



of
Operating Policy and Procedure

SOM OP: 80.01, **School of Medicine Continuous Quality Improvement and Strategic Plan**

PURPOSE: The purpose of this School of Medicine (SOM) Policy and Procedure is to outline the continuous improvement of the quality of medical student education and strategic plan.

REVIEW: This SOM Policy and Procedure shall be reviewed within each odd-numbered fiscal year by the Dean.

POLICY/PROCEDURE:

1. **General.** This policy outline activities managed by the SOM in the area of Continuous Quality Improvement of medical student education in accordance with Element 1.1 of the LCME (Liaison Committee on Medical Education) standard, which states:

"A medical school engages in ongoing planning and continuous quality improvement processes that establish short and long-term programmatic goals, result in the achievement of measurable outcomes used to improve programmatic quality, and ensure effective monitoring of the medical education program's compliance with accreditation standards."
2. **Identification of risk areas based on current LCME Standards and Elements.** The Continuous Quality Improvement Committee will meet quarterly to identify, discuss and mitigate any areas of a medical students' education to remain in compliance with the LCME Standards and Elements. The committee and its subcommittees, if any, have responsibility for the continuous quality improvement (CQI) processes in the design, review, evaluation, and policies associated with the curricular program as a whole as they relate to the LCME Standards and Elements, and working within the existing school structure for the academic program.
3. **CQI Steering Committee.** Chaired by the Dean or his/her designee. The CQI Steering Committee has oversight in monitoring compliance with LCME Standards and Elements, setting accreditation-related priorities, obtaining progress reports from relevant stakeholders on compliance with, or improvement plans. Intentionally flexible, membership to the CQI Steering Committee will reflect a broad range of stakeholders across all aspects of the educational program and campuses. It is also expected that members may serve on the LCME Executive Task Force during Institutional Self-Study periods, whenever possible.
4. **Strategic Planning.** The Office of the Dean will lead the development and implementation of the School of Medicine Strategic Plan with the involvement and input of faculty and staff. The strategic planning process will be led by a staff member of the Office of the Dean and a designated faculty member. The Strategic Plan will be updated every five (5) years.