



## Standards of Professionalism and Conduct-DO

Policy Information			
Policy# :	ADM.4019	Reviewed Date(s):	9/28/2022
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Policy Owner:	Dean of COM	Council/Committee Recommendation:	Provost Council
Responsible University Administrator:	VP Academic Affairs/Provost	President Council Approved Date:	9/29/2022

### 1. Purpose

- 1.1. To ensure the learning environment of Baptist University College of Osteopathic Medicine (BUCOM) is conducive to the ongoing development of professional behaviors in osteopathic medical students, faculty, and is one in which all individuals are treated with respect, including exposure to aspects of patient safety, cultural competence, and interprofessional collaborative practice.

### 2. Policy

- 2.1. BUCOM students will conduct themselves in a professional manner at all times, displaying the highest standards of ethical and respectful conduct.
- 2.2. BUCOM Standards of Professionalism and Conduct do not supersede BHSU Standards of Student Conduct, Baptist Standards of Conduct and Ethics, or standards of conduct at any clinical rotation site. They are intended to supplement the above listed standards for BUCOM students.
- 2.3. All BUCOM students are expected to comply with the BHSU Honor Code and all BHSU and BUCOM policies and procedures.
- 2.4. All BUCOM students are expected to comply with all policies, procedures, standards of conduct, and appearance standards of any clinical site at which they are engaged in learning activities.
- 2.5. Failure to comply with the above standards may subject the student to disciplinary action up to and including dismissal from BUCOM.

### 3. Definitions

- 3.1. PHI- protected health information.
- 3.2. Integrity:
  - 3.2.1. Dishonesty, including lying, giving false or misleading information, plagiarism, cheating, misrepresenting the truth, or withholding material information in academic or clinical situations is prohibited.
  - 3.2.2. Students will diligently collect and accurately report patient information, laboratory or imaging results, and any other data relative to the patient and patient care.
  - 3.2.3. Students will clearly identify themselves as medical students and will not misrepresent their identity or role in the care of any patient.



- 3.2.4. Students will not participate in any patient care activities without proper supervision as described in BUCOM Clinical Supervision Policy.
- 3.3. Respect:
- 3.3.1. Students will treat all patients, health care team members, hospital employees, faculty, administrative personnel, and others with whom they interact with appropriate dignity and respect.
  - 3.3.2. Students will communicate in an honest, professional, and respectful manner to all team members, patients, patient families, faculty, administrative personnel, and others with whom they interact in an academic or clinical setting.
  - 3.3.3. Students will make themselves aware of patients' individual cultural beliefs and consider the impact of those beliefs on the patient's health and health care needs.
  - 3.3.4. Students will not discriminate against any patient for any reason including race, color, religion, national origin, pregnancy, sex/gender, age, handicap, disability (physical, visual or mental), creed, marital status, veteran status, genetic information, or any other category protected by federal or state law.
  - 3.3.5. Students will protect patient confidentiality, comply with all HIPAA regulations, and follow all confidentiality policies and procedures of the facility at which they are engaged in learning activities.
  - 3.3.6. Students will not take any photographs of patients. Students will not take any photographs or make any photocopies of patient medical information, nor any form of PHI.
  - 3.3.7. Students will not discuss patients in non-patient care areas such as elevators, lobbies, and cafeterias.
  - 3.3.8. Students will recognize and respect the patient's right to participate in decisions involving their health care.
- 3.4. Responsibility:
- 3.4.1. Students are required to follow all patient safety policies, protocols and procedures and to bring any concerns related to patient safety to the attention of their preceptor or supervisory personnel in the area where they are working.
  - 3.4.2. Students will place the interests of the patient foremost during all clinical activities and decision making.
  - 3.4.3. Students will arrive for scheduled activities on-time and remain until all assigned work is completed, both for themselves and for the health care team.
  - 3.4.4. Students will comply with all instructions and directives of faculty, preceptors, and civil authorities.
  - 3.4.5. Students will not be under the influence of alcohol, illicit drugs, or prescription drugs that alter their ability to carry out their assigned duties.
  - 3.4.6. Students will not exhibit behaviors or dress in a manner that is disruptive to the learning or patient care environment.
  - 3.4.7. Students will not engage in any unlawful activity. With the exception of minor traffic violations, any civil or criminal charges brought against the student, including Driving Under the Influence (DUI), must be reported to the Dean's office within 24 hours.
- 3.5. Collaboration:

- 3.5.1. Students will function as productive and cooperative members of health care teams including physicians, nurses, technicians, allied health and other administrative personnel.
- 3.5.2. Students will exhibit a willingness to share and participate in the learning process in academic and clinical settings.
- 3.5.3. Students will participate in inter-professional education events as team members, recognizing the unique training and contributions of all participants.

## 4. Procedure

- 4.1. Violations of Standards of Professionalism and Conduct
  - 4.1.1. Suspected violations of the Standards of Professionalism and Conduct, BHSU Standards of Student Conduct, Baptist Standards of Conduct and Ethics, or standards of conduct at any clinical rotation site should be reported to the office of the Senior Associate Dean of Academic Affairs (OMS I and II students) or the Senior Associate Dean of Clinical Affairs (OMS III or IV), or their respective designee.
    - 4.1.1.1. The Senior Associate Dean or their designee may address a student's minor violation with coaching, education, or a verbal or written warning. Examples of minor violations include, but are not limited to, tardiness or absenteeism, use of profane language, or interpersonal student conflict.
    - 4.1.1.2. Reports of unprofessionalism, misconduct, or other disruptive behavior which is severe, pervasive or otherwise significantly disrupts the educational environment will be sent to the Student Progress Committee (SPC) for investigation and recommendation of corrective action or disciplinary action. The SPC policy provides the details on the scope of the committee's responsibility and potential recommendations.
    - 4.1.1.3. Any individual that believes that he/she is a victim of discrimination, harassment and/or retaliation on the basis of race, color, national origin, ethnicity, sex, sexual orientation, gender, gender identity, disability, religion or age carried out by the University's employees, other students or third parties may address his or her concerns by seeking informal resolution and/or filing a formal complaint by contacting the Vice President of Administrative Services (see BHSU Policy STU.5001).

## 5. Related Information

- 5.1. STU.5015 Standards of Student Conduct
- 5.2. Baptist Standards of Conduct and Ethics
- 5.3. ACA.6048 Clinical Supervision DO
- 5.4. STU.5001 Alleged Discrimination Grievance/Complaint-Students
- 5.5. STU.5004 Violations of College Policies or Standards of Student Conduct: Disciplinary Process and Sanctions
- 5.6. STU.5016 Student Appeal Process for Student Conduct Violations

## 6. Publications

Yes	Publication	Yes	Publication
x	University Academic Catalog	x	University Website
x	University Student Handbook		MyCampus
	University Faculty and Staff Handbook		Other University Publication:



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