



VCU

Competency Based Graduation Program Procedures

Policy Statement and Purpose

The goal of the Competency Based Graduation (CBG) pathway is to graduate students based on competency assessment. The CBG program allows currently enrolled medical students in the 4-year medical degree program to complete their undergraduate medical education program in three (3) years based on competency assessment.

Stakeholders

The faculty, staff, and students of the VCU School of Medicine are responsible for knowing this standard operating procedure, its contents, and provisions.

Definitions

VCU: Virginia Commonwealth University School of Medicine.

CBG: Competency Based Graduation. The CBG track is a formal curricular track offered to VCU SOM students who apply and are selected for participation. This track allows students to complete an undergraduate medical education curriculum in a period of three (3) years.

CCC: Clinical Competency Committee.

EC: Executive Committee of CBG.

CC: Curriculum Council.

CBG PD: Competency Based Graduation Program Director.

Responsibilities

EC: The EC is responsible for ongoing review of track procedures, drafting and revising track related policies for approval by the Curriculum Council, and participating in discussions regarding academic performance and professionalism concerns at CCC meetings.

CCC: The CCC is responsible for reviewing academic and professionalism data for all CBG program participants to ensure progression and completion of track requirements. The CCC will review draft policies and procedures from the EC and provide feedback and approval before advancing to the CC for final approval and implementation.



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CBG PD: The CBG PD is responsible for recruitment of students into the program, meeting regularly with students to provide guidance and mentoring, creating appropriate M3 clerkship tracks along with residency program directors, assisting with the residency application process, gathering, and distributing data for CCC meetings and follow-up on progress of previous CBG graduates.

Students: Students are responsible for knowing and adhering to the CBG program procedures. CBG track participants are responsible for executing all track requirements and maintaining academic and professionalism standards as outlined in these procedures. CBG track completion is non-compulsory, and students who are in the track may choose to transition back to the four (4) year curriculum prior to submitting their National Residency Matching Program (NRMP) rank list.

Procedures

Program Eligibility, Application, and Selection

Eligibility

- Students in the 1st, 2nd, and 3rd quartiles are eligible to participate
 - Students with a ranking in the 4th quartile, based on pre-clinical course work, will be subject to review by the CCC and may be eligible for conditional participation in the CBG program
- Students who receive a score of ‘Competency Not Achieved’ on any pre-clinical coursework will not be considered for the CBG program
 - If a student who has been accepted into the CBG program receives a score of ‘Competency Not Achieved’ in pre-clinical coursework after their acceptance, acceptance will be rescinded and the student will remain in the four (4) year curriculum.

Application Process

Students applying for admission into the CBG program are required to complete all application materials and processes. These include:

- Submission of application materials by October of the student’s M2 year
 - Curriculum Vitae (CV)
 - Letter of Interest
- Attend required interviews with
 - Residency Program Director
 - CBG PD

Participant Selection

Applications for program admission will be reviewed by the CCC. Review of applications will include:

- Application materials will be reviewed in addition to a student’s:
 - Preclinical course work
 - Quartile rankings



- PCM grades and evaluations
 - Presence of professionalism concerns
- The CCC will vote on acceptance, conditional acceptance, not appropriate for the CBG pathway based on a majority CCC vote as below.
- The CCC will review all application materials and scoring sheets in advance of any voting processes related to students
 - The CCC must have greater than fifty percent (50%) of voting members present to achieve a quorum
 - CCC members are required to abstain from voting on students who are expected to fall within their specific residency program
 - The number of students accepted into the CBG program will be dependent on the individual residency program for which they are applying
- Acceptance into the competency-based graduation program comes with a directed pathway into a VCU associated residency program during medical school training. The student must apply to the respective residency program through Electronic Residency Application Service® (ERAS) in fall of their third year of medical school. Upon meeting the expected academic and professional standards for the medical school, CBG program, and residency program, the student will be eligible to participate in the National Resident Matching Program (NRMP). The student will be ranked to match into the VCU or VCU affiliated Residency Program through the NRMP. Should the student choose to rank the program, they would be positioned to match at the VCU or VCU affiliated program for residency.

Program Requirements

The CBG Program requires students to demonstrate exemplary academic performance and professionalism. Students enrolled in the program must:

- Achieve a grade of High Pass or Honors in all core clerkships as well as their Acting Internship
- Pass the USMLE Step 1 and Step 2 on the first attempt
- Maintain continuous enrollment in the program
 - Any student requiring a leave of absence will transition back to the four (4) year curriculum
- Demonstrate professionalism
 - Any student referred to the Promotions Committee for a professionalism concern will be subject to review by the Residency Program Director and the CCC to determine their continued enrollment in the CBG program

Individual Residency Program Requirements

Individual residency programs may collaborate with the EC to set specific academic requirements in addition to the core requirements for all CBG participants.

- These program specific requirements can be found in the CBG Program Information Packet
- All specific requirements must be approved by the CC



CBG Committee Oversight

Executive Committee of CBG Membership

The EC is comprised of nine (9) members:

- Senior Associate Dean of Medical Education and Student Affairs
- Senior Associate Dean for Assessment, Evaluation, and Scholarship
- Assistant Dean for Clinical Medical Education
- Assistant Dean for Medical Education
- Two (2) Associate Deans for Student Affairs
- Director of Competency-Based Assessment
- Director of the CBG Program
- Two (2) Residency Program Directors
 - Individuals must also be members of the CCC and will be appointed to the EC by the Senior Associate Dean of Graduate Medical Education

Clinical Competency Committee Membership

The Clinical Competency Committee (CCC) is comprised of both voting and non-voting members. These include:

- Voting Members
 - Residency Program Directors from select, participating programs
 - Clerkship Director(s) or other designated representative(s) as decided by the specialty department
 - Senior Associate Dean for Assessment, Evaluation and Scholarship
 - Director of Competency-Based Assessment
 - Assistant Dean for Clinical Medical Education
- Non-Voting Members
 - Senior Associate Dean of Medical Education and Student Affairs
 - Two (2) Associate Deans for Student Affairs
 - Assistant Dean for Medical Education
 - Director of the CBG Program

Monitoring of Student Progress

CCC Review

The CCC will provide ongoing monitoring of student progression through the track. The CCC will review data for each student on a quarterly basis, including:

- Student Summary Sheet that includes:
 - Clerkship Evaluations
 - Clerkship RIME assessments
 - NBME Shelf Scores
 - Pre-Clinical Grades



- USMLE Step Scores
- Practice of Clinical Medicine Course Evaluations
- Quartile Rank Prior to each CCC Meeting
- The CCC must have greater than 50% of voting members present to achieve a quorum
- CCC members are required to abstain from voting on students who are expected to fall within their specific residency program
- Any student referred to the Promotions Committee for a professionalism concern will be subject to review by the Residency Program Director and the CCC to determine the student's continuation in the CBG track
- The CCC meeting that occurs prior to the NRMP will determine the students who are anticipated to match based on the competencies of knowledge, patient care, communication, and professionalism as well as meeting the expected academic and professional standards for the medical school, CBG program, and residency program.
 - Students have the ability to apply to other residency programs both internally at VCU and externally at other institutions
- The CCC meeting that occurs prior to graduation will determine if the student has demonstrated the required academic and professional standards for the competency-based graduation program, the residency program, and the competencies for graduation from medical school.
 - Students who do not meet these standards will be recommended to transition back to the four- year pathway
 - All students who have met the standards and competencies for graduation as determined by the CCC will be reviewed by the Promotion and Advancement Committee for final review and approval for graduation

Appeal Procedures

- A student who disagrees with a decision of the CCC may file an appeal
- Appeals submitted for the CBG program will follow the same appeals process as outlined for the VCU SOM
 - The appeals procedure can be found within the student handbook located at: <https://ecurriculum.som.vcu.edu/somedu/public/handbook.aspx>

Related Policies _____

Review Cycle and Revision History _____

The policy is reviewed and may be revised by the Curriculum Council as necessary, but at least every three years.

Current Revision Approved: 10.27.2022

Applicable Laws, Regulations & Standards _____

LCME Standards for Accreditation of Medical Education Programs Leading to the MD Degree:



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- LCME Standard 6, Element 0
- LCME Standard 9, Element 6