

Final Clinical Evaluation of Student

Please schedule a meeting to discuss the final clinical evaluation with the student before he/she leaves your practice in the final week of the rotation.

- MUSC instructs its students to provide you with a blank copy of the evaluation instrument (attached).
- Your clinical evaluation of the student accounts for 40% of the student's overall final grade.

Preceptor completes the evaluation instrument (3 pages)

- **Pages 1 & 2: Evaluation criteria** - Anchor statements are included in each of 11 criteria to help you evaluate the student (same criteria as the mid-rotation evaluation instrument).

- Please circle the appropriate number between 1 and 7, or N/A as applicable.

Evaluation instrument score:	1	2	3	4	5	6	7
Grade equivalent (4.0 scale):	1.0	1.5	2.0	2.5	3.0	3.5	4.0

- *If you feel the student falls between two of the numbers, you may circle the LINE between the numbers.* MUSC will record the score with a ".5" (e.g. "5.5", "6.5").
- MUSC has mandated that a score of "1" on any criteria of the final clinical evaluation could constitute failure of the course. If you have a student who falls into this category, please do not hesitate to contact course directors right away:

☞ Alec Chessman, MD – 843-792-2431, chessman@musc.edu

☞ Donna Kern, MD – 843-792-9890, kerndh@musc.edu

- **Page 3: Preceptor written comments** – **VERY IMPORTANT TO STUDENT.** Excerpts from your comments are included in the student's Dean's Letter - a vitally important document that accompanies the student's residency application.
 - In addition to listing the student's strengths and areas of improvement, feel free to include comments about the student's outstanding qualities/achievements during the rotation.
 - Don't hesitate to list areas of improvement - comments you make in this section are NOT necessarily included in the Dean's Letter.
 - Questions are also included about the student's patient home visits and if you discussed this final evaluation with the student prior to his/her leaving your practice.
- **Page 3: Preceptor signs and dates the evaluation.** Student does not sign the document.

Preceptor meets with the student

- ...to discuss the final evaluation the last week of the rotation before the student leaves the practice.
- Preceptor may wish to show the completed evaluation to the student and discuss the particulars. Please be as specific as possible with the student during the meeting so that he/she comes away from with an acceptable understanding of your final evaluation.
- OR, you may wish to complete the evaluation after the student leaves. IF SO, we ask that you still conduct a short meeting with the student to discuss his/her evaluation.

Send completed evaluation to MUSC

- MUSC - You may give the completed evaluation to the student before he/she leaves - for the student to deliver to clerkship staff.
- Or, you may fax or mail the completed evaluation to MUSC: Attn Mrs. Della DeLong, FAX 843-792-3598, MUSC Dept of Family Medicine, PO Box 250192, Charleston, SC 29425.