

ACTION CARD 4: CONCERNS ABOUT PROFESSIONAL BEHAVIOUR(S)

Concerns about Professionalism and Fitness to Practice should be reported to the Medical School. Examples which should be reported during the course include:

- significant unexplained absence or lateness
- repeated or unexplained absence from scheduled clinical activity or teaching
- disruptive behaviour or damage to property
- lack of probity
- patient safety issues
- unprofessional behaviour as set out by the GMC in Good Medical Practice

There are two mechanisms available to UCLMS Personal Tutors:

1. Informal Advice:

Personal Tutors should contact the student and invite them to an informal meeting to discuss their concerns

Informal advice may be obtained from UCLMS Student Support, the Academic Year teams or the Academic Lead for Personal Tutors.

2. Concerns over Professional Behaviour(s) forms (CoPBs)

CoPB are submitted online [here](#)

The Head of Student Support will liaise with the Divisional Tutor for investigation. Forms are used within the Student Support system to monitor behaviour(s) and to make appropriate interventions. This may include placing a student on Close Supervision.