



UCLMS enjoys a reputation as a world class medical school and prides itself on creating Tomorrow's UCL Doctors - highly competent and scientifically literate clinicians, equipped to practise person-centred medicine in a constantly changing modern world, with a strong foundation in the basic medical and social sciences.

As a medical student you will study for a degree that automatically allows you to work as a Foundation doctor. The Medical School has a duty to ensure that its students can fulfil the requirements of the General Medical Council, both for studying medicine and for working as a doctor, and it fulfils this duty by enabling students to acquire the knowledge and to develop the skills and attitudes appropriate to their future role. These include professional behaviour and fitness to practise right from the start of the programme.

This code of conduct sets out the School's expectations of you as a UCLMS student and should be read in conjunction with:

- Medical School policies set out at: <http://www.ucl.ac.uk/medicalschoo/staff-students/general-information/a-z>. Policies specific to conduct include:
 - Absence reporting
 - Additional placement-related experience
 - Attendance and engagement
 - Communications
 - Concerns over Professional Behaviour(s)
 - Dress and Behaviour
 - Disclosure and Barring Service checks
 - Duties of a doctor and student ethics
 - Exceptional Leave
 - Fitness to Practise proceedings
 - Freedom of information
 - Harassment and bullying
 - Health clearance /Immunisations and BBVs
 - Honesty and probity
 - Patient confidentiality
 - Patients in medical education
 - Personal beliefs
 - Use of social media
 - Student Support Card
 - Substance use and misuse
- GMC policies set out at:
 - http://www.gmc-uk.org/guidance/good_medical_practice.asp
 - http://www.gmc-uk.org/guidance/good_medical_practice/duties_of_a_doctor.asp
 - http://www.gmc-uk.org/education/undergraduate/professional_behaviour.asp

If you anticipate any difficulty adhering to any element, please make an appointment with a Student Support Tutor who will discuss with you how best to reconcile it. A copy of the code of conduct is signed on entry to the School as confirmation of your understanding and agreement to abide by it. We recommend that you keep a copy for your records.

In the interests of public safety, in accordance with Tomorrow's Doctors, and in your own best interests, information pertinent to your educational achievements and to your fitness to practise may be shared by UCL Medical School with training providers, employers, regulatory organisations and other medical schools. Additionally, details of students who are excluded from medical school on fitness to practise grounds will be shared with the Medical Schools Council (MSC) for inclusion in their database of excluded students, which is accessible only to other schools with courses leading to entry to a registered profession in the UK. Students are advised to join either the MDU or the MPS, both of which offer free student membership and provides advice in instances of medical student negligence.

As a UCL medical student:

I agree to:

- abide by the medical school code of conduct and policies at: www.ucl.ac.uk/medicalschoo/staff-students/general-information/a-z
- where applicable, carry a student support card outlining any restrictions to my practice or any special requirements and to present the card to each educational supervisor to whom I am attached so that they are aware of my circumstances
- update the Portico website (www.ucl.ac.uk/portico) with any change to personal or contact details

I understand that:

- my personal demographic details will be shared with placement providers for allocation purposes (name, UCL student ID, UCL email address)
- my personal details and UCL email address (student ID number, title, full names, date of birth, gender, home address, telephone numbers and photograph) will be passed to the General Medical Council for the purposes of provisional registration
- when/if eligible for an NHS Bursary, my personal details and UCL email address (full names, home address, telephone numbers) will be passed to the NHS Bursaries Office for the purposes of confirming eligibility
- where information relating to specific learning support needs to be shared with placement providers, explicit consent will be taken within a Medical Student Learning Agreement
- where concerns relating to fitness to practise and risks to patient safety need to be notified to placement providers or other external bodies, decisions will be made on a case-by-case basis and students will be informed of any such decision(s).

I consent to:

- my photograph being made accessible to teaching/professional services staff at UCL and associated NHS Trusts and Primary Care colleagues
- my examination results being emailed to my UCL email account
- my examination results being copied by email to my Personal Tutor
- details of fitness to practise outcomes declared on admission to UCLMS to be shared with Medical Schools Council

1. Attendance must be satisfactory throughout the programme. You are expected to attend between 9am – 5pm on Monday, Tuesday, Thursday and Friday and 9am – 12.55pm on Wednesday and to attend some teaching events starting at 8.00am or finishing at 6.00pm. During Years 4-6 there may be times when you are also expected to attend in the evening, early morning and at weekends. We expect you to spend a minimum of 10 hours per week in personal study outside the programme.
2. You are required to inform us of any absence from teaching following the process set out in the School's attendance and engagement policy. Exceptional leave may only be taken with prior permission after completing the process set out in the School's exceptional leave policy.
3. You are expected to listen to patients and respect their views, treat them politely and considerately, respect patients' privacy and dignity and respect their right to refuse to take part in teaching.
4. You should not allow personal views about a person's age, disability, lifestyle, culture, beliefs, ethnic or national origin, race, colour, gender, sexual orientation, marital or parental status, social or perceived economic status to prejudice your interaction with patients, teachers, professional services staff or colleagues.
5. You are expected to be honest. You should not abuse the trust of a patient or other vulnerable person. You should not plagiarise material from other sources and submit it as your own work. You should not present false information or omit important information in your dealings with the Medical School or in any application related to your studies, including UCAS form and Foundation School application. Dishonesty is a fitness to practise issue.
6. You should not enter into an improper personal relationship with another person, for example, with a school pupil whom you are mentoring or a member of staff who is teaching you.
7. You must always make clear to patients that you are a student and not a qualified doctor. Introducing yourself as a "medical student" or "training to be a doctor" is preferable to describing yourself as a "student doctor". You must always act within the direction of your educational supervisor(s) and within the remit and competencies of a medical student.
8. You are bound by the principle of confidentiality of patient records and patient data. You must therefore take all reasonable precautions to ensure that any personal data relating to patients that you have learned by virtue of your position as a medical student will be kept confidential. You should not discuss patients with other students or professionals outside the clinical setting, except anonymously. When recording data or discussing cases outside the clinical setting you must endeavour to ensure that patients cannot be identified by others. You must respect all hospital and practice patient records.
9. You are expected to 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 should not be such as to potentially affect a patient's confidence in their professional standing.
10. You are expected to be aware of safe drinking guidelines for alcohol and to adhere to these guidelines. Misuse of alcohol and any use of an illegal drug is a fitness to practise issue.
11. To ensure appropriate communication, students are required not to cover their faces in any part of the programme, including assessments/examinations, except where clinically indicated.
12. You are required physically to examine patients of both sexes (which includes touching and intimate examinations) in order to establish a clinical diagnosis, irrespective of the gender, 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.
13. You are required to attend Trust inductions before taking up placements and to adhere to local Trust policies and procedures.
14. You are required to keep your health clearance and immunisations up-to-date and to inform the Divisional Tutor of any changes which might affect your ability to undertake Exposure Prone Procedures, e.g. exposure to, or infection with, blood-borne viruses. Exposure Prone Procedures (EPPs) are practical procedures which carry a risk of transmission of blood-borne viruses. If you have not had HIV and Hepatitis C testing prior to entry to Medical School then you will either need to undergo testing as part of your OH clearance or you will not be able to do EPPs. If you opt not to undergo testing and are not cleared for EPPs, you will need to carry a student support card to present to your clinical placement supervisor explaining that you are not cleared for these procedures and you will not be able to perform or assist in some surgical procedures, for example episiotomy in Obstetrics, and much of Orthopaedic surgery. This will not stop you qualifying but may have a bearing on your future career.
15. You are required to adhere to the local NHS Trust policy on infection control, which may include bare arms, during your clinical placements.
16. You must inform us if you are investigated, charged with, or convicted of a criminal offence during your time as a student at UCL Medical School. Although you are required to have a Disclosure and Barring Service check upon entering the programme, we also need to know if you receive a subsequent warning, reprimand, caution or conviction.
17. You must inform us if there is any significant change to your health that might affect your fitness to study medicine or to practise as a doctor. It is a student's responsibility to recognise when they are ill, to seek medical advice, to accept appropriate treatment, and to recognise when their fitness for clinical work is, or could be impaired.
18. You are required to maintain a portfolio and to present it as requested.

Professor Deborah Gill (Director of UCL Medical School)

Dr William Coppola (Divisional Tutor)

Please sign to confirm that you understand all of the information and your obligations and that you agree to abide by them.

Printed name:	Signature:	Student Number:	Date:
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