

STATEMENT 3.2.4 – Statement on Faculty – Student Conflict of Interest in Course or Rotation Student Assessment in the UME Curriculum

Approved by:	Curriculum Committee
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I. PURPOSE

The Doctor of Medicine Program (the Program) or Undergraduate Medical Education (UME) at the Schulich School of Medicine & Dentistry in Western University recognizes that during the course of their faculty tenure there may be enrollment in a Course or Clerkship Rotation of a student having a family or personal relationship with the course chair, instructor, research mentor or small group mentor / advisor.

This potentially creates a conflict of interest (COI) in student assessment or teaching dynamics. Above all the principal of transparency in the Program must be upheld. To avoid any perceived COI issues, it is the firm direction of the Program that such relations must be avoided or be found to be clearly at arms length.

II. DEFINITIONS

Familial Relations: For the purposes of this statement, relationships will refer to:

- Spousal
- Siblings
- Parents
- Grandparents
- Children
- Family as defined by the legal statutes of the Province or Ontario

III. STATEMENT

The following process will guide decision making in a potential COI in a student learning experience. Given the infrequency of this issue, all decisions will be made on a case by case basis by the AD UME or designate.

Faculty who contribute in any course or rotation teaching and/or leadership role in the Program with familial relations with current or admitted students must disclose said information to the Associate Dean UME (AD UME) in advance of the academic year or immediately during same year if faculty are contracted to teach in the program/rotation in mid-year.

In this process:

1.0 In the course of curricular governance any faculty who holds a decision making position for the instruction and/or assessment of a Program student may not be the sole:

- Course Chair or Coordinator
- Rotation Director
- Academic Director

- DME Site lead
- Clerkship Rotation lead
- Clinical Sciences Elective mentor/lead
- Research mentor
- Assessor or support of student small group learning in PCCIA, PCCM or Portfolio
- Mentor
- Counselor
- Tutor for remediation

2.0 In the event that a student is enrolled in a course taught by a faculty member with whom the student has a familial relationship (as defined) the following steps shall be taken:

- The faculty member must notify the AD UME in writing
- The student will be assigned if at all possible to another small group or learning experience
- If not possible, there will be a designated member of the Course Committee or Rotation leadership team who will oversee all aspect of the student assessment process
- If the faculty member's role is that of delivering a large group or lecture based learning there will be no need to change faculty responsibility

3.0 At no time will providers of sensitive health, psychiatric, or psychological care and counselling for medical students be in a position at some present or future time to assess their academic performance or take part in decisions regarding their advancement and/or graduation.

4.0 In the event that a faculty is identified with this policy, a faculty will be appointed or designated as decision maker for the academic year.

5.0 For all terms of this process the Associate Dean UME will be the final decision maker and process administrator regardless of campus.

6.0 Should the Associate Dean UME have a COI, all responsibilities of that individual vis-à-vis the student will be transferred to the Vice Dean Education or designate.