

From: Shumate, Amy N.
Sent: Tuesday, January 14, 2014 3:00 PM
To: UMHS - MU Med School 2015
Subject: SENT ON BEHALF ON THE OME DEANS-Evidence and Reflection Directions

Dear third-year medical student,

Now that you have entered your clinical training, it is an opportune time to reflect on the progress you have made toward attaining excellence in each of the MU 2020 Key Characteristics. Reacquaint yourself with the Mission Statement and Key Characteristics at <https://ome.som.missouri.edu/visions/>. In addition to responding to reflection questions, you are required to submit evidence of your progress.

As part of your third year requirements, it is expected that you will complete two tasks **by 5pm on May 16, 2014:**

- 1) Respond to the M3 Reflection Questions**
- 2) Submit Evidence**

Both of these tasks can be done within your Student Homepage. Login at <https://ome.som.missouri.edu/studenthome>

Please note that you will not be allowed to participate in fourth year courses until these two tasks have been satisfactorily completed.

1. Reflection Questions

Your M3 Reflection Questions can be found under Portfolio Reflections in the top bar of your Student Homepage.

To complete reflections:

1. From the left menu, select "Open Portfolio Reflections". You may also view previous entries by clicking "Portfolio Reflections History".
2. Click "Start Reflection Questions"

You may continue to save your response to the reflection questions in draft status until the due date. **You must submit as final by 5pm on May 16, 2014.**

2. Evidence

Evidence may be any number of things showing that you understand and embody each of the key characteristics.

You will (a) submit one piece of evidence for each characteristic, and (b) provide an interpretation of how the evidence submitted addresses the key characteristic. Although the following is by no means an extensive list, evidence could include:

- Letters from patients, patient's family, co-workers, or peers

- Poems, short stories, other original works by the student
- Examples of work you have completed (research projects, presentations, Community Integration Program papers, etc.)
- Your reflections on interactions with other members of the health care team
- Your reflections on interactions with patients including patients as teachers (Legacy Teachers submissions)

We encourage you to collect evidence as soon as possible rather than waiting until the end of the year. **You may upload evidence until 5pm on May 16, 2014**, at which time clerkship directors will be provided with a list of students that have completed this requirement.

To Add Evidence:

You may add evidence from Experience & Evidence in the top bar of your Student Homepage.

1. Under “Experiences & Evidence”, select “Evidence.”
2. Upload your Evidence documents using the “Upload New File” button.
3. Click Browse to choose a file.
4. Enter a description of the document and an interpretation of how it addresses the key characteristic.
5. Click Upload.
6. To delete a piece of evidence from the list, simply click the red “X”.

You may make revisions to documents until the **close date of 5pm on May 16, 2014**. To delete a piece of evidence from the list, simply click the red “X”.

Please contact Gina Johnson at johnsongm@health.missouri.edu if you experience any technical difficulties.

The Offices of Medical Education may review aggregate de-identified data for each of the questions and use these data to continuously improve our educational offerings. A panel of faculty may review your responses to confirm this requirement has been completed as one of the requirements for the third year.

We hope you will take this time to reflect on your progress in your medical career.

Thank you,

Rachel Brown, M.D.
Associate Dean for Student Programs and Professional Development

Kimberly Hoffman, Ph.D.
Associate Dean for Learning Strategies

Jack Gay, M.D.
Associate Dean for Curricular Improvement