



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 which, in conjunction with the General Medical Council's Medical Licensing Assessment, allows you to work as a Foundation doctor. UCLMS 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 including the integrated BSc year.

UCL medical students are therefore required to abide by this medical student agreement and all UCL and [MBBS policies and procedures](#). With relation to fitness to practise, you are specifically required to declare any issues which might affect your fitness to practise and to carry a student support card outlining any restrictions to your practice or special requirements and to present the card to each educational supervisor to whom you are attached so that they are aware of your circumstances.

This learning agreement sets out the School's expectations of you as a UCL medical student and your commitment to fulfil them. The learning agreement should be read in conjunction with:

- [MBBS policies and procedures](#) 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
- General Medical Council policies set out at:
  - [http://www.gmc-uk.org/guidance/good\\_medical\\_practice.asp](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/guidance/good_medical_practice/duties_of_a_doctor.asp)
  - [http://www.gmc-uk.org/education/undergraduate/professional\\_behaviour.asp](http://www.gmc-uk.org/education/undergraduate/professional_behaviour.asp)

If you anticipate any difficulty fulfilling any element, please make an appointment with an MBBS Tutor who will discuss with you how best to reconcile this.

Students are advised to join either the MDU or the MPS, both of which offer free student membership and provide advice in the event of medical student negligence.

In the interests of public safety, in accordance with GMC and NHS requirements, and in your own best interests, information pertinent to your educational achievements and to your fitness to practise may be shared by UCLMS with training providers, employers, regulatory organisations as set out in the Medical School's privacy notice. Additionally, details of students who are excluded from UCLMS 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.

1. Attendance through the programme must fulfil the number of theoretical and practical hours required for undergraduate medical training. To achieve this level, 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 occasions when you are also expected to attend in the evening, early morning and at weekends. You are also expected 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 authorised leave policy.
3. You must 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 must 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 or other protected characteristics to prejudice your interaction with patients, teachers, professional services staff or colleagues.
5. You must be honest. You must not abuse the trust of a patient or other vulnerable person. Dishonesty is a fitness to practise issue which can lead to exclusion from the course.

6. You must not plagiarise material from other sources and submit it as your own work. You must 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.
7. You must 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.
8. You must display photographic ID indicating medical student status and 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.
9. 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 must 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. You must not post or share any patient information on any social media site. You must complete the online module on information governance in eLearning for Health before joining your first placement in Year 4.
10. You must 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 must not be such as to potentially affect a patient's confidence in their professional standing.
11. You must 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.
12. To ensure appropriate communication, students are required to ensure their face is visible in situations where this is necessary for identification purposes or important for communication with another person, in learning environments where facial cues are needed to understand a student's contribution, and in clinical areas in line with NHS guidance and local Trust policies (except where face coverings are required for infection control).
13. 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.
14. You must attend Trust inductions before taking up placements and adhere to local Trust policies and procedures.
15. You must keep your health clearance and immunisations up-to-date and 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 UCLMS, then you will be required 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 hence are not cleared for EPPs, you must carry a student support card to present to your clinical placement supervisor explaining that you are not cleared for these procedures and you must not perform or assist in surgical procedures in Obstetrics and much of Orthopaedic surgery. This will not stop you qualifying but may have a bearing on your future career.
16. You must adhere to the local NHS Trust policy on infection control during your clinical placements which includes bare arms below the elbow.
17. You must inform us if you are investigated, charged with, or convicted of a criminal offence during your time as a medical student at UCLMS. Although you are required to have a Disclosure and Barring Service check upon entering the School, you must also inform us if you receive a subsequent warning, reprimand, caution or conviction.
18. 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.
19. You must maintain a portfolio as set out on year Moodle sites and present it as requested.
20. You must use any mobile devices, whether your own, or supplied by the Medical School, in keeping with the best practice guidelines set out in the relevant section of the school's A-Z of policies.
21. You must not take videos, audio or other transcription of any teaching sessions or patients unless with explicit permission.
22. You must not take any photographs in a clinical environment.
23. You must not reproduce or share assessment materials outside of examinations.
24. You must not upload UCL teaching and learning materials to any external sites.
25. You must not use UCL or UCLMS branding inappropriately or claim a connection or affiliation for self-organised courses or other activities.
26. You must not breach undertakings/declarations made to the medical school.
27. In Year 1, you must complete your DBS and OH clearance before your first placement involving patient contact.
28. In Years 4 and 5, you must fulfil all stipulated pre-placement requirements during the Introductory and Orientation and Core Teaching weeks before joining your placements.
29. In Year 6, you must fulfil the elective requirements declared in your submission for elective approval.
30. You will be invited to provide feedback to help us to improve the programme and to make changes that take account of any problems you raise. Such feedback should be constructive, professional, courteous and honest. If you have a criticism, you should suggest a way the problem could be remedied. All information submitted in Student Evaluation Questionnaires is handled, processed and reported anonymously and individual respondents are only identified if feedback:
  - a) describes an incident that may put students or patients at risk, or
  - b) casts doubt on the individual's own fitness to practice by using defamatory language.

*Please note that this Medical School Learning Agreement is reviewed annually prior to the start of the new academic year and minor updates may be made.*

*Individual Support Plans or Learning Agreements may be issued under UCL's Student Support and Academic Insufficiency Frameworks to support students experiencing significant difficulties by agreeing a way to address problems such as, for example, coursework submission problems, communications problems, welfare concerns, problems with administrative requirements.*