M3 and M4 Remediation Policy

**Prepare by:** Office of Academic Affairs  
**Date:** xx/xx/2018

**Reviewed by:** Assistant Dean of Academic Affairs  
**Date:** xx/xx/2018

**Approved by:** USCSOMG Policy Review Committee  
**Date:** xx/xx/2018

**Communicated to:** USCSOMG Students  
**Effective Date:** xx/xx/2018

**LCME Standards**  
9.4 – Assessment System  
9.6 – Setting Standards of Achievement

**Scope**  
University of South Carolina (USC) School of Medicine Greenville students

**Policy Statement**  
Student are expected to achieve a passing grade on all components of a required rotation. Failure to do so may result in an incomplete or failing grade.

**Reason for Policy**  
The purpose of this policy is to provide USC School of Medicine Greenville students clarity institutional expectations on professionalism and demonstrated competency.

**Procedures**  

**Failure of a Core Clerkship**  
A student will fail the clerkship if he/she receives a clinical grade of 69.45 or less. The student must repeat the clerkship and the Medical Student Performance Evaluation (MSPE) will reflect the need to repeat the course.

Additionally, at the discretion of the Clerkship Director, a student is eligible for failure should any of the following apply:

- One (1) or more ratings of “Unsatisfactory” by a faculty or resident
- Three (3) or more ratings of “Below Expectations” by a faculty or resident
- Unprofessional behavior on the part of the student

A student will receive an “Incomplete” if the student receives one of the following:

- An NBME shelf exam grade less than the 5%ile of the national average for the quarter. The student will have the opportunity to remediate that exam. The student will receive a grade of “C” at the conclusion of the M3 year upon successful retake of the exam as long as the student has passed all components of other core clerkships. A note will be made in the MSPE of the need to remediate the exam. If the NBME
shelf exam is failed a second time, the student will receive a grade of “F” and must repeat the course.

- A failing grade on the OSCE. The student will have the opportunity to remediate that portion of the grade. The student will receive a grade of “C” for the clerkship at the conclusion of the M3 year upon successful passing of the OSCE and a note will be made in the MSPE of the need to remediate the OSCE. If the OSCE is failed a second time, the student will receive a grade of “F” and must repeat the course.

The Clerkship Director will notify the student of a failure on an OSCE or a final clinical evaluation average. The Office of Academic Affairs will notify students of a failure on an NBME shelf exam. The student may request to meet individually with the Clerkship Director and/or the Assistant Dean of Academic Affairs to …

**Failure to Complete Core Clerkship Requirements**

If a student fails to complete requirements of a clerkship such as patient encounter data, submitted histories and physicals, CLIPP/SIMPLE cases, case presentation, etc., the student will received an “incomplete” in the clerkship until the requirements have been met. The Clerkship Director can also fail the student if more than one assignment is delinquent upon conclusion of the clerkship, based on a rating of “Unsatisfactory” in the domain of professionalism. It is the responsibility of the student to ensure all requirements are met in a timely manner.

**More than one Clerkship Failure**

Upon failure of a second clerkship, OSCE or NBME shelf exam for a clerkship, the student will be referred to the Student Evaluation and Promotions Committee (SEPC) and if allowed to continue, will receive an Incomplete for the second clerkship. If the components of the two clerkships are remediated, the grade for the clerkships will convert to a “C” at the conclusion of M3 year as long as the student has passed all components of other core clerkships.

Upon failure of any NBME shelf exam or OSCE of a third clerkship, the student will be referred to SEPC and if allowed to continue, all 3 clerkship Incompletes will convert to Fs and the student must re-enroll in those clerkships. The Student Evaluation and Promotions Committee (SEPC) will decide if the student will repeat only those three clerkships or the full year.

**Failure of an Elective**

A student will fail an elective if he/she receives a grade of F on the summative clerkship evaluation.

Additionally, a student is eligible for failure at the discretion of the Course Director if the student receives any one of the following:

- One (1) or more ratings of “Unsatisfactory” by a faculty or resident
- Unprofessional behavior on the part of the student

It is the responsibility of the student to ensure all requirements are met in a timely manner. If a student fails to complete requirements of an elective clerkship such as submitted histories and physicals, case presentation, written report, etc., the student will received an “incomplete” in the elective until the requirements have been met. The Course Director can also issue a failing grade if more than one assignment is delinquent upon conclusion of the elective, based on a rating of “Unsatisfactory” in the domain of professionalism.

**Sanctions**

Referral to the Student Evaluation and Promotions Committee (SEPC) and/or Honor and Professional Council
Additional Contacts
Office of Academic Affairs
Clerkship Director(s)
Student Evaluation and Promotions Committee

Related Information
USC School of Medicine Greenville Student Handbook
Insert other related policies here, if applicable

History
- Modified: May 24, 2017
- Change: Move to standardized template
- Reason for Change: LCME CQI