


Title: Graduate Medical Education - Disciplinary Policy

	Document Owner: Crystal Arellano	Last Approved Date: 02/11/2022
	Content Expert: CHRISTI McCoy	Ref#11367

Printed copies are for reference only. Please refer to the electronic copy for the latest version.

I. Policy Statement

- a. The purpose of this policy is to set forth the types of disciplinary actions to which resident physicians are subject as well as the circumstances and misconduct which may cause disciplinary actions to be taken.
- b. This policy is important because it advises both the resident and the program director of circumstances and types of misconduct that will result in disciplinary procedures.

II. Definitions

- a. **Misconduct:** A willful violation of a policy or law, or conduct that is not ethical or professional. Examples of misconduct are set forth in this policy.

III. Process/Content

- a. Any action of a resident which is believed to constitute misconduct shall be reported to the program director, either by the resident themselves or by individuals who observed the misconduct or have otherwise become aware of the misconduct. Upon receipt of a report of alleged misconduct, the program director shall immediately notify the Senior Associate Dean for Graduate Medical Education.
- b. The program director shall direct an investigation of the report of alleged misconduct. The program director must be diligent in investigating the report. In addition to reviewing relevant documents and interviewing possible witnesses to the alleged misconduct, the program director should take the following steps:
 - i. Written notice of the report of the alleged misconduct must be provided to the resident. This notice shall include the following information:
 1. A description of the alleged misconduct and the policies and/or laws allegedly violated;
 2. A summary description of the evidence of the alleged misconduct;
 3. A date, time, and location for a meeting between the resident and the program director for the resident to respond to the allegations;
 4. A list of the possible disciplinary action(s) that may be imposed if the resident is found to have engaged in misconduct. Disciplinary actions include oral or written reprimand, non-renewal of contract, or termination.

Title: Graduate Medical Education - Disciplinary Policy

- ii. The program director shall meet with the resident and provide him/her an opportunity to respond to the allegation of misconduct.
- iii. The program director shall issue to the resident a written decision of the matter, setting forth the program director's findings based on the evidence from the investigation, including the meeting with the resident, and identifying the disciplinary action(s), if any, to be imposed. The written decision should also contain a copy of the Grievance Procedure for Residents (GME-09) should he/she wish to file a grievance.
- c. The Program Director shall provide a copy of the written decision of the matter to the Senior Associate Dean for Graduate Medical Education.
- d. Conduct Standards for Residents.
 - i. Conduct considered misconduct and subject to disciplinary action includes, but is not limited to, the following:
 1. Falsification of a patient's medical record or information.
 2. Failing to safeguard the confidentiality of patient records.
 3. Engaging in cheating, plagiarism or sabotage of another's work.
 4. Sexual harassment of any individual.
 5. Discriminating against any individual on the basis of that individual's race, color, religion, gender, sexual orientation, national origin, age, disability, or status as a veteran.
 6. Forgery, alteration, or misuse of University documents, records, or identification, or knowingly furnishing false information to the University.
 7. Obstruction or disruption of teaching, research, administration, proceedings, or other University activities, including its public service functions on or off campus.
 8. Physical abuse or conduct which threatens or endangers the health or safety of any person.
 9. Attempted or actual theft of, damage to, or possession without permission of, property of the University or a member of the University community or of a University visitor or patient.
 10. Violating any of the policies, procedures, rules, or regulations of the University of Missouri, the School of Medicine, or University of Missouri Health Care.
 11. Violating applicable State or Federal laws, rules, or regulations.
 12. Manufacture, use, possession, sale, or distribution of any illegal drugs on University property.
 13. Manufacture, use, possession, sale, or distribution of alcoholic beverages or any controlled substance without proper prescription or required license or as expressly permitted by law or University regulations.
 14. Using pressure, threats, abuse, or other similar practices against any person to inhibit or prevent the reporting or investigation of a violation of these Conduct Standards.
 15. Acting in a manner that significantly interferes with the job duties of other employees, or is disruptive of patient care activities.

Title: Graduate Medical Education - Disciplinary Policy

16. Aiding another person in committing any of the acts mentioned in these Conduct Standards.

IV. Attachments

- a. [Graduate Medical Education - Grievance Policy for Residents](#)

V. References, Regulatory References, Related Documents, or Links

- a. HR-601 Discipline Guidelines
<https://www.umsystem.edu/ums/rules/hrm/hr600/hr601>