

Graduate Medical Education Professionalism Policy

House staff are expected to conduct themselves in a professional manner regarding achievement of educational objectives, provision of patient care and relations with their colleagues. The appointment contract makes explicit these expectations and makes reference to other relevant documents that govern resident behavior including the University Administrative Regulations (AR), the Chandler Medical Center Behavioral Standards in Patient Care, the Behavioral Code and other Medical Center documents, all of which are available via the GME Office. House staff are informed of these general academic standards at orientation and provided ready access to the relevant documents through the GME website and/or the program.

House Staff must:

- Devote time and interests fully to the welfare of the patients assigned;
- Provide compassionate, efficient and cost-effective care commensurate with level of training and responsibility;
- Assume responsibility in the teaching or professional direction of students and other interns/residents/fellows;
- Be responsive to the supervision and direction of professional staff involved their education and patient care activities;
- Take advantage of all opportunities offered to improve knowledge and skills in the profession;
- Abide by the policies, regulations and procedures of any hospital or institution to which they are assigned for any part of training and other responsibilities as assigned by the program; and
- Complete all required information submissions and other tasks including but not limited to medical record documentation, electronic order signatures, application for state licensure, ACLS (or PALS/NRP as applicable) certification and recertification , required evaluations, and annual mandatory training modules.

Any misrepresentations or failures to fully disclose requested information shall be sufficient cause to result in disciplinary action including Probation, Immediate dismissal, or Non-renewal. House staff may appeal disciplinary actions using the house officer grievance procedure (AR 5:5; Grievance Procedure for House Officers).

All house officers are expected to complete assigned required tasks in a timely manner. House officers will be appropriately notified of pending tasks. Failure to complete required tasks may result in suspension during which the house officer will not participate in any aspects of the training program including didactic, clinical, or research activities. The house officer is expected to immediately complete all delinquent tasks upon suspension notification. Suspension is with pay includes the day of notification and the subsequent 24 hour period running from midnight to midnight. If the required task is not completed within this time frame then the house officer is placed on **suspension without pay** until the task is completed. Deficiencies that remain present each subsequent midnight result in continued suspension without pay for the following day regardless of the time of deficiency completion during that 24 hour period. Suspensions are deemed resolved through the Graduate Medical Education Office after notification of task completion by the applicable individual or department. Removal of suspensions occurs only during normal business hours that excludes nights and weekends. Repeated or prolonged deficiencies may result in additional disciplinary action including Non-Promotion, Probation, Immediate Dismissal or Non-renewal actions. House staff may appeal disciplinary actions using the house officer grievance procedure (AR 5:5; Grievance Procedure for House Officers). Suspensions are required to be

reported on many state licensure applications and medical credentialing requests. Suspensions without pay may require an extension of training equivalent in length of time based on specialty or subspecialty board requirements.

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