



## Medical Education Program Policy

<b>Policy Name:</b>	Educational Value Unit (EVU) System Policy				
<b>Policy Domain:</b>	Curriculum management	<b>Refers to LCME Element(s):</b>	5.2		
<b>Approval Authority:</b>	EVU Committee	<b>Adopted:</b>	2009	<b>Date Last Reviewed:</b>	OME rev. 4/18/2018
<b>Responsible Executive:</b>	Shared: Associate Dean for Medical Education and Associate Dean for Finance and Administration	<b>Date Last Revised:</b>	Spring 2018 (April Dean's Council Meeting – M4 req'd clerkship directors receive 0.5 FTE; M4 Boot-camp co-directors will split 0.5 FTE)		
<b>Responsible Office:</b>	Office of Medical Education Office of Finance and Administration	<b>Contact:</b>	Mirjana Babic, M.P.A. mbabic@ttuhsc.edu		

1. **Policy Statement:** Funds made available by the dean to support participation in undergraduate medical education by faculty members primarily appointed and supported by the school's clinical departments will be distributed according to educational effort through an "educational value unit system."
2. **Reason for Policy:** The educational value unit (EVU) budget is intended to distribute state educational monies to clinical departments as a way of offsetting the cost of undergraduate medical education (UME).
3. **Who Should Read this Policy:** CEPC members and clinical department chairs
4. **Resources:** As described in the policy
5. **Definitions:**
  - **EVU Committee:** The EVU Committee is an ad hoc committee appointed by the dean to consider and make recommendations regarding the design and management of the school's EVU system.
6. **The Policy:** See the following outline of the EVU system formula:



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Monies are allocated using the following steps:

$$\text{Basic amount for UME} = \frac{\text{Allocation set aside by Dean for EVU}}{2}$$

Next, deduct the dollar amount for

- Emergency medicine simulation center (\$25,700)
- The associate dean for medical education's allocation ( $1.5\% * \left(\frac{\text{Allocation}}{2}\right)$ )
- Salaries for the assistant MS3 and MS4 coordinator

Then deduct the cost of salaries for the MS3 and MS4 course directors and coordinators.

(Note that salaries are capped at the AAMC median for the clinical discipline.):

- One full-time-equivalent (FTE) coordinator salary (six-pack plus ED and neuro)
- MS3 clerkship directors = salary \* 50% (May vary from 30% to 50%, depending on split with assistant clerkship director.)
- MS assistant clerkship directors = salary \* 10% (May vary from 10% to 30%, depending on split with clerkship director, total support for clerkship director + assistant clerkship director to total 60% (0.60FTE). If no assistant clerkship director is assigned, the clerkship director allocation = salary \* 50%)
- MS4 clerkship director = salary \* 50%
- Subinternship director = salary \* 20%
- Critical care director = salary \* 10%
- Eligible MS4 elective director (Elective must have more than 100 subscribed contact weeks/AY and required exam.) = salary \* 10%
- MS4 boot camp codirectors = salary \* 25% (Two directors evenly split 0.50FTE, unless another split is negotiated.)

Remaining portion is split evenly between the MS1 and MS2 and MS3 and MS4 efforts.

• MS1 and MS2

- Calculated student hours =  $\sum(\text{hours teaching}) + \sum(\text{hours interviewing}) + \sum(\text{hours SCI precepting} * 40\%)$ 
  - From the curriculum management system, hours of teaching =  $\sum(\text{hours teaching by faculty only}) - 30\%$  (Small group hours without completing evaluations.)
    - No credit for residents, fellows or volunteer faculty (Verify with Faculty Affairs.)
    - No credit for faculty paid separately by the Department of Medical Education
    - No credit for faculty with strictly administrative appointments
    - No credit for faculty in nonclinical departments

*Policies are subject to revision. Refer to the Office of Medical Education website or contact the Office of Medical Education to ensure that you are working with the current version.*



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- Discount for small groups with more than one incomplete evaluation = 30% (The 30% is returned to the associate dean for medical education's budget.)
- Interview hours: Obtained from the associate dean for admissions' office. Does not include time for committee meeting.
- SCI precepting hours (data from the SCI course coordinator)
  - Physician faculty with paid appointments only
  - No credit for resident or fellow preceptors
  - No credit for faculty paid separately by the Department of Medical Education
  - Paid at hours SCI precepting \* 40%
- Contact dollars =  $\frac{\$ M1\&2}{\text{total contact hours}}$
- MS3 and MS4 students
  - Calculated as student weeks =  $\sum$  (# of students \* weeks duration of rotation)- Late grades discount
  - Contact dollars =  $\frac{\$ M3\&4}{\text{total student weeks}}$
  - Late-grade discount =
    - 10% of clerkship/assistant clerkship director's salary for grades submitted in Banner > 30 days after end of clerkship and < 42 days
    - 50% of clerkship/assistant clerkship director's salary for grades submitted in Banner  $\geq$  42 days after end of clerkship
    - Discount returned to the associate dean for medical education's budget
  - Applies only to PLFSOM students
  - EVU money is not available for away rotations.

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