

**LCME Action Team**  
**MS-19, 23, 26**  
**November 21, 2011**

**Members Present:** Dr. Marie Veitia (Chair), Ms. Joan Catherine Viksjo, Ms. Prudy Barker, Dr. Tracy LeGrow, Kathleen Richardson (MS-III), Josh Hess (MS-III)

**Members Absent:** None

Dr. Veitia gave an overview of what was expected from this team. Standards MS-19, MS-23 and MS-26 will be discussed and an action plan drafted to share with the LCME Secretariat when they visit the SOM in January.

General thoughts were shared by all committee members regarding how to collect data to show progress. Katie suggested interim surveys so that we could monitor progress internally. The student survey used prior to the LCME survey was discussed as a possible source of questions. Members were asked to develop questions for each of the standards and submit those to Dr. Veitia by early December. Survey Monkey was the suggested method for distributing questionnaires and gathering data.

Discussed what types of benchmarks should be set both as interim goals and as goals for the follow-up visit two years from now. Discussed the GQ and the use of national means as possible benchmarks. The group was unsure if that would meet the LCME requirements and will look for feedback from the Secretariat about this particular issue. For the purposes of developing this draft action plan, this data will be utilized. The committee members will be provided access to the GQ for review.

**MS-19-Career Counseling**

Ms. Viksjo presented her plan for career counseling across all four years of the curriculum. She will be utilizing the AAMC Careers in Medicine as a base from which to build. Each class will meet as a group twice a year with identified goals for each of these meetings. Core concepts emphasized at each class level include:

Class Year	Core concepts
MS-I	Individual interests, values, personality style Career decision making process Self-assessment
MS-II	Specialty preference assessment Career decision making process
MS-III	Physician values Decision making styles CV and Personal Statement writing
MS-IV	Reassessment of Individual interests, values, personality style and role in career choice Residency interviewing skills

In addition to these class specific activities, students at all levels will have the opportunity to participate in “Career Conversations,” small group discussions with faculty members in specialties for which we have clerkships/residency programs and also for those we do not. Student led initiatives such as “Specialty Speed Dating” will continue with support from the Office of Student Affairs. The Curriculum Committee

has reviewed this plan and approved it. It will be a graduation requirement for all students to complete these sessions.

Discussed how to maximize impact while not impeding student study time. Discussed completion of some assessment activities as independent learning activities to be completed prior to the class meetings. The students felt that this was a reasonable thing to do and suggested that these independent learning activities be entered on the curriculum map to help remind students to complete them.

**MS-23 Debt Counseling**

Ms. Prudy Barker presented her plan to address debt counseling across all four years. She has already implemented a number of programs including meeting with each class to familiarize them with the financial aid services available on site. Goals identified to meet the standard include:

- Provision of information on federal, state and institutional loan and scholarship programs
- Debt management for both educational and non-educational debt
- Post graduate personal financial planning

Ms. Barker proposed that this be accomplished utilizing a number of methods including an annual financial aid newsletter, use of the AAMC FIRST program and Financial Literacy 101 materials, class meetings, individual counseling sessions the development of a Student Financial Assistance website. Core concepts emphasized at each class level include:

Class	Core concepts
MS-I	Financial aid basics Personal budgeting Credit card debt Scholarship opportunities Access to personal records
MS-II	Budgeting Comparison of MS-I budget vs. debt Scholarship Loan forgiveness
MS-III	Repayment options Planning/preparing for non-educational expenses during residency interviews Relocation expenses
MS-IV	Exit Interview Individual personal counseling

Discussed ways to incorporate some of these sessions into rising class meetings conducted by the Office of Academic Affairs as well as during Orientation. This has already begun and has been a good fit.

**MS-26 Personal Counseling and Wellness**

Dr. Veitia reviewed the initiatives that have already begun related to this standard. A contractual relationship has been established with the Cabell Huntington Hospital Counseling Service that provides 10 free counseling sessions/year/student, to include spouses and children. Student insurance would be billed if more sessions were necessary. A similar agreement has been developed with Valley Health Care who will provide psychiatric consultation and assessment by psychiatrists. Student suggestions included providing maps/directions to the sites for easier access.

Dr. Veitia has been keeping utilization data and troubleshooting any problems with timeliness of appointments etc. These initiatives began July 1, 2011 and response has been positive to date. Student suggestions included making this referral information more visible on the “For Students” page of the SOM website as well as utilizing wellness committee members as liaisons for their peers.

The policy for “The Provision of Health Care Services” was updated by Dr. Veitia to address possible conflict of interest situations. Dr. Veitia is also constantly updating the list of available health care providers that do not have a relationship with the SOM and therefore not in a position to evaluate medical students.

Dr. Nerhood, Interim Dean of the School of Medicine has directed a transition in the Office of Student Affairs by removing the all duties that involve student evaluation from the Associate Dean of Student Affairs. The Associate Dean of Student Affairs will function primarily as a student advocate/ombudsman. This change reflects a growing national trend.

The Student Wellness Committee was established in December 2010 and has planned a number of events including 50 miles in 50 days and completion of the Medical Student Handbook. A spouses support group is being developed and there is an interest in developing a relationship with “Huntington’s Kitchen” which promotes healthy eating. Discussed inclusion of both Financial Aid and Career counseling for inclusion under the umbrella of wellness. Discussed the usefulness of adopting a model of wellness that will act as a guide for the development of a comprehensive wellness program.

**Topics for next meeting:**

1. Review of specific goals/objectives/benchmarks for each standard
2. Review of questions developed for measurement of progress
3. Finalization of draft plan to be submitted to the Dean’s Office

**Next Meeting:** Monday, December 5<sup>th</sup> @ 2:00 in the Dean’s Conference Room