DEPARTMENT OF MEDICAL EDUCATION

Icahn School of Medicine at **Mount Sinai**

Policy Title:	Curricular Structure:
Academic Integrity	All Medical Students in Legacy and ASCEND
Approved By:	Review Dates:
Executive Oversight Committee (EOC)	7/26/24

PREAMBLE

Academic integrity is a cornerstone of the educational and professional environment at the Icahn School of Medicine at Mount Sinai. As future physicians, our students must embody the highest standards of honesty, trust, fairness, respect, and responsibility. These principles are essential not only in academic pursuits but also in clinical practice, where the welfare of patients depends on the integrity and ethical behavior of healthcare professionals. Upholding academic integrity ensures the validity of our students' education, the credibility of their academic work, and the trust placed in them by patients and colleagues. Our commitment to these principles is aligned with the Academic Integrity policy of the Graduate School of Biomedical Sciences at the Icahn School of Medicine at Mount Sinai found in the Graduate Student Handbook.

POLICY

Failure to adhere to ISMMS's standards of academic integrity as outlined here, will be treated as a serious offense, inconsistent with the goals and activities of the academic environment. Suspected breaches of academic integrity will be investigated and may be subject to disciplinary action.

1. Categories of unacceptable behaviors are listed below. For each category, example behaviors are included *as a guide:*

   a. **Cheating:** The use of unauthorized materials, information, or assistance in any academic or clinical work. Examples include, but are not limited to:
      - Using unauthorized materials such as notes, textbooks, smartphones, tablets, or other electronic devices during any assessment.
      - Copying from another student's work or allowing another student to copy from one's own work during any assessment.
      - Receiving unapproved assistance from a colleague or using unauthorized resources during clinical skill assessments, patient care simulations or Objective Structured Clinical Examinations (OSCEs).

   b. **Plagiarism:** The representation of another person's words, ideas, or work as one's own without proper attribution. Examples include, but are not limited to:
      - Submitting scholarly work, such as research papers, essays, or reports, with sections copied from published articles without proper citations.
      - Including text from another student's work or a professional publication in one's own assignments or presentations without proper attribution.

- Copying patient or clinical notes from colleagues, including other students, residents, or attending physicians, and presenting them as one's own work as part of a formative or summative assessment.

c. **Fabrication:** The falsification or invention of any information, data, or citation in academic or clinical work. Examples include, but are not limited to:
  - Making up patient data or clinical findings in medical records or reports.
  - Creating or altering data or results in any academic activity, clinical and/or research activity.
  - Falsifying any aspect of a patient's medical records, including history, physical examination, diagnostic results, treatment plans, or progress notes.

d. **Obtaining an Unfair Advantage:** Actions that give an unfair academic or clinical advantage over others. Examples include, but are not limited to:
  - Gaining unauthorized access to materials or information before any assessment.
  - Utilizing prohibited materials or resources during any assessment to gain an advantage.
  - Securing preferential opportunities, placements, or assignments.
  - Manipulating schedules to avoid certain duties or responsibilities.

e. **Aiding and Abetting Academic Dishonesty:** Assisting or encouraging another student to engage in academic dishonesty. Examples include, but are not limited to:
  - Providing unauthorized assistance or sharing information related to assessments.
  - Assisting another student in falsifying records or documentation.
  - Permitting others to copy one's work or providing unauthorized assistance.
  - Sharing unauthorized materials or resources for any assessments or assignments.

f. **Falsification of Records and Official Documents:** Altering or fabricating any official academic or clinical records or documents. Examples include, but are not limited to:
  - Forging signatures on any official documents such as grade reports or letters of recommendation.
  - Altering academic or administrative records.
  - Modifying or falsifying any official records or evaluations.
  - Changing or inventing information in any documentation or records.

g. **False Identity:** Misrepresenting oneself or others in any academic or clinical setting. Examples include, but are not limited to:
  - Providing false information during identity verification processes, including actions such as scanning an ID for attendance and subsequently leaving.
  - Using another person's credentials to gain unauthorized access to restricted areas or information, including signing in for another individual on an attendance sheet.
  - Impersonating another individual or permitting someone else to impersonate oneself in any academic or clinical activity.

h. **Sharing of Assessment Information:** Unauthorized distribution of assessment-related information. Examples include but are not limited to:
  - Sharing assessment questions and answers with peers through electronic means or in person.
  - Disseminating details of clinical skill assessments, patient case scenarios, or standardized patient assessments.
  - Posting information about any assessment on social media or other platforms before, during, or after the assessment. For specific guidelines regarding the use of social media and the implications of posting information about assessments, consult the Social Media Guidelines.
  - Using group messaging apps to share answers or information during or after an assessment.

i. **Clinical Misconduct:** Engaging in unethical or improper behavior in clinical settings. Examples include, but are not limited to:
   - Falsifying any records or data related to patient care.
   - Providing care or performing procedures beyond one's authorized scope of practice.
   - Deliberately circumventing the Clinical Supervision policy [LINK] or misrepresenting one's level of competence.
   - Posting Protected Health Information (PHI) on social media or other online platforms. For specific guidelines regarding the use of social media and the implications of posting information about clinical experiences, consult the Social Media Guidelines.

j. **Writing, Revision, and Editing Assistance**: Students must take full responsibility for their work's accuracy and originality. Using unauthorized assistance in writing, revising, or editing academic or clinical documents without proper disclosure, attribution or approval is not allowed. Examples include, but are not limited to:
   - Having another person or AI tool write or substantially edit any assignment, essay, clinical documentation, personal statement or application.
   - Using unapproved assistance, including AI tools or other external services, in revising or completing any academic or clinical work, including papers, notes, or reports.

PROCESS

1. **Reporting:** Any individual affiliated with the medical school, including instructors and students, may register a complaint if they reasonably suspect that academic misconduct has occurred. All complaints should be communicated directly to the respective instructor and will be handled with confidentiality.

2. **Initial Review:** The Senior Associate Dean for Student Affairs and the Senior Associate Dean for Curricular Affairs will conduct an initial review of the reported incident. If the issue is deemed to potentially constitute a breach of academic integrity, the matter will be escalated to the Dean for Medical Education and the Promotions Committee.

For detailed information on the subsequent steps, including the formal investigation procedures, hearings, and potential disciplinary actions, please refer to the document Due Process and Promotion/Disciplinary Action.

RELATED POLICIES

Formative Feedback

Institutional Policies Related to the Use of ISMMS Systems to Access the Internet, Email, and All Other Computer and Network Resources: The Computing Services at the Icahn School of Medicine at Mount Sinai maintains specific policies addressing the use of various computing technologies to best facilitate the usage of school-supported resources. These include Email Usage Policy, Network Usage Policy, Social Media Guidelines, and the Appropriate Use of Technology Guidelines. For specific guidelines regarding these institutional policies related to the use of ISMMS systems to access the internet, email, and all other computer and network resources, consult: https://icahn.mssm.edu/about/computer-services/policies