



# Cooper Medical School of Rowan University

## **POLICIES AND PROCEDURES**

**SECTION: Policies Related to Student Affairs**

**SUBJECT: Professional Conduct Policy**

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### **PURPOSE:**

This policy is applied to student conduct relating to professional behavior while a student is enrolled at CMSRU. It is expected that every student will follow the tenets of professional behavior both in and out of the classroom. Professionalism is one of the CMSRU Core Competencies for students. It is also a code of behavior.

### **POLICY:**

Professional Conduct Policy

### **SCOPE:**

Candidates for the Doctor of Medicine degree

### **DEFINITIONS:**

Professionalism is broadly defined. It is expected that the tenets of professionalism will be applied beyond the elements of the curriculum. It is expected to be a way of life for the health care professional. Student behavior and actions that are considered unethical, unprofessional, or illegal will be considered by CMSRU in the overall evaluation and promotion of a student.

**Core Competency: Professionalism:** (as addressed and assessed within the curriculum) Students will demonstrate a commitment to the profession of medicine and its ethical principles. They will

- Demonstrate humanism, compassion, integrity, and respect for others
- Demonstrate a respect for patient confidentiality and autonomy
- Show responsiveness and personal accountability to patients, society, and the practice of medicine
- Demonstrate the ability to respond to patient needs superseding self-interest
- Demonstrate sensitivity to broadly diverse patient populations

- Demonstrate the ability to recognize personal limitations and biases; know when and how to ask for help and do so effectively
- Demonstrate the ability to effectively advocate for the health and the needs of the patient
- Show an understanding of the principles of medical ethics
- Demonstrate the ability to recognize and address disparities in healthcare

### **Professionalism Intervention/Exemplary Behavior Reports**

Professionalism is assessed in all four years of the medical education program. Accordingly, course and clerkship directors will evaluate each student's professional attitudes and behaviors. Anyone, including another student, may submit a written report describing an incident that might reflect either unprofessional action(s) or behavior or exemplary professionalism. The Professionalism Intervention Report forms are available in the student handbook and can be accessed on CMSRU Canvas, in the Student Resources/Student Affairs section.

### **Retaliation**

No student, faculty, resident, or staff member shall be subject to retaliation for filing a CMSRU Professionalism Intervention Report or participating in an investigation regarding a report of unprofessional behavior. CMSRU prohibits retaliation against a person who files a professionalism report or participates in the investigation of a professionalism complaint or has assisted others who raised a complaint of professionalism.

### **Guidelines for Professional Behavior Outside the Curriculum**

- By enrolling in CMSRU, a student accepts the professional standards of the school at all times.
- Each student must demonstrate appropriate standards of professional and ethical conduct, attitudes, and moral and personal attributes deemed necessary for the practice of medicine.
- These behavior traits include, but are not limited to: honesty; integrity; willingness to assume responsibility; strong interpersonal skills; compassion; good judgment; the absence of chemical dependency; and appropriate social, moral, and personal behavior.
- Failure to meet these standards and requirements may cause CMSRU to impose sanctions that may include, but are not limited to mandatory counseling, disciplinary suspension, expulsion, or lesser sanctions.
- Students may face disciplinary action by CMSRU if they abuse alcohol or drugs, consume illegal substances, or possess, distribute, or sell illegal substances.
- Students involved in criminal matters before local, state or federal courts may be found to be unfit for the medical profession and be expelled by CMSRU or face lesser disciplinary sanctions.
- Students are expected to comply with the laws of the United States, the State of New Jersey, county and city ordinances, and the lawful direction and orders of the officers, faculty, and staff of CMSRU who are charged with the administration of institutional affairs.

### **PROCEDURE:**

- Issues related to professionalism that relate to a course or clerkship are managed as per the Grading, Promotions and Appeals Policy (GPA).
- Issues related to professionalism that occur outside of the curriculum (unrelated to a course or clerkship) include, but are not limited to:
  - Unprofessional behavior at a CMSRU-sponsored social event or non-curricular activity;
  - Student-to-student mistreatment at social events or outside of CMSRU; and
  - Vandalism or theft of CMSRU/Cooper University Health Care (CUHC) property or at an affiliate hospital, physician practice or ambulatory clinic.
- Issues related to professionalism that occur outside of the curriculum, including those

for which a Professionalism Intervention Report for Breach of Professional Conduct unrelated to a course or clerkship is filed, will be managed as follows:

- All matters will be reported to the Assistant Dean for Student Affairs;
- The Assistant Dean for Student Affairs will counsel the student and may refer the issue to the Director of Professionalism;
- If the issue is referred to the Director of Professionalism, the student will be notified, and a meeting will be scheduled with the student by the Director of Professionalism;
- The Director of Professionalism will investigate the issue and may provide a decision/remediation plan to the student directly. Remediation plans of the Director of Professionalism that do not affect progress in the curriculum are not appealable;
- The Director of Professionalism may recommend to the Dean or designee that a student be placed on immediate leave for an issue related to professional behavior pending further investigation; and
- Depending on the severity and nature of the issue, the student may be referred to the Academic Standing Committee (ASC) and processes as outlined in the [GPA Policy](#): Probation – Non-Academic, including the student’s right to appeal the decision of the ASC to an ad hoc committee will be followed).