Hull York Medical School

Code of Conduct for Undergraduate Medical Students

(Previously Appendix 2 of the Code of Practice on Fitness to Practice Medicine)

<table>
<thead>
<tr>
<th>Approval Process:</th>
<th>Outcome/Date of approval</th>
</tr>
</thead>
<tbody>
<tr>
<td>Committee</td>
<td></td>
</tr>
<tr>
<td>HYMS Board of Studies</td>
<td>Approved on 12th March 2014</td>
</tr>
<tr>
<td>HYMS Joint Senate Committee</td>
<td>Approved on 1st May 2014</td>
</tr>
</tbody>
</table>

| To be implemented from:              | 1st August 2014                |
| Next due for review:                 | To be reviewed annually        |
| Responsibility to update:            | HYMS Education Manager         |

| Publication:                         |                               |
| Location                             | Date                          |
| HYMS website                         | 1st August 2014               |
| K:drive                              | 1st August 2014               |

To obtain this Code of Conduct in an alternative format:
Contact the HYMS Quality Officer.
1. Students registered on HYMS programmes of study that lead to a professional medical qualification are required to exhibit the highest standards of conduct and behaviour. They must also demonstrate the physical and mental capacity required of a registered medical practitioner. Students should be aware of, and comply with, the professional standards and values set out by the General Medical Council in its publication *Medical students: professional behaviour and fitness to practise* (or its successors), available on the GMC website and from which this Code of Conduct draws significant elements.

1.1 Students must also be aware that their behaviour outside the clinical environment, including in their personal lives, may have an impact on their fitness to practise medicine. Their behaviour at all times must justify the trust the public places in the medical profession. These standards and capacities are considered by HYMS as evidence of fitness to practise medicine. Failure to meet the standards set out below may cause a student's fitness to practise to be considered by the HYMS Fitness to Practise Committee.

2. HYMS undergraduate medical students are expected:

2.1 to treat all people who use health and care services and their relatives and carers with respect, dignity and compassion

2.2 to behave with courtesy and to listen to patients and respect their views, treat them politely and considerately, respect patients' privacy and dignity, and respect their decisions and rights, including the right to refuse to take part in teaching. Students should be aware that treatment should be based on clinical need and the effectiveness of treatment options, and that decisions should be arrived at through assessment and discussion with the patient.

2.3 to be honest and not abuse the trust of a patient or other vulnerable person, to build relationships with patients based on openness, trust and good communication. Relatives, carers, partners and anyone else close to the patient should be treated with honesty and consideration and given support when needed.

2.4 to promote positive attitudes towards equality and diversity and not to allow their views about a person’s age, race, colour, nationality, ethnic origins, disability, HIV status, sexual orientation, gender, marital or parental status, gender re-assignment, religious belief or non-belief, political belief or social or economic class, pregnancy and maternity or any other basis that cannot be shown to be properly justifiable to prejudice any interaction with patients, teachers, or colleagues.

2.5 to maintain a professional boundary between themselves and their patients or anyone else close to the patient. Students must not use their professional position to cause distress or to exploit patients or others and must not enter into an improper relationship with a patient or other person, for example, with a school pupil that the student may be mentoring.
2.6. never to mislead or misrepresent their position or abilities. Medical students must not recommend treatment or suggest patients take any action that might be interpreted as medical advice. They must recognise and work within the limits of their competence, ask for help when necessary and ensure they are supervised appropriately for any clinical task they perform.

2.7. to understand, accept and follow the GMC guidance on consent and confidentiality. Students must take all reasonable precautions to ensure that any personal data relating to patients, that has been learned by virtue of being in the position as a medical student, will be kept confidential. Students must not discuss patients with other students or professionals outside the clinical setting, except anonymously. When recording data or discussing cases outside the clinical setting students must endeavour to ensure that patients cannot be identified by others. Students must respect all hospital and practice patient records. Students must also make sure that patients have consented to a student being involved in their care.

2.8. to work effectively with colleagues inside and outside healthcare, demonstrating team-working skills and the ability to take on different roles as appropriate, including taking responsibility for leading a task.

2.9. to respect the skills and contributions of colleagues and other professionals and not unfairly discriminate against them, being aware of the roles and responsibilities of others involved in healthcare delivery.

2.10. to maintain appropriate standards of dress, appearance and personal hygiene so as not to cause offence to patients, teachers, or colleagues. The appearance of a student should not be such that it potentially affects a patient’s confidence in that person’s medical judgement or standing.

2.11. a) When in a HYMS educational setting, to comply with the relevant university’s policies regarding exposing their faces fully to patients, teachers/tutors and colleagues.
   b) When in a clinical setting, to comply with the policy of that Trust or GP Practice regarding exposing their faces fully to patients, teachers/tutors and colleagues.
   Information regarding local policies will be provided at induction both in HYMS and when on clinical placement.
   Where students are required to uncover their faces for identification purposes, including entry to examinations, this will be carried out sensitively and by appropriate, trained staff.

2.12. to physically examine patients of both sexes (which includes touching and intimate examinations), under supervision, in order to establish a clinical diagnosis, irrespective of the gender, culture, beliefs, disability, or disease of the patient and irrespective of the gender, culture or beliefs of the student.
2.13. to show respect, courtesy and consideration for HYMS, its staff and students and the School’s partners and their staff and students.

2.14. to comply at all times with the regulations, codes of practice and formal processes of HYMS and its partners including Guidelines of NHS trusts and to co-operate fully and openly with any properly constituted or formal inquiry into the student or anybody else.

2.15. to be aware of their responsibility to maintain knowledge and skills throughout their careers, to be responsible for their own learning and reflect on feedback about their performance and achievements and respond constructively.

2.16. to attend classes as required, work diligently and to give constructive feedback on the quality of their learning and teaching experiences.

2.17. to be diligent, genuine and honest in academic work and bring attention to any concerns about, or errors in, their clinical work. Students must be honest and trustworthy in writing reports and logbooks and when completing and signing forms.

2.18. never to plagiarise material from other sources and submit it as their own work (see the HYMS Code of Practice on Academic Integrity and Conduct: http://www.hyms.ac.uk/about-us/management/regulations-and-codes-of-practice).

2.19. to be honest and trustworthy in any financial dealings, especially if managing funds, ensuring these are used only for the intended purpose. Students should never misrepresent their qualifications, experience, position or abilities.

2.20. to make sure they can be contacted and always respond to messages.

2.21. to be aware of the principles of education in medicine and be willing to contribute to the education of other students.

2.22. to disclose any concerns to the appropriate person about practice in a healthcare setting, facilities or colleagues, including other students or healthcare workers, if patients are at risk of harm.

2.23. to comply with the laws of the UK and, where relevant, any laws that apply specifically in England, Wales, Scotland or Northern Ireland or, where relevant, any laws that apply in other jurisdictions, for example when undertaking overseas electives.

2.24. to inform the Secretary to the HYMS Fitness to Practise Committee immediately if they have been or become the subject of any proceedings that may call their fitness to practise medicine into question, in particular if charged with or convicted of a criminal offence or given an official police caution during their time as a student of HYMS.
2.25. to register with a GP.

2.26 to inform Student Office immediately regarding any significant change in health, including mental health, or new diagnosis that might affect their fitness to be a clinical student or to practise as a doctor.

2.27 to immediately notify the HYMS occupational health service if they come into contact with or contract a statutorily notifiable or other infectious disease

2.28. to submit to a medical or occupational health examination and to any tests and/or x-rays and to accept any immunisations against infection when deemed necessary for the protection of patients, staff or other students at the request of HYMS at any time.