

Policy Title: Student Code of Conduct	Category: Student and Faculty Conduct
Accountable Dean or Director: Dean of Medical Education	
Reviewed By: Curriculum and Policy Subcommittee (CaPS)	Approved By: Executive Oversight Committee (EOC)
Effective Dates: AY2022/23	Review Dates: TBD

PURPOSE AND SCOPE:

Professionalism encompasses a broad set of aptitudes, attitudes, and behaviors. Being a professional can mean many things, including internalizing a set of shared values, behaving according to standards of medical practice or scientific investigation, and being accountable for one's actions. Students have a responsibility to act at all times in accordance with the highest standards of integrity. The same standards of behavior are expected in the classroom, laboratory, clinic, hospital, or elsewhere on campus, including housing, or whenever you are seen as representing the School. As a student, we expect you to adhere to the same professional codes of behavior as physicians and scientists.

The Icahn School of Medicine at Mount Sinai (ISMMS) is dedicated to providing its students, residents, faculty, staff, and patients with an environment of respect, dignity, and support.

POLICY:

I. Student Code of Conduct

As a student of the Icahn School of Medicine, I accept the responsibility and privilege of studying medicine, helping care for patients, interacting with peers, faculty, staff, and colleagues, serving the community, society and the profession, learning from my teachers, and teaching others. I commit myself to upholding the highest standards of ethics and integrity and to act with compassion towards others. I will always strive to maintain the highest level of professionalism. I will adhere to the following standards, which I will apply to my academic studies, scholarly activities, and clinical encounters.

- I will be truthful with patients, families, peers, faculty, staff, and members of the patient care team.
- I will treat patients, families, peers, faculty, staff, and members of the patient care team with respect and dignity.

- I will not tolerate discrimination in patient care or the educational environment.
- I will treat as private patient information received as part of any educational experience.
- If I believe that a patient may be receiving inappropriate care, I will discuss my concerns with a superior or report the incident through established mechanisms.
- I will conduct research in an unbiased manner and will truthfully report results.
- I will adhere to the Honor Code for Exams and Quizzes.
- If I have knowledge of a peer giving or receiving help inappropriately, I will bring the issue to the attention of the faculty, the administration, or the ombudsperson.
- I will complete clinical, academic and administrative tasks in a timely fashion.
- My demeanor, behavior, use of language, and personal appearance in the presence of patients, in the classroom, and in health care settings will be appropriate to the setting.
- I will recognize my limitations, admitting when I do not know something, and will seek help when I need it.
- I have an obligation to maintain my mental and physical well-being in order to be effective as a physician, including not using alcohol in any way that could interfere with my clinical responsibilities and not using illicit drugs.
- I will assume an obligation to encourage impaired colleagues to seek professional help and discuss with a supervisor, the administration or ombudsperson as necessary.
- I will not use my position to engage in romantic or sexual relationships with patients or members of their families.
- I will adhere to the above Standards of Conduct when representing the Icahn School of Medicine at Mount Sinai.

II. Misconduct and Lapses of Professionalism

Student misconduct includes, but is not limited to: cheating, dishonesty, plagiarism, breaches of confidentiality, falsification, unprofessional behavior toward patients, colleagues, faculty and staff, use and abuse of illicit drugs, abuse or inappropriate use of alcohol, prescription or over-the-counter medicine, and failure to complete administrative, medical, and financial responsibilities. Administrative responsibilities include course evaluations, student health clearances, HIPAA training, immunizations, infection control training, respirator mask fitting, and BLS certification.

III. Disciplinary Actions

- **Warning:** An official notice in writing which describes consequences contingent on a student's future actions or behaviors.
- **Probation:** An official notice in writing that specifies a time period that must pass without incident or conditions that a student must meet to avoid further consequences, including but not limited to disciplinary action.
- **Suspension of enrollment:** A removal of the student from educational activities or patient care settings. Immediate suspensions may be made in circumstances where the student poses a risk to patient care, other members of the School community, the School, or the learning environment.
- **Dismissal:** Expulsion of a student from the School.

Assault, sexual assault, theft, lying, cheating, or any intentionally dishonest behavior, including falsification of documents or other dishonest behavior during exams will result in dismissal from the School of Medicine absent exceptional circumstances. A student who is arrested or charged with a crime is required to inform Student Affairs. Failure to do so will result in dismissal. A dismissal decision cannot be changed to a voluntary withdrawal absent exceptional circumstances. All types of disciplinary action will be given in writing. Students are required to return a signed copy of the letter within 14 days of receipt.

Disciplinary action may be imposed by the Dean for Medical Education, the Senior Associate Dean for Student Affairs, the Senior Associate Dean for Curricular Affairs or the Promotions Committee.

The appeals process for disciplinary action is identical to the process for appealing the decisions of the Promotions Committee. (See section on “Committee Decisions and Appeals.”) Any disciplinary action will appear in the MSPE in the Academic History section and also in the Academic Progress section of the MSPE (for more information about the MSPE, [see the CPS app.](#)) Disciplinary actions will also be permanently recorded on the transcript in the comments section if a student is suspended or dismissed for academic reasons.

PROCEDURE:

I. Student Oath

Each year, the entering class of students composes an oath that demonstrates their commitment to upholding the values of integrity and compassion in all aspects of the medical profession. Once complete, the students recite their oath at their class’s White Coat Ceremony in front of faculty, staff, family, and friends. Student oaths are posted on the twelfth and thirteenth floors in Annenberg.

II. Incident Reports and Commendations

Incident reports document specific circumstances when students do not adhere to the Student Code of Conduct or demonstrate unprofessionalism. Incident reports may be completed by course or clerkship leadership or Medical Education faculty and/or administration. The initiator of an incident report will share the report with you, the student. You must sign the form and you will have the opportunity to respond and comment on the form. The initiator will then share and discuss the report with Student Affairs. If the event is non-recurrent and limited to one episode, then the incident report will not become part of the Medical Student Performance Evaluation (MSPE) or your permanent record. A pattern of concerning behavior may warrant referral to the Promotions Committee for consideration of disciplinary action and documentation in the Academic Progress section of the MSPE. A single egregious incident report could prompt a review by Promotions and may be documented in the MSPE. Examples of egregious events include but are not limited to: plagiarism, abandonment of patient care responsibility, lack of accountability in clinical settings, dishonesty, and disrespectful actions or behaviors involving patients, families, staff, colleagues, or supervisors.

Commendations document exemplary actions or behaviors by students. The initiator of a commendation will discuss it with the student and will share it with Student Affairs. Commendations will be summarized in the Academic Progress section of the MSPE.

III. Office of Ombuds

The [Ombuds Office](#) for the Icahn School of Medicine at Mount Sinai is a confidential, informal, neutral, and independent resource where medical students can freely discuss any issue of concern. They are dedicated to promoting fair and equitable conflict resolutions for individuals and groups who have identified problems in their workplace or studies.

