Mandatory Student Evaluations of Clerkships and Instructors Policy (MD)

I. Purpose
This Policy outlines requirements for evaluations of clerkships and instructors at Albert Einstein College of Medicine ("Einstein" or "College").

II. Scope
This Policy applies to all Einstein students.

III. Policy
For each clerkship, students are required to evaluate the following:

- The clerkship
- The attending clinical teachers
- Resident clinical teachers (if applicable)
- Lecturers (if applicable)
- Small-group facilitators (if applicable)

These evaluations must be completed within two weeks after the end of the clerkship.

Einstein uses the one45 online system for managing student evaluations. All reporting is done in aggregate, after grades have been submitted.

No names or other student identifiers are included in reports or data downloads. one45 does track which students have and have not completed evaluations, but this information is not linked to the evaluation data.

IV. Definitions
None.

V. Effective Date
Effective as of: 27 June 2018
VI. Policy Management and Responsibilities

The Responsible Office under this Policy is the Office of the Medical Education. The Responsible Executive for this Policy is Einstein’s Executive Dean. The Responsible Officer under this Policy is Einstein’s Senior Associate Dean for Medical Education.

VII. Approved (or Revised)

[Signature]
Responsible Executive

7/5/2018
Date