

**** THIS IS AN IMPORTANT DOCUMENT THAT YOU MUST READ BEFORE SIGNING ****

HULL YORK MEDICAL SCHOOL: STUDENT UNDERTAKING TO OBSERVE THE CONDITIONS OF TRAINING FOR THE ACADEMIC YEAR [2011 - 2012]

The degree of MB BS (Hull York) for which you are studying confers the right to apply to the General Medical Council for provisional registration as a doctor and work as a Foundation Trainee. During your student years your training will take place in a medical environment. It is therefore essential that you fulfil the requirements based on the General Medical Council statements on the requirements of a doctor (Good Medical Practice, 2006; Medical Students: Professional behaviour and fitness to practise, 2007; The New Doctor, 2007)) and that as a student you exhibit the highest standards of conduct and behaviour at all times and also that you maintain the physical and mental capacity required of a registered medical practitioner. The following standards and capacities are required 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.

The Universities of Hull and York also have a duty to ensure that no member of the public is harmed as a consequence of contact with Hull York Medical School (HYMS) students undertaking their training. The vocational element of your training, which prepares you for clinical practice when you become a registered doctor, is such that you may not be directly observed or supervised during all encounters with patients, whether in the hospital, general practice or community settings. HYMS must be able to identify medical students whose conduct or health may pose a risk to the public (for example, a student may have or develop a serious medical condition which could (i) be passed on to patients, and /or (ii) significantly affect judgement or performance). This is in order to enable HYMS to provide the student with appropriate support and to ensure that a student who remains a risk to patients is not permitted to graduate with a medical degree.

We therefore require, in the interests of the public, that you agree at the start of each academic year to the following conditions of training that are derived from the GMC requirements, and ensure that you can learn to become a competent practitioner. *[Fuller explanations of some of the conditions of training are provided in parenthesis and italics].*

You must inform HYMS if you have difficulty in agreeing with any condition in this document. If you are unable to agree any statement in Section C (Personal health declarations) in particular, you must inform HYMS and HYMS' occupational health service as soon as possible so that HYMS can consider whether or not it is possible to make reasonable practicable adjustments to your training and Foundation Trainee F1 year that will allow you to study Medicine at the Hull York Medical School.

DECLARATION

I [Print name] _____

**a student registered at the University of _____ [Hull / York]
studying for the degree of MBBS at the Hull York Medical School (HYMS) agree and undertake to
observe the conditions of training set out below.**

**I confirm that I have been truthful in my application to HYMS, that I did not omit important
information relevant to my application and that I have kept HYMS informed of changes to that
information in accordance with my previous undertakings.**

**I understand and accept that the duties of a doctor include acting quickly to protect patients from
risk and agree to notify HYMS Associate Dean for Students if I have good reason to believe or
suspect that I or a colleague may not be fit to practise.**

**I understand that if I breach the terms of this undertaking I may be subject to disciplinary action
by HYMS and/or the University which could lead to my withdrawal from the degree programme.**

Signature:

Date:

SECTION A GENERAL ATTITUDES AND BEHAVIOUR

1. I will listen to patients and be respectful of their views, treat them politely and considerately, respect patients' privacy and dignity, and respect their right to refuse to take part in a clinical examination or teaching.
2. I will not allow my views about a person's lifestyle, culture, beliefs, race, colour, gender, sexuality, age, disease, social status, or perceived economic worth to prejudice my interaction with patients, teachers, or colleagues.
3. I will be honest and not abuse the trust of a patient or other vulnerable person, and I will not enter into an improper relationship with another person, for example, with a school pupil whom I may be mentoring.

[Medical students cannot complete the undergraduate curriculum without coming into close, and sometimes intimate, contact with members of the public who may be vulnerable or distressed.]

4. I will always make clear to patients and the public that I am a student and not a qualified doctor. Until I am a doctor, I will not recommend treatment or suggest patients take any action that could be interpreted as medical advice.
5. I understand, accept and agree to be bound by the *principle of confidentiality of patient information, patient records and patient data*. I will therefore take all reasonable precautions to ensure that any personal data relating to patients, that I have learned by virtue of my position as a medical student, will be kept confidential. I will not discuss patients with other students or professionals outside the clinical setting, except anonymously. When recording data or discussing cases outside the clinical setting I will endeavour to ensure that patients cannot be identified by others. I will respect the confidentiality of all hospital and practice patient records.
6. I will 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 or medical practitioner should not be such that it potentially affects a patient's confidence in that person's medical judgement or competence].

7. I will expose my face fully to patients, teachers and colleagues in all clinical and teaching settings unless facial covering is clinically required.

[To ensure adequate communication, students are required not to cover their faces in clinical areas, in areas where they are working with teachers other than lectures, and areas where they are expected to work together with other students. Students will have to uncover their faces for identification purposes, including entry to examinations and the library. This requirement reflects the norm of professional medical practice within the UK.]

8. I will conduct physical examinations of patients of both sexes (which includes touching and intimate examinations) that are appropriate in order to establish a clinical diagnosis, irrespective of the gender, sexuality, culture, beliefs, disability, or disease of the patient.

[In order to qualify as a doctor in the UK, it is required that the practitioner is willing to examine any patient as fully and as intimately as is clinically necessary.]

9. I will show respect for HYMS, its partner organisations, staff and other students. I will comply at all times with the regulations, codes of practice and formal processes of HYMS and its partners that are appropriate to students, in particular with partner NHS Trusts' policies, including dress codes, and I will co-operate fully with any properly constituted investigation.

10. I will attend classes as required by the regulations of the course, and I will work diligently to complete my degree.

[Classes may be timetabled between 8 a.m. and 6 p.m. Monday to Friday and regular attendance is expected of all students. Students on clinical placement may be required to work outside these hours including at evenings or weekends. Students with unsatisfactory attendance at problem based learning sessions, clinical skills sessions or clinical placements, for whatever reason, will not normally be allowed to take the end of year summative assessment.]

11. I will be honest in submitting course work for assessment, and will never plagiarise material from other sources and submit it as my own work.

12. I agree to provide feedback when requested on the usefulness, significance and effectiveness of all aspects of the course, including teaching, and I will complete such evaluation tools as are required to do this.

13. I will join a medical defence organisation so that I am properly indemnified against malpractice.

[There are several medical defence organisations, all of which offer free membership to medical students. HYMS will invite representatives of the medical defence organisations to the School to facilitate this. It is necessary because, although NHS and general practices carry insurance that protects the organisation against being sued for malpractice, their insurance does not protect you as an individual student.]

14. Living accommodation – Phase 2 and 3 only. I understand that NHS funded living accommodation (single room) will be available to me when I am undertaking a clinical placement or SSC away from my base university city (either Hull or York). This accommodation is only available for the duration of a specific specialty block or SSC and at no other time. I understand and accept that I am responsible for providing and funding my own living accommodation at the following times: when I am undertaking a clinical placement or SSC located in my base university city, during holiday periods, examination periods, induction periods, and during my elective period.

SECTION B CRIMINAL CONVICTIONS

15. I have not been charged with or convicted of a criminal offence or received a caution, warning or reprimand in the last twelve months. I have notified HYMS of any criminal charge, caution, warning or reprimand that I have ever had. I will inform the Associate Dean for Students of HYMS immediately if I become the subject of any proceedings that may call my fitness to practise medicine into question, in particular if I am charged with or convicted of a criminal offence, or receive a caution, warning or reprimand during my time as a student of the School.

[Although students are required to have a Criminal Record Bureau [CRB] check before entering the school we also need to know if a student has a subsequent conviction especially if there is a possibility that this will affect fitness to be a clinical student or a doctor. Failure to inform the school will lead to investigation under the HYMS Fitness to Practice regulations and could lead to dismissal from the programme. Further CRB checks may be required during the course.]

SECTION C PERSONAL HEALTH DECLARATIONS

[If an applicant is unable to agree to any of the statements below, it is essential that HYMS and its occupational health service are informed as soon as possible so that HYMS can explore making reasonable practicable adjustments to the course for the applicant. This may include obtaining prior approval from the GMC for variation in the duties of the applicant's Foundation Trainee F1 year before the applicant can start or continue their medical training.]

16. I confirm that I am physically able to write legibly and that I do not have a physical disability that is likely to prevent me from successfully completing training on how to attend to a patient who has collapsed to the floor.

17. I confirm that I have sufficient vision to pass the driving test visual requirement, that I can read both hand written and typed text placed at an appropriate distance, without visual aids other than spectacles or contact lenses and that I can understand the written word.

18. I confirm that to the best of my knowledge I have notified HYMS of any quantified degree of dyslexia for which I require reasonable adjustments.

19. I confirm that I can hear, using a fitted hearing aid if required, sufficiently to understand a softly spoken child or elderly patient, and that I can hear what is said when using a conventional telephone.

20. I will immediately notify the HYMS occupational health service if I come in to contact with or contract a statutorily notifiable or other serious infectious disease or if there is any significant change to my health that might affect my fitness to be a clinical student or to practise as a doctor.

21. I agree to submit to a medical examination at any reasonable time and to any tests and / or x-rays and to accept any immunisations against infection that are deemed necessary for the protection of patients, staff or other students at HYMS at any time.

[This is because all doctors have an obligation to act quickly to protect patients, if they believe they or a colleague may not be fit to practise].

SECTION D DATA PROTECTION

HYMS will process any information obtained under this Agreement for the purposes of:

- assessing your suitability to undergo or continue medical training and clinical placements;
- modifying your medical training and clinical placement where relevant;
- assessing risks to your health and safety and the health and safety of other students, staff and patients.

The information collected may be disclosed to the following Academic Committees whose role is to monitor the progress of students through the MB BS programme:

- the HYMS Fitness to Practise Committee, and any subcommittee set up by it.
 - the HYMS Board of Studies
 - the HYMS Joint Senate Committee of the Universities of Hull and York
- and to contribute to irreversibly anonymous aggregated data for research purposes.

In the interests of public safety, information pertinent to an individual's fitness to practice may be shared by HYMS with training providers, employers or professional regulatory organisations.

In all other circumstances the above information will remain confidential.

22. I understand and agree to information about me being used as set out above.