

MSPE: Medical Student Performance Evaluation Guidelines

What is the MSPE?

- Guide created by the American Association of Medical Colleges (AAMC) that would help medical schools provide information required for Residency Programs
- First called Dean Letter (*Carta del Decano*) in 1989, in 2000 AAMC establishes a new name: Medical Student Performance Evaluation (MSPE)
- Comparative evaluation of students performance in medical school
- Qualitative and quantitative assessment of medical students
- Information regarding students standing on required competencies for residency
- Supplement for information already provided in ERAS application and CV
- It is NOT a Letter of Recommendation

Who writes the MSPE?

All MSPEs are prepared by a Committee comprised of selected faculty and administrative staff.

Where does the information come from?

The MSPE for each student is the result of collection and analysis of all objectives and subjective formal evaluations conducted during the academic years pertaining to undergraduate medical education. Additional information is provided by the student.

What do I need to do to request my MSPE?

Students that have taken and passed their Step I, completed all third year requirements, and have been promoted to fourth year may request their MSPE by filling out the corresponding form at the Registrar's Office, and paying the due fee with the Bursar.

What does it include?

- Identifying Information: student's legal name and year in school; name and location of the school.

- Noteworthy Characteristics: brief description of up to three (3) student's achievements, activities, or other personal information.
- Academic History: information on matriculation and expected graduation dates, any extensions in educational program, required make-up work in clerkships, and/or adverse actions imposed on the student.
- Academic Progress: Summary evaluation comments for Professionalism, Preclinical courses and clerkships. It includes a comparative evaluation of the students' performance in corresponding Clerkships. ***This is considered one of the most important elements of the MSPE.***
- Summary: summative assessment of the student's comparative performance in medical school based on the schools evaluation system.
- Medical School Information: An appendix that lists information about the School and composition of the MSPE.
- Appendix Community Experience: comprehensive assessment that describes the student's community experience
- Appendix Research Experience: comprehensive assessment that describes the student's research experience

Will my GPA and/or ranking be included?

No. This is information that the AAMC has determined is not relevant for the MSPE.

Is there a deadline for requesting my MSPE?

March 30th is the deadline for third year medical students to submit their MSPE request form with the Registrar. MSPE's will be prepared in the order they were requested. Third year students may continue to submit requests after the established deadline, but this may alter the completion date of the MSPE. SJBSM does not guarantee that MSPE requests submitted after the due date will be available for ERAS due date.

What is the earliest date my MSPE can be sent out?

MSPE's will be transmitted to ERAS as soon as they have been completed. But be advised that Residency programs **will not** have access to the letters until the release date established by ERAS: **October 1st**.

Will I have a chance to review my MSPE prior its submission to ERAS?

Students are allowed to review the MSPE prior to its transmission to ERAS. Please read carefully. Should you have any comments, suggested changes, and/or clarifications in grammar or editorial style, you may meet with the Associate Dean of Student Affairs to discuss them, or submit them via email.

Do I get to look at my MSPE a second time?

Due to the tight production deadline, the MSPE Committee will not be able to provide a second draft. Students who wish to see a final version of the MSPE may request a Student Copy at the Registrar's Office.

What steps do I need to take if I don't agree with a Clerkship evaluation?

Students may request a meeting with the Third Year Clerkship Coordinator to discuss any discrepancy in the Clerkship grade and/or evaluation.

What rotations are included in my MSPE?

The MSPE is an evaluation for medical students who have completed their third year requirements and have been promoted to fourth year. Therefore it will only include third year rotations in chronological order, including passing grade, and overall comments that were provided in the final evaluation as submitted by the Attending.

What if I want fourth year rotations to be included?

A student may request that one or more fourth year rotations be included in their MSPE in the corresponding form. The MSPE Committee will include in an Addendum fourth year rotations

completed by the student prior to ERAS due date. Student must bear in mind that this may alter the final submission date of their MSPE.

Can alumni request a MSPE?

Any alumni that will reenter ERAS may request a copy of their MSPE following the same procedures as a MS III student. Should the alumni request that fourth year rotations be included, the MSPE Committee will upload original MSPE with an Addendum that provides information regarding fourth year rotations.