

| TASKS (Steps to be taken that lead to desired outcome)   | INDIVIDUALS/ GROUPS RESPONSIBLE                    | INDICATORS THAT THE TASK HAS BEEN ACCOMPLISHED   | EXPECTED DATE OF ACCOMPLISHMENT OF THE TASK  | DESIRED OUTCOME THAT ILLUSTRATES COMPLIANCE WITH THE STANDARD  | PROGRESS REPORT AS OF 10/5/2012  |
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| <p><b>MUSOM's new career counseling program is comprised of the following four components:</b></p> <p><b>(1) A longitudinal, in-depth course for all year students entitled "Medical Career Development", which was approved by the Curriculum Committee as a graduation requirement</b></p> | <p>Office of Academic &amp; Career Development</p> | <p>For the "Medical Career Development" course:</p> <ul style="list-style-type: none"> <li>MS-1's will be able to identify their three-letter personality code and understand the importance of self-assessment as the foundation to their career exploration and planning;</li> <li>MS-1's will complete each of the three primary online self-assessment instruments, and submit a one-page reflective paper on their results by March 1;</li> </ul> | <p>Anticipated class meetings for each year:</p> <p><u>For MCD-1:</u><br/>March 7, 2012</p> <p><u>For MCD-2:</u><br/>March 13, 2012</p> <p><u>For MCD-3:</u><br/>Starting with Rot. 5: Internal Medicine, February 29, 1 – 2:30<br/>Psychiatry, March 2, 2:30-4:00<br/>Surgery, March 14, 10:30 – 12 Noon<br/>Family Medicine, April 18, 9:00 – 10:30 am</p> <p><u>For MCD-4:</u><br/>July and August 2012</p> | <p>Stud. Svcs. Annual Survey &amp; the GQ.</p> <p><u>On the GQ:</u> All classes will indicate at least a 75% level of "Satisfied" with "Career Preference Assessment Activities"; "Information About Specialties"; "Information About Alternative Medical Careers" &amp; "Overall Satisfaction with Career Planning Services."</p> | <p><b>The Medical Career Development (MCD) course, based on AAMC/Careers in Medicine, created June 2011. CC approved Oct. 13, 2011 as a graduation requirement. MCD classes for each year are known as MCD-1, MCD-2, MCD-3, and MCD-4. Implemented AY 2011-2012.</b></p> <p><u>MCD-1:</u> Classes were held on Jan. 24, 2012 and April 11, 2012. Attendance taken; all students' papers submitted and saved online.</p> <p><u>MCD-2:</u> Classes were held on Jan. 26, 2012 and March 13, 2012. Attendance taken; all students' papers submitted and saved online. Students attended at least one "Career Conversations" as required; roll taken.</p> <p><u>MCD-3:</u> Classes were held during each of the six rotations: Feb. 2, 2012; Feb. 29, 2012; Mar. 14, 2012; Apr. 11, 2012; Apr. 17, 2012; Apr. 18, 2012. Roll taken. All students' papers submitted and saved online.</p> |

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| <p>(continued)<br/>MUSOM's new career counseling program is comprised of the following four components:<br/>(1) A longitudinal, in-depth course for all year students entitled "Medical Career Development", which was approved by the Curriculum Committee as a grad. req.</p> |                                 | <p>(continued)<br/>For the "Medical Career Development" course:</p> <ul style="list-style-type: none"> <li>MS-II's will write a one-page reflective paper by March 1 comparing and contrasting their results from two in-depth self-assessments: The Medical Specialty Preference Inventory, found on the Careers in Medicine website, and The Personal Trait Analysis, found in Iserson's text which will be sent electronically to them;</li> </ul> |   | <p>The GQ, noted above.</p>                                   | <p><b>For MCD-4:</b> Class was held on June 14, 2012. Dr. Werthammer presented interviewing skills.</p> <p>To assist students with their residency applications, the Associate Dean of Student Affairs met with each fourth-year student from April 16 to June 7, 2012. Academic performance, CV's, and personal statements were reviewed in the context of the student's desired career goals. Students were frequently referred to appropriate clinical faculty for specific guidance with respect to addressing specialty uncertainty and/or residency programs. All fourth-year students were offered mock interviews in Sept. and Oct. 2012. On Nov. 1, 2012, a report will be available for how many students participated.</p> <p>MCD Dates for <u>AY 2012-2013</u> are as follows:<br/> MCD-1: Feb. 13, 2013<br/> MCD-2: Jan. 24, 2013; March 12, 2013<br/> MCD-3, 4 will be final by <u>Nov. 1.</u></p> |

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| <p><i>(continued)</i><br/>MUSOM's new career counseling program is comprised of the following four components:</p> <p>(1) A longitudinal, in-depth course for all year students entitled "Medical Career Development", which was approved by the Curriculum Committee as a graduation requirement</p> |                                 | <p>MS-III's will submit a one-page reflective paper analyzing their results from four self-assessment instruments: The Medical Specialty Preference Inventory, The Physicians Values in Practice Scale, and The Specialty Indecision Scale, all found on the Careers in Medicine website, along with The Personal Trait Analysis.</p> <p>MS-IV's will draft their CV and Personal Statement for review and critique by the Course Director and the Associate Dean;</p> <p>MS-IV's will gain practice answering interview questions through individual role-plays with faculty, the AD and the Course Director.</p> |   | <p>The GQ, as noted earlier</p>                               | <p><b><u>GQ Results</u></b><br/> <b>GQ 2012, as compared to GQ 2011, revealed an increase of 22% (from 24% to 46%) in levels of satisfaction with "Career Preference Assessment Activities." GQ 2012 satisfaction among AS is 61%.</b></p> <p><b>GQ 2012, as compared to GQ 2011, revealed an increase of 21% (from 33% to 54%) in levels of satisfaction with "Information About Specialties." GQ 2012 satisfaction among AS is 68%.</b></p> <p><b>GQ 2012, as compared to GQ 2011, revealed an increase of 23% (from 15% to 38%) in levels of satisfaction with "Information About Alternative Medical Careers." GQ 2012 satisfaction among AS is 41%.</b></p> <p><b>GQ 2012, as compared to GQ 2011, revealed an increase of 21% (from 24% to 45%) in levels of satisfaction with "Overall Satisfaction with Career Planning Services." GQ 2012 satisfaction among AS is 62%. All percentages are sums of "Satis." &amp; "VS."</b></p> |

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| <p><b>(2) "Career Conversations" consisting of two parts: Clerkship Sessions</b>, required in each rotation. Faculty discuss the specialty selection and residency application process for their particular area; suggest elective courses to take; and provide insights into rewards and challenges unique to their specialty.</p> | <p>The Clerkship Directors are responsible for the six clerkship sessions on every rotation.</p> <p>The Office of Academic &amp; Career Development is responsible for the 14 "Career Conversations" with faculty and regional physicians across the entire academic year.</p> | <p>Students will have increased knowledge and understanding of the content areas of various specialties;</p> <p>Students will have improved knowledge of the necessary factors to consider when selecting specialties;</p> <p>Students will have a better understanding of the daily challenges, lifestyle and compensation issues of that particular specialty.</p> <p>Students will feel better prepared for handling interviews during the residency application process for that specialty.</p> | <p>Anticipated Clerkship Counseling Sessions:</p> <ul style="list-style-type: none"> <li>• Family Medicine: April 18, 2012</li> <li>• Neurology: June 8, 2012</li> <li>• Psychiatry: April 13, 2012 and June 15, 2012</li> </ul> <p>Anticipated Career Conversations:</p> <p>Plastic Surgery, Feb. 2012<br/>Anesthesiology, March 2012<br/>Urology: March 2012<br/>Emergency Medicine, April 2012</p> | <p>On the GQ, At least 75% of all students will indicate "Satisfied" with "Information about Specialties"</p> | <p><b><u>Clerkship Counseling Sessions Completed for the AY 2011-2012:</u></b></p> <p><b><u>OB/GYN:</u></b><br/>Aug. 24, 2011; Oct. 19, 2011; Dec. 14, 2011; Feb. 22, 2011; Apr.18, 2012; June 20, 2012</p> <p><b><u>Pediatrics:</u></b><br/>Jan. 7, 2011, Mar. 4, 2011; May 6, 2011; Sept. 6, 2011; Nov. 1, 2011; Jan. 11, 2012</p> <p><b><u>Psychiatry:</u></b><br/>Aug. 19, 2011; Oct. 14, 2011; Dec. 9, 2011; Feb. 17, 2012; April 13, 2012; June 15, 2012</p> <p><b><u>Neurology:</u></b><br/>Aug. 5, 2011; Sept. 30, 2011; Nov. 18, 2011; Feb. 3, 2012; March 23, 2012; June 8, 2012</p> <p><b><u>Family Medicine:</u></b><br/>April 21, 2011; June 23, 2011; Aug. 25, 2011; Oct. 20, 2011; Dec. 15, 2011; Feb. 23, 2012</p> <p><b><u>Internal Medicine:</u></b><br/>Aug. 23, 2011; Oct. 17, 2011; Dec. 6, 2011</p> <p><b><u>Surgery:</u></b><br/>April 6, 2011; May 25, 2011; July 27, 2011; Sept. 21, 2011; Nov. 9, 2011; Jan. 18, 2012</p> <p><i>Continued....</i></p> |

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| <p><i>(continued)</i></p> <p><b>(2) “Career Conversations” consisting of two parts:</b></p> <p><b><u>(a) Clerkship Sessions</u></b>, required in each rotation. Faculty discuss the specialty selection and residency application process for their particular area; suggest elective courses to take; and provide insights into rewards and challenges unique to their specialty.</p> |                                 |  |   |   | <p><b><u>Clerkship Counseling Sessions Scheduled for AY 2012-2013</u></b></p> <p><b><u>OB/GYN:</u></b><br/>8/22/12; 10/17/12; 12/12/12; 2/20/13; 4/17/13; 6/19/13</p> <p><b><u>Family Medicine:</u></b><br/>Always on the first day of the clerkship in Orientation, and the last Thursday during Dr. Petraný’s “Applying to Residency”:<br/>7/9/12 &amp; 8/30/12; 9/4/12 &amp; 10/25/12; 10/29/12 &amp; 12/20/12; 1/7/13 &amp; 2/29/13; 3/4/13 &amp; 4/25/13; 5/6/13; &amp; 6/27/13</p> <p><b><u>Internal Medicine:</u></b><br/>10/19/12; 12/14/12; 2/15/13; 4/12/13; 6/7/13</p> <p><b><u>Pediatrics:</u></b><br/>Conducted on the first Friday of each 3<sup>rd</sup> year rotation.</p> <p><b><u>Surgery:</u></b><br/>7/25/12; 9/19/12; Remaining dates will be added by Nov. 1.</p> <p><b><u>Internal Medicine:</u></b><br/>10/19/12; 12/14/12; 2/15/13; 4/12/13; 6/7/13</p> |

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| <p>(continued)</p> <p><b><u>(b) A series of 14 "Career Conversations"</u></b> with faculty and regional-area physicians in the specialties for which we have clerkships as well as for those we do not. The specialty selection, residency application processes, and the daily life of a physician in their particular specialty will be discussed. Dinner is served, and ALL students are welcome.</p> |                                 |  |   | <p>In addition to the GQ, post session evaluations for each "Career Conversations" seminar will be distributed beginning with the AY 2012-2013.</p> | <p><b><u>"Career Conversations" were conducted for these specialties, AY 2011-2012:</u></b></p> <p>Ophthalmology, Oct. 27, 2011<br/>           Neurology, Nov. 7, 2011<br/>           Orthopaedics, Nov. 17, 2011<br/>           Radiology, Jan. 20, 2012<br/>           Internal Medicine, Jan. 25, 2012<br/>           Pediatrics, Feb. 2, 2002<br/>           OB/GYN, Feb. 6, 2012<br/>           Family, Feb. 7, 2012<br/>           Plastic Surgery, Feb. 28, 2012<br/>           Anesthesiology, March 29, 2012<br/>           Emergency Med., April 16, 2012<br/>           Emergency Med., April 17, 2012</p> <p><b><u>"Career Conversations" scheduled so far for these specialties, AY 2012-2013:</u></b></p> <p>Ophthalmology, Sept. 27, 2012<br/>           Anesthesiology, Oct. 3, 2012<br/>           OB/GYN, Oct. 9, 2012<br/>           Plastic Surgery, Oct. 23, 2012<br/>           Surgery, Oct. 24, 2012<br/>           Orthopaedics, Nov. 14, 2012<br/>           Family Med., Nov. 28, 2012<br/>           Pediatrics, Dec. 4, 2012</p> <p>The remaining specialties will be slated by Nov.1.</p> |

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| <p><b>(3) “Lunch &amp; Learn” Series of Workshops on a variety of career development topics, such as CV writing; interviewing skills and professional identity.</b></p> | <p>Office of Academic &amp; Career Development</p>   | <p>Students will learn how to draft their CV’s for both summer research opportunities and the residency application process. Students will know where to access information on the CiM website.</p>   | <p>Anticipated:<br/>Fall 2011<br/>Spring 2012</p> | <p>At least 75% of the students attending will indicate “Satisfied” with “Overall Satisfaction with Career Planning Services.”</p> | <p>A <b>“Lunch &amp; Learn” Workshop on CV Writing was held on Saturday morning, Nov. 12, 2011.</b></p> <p><b>Lunch &amp; Learn Workshops for the AY 2012-2013 will be finalized by Nov. 1.</b></p>   |
| <p><b>(4) Student-Led Events, such as Student-Interest Groups, “Specialty Speed Dating”, and “The Women in Medicine Panel”.</b></p>                                     | <p>Office of Academic &amp; Career Development, various faculty members and student organizations are responsible for the Student-Led Events</p> | <p>For the Student Interest Groups, students will have a comprehensive knowledge base of the requirements and occupational characteristics of the particular specialty. For the Specialty Speed Dating event, students will gain a wider exposure to various specialties in a relaxed and informal setting and will generate valuable faculty contacts.</p> | <p>Anticipated:<br/>Fall 2011<br/>Spring 2012</p> | <p>The GQ</p>  | <p><b>“Specialty Speed Dating” was held on Nov. 30, 2011. 67 students and 32 physicians participated. “Specialty Speed Dating” for the AY 2012-2013 will be scheduled by Nov. 1. Student Interest Groups have been formed in these specialties: Anesthesiology, Emergency Medicine, Family Medicine, Internal Medicine, Medicine-Pediatrics, Military, Ophthalmology, Pediatrics, Neurology and Surgery. Student Interest Groups in EM and in the Military will meet on Sept. 5. Future meeting times of Student Interest Groups to be maintained by Assoc. Dean, SA.</b></p> |

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| Establish student advising program                              | Associate Dean for Student Affairs and Assistant Dean for Instructional Technology | A computer algorithm is developed that allows students to be matched to advisors. Students are paired with a faculty member and expectations are clear to students and advisors | November 1, 2012 for draft of program with the program to be implemented in January 2013. | Increase in satisfaction level for GQ items on faculty mentoring and overall satisfaction with career planning services | The need to establish a Student Advising Program presented at Chair's Meeting on September 12, 2012. Meeting held with Mike McCarthy on October 1, 2012. Met with second year students on October 5, 2012 to inform them of the plan to develop an advising program. A review of programs at other schools will be complete by November 1, 2012. |