

## AE 005 LCME 9.7 Formative Feedback Policy

**Policy Type:** Academic  
**Responsible Office:** Academic Affairs & Education  
**Responsible for Oversight:** Curriculum Oversight Committee (COC)  
**COC Approval:** March 12, 2025

**Originally Issued:** October 14, 2020  
**Version # Effective Date:** V2 July 1, 2025  
**Training Required:** No  
**LCME Required:** Yes

**Approved by:**



Alison Netski, MD, Interim Dean

**Date:** May 16, 2025

### Definitions

**Formative feedback:** Information communicated to a medical student in a timely manner that is intended to modify the student's thinking or behavior in order to improve subsequent learning and performance in the medical curriculum.

### Statement of Purpose

This policy is intended to ensure compliance with LCME Standard 9.7: The medical school's curricular governance committee ensures that each medical student is assessed and provided with formal formative feedback early enough during each required course or clerkship to allow sufficient time for remediation. Formal feedback occurs at least at the midpoint of the course or clerkship. A course or clerkship less than four (4) weeks in length provides alternate means by which medical students can measure their progress in learning.

### Entities Affected by This Policy

This policy applies to all Kirk Kerkorian School of Medicine ("SOM") medical students and teaching faculty in the Medical Degree ("MD") program.

### Required Acknowledgement

This policy is posted in the Student Handbook, course syllabi, clerkship syllabi, and the Electives Catalog, and is made accessible for student and faculty reference in the school's curriculum management system, MedHub.

### Policy

In accordance with LCME Standard 9.7, formal formative feedback is required for each student at the midpoint (the minimum) of all required courses and clerkships lasting four (4) weeks or more.

Completion of a midterm formative feedback is acknowledged by both faculty and students and is recorded in MedHub.

The director of assessment, evaluation and compliance and the office of curriculum management monitor these reports to ensure that formal formative feedback is completed by all courses according to policy.

For courses shorter than four (4) weeks, the course director must outline the timing and method of formal formative feedback in the course syllabus.

### **Review of Policy**

This policy is reviewed by the Curriculum Oversight Committee (“COC”) every three (3) years per the previous date of approval.

### **Related Documents**

None

### **Contacts**

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