



GUIDELINES FOR FOLLOW-UP SURVEYS TO THE ISA

August 1, 2024

LIAISON COMMITTEE ON
MEDICAL EDUCATION

It is becoming more common for schools to do one or more follow-up surveys to the ISA. These may cover selected items or be a repeat of the ISA. While some schools provide the results of the follow-up survey(s) in the survey package submitted three months prior to the survey visit, others submit these surveys at the 30-day prior to the visit deadline (or even later). Additionally, these follow-up surveys may have a low response rate, making their utility questionable for judging the effects of school actions to address problems identified in the ISA.

The following guidelines for standardizing the expectations for follow-up surveys were developed by the LCME Secretariat and approved by the LCME at its June 2024 meeting. While the guidelines are currently being circulated and included in LCME documents, the requirements will not formally go into effect until the 2025-26 academic year.

Proposed Guidelines for Follow-up Surveys:

A follow-up survey to the ISA, whether created and administered by the school or the student body, will only be considered by the survey team and the LCME if the follow-up survey:

- Uses the same response options as the ISA
- Targets areas identified in the ISA which raise performance concerns for accreditation elements for the program as a whole, for individual classes, or for regional campuses
- Is designed to determine the effects of specific (described) actions taken by the school to address the areas of concern identified in the ISA
- Includes a 70% or higher response rate for each item in each relevant student cohort, with the percent response rate per item calculated using the total number of students in the cohort as the denominator
- Is submitted with accompanying narrative no later than 30 days prior to the beginning of the survey visit (i.e., the deadline date for the single unsolicited submission to the survey team).