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Western Journal of Emergency Medicine: Integrating Emergency Care with Population Health

Title

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Permalink

<https://escholarship.org/uc/item/6mj831s9>

Journal

Western Journal of Emergency Medicine: Integrating Emergency Care with Population Health, 15(5.1)

ISSN

1936-900X

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Publication Date

2014

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Peer reviewed

85 An Efficient, Cost-Effective and Secure System to Increase the Rate of Return of 4th Year Medical Student Evaluations

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Introduction/Background: Timely completion of 4th year rotating medical student evaluations in the emergency department (ED) is critical for providing necessary feedback, accurate grading and composing a standardized letter of recommendation. Due to competing responsibilities and a cumbersome process, faculty often fail to complete these evaluations in a timely fashion or even at all.

Educational Objectives: We aimed to develop an efficient, cost-effective and secure system that (1) increases the rate of return of 4th year medical student evaluations by faculty and (2) improves faculty satisfaction with this new evaluation process.

Curricular Design: The new evaluation process we created supplanted our outdated paper system. Using a commercially available survey tool, SurveyMonkey, we created an electronic evaluation system that is easy to distribute, navigate and collect. The tool has enhanced security that allows for confidential and safe transfer of student information. Electronic evaluations are sent weekly to all faculty scheduled to mentor a student during a clinical shift. Faculty can complete these evaluations via computer, tablet or smart phone. Within each evaluation, the students- name, institution and photo are included. The evaluations consist of check boxes and a free text section. Completed evaluations can be exported and tabulated to facilitate final grading.

Impact/Effectiveness: We are currently conducting a study to objectively determine the new rate of return of completed 4th year medical student electronic evaluations. Preliminary data suggest significant improvement over prior years. Faculty feedback has been overwhelmingly positive. The cost-effectiveness and adaptable design of our electronic medical student evaluation system allows it to be implemented at other institutions and across all specialties.