

COM-J Item submission form and quality Checklist

Item Writer: _____

Specialty: _____

Item Number: _____

Date Submitted: _____

Clinical Vignette

Vital signs	Reading
Temperature	
Pulse	
Blood Pressure	
Respiratory Rate	
Pain Score	

Lab Results	Reading	Normal Range

Lead-in Question?

	Options
A	
B	
C	
D	

***Correct Key Provided

Criterion	√ / x	Comments on x
General		
Followed the COM-J style?		
2. Simple language used?		
3. Abbreviation and acronyms spelled out?		
4. Recent reference provided?		
5. Item writing template used?		
Content		
1. Aligned with test blue print?		
2. Item classification provided?		
3. Important topic (not trivia nor tricky)?		
4. Higher-order thinking (not recall)?		
5. Over-specific or over-general content avoided?		
5. Opinion-bases items avoided?		
STRUCTURE		
Clinical Vignette		
1. Clinical data is current & authentic?		
2. Sequence logic followed? Age, gender, race, complaint, relevant past histories, selected physical findings, medications		
3. Vital signs, if any, tabulated?		
4. Lab results, if any, tabulated? Normal range in SI?		
5. Unnecessary information avoided?		
6. WPI (<100 for complex & <70 for simple)		
7. Pseudo vignette avoided?		
Lead-in Question		
1. Clearly stated (not sentence completion)		
2. Passed “cover-the-option” rule?		
3. Not negatively phrased?		
4. Question & option word count <30?		
Options		
1. Correct key provided?		
2. Three plausible distractors?		
3. Options grammatically consistent with stem?		
4. Options logically consistent with stem?		
5. Options in the same continuum (homogenous)		
6. Options in the same length(3/4 line)		
7. No repeated words in the options?		
8. No overlap in the range of options?		
9. Options arranged logically, chronologically or numerically?		

10. Options are not mutually exclusive?	
11. No convergence cues	
12. No absolute terms (never, always, only, all)	
13. No vague terms (rarely, usually, commonly)	
14. No “All of the above” or “None of the above”	
Multimedia (If Applicable)	
1. Is the use of multimedia justified & essential?	
2. Multimedia does not duplicate the text?	
3. Multimedia of high quality?	
4. Is it original or copyright permission granted?	

Final Decision: Accept Needs editing Reject

Signature: _____