	Policy/Procedure Title:	Grading and Reassessment Phase I & II
	Functional Area:	ADMINISTRATIVE
	Status:	**FINAL**
	Effective:	**02/01/2018**
	Approved By:	Leadership Council
	Policy Contact:	Asst. Dean Medical and Interprofessional Education
	Responsible Office:	Office of Medical Education
	Last Reviewed:	1/23/22

Purpose: The purpose of this policy is to describe grading components of each unit in Phase I & II and to outline procedures for reassessment.

Scope: UIWSOM DO Program

Description: Learners receive a final grade after each of the eight units in Phase I and II (*Essentials/EMT; MSK, Touch and Personhood; Molecules, Cells, Compassion; Host Defense and Communication; GI System, Nutrition, Appetite; Circulation, Respiration, and Regulation; Endocrine Reproduction Respect; Mind Brain, and Behavior*) following assessment week for the unit. The following component assessments contribute to the learner's grade in each unit (unless otherwise indicated in the unit syllabus):

1. EMT-B completion (as applicable)
2. End of Unit Cognitive Exam
3. Structures (STRX) – Structure Laboratory Performance Exam
4. Developing Osteopathic Clinical Skilss (DOCS) Performance Exam
5. Small Interactive Group Sessions (SIGS) - Faculty Assessment of Learners
6. Early Clinical Experiences (ECX) Portfolio (as applicable)
7. Community Engagement (CE) Portfolio (as applicable)

Each of the assessments is reviewed according to a pre-specified rubric and assigned a designation of *Pass* or *Fail*.

- If a learner receives a designation of *Pass* on all assessments in the unit, the learner will receive a unit grade of *Pass*.

- If a learner receives a designation of *Fail* on one or more assessments in a unit, he or she will receive the grade of *Subject to Reassessment* for the unit. For each component with a failed assessment, the learner will be given the opportunity to be reassessed with a comparable assessment at the discretion of the Unit Director in consultation with Unit Faculty and Assistant Dean of the Office of Medical and Interprofessional Education.

- A learner who receives the grade of *Subject to Reassessment* will be referred to the Office of Student Affairs to develop an individualized learning plan.

- Learners are allowed no more than two grades of *Subject to Reassessment* during a Phase. If a learner receives two grades of *Subject to Reassessment* during a Phase, he or she must meet with the Student Progress Committee (SPC). At which time, the SPC may review the learner's academic record, which also may include unprofessional behavior as defined in the UIWSOM Student Handbook.

Reassessment

Progressive development of osteopathic physician is a shared responsibility of both the learner and the School of Osteopathic Medicine. Because the SOM recognizes that the time required to achieve mastery of various levels of knowledge and skills varies among learners, and that learners may have life circumstances resulting in failing one or more components of a single unit, each learner will be allowed to reassess failed components of a unit during Phases I and II.

- Students who undergo reassessment must develop an individualized learning plan and timeline in consultation with the Office of Student Affairs.

- Learners who reassess must do so according to the reassessment dates on the academic calendar. If a learner fails to appear for a scheduled reassessment, the learner will receive a unit grade of *Fail.*

- If a learner receives a *Fail* on one or more reassessments, the learner will receive a final unit grade of *Subject to Remediation.*

- If a learner passes all reassessments, the learner will receive a grade of *Pass* for the unit.

- ***On approval, this policy/procedure will be distributed to all learners, faculty, and staff and be effective immediately.***

- The UIWSOM DO Student Handbook will be updated to reflect this new and/or any newer policy in its next published revision.

REFERENCES to REGULATIONS and/or OTHER RELATED POLICIES:
Policy on remediating a unit
Satisfactory Academic Progress Policy