THE UNIVERSITY OF ARIZONA
College of Medicine
Tucson

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3-110

Clerkship Evaluation Policy

Category:	3-Assessment and Evaluation
Curriculum Phase:	Clerkship and Transition to Residency
Author/Authoring Body:	Curricular Affairs and Accreditation, Quality & Analytics
Responsible Unit:	Curricular Affairs and Accreditation, Quality & Analytics
Policy Contact:	Curricular Affairs Dean Office
Next Review Year:	2027

Summary

This policy outlines the process for medical students to evaluate clerkships, sites, and faculty, including the timing of evaluations, submission guidelines, and the responsibilities of clerkship directors and the Office of Curricular Affairs in reviewing and addressing feedback. It ensures that evaluations are conducted consistently through a centralized system and follow a standardized timeline across all clerkships.

Student completion of evaluations of clerkships, sites, and faculty is required per the Grading and Progression Policy.

Access to student evaluations of clerkships, sites, and faculty is restricted per the Policy on Access to Student Evaluations.

Applicability & Scope

This policy applies to all clerkships in the Clerkship and Transition to Residency phases of the MD program and the administration of clerkship, site, and faculty evaluations.

Definitions

None

Policy Statement

I. Evaluation Process

A. Clerkships, clerkship sites, and faculty in a clerkship will be evaluated by medical students.

B. Student evaluations of clerkships, sites, and faculty will be conducted through a centralized system approved by the Office of Curricular Affairs.

C. Evaluations of clerkships will be available for completion on the Monday of the final week of a clerkship block. Evaluations will remain available for a total of 7 days and are due at the end of the day on the following Sunday.

D. Evaluations of clerkship sites and faculty will be available for completion on the Monday of the final week that a student rotates at a site or works with a faculty member. Evaluations will remain available for a total of 7 days and are due at the end of the day on the following Sunday.

II. Submission Guidelines

A. Students must not submit multiple evaluations for the same clerkship.

B. Students must not submit multiple evaluations for the same faculty member.

C. Students may submit more than one evaluation for the same site if they rotated there at two different times within the same clerkship block.

III. Responsibilities

A. Clerkship directors must review evaluations of their respective clerkship, sites, and faculty and address or escalate any identified concerns annually as part of their Level 1 review.

    1) See the Policy on Access to Student Evaluations for restrictions on accessing student evaluations.

B. The Office of Curricular Affairs will monitor the evaluation process to ensure that evaluations are reviewed in a timely manner and that concerns are appropriately addressed.

Procedures

None

Related Information

Policies

- COM-T Policy 1-101: Grading and Progression Policy
- COM-T Policy 3-109: Policy on Access to Student Evaluations

Revision History

2025/09/24: The Tucson Educational Policy Committee approved the policy.