

 QUILLEN COLLEGE of MEDICINE EAST TENNESSEE STATE UNIVERSITY	Policy/Process/Procedure Name:	NBME Policy for Pre-Clerkship Courses
	MSEC/ADMIN Number:	MSEC-1212-12
	Approving Officer:	Kenneth Olive, MD / MSEC Chair Ramsey McGowen, PhD / MSEC Chair Ivy Click, EdD / MSEC Chair
	Agent(s) Responsible for Implementation:	M1/M2 Course Directors
Original Approval Date: 12/18/12 Effective Date(s): Spring 2013; 2016-2017 AY; 2022-23 AY	Originator Name/Committee:	Institutional Outcomes Subcommittee
<input type="checkbox"/> New Policy/Process/Procedure Proposal	<input checked="" type="checkbox"/> Revision of Existing Policy/Process/Procedure	
Revision Date(s): 7/21/15; 7/19/16; 6/7/2022	LCME Required Policy/Procedure/Process: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> LCME Element(s) Number and Description: <small>[Also include the LCME Element number in (B) Purpose of Policy/Procedure/Process statement below].</small>	
<p>Exemption(s) to Policy through MSEC Action (9/19/17 & 6/12/18): waive the existing pre-clerkship NBME grade policy during the first year of curriculum change for each curricular year. The percentage of the course grade determined by the NBME subject exams for M1 and M2 courses was set at a minimum of 10% during the first year of curriculum change. The effective date for M1 courses is November 1, 2017 and extended through May 10, 2019. The effective date for M2 courses is July 9, 2018 through March 29, 2019.</p> <p>Exemption to Policy through MSEC Action 7/10/2018: Requirement for a score of “100” on the Pharmacology NBME from the current 90th percentile to the 95th percentile. The minimum requirement for passing the NBME would remain at the 10th percentile and the grade component weight would remain at 20%.</p> <p>Exemption to Policy through MSEC Action 6/7/2022: M2 “legacy” courses may choose to use an NBME Customized Assessment Services exam rather than a final NBME subject exam.</p> <p><i>All policies/processes/procedures will be reviewed during the MSEC Evaluation of the Curriculum as a Whole unless an earlier review is identified.</i></p>		
Administrative Review Date(s): 7/13/2020		

(A.) Policy/Process/Procedure Statement:

Updated 06/07/22 Statement: This policy is effective for the Class of 2025 and prior classes. MSEC approved use of the NBME score conversion tables (provides the percent correct associated with various scaled scores) that would allow a linear regression (curve) to be used to give scores above the previously set 90th percentile and scores below the previously set 10th percentile. Course directors will have the discretion as to whether they cap scores at 100% or give higher scores. Course Syllabi should contain the specific course grade scale.

(B.) Purpose of Policy/Process/Procedure:

To enable course directors to identify grade components for the NBME scores above the 90th percentile and below the 10th percentile.

(C.) Scope (applies to):

Updated Scope 7/19/2016: Pre-clerkship courses utilizing NBME subject exams.

(D.) Process/Procedure:

Updated Process/Procedure 7/19/2016:

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The process/procedure of this policy continues to contain three (3) parts.

a. If a NBME Subject exam is available, it will be used.

b. Standard percentage of grade: The NBME exam should comprise the same percentage of the total grade as a major sectional exam in the course.

c. Pre-clerkship courses will determine a NBME course grade by using a regression analysis of the NBME subject exam score where the 90th percentile equals a grade of 100% and the 10th percentile equals a grade of 70%. Using the NBME score conversion table a “curve” can be determined and applied, i.e., if the 90% percentile for a given exam is associated with a percent correct score of 85%, then a “curve” of 15 points has been applied to assign a grade of 100%.

Course director will have discretion on whether to cap course grades from the NBME at 100 or allow grades to exceed 100, based on extending the regression curve to scores higher than the 90th percentile.

For scores below the 10th percentile, the NBME score conversion table will be used to determine the percent correct associated with a scaled score of 1. The “curve” score will be added to the percent correct to establish a grade for a scaled score of 1. A regression will be performed between this and the 10th percentile grade to establish grades for the intermediate scaled scores.

Course directors can petition Academic Affairs for a modification of this policy if specific circumstances lead a course director to conclude it is educationally inappropriate (e.g., if the NBME exam content and course content differ significantly).

<p>Approved by: Name / Title: Kenneth Olive, MD / MSEC Chair Date: 12/18/12</p> <p>Name / Title: Ramsey McGowen, PhD / MSEC Chair Date: 7/21/15; 7/19/16; 9/19/17; 6/12/18; 7/10/18</p> <p>Name / Title: Ivy Click, EdD / MSEC Chair Date: 6/7/22</p>	<p>Policy/Process/Procedure Superseded by this Current Policy/Process/Procedure (name and number): <i>(List only if a name change is involved)</i></p> <p>M1/M2 NBME Grading Policy (Retained the same number with the revision of 7/21/15.)</p>
<p>Review/Revision Completed by:</p>	<p>Date</p>
<p><input type="checkbox"/> Office of the Dean</p>	
<p><input checked="" type="checkbox"/> Academic Affairs</p>	<p>10/2/12; 11/27/12; 12/18/12; 7/21/15; 7/19/16; 9/19/17; 6/12/18; 7/10/18; 6/7/22</p>
<p><input type="checkbox"/> Student Affairs</p>	
<p><input checked="" type="checkbox"/> Medical Student Education Committee</p>	<p>10/2/12; 12/14/12; 12/18/12; 7/21/15; 7/19/16; 9/19/17; 6/12/18; 7/10/18; 6/7/22</p>
<p><input type="checkbox"/> Student Promotions Committee</p>	
<p><input type="checkbox"/> Faculty Advisory Council</p>	
<p><input type="checkbox"/> Administrative Council</p>	
<p><input type="checkbox"/> M3/M4 Clerkship/Course Directors</p>	
<p><input checked="" type="checkbox"/> M1/M2 Course Directors</p>	<p>9/26/12; 11/27/12; 7/21/15; 7/21/16; 9/19/17</p>

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<p><input checked="" type="checkbox"/> Student Groups/Organizations (describe): Institutional Outcomes Subcommittee</p>	<p>12/14/12; 12/18/12</p>

Notifications of New or Revised Policy	Method of Notifications and Date
<input type="checkbox"/> Medical Students	
<input type="checkbox"/> All QCOM Faculty	
<input type="checkbox"/> All QCOM Staff	
<input type="checkbox"/> Admissions Office (catalog)	