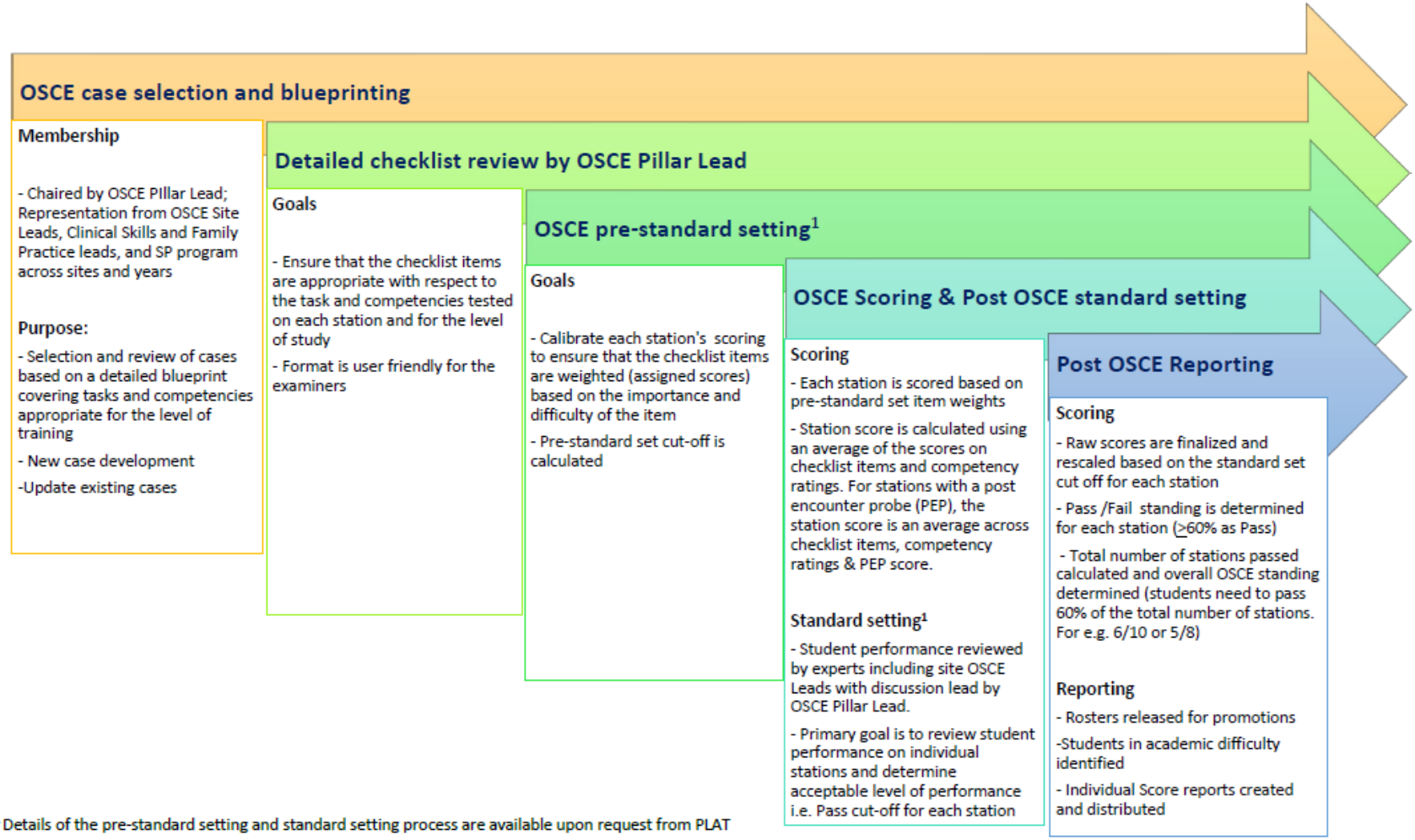
Last updated: May 2, 2024

Last updated: 4-Jun-24

MDUP Written Exams Scoring & Standard Setting Process



MDUP OSCE Development, Scoring & Standard Setting Process



[1] Details of the pre-standard setting and standard setting process are available upon request from PLAT