

Number: 5.10

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| DESCRIPTION: | CLINICAL PROFESSIONALISM PROCEDURE | | |
| RESPONSIBLE: | OFFICE OF STUDENT AFFAIRS AND ADMISSIONS | | |
| PURPOSE: | This procedure describes how medical student unprofessional behavior is addressed in clinical experiences. | | |
| FREQUENCY OF REVIEW: | Annually. | | |
| CREATED: | 2020 | REVISED: | 07.2023 |

Clinical Professionalism Procedure:

1. Faculty members supervising medical students in clinical experiences across all curriculum phases will reinforce professional behavior, by providing oral and/or written feedback, mentoring and modeling professional behavior.
2. If a medical student behaves unprofessionally the supervising faculty member (preceptor, the respective site director, clerkship director) should be informed. The supervising faculty member will meet with the student to provide feedback and/or take corrective steps and document the meeting.

Written feedback shall be provided to the medical student by the supervising faculty member for each instance of reported student unprofessional behavior. The supervising faculty member ensures that the written documentation is filed in the respective department and, where appropriate, forwarded to the respective campus dean. Any repeated/multiple occurrences or egregious behavior will be documented and filed with the campus and the campus dean will be informed for purposes of counseling and determination of an action plan, which may include a formal written warning or letter of unprofessional conduct.

3. Faculty will take unprofessional behavior into account when assigning a student's final grade in a clinical experience.
4. Reporting unprofessional behavior through this procedure does not preclude any supervising faculty member from referring a medical student who has exhibited unprofessional behavior to MSAPC.

This procedure is aligned directly with UND SMHS Competencies for Undergraduate Medical Education (Domain 5: Professionalism), the clerkship professionalism learning objective (below) and Policies 4.5 and 4.20.

Clerkship Professionalism Learning Objective:

Students will demonstrate professional behavior in both the inpatient and outpatient settings. This aligns with UND SMHS pillars of excellence and with medical licensing standards in the United States and abroad.