



**NEW YORK MEDICAL COLLEGE**  
**School of Medicine**

TITLE: NYMC-SOM Policy on Student Mistreatment, Harassment, and Professional Misconduct		
EFFECTIVE DATE: 7/1/04	REVIEWED DATE: 7/1/07, 6/23/15	REVISED DATE: 6/23/15

**I. POLICY**

New York Medical College is dedicated to high standards of education and a respect for the dignity of the individual. The College is concerned about preventing faculty-student, resident-student or student-student relationships that are perceived as injurious to the mental or physical well-being or academic freedom of any of its students. The College is committed to the principle that students and teachers have a duty to respect each other and promote a professional environment in which the educational, research and clinical missions of the university are pursued. This policy has been developed to define the standards of conduct in teacher-student and student-student relationships at New York Medical College, specify mechanisms for the prompt handling of complaints, and provide for education methods aimed at preventing student mistreatment and abuse.

GENERAL PRINCIPLES

- Treat patients, colleagues, students, teachers, administration, staff and other health professionals with respect This includes:
  - Do not harass others physically, sexually, verbally or psychologically.
  - Do not engage in any discrimination based on based on gender, sexual orientation, race, religion, age, national origin, marital, veteran status or disability.
  - Be truthful and honest in all communication. Acknowledge errors of omission and commission with colleagues and patients. Plagiarism in writing, commentary or action is a violation professional code of conduct.
  - Know when to solicit and from who to solicit supervision.
  - Maintain appropriate confidentiality on matters relating to colleagues, students and patients in accordance with generally accepted standards of professional medical conduct and those standards specific to New York Medical College and its medical affiliates.

STUDENT MISTREATMENT

The following guidelines have been established to prevent student mistreatment:

- Treat students, with the highest stand of respect and sensitivity to personal belief.
- Comply with generally accepted professional standards of constructive critique and commentary in evaluating the performance, knowledge and/or engagement of students in the academic enterprise of the New York Medical College and its affiliated institutions.



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- Students must not be solicited perform personal services for supervisors. Examples of inappropriate requests include baby-sitting, shopping, providing transportation, and buying lunch/coffee.
- Students must not be threatened with actual or the implied or emotional or physical harm in any way or.
- Assessment of student performance is non-punitive.

#### SEXUAL HARASSMENT

Sexual harassment in any form is unacceptable:

- The New York Medical College Policy Statement on Sexual Harassment states “sexual harassment includes unwelcomed sexual advances, requests for sexual favors and other physical, verbal or visual conduct based on sex. This would include explicit sexual propositions, sexual innuendoes, suggestive comments, sexually oriented practical jokes or obscene language or gestures.”
- Sexual relationships between teachers and students, even when consensual, are always inappropriate. If both parties involved intend to continue such a relationship, the teacher’s supervisory role must be immediately terminated.

#### OTHER FORMS OF HARASSMENT

Discrimination based on race, religion, age, national origin, marital or veteran status or sexual orientation.

**II. PURPOSE:** The purpose of this policy is to outline the appropriate professional conduct among students and faculty at the New York Medical College and outline reporting procedures when a breach of professional conduct is identified.

#### **III. SCOPE:**

- Students
- Faculty

#### **IV. DEFINITIONS**

- N/A

#### **V. POLICY AUTHOR(S)**

- Faculty and Student Relations Committee



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- Offices of Student Affairs and Medical Education

**VI. RELATED POLICIES**

- NYMC-SOM Student Code of Academic Integrity and Professionalism
- NYMC Sexual Harassment Policy
- Compact between the Teacher and Learner for the NYMC-SOM
- Statement on Non-Discrimination
- NYMC Policy on Professional Conduct in the Student-Student and Teacher-Student Relationships
- Statement on the Optimal Learning Environment

**VII. PROCEDURE(S):**

- Any student who believes he/she has experienced harassment, student mistreatment, or abuse may utilize any of the following options to report professional misconduct:
  - Secure, on-line reporting accessed from the NYMC-SOM homepage: all reports will be reviewed within 72 hours by a NYMC Professionalism Ombudsperson
  - In person reporting for any student at NYMC can be made to the Director for Student and Residential Life. The Director is the University Ombudsperson and the Section 504 Coordinator for individuals with Disabilities and the Coordinator for Title IX. The office is located in the Administration Building--NYMC, 40 Sunshine Cottage Road, Valhalla, New York 10595, and the telephone number is (914) 594-4498.
  - Direct report to an Associate Dean for Student Affairs or Medical Education, House Advisory Dean, or Chair of the Professionalism and Integrity Subcommittee
  - Direct report to the Peer to Peer Professionalism Committee (P2P): To report a concern (or a positive professionalism nomination) to P2P, students should email [nymcp2p@gmail.com](mailto:nymcp2p@gmail.com), which is checked daily by the president. They can also email any member of the group and will receive a response within 48 hours.
  - Direct report to the Student Liaison Committee (for third and fourth year students): To report a concern to the liaison committee, students should



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email the Liaison representative for their particular clerkship and/or the liaison committee president directly OR email the secure on-line reporting system established for the group.

The fact, nature, or resolution of a student complaint will not be recorded in the student's record, will not serve as a basis for grades or recommendations and will not be transmitted in the Dean's letter or any other form of student evaluation, unless otherwise required by law.

**VIII. REFERENCES**

- LCME Standard 3.4 Anti-Discrimination Policy: A medical school does not discriminate on the basis of age, creed, gender identity, national origin, race, sex, or sexual orientation.
- LCME Standard 3.5 Learning Environment/Professionalism: A medical school ensures that the learning environment of its medical education program is conducive to the ongoing development of explicit and appropriate professional behaviors in its medical students, faculty, and staff at all locations and is one in which all individuals are treated with respect. The medical school and its clinical affiliates share the responsibility for periodic evaluation of the learning environment in order to identify positive and negative influences on the maintenance of professional standards, develop and conduct appropriate strategies to enhance positive and mitigate negative influences, and identify and promptly correct violations of professional standards.
- LCME Standard 3.6 Student Mistreatment: A medical school defines and publicizes its code of professional conduct for faculty-student relationships in its medical education program, develops effective written policies that address violations of the code, has effective mechanisms in place for a prompt response to any complaints, and supports educational activities aimed at preventing inappropriate behavior. Mechanisms for reporting violations of the code of professional conduct (e.g., incidents of harassment or abuse) are well understood by students and ensure that any violations can be registered and investigated without fear of retaliation.
- Student Bulletin and Student Handbook: School of Medicine



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- NYMC website: Policies/ Procedures on Professional Conduct

**IX. TYPE OF POLICY**

- Medical Student
- Faculty Affairs

**X. APPROVALS**

- Student Academic Performance Review Committee
- Education and Curriculum Committee

**XII. POLICY MANAGEMENT**

- Responsible Executive: Dean of the School of Medicine
- Responsible Officer: Senior Associate Dean for Student Affairs, SOM
- Responsible Office: Office of Student Affairs

**ACCEPTED AND AGREED TO:**

D. Douglas Miller, M.D., C.M., M.B.A.

July 7, 2015  
Date