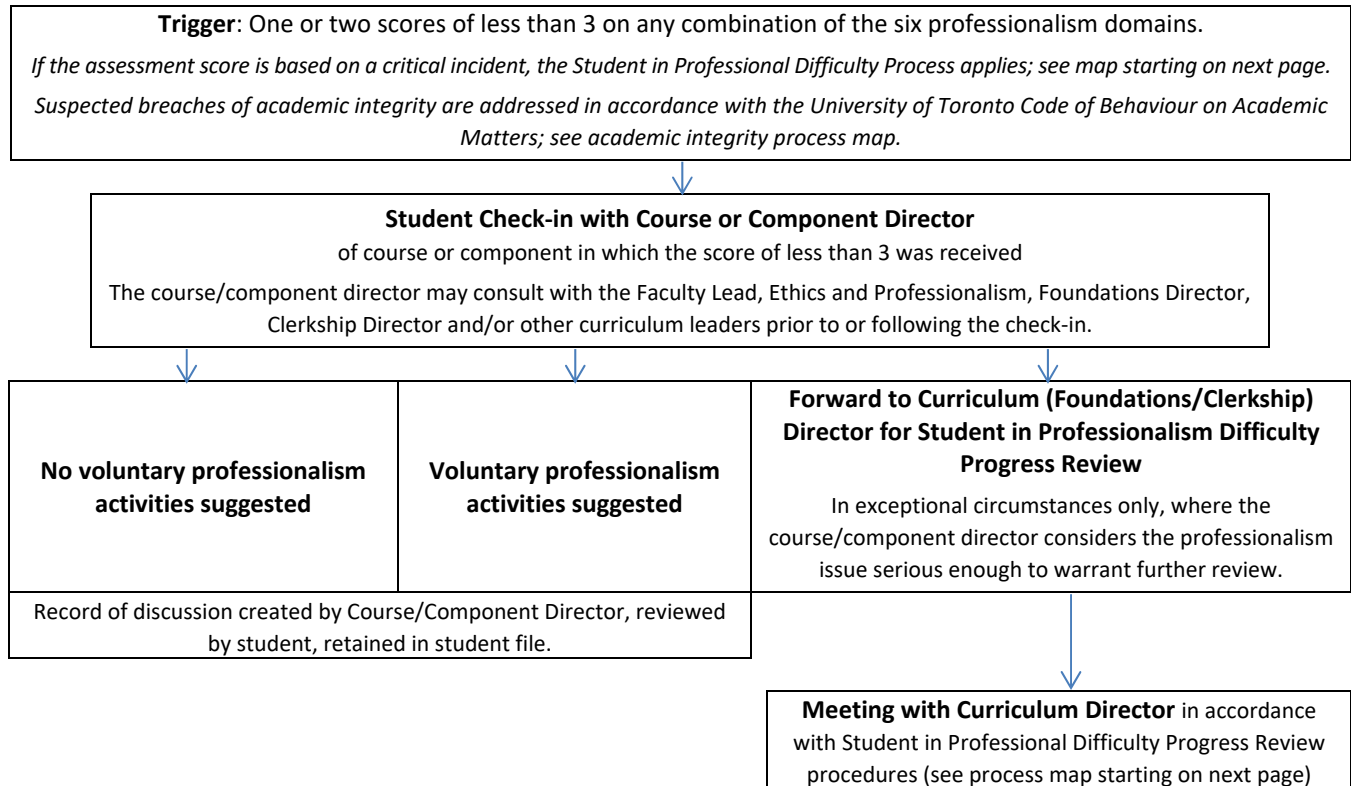


MD Program Student Professionalism Check-in Process



MD Program Student in Professionalism Difficulty Progress Review

Triggers:

- Three or more scores of less than 3 on any combination of the six professionalism domains.
- A critical incident, can be reported as part of a competency-based assessment or via the MD Program’s Critical Incident Report Form or Event Disclosure Form
- Course/component director recommendation resulting from Student Professionalism Check-in Process

Suspected breaches of academic integrity are addressed in accordance with the University of Toronto Code of Behaviour on Academic Matters; see academic integrity process map.

Student Meeting with Curriculum (Foundations/Clerkship) Director

Low professionalism assessment score(s)

Critical Incident

Critical incident substantiated by Curriculum Director

Critical incident not substantiated by Curriculum Director

No further action required

Next Steps

Next steps determined by the curriculum director in consultation with Faculty Lead, Ethics & Professionalism and other appropriate curriculum leaders.

The student’s record of professionalism (including their professionalism assessments, substantiated critical incidents reports, and previous programs of professionalism remediation) and severity of the incidents (critical or otherwise) will inform next steps. The student’s perspective and other background information will also be taken into account.

The student may be required to meet with may be required to meet with the Associate Dean, Learner Affairs or delegate for the purpose of exploring health-related or personal reasons related to the critical incident and potential supports needed.

No further action required

Focused Professionalism Learning Plan

Professionalism Remediation

Academic Sanctions*

[Go To Next Page]

*Academic sanctions are normally recommended following unsuccessful completion of a program of professionalism remediation. In exceptional circumstances, the outcome of a student meeting involving a substantiated critical incident report may be the immediate recommendation for academic sanctions. Academic sanctions may include failure to achieve credit in one or more courses, being placed on probation (with specified performance requirements and consequences for not successfully completing those requirements), failure of a year, suspension, or dismissal from the program.

MD Program Student in Professionalism Difficulty Progress Review (continued)

No further action required	Focused Professionalism Learning Plan	Professionalism Remediation	Academic Sanctions
Faculty Lead, Ethics & Professionalism meets with student to develop Focused Professionalism Learning Plan, including performance criteria and timelines, and reports to student progress committee.		Foundations or Clerkship student progress committee presents recommendation to Board of Examiners (or refers back to Curriculum Director)	

↓

Student Progress Committee	
Student is satisfactorily progressing in professionalism; no further action required	Student is not satisfactorily progressing in professionalism; next steps normally involve recommendation to BOE for professionalism remediation

↓

Board of Examiners (BOE)		
Remediation/ Probation approved	Academic sanctions approved; no further steps required	Recommendation not approved; referred back to student progress committee

↓

Faculty Lead, Ethics & Professionalism meets with student to determine remediation/probation plan, including performance criteria and timelines. Remediation/probation plan may include repetition of a course(s), a year, and/or suspension from the program.

Faculty Lead reports to Foundations or Clerkship student progress committee in accordance with timelines.

↓

Faculty Lead report to student progress committee	
Remediation/probation successfully completed; no further steps required	Remediation/probation not successfully completed

↓

Student progress committee makes recommendation to BOE in accordance with *Standards for grading and promotion*, which may include failure to achieve credit in one or more courses, failure of a year, suspension, or dismissal from the program.