



**RCSI**

# **UNDERGRADUATE STUDENT CODE OF CONDUCT**

## **AY 2020/21**

**RCSI** DEVELOPING HEALTHCARE LEADERS WHO MAKE A DIFFERENCE WORLDWIDE

## Policy / Regulation History

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## **Introduction**

You are preparing to enter a profession which carries certain expectations and requirements. Membership of a healthcare profession requires the highest standards of professional and ethical conduct. During your education and training you are also obliged to abide by a set of standards. The Code of Conduct (“the Code”) outlines the defined standards and the principles by which you must abide as a student of RCSI Bahrain. You must formally agree to abide by the Code. Every student is personally responsible under the code for his/her own acts or omissions. Compliance with these standards is considered as evidence of fitness to study and practise.

*The Code applies from the first day of registration, both on and off campus.*  
RCSI Bahrain takes seriously any breach of the Code.

If your behaviour fails to meet the standards outlined in the Code, the matter may be referred in accordance with RCSI Bahrain’s relevant policies and regulations. Decisions will be made on a case by case basis and will be judged by reference to the principles set out in the Code.

### **The Code is based on six core principles:**

1. Your primary concern must be to maintain and improve the health, wellbeing, care and safety of patients.
2. You will develop your professional competence, skills and standing so as to bring health gain and value to the community and society.
3. You must be honest and trustworthy and always show respect for others.
4. You will conduct yourself in a manner which enhances the service provided to society and which maintain the good name of your profession.
5. You undertake to continuously enhance your professional knowledge and competence.
6. You are aware of your obligations under the Code of Conduct and will not do anything which constitutes a breach of this Code.

### **COVID-19**

- Students declare they are fit to undertake their studies and are free from Covid-19 symptoms.
- Students are required to follow Ministry of Health regulations and guidelines, and remain updated on the current situation in the Kingdom of Bahrain. [www.moh.gov.bh](http://www.moh.gov.bh)
- Students must notify the Ministry of Health (call 444) if they have Covid-19 symptoms and follow instructions given to them. The Student Health & Wellbeing team must be advised so support can be provided [student-health@rcsi-mub.com](mailto:student-health@rcsi-mub.com)
- Students must comply with requirements of the university and clinical teaching sites, for example the wearing of PPE, social distancing guidelines, and when they may or may not be on campus or in clinical sites.
- Students must consult the guidelines and notices published regularly on the VLE page Covid-19 Advice to Students <https://vle.rcsi.com/course/view.php?id=4495>

The following information directs you on the proper use of the Code in terms of your conduct, relationships and interactions with fellow students, placement tutors, staff, patients, carers, and other individuals with whom you come into contact.

## Principle 1

- **Your primary concern must be to maintain and improve the health, wellbeing, care and safety of patients.**

Throughout your education and training you are required to develop knowledge, skills, attitudes and values intrinsic to your practise as a competent healthcare professional. As part of your course you will engage with patients and gain knowledge and experience in the clinical and professional setting. Even when you are not in direct contact with patients, you must make the health, well-being and safety of patients your main concern. All other principles must be read in light of this first principle.

### ***As a student you must:***

- 1.1 Always bear in mind your future role as a healthcare professional when studying.  
This applies equally to all aspects of your education and training.
  - 1.1.1 Take responsibility for your work, studies and behaviour.
  - 1.2.1 Apply your learning for the maximum benefit of patients.
  - 1.2.2 Behave in a trustworthy and professional manner.
- 1.2 Ensure that your beliefs and actions do not compromise patient care.
  - 1.2.1 Recognise and respect the rights of patients.
  - 1.2.2 Never discriminate on the basis of gender, religion, age, civil status and family status, disability, sexual orientation, race, or ethnicity.
  - 1.2.3 Be prepared to undertake physical examination of patients if appropriate.
  - 1.2.4 Adhere to the dress codes of RCSI Bahrain, as well as clinical and professional environments and placements.
- 1.3 Never knowingly allow your judgment to be influenced by personal interests.
  - 1.3.1 Do not abuse the trust of a patient and maintain proper professional boundaries, especially with children and vulnerable adults.
  - 1.3.2 Do not make decisions for personal interest or gain that in any way may adversely affect the health and welfare of patients and the public.
- 1.4 Never knowingly mislead others.
  - 1.4.1 You should introduce yourself by name to patients and always make it clear to patients and the public that you are a student and not a qualified healthcare professional.  
***Note: Students are not obliged to introduce themselves by name to patients or examiners in clinical examinations.***
  - 1.4.2 You must never recommend a medical treatment or course of action to anyone unsupervised.
  - 1.4.3 You should never misrepresent data or information that could adversely affect the health and welfare of patients and the public.
- 1.5 Never compromise patient care.
  - 1.5.1 Raise concerns as soon as possible with an appropriate member of staff if you believe that patient safety or care could be compromised.
  - 1.5.2 Be prepared to challenge the judgement of others if you have reason to believe that their decisions could compromise safety of care.

## Principle 2

- **Develop your professional competence, skills and standing so as to bring health gain and value to the community and society.**

It is your responsibility to acquire all necessary knowledge, skills, values, attitudes and behaviours to become a competent practitioner and you must not impede other students in acquiring the same knowledge and skills. This should guide you in your academic education, training and during clinical and professional placements.

### ***As a student you must:***

- 2.1 Take responsibility for your learning.
  - 2.1.1 Use every opportunity to learn.

Attend classes in accordance with the RCSI Bahrain attendance policy. Demonstrate professionalism. Be punctual. Be contactable. Plan and use your time effectively. Always acknowledge receipt of an official RCSI Bahrain email correspondence if a 'Read Receipt' is requested.
  - 2.1.2 Reflect on feedback about your performance and respond constructively.

RCSI Bahrain staff may make notes on meetings held with you in relation to your academic progress. This information will form part of your overall student record in the university.
  - 2.1.3 Understand that you are not permitted to make electronic recordings of any teaching activity or meeting in the university or in any clinical site. The taking of photographs in a clinical setting is prohibited. The only photography permitted in clinical settings is that conducted by RCSI for specific purposes.
  - 2.1.4 Understand that you may not use your mobile phone for any purpose while engaged in any clinical teaching activity. You must ask for permission from your doctors and patients to use other electronic devices during any clinical teaching activity.
  - 2.1.5 Refrain from accessing any material which is not directly relevant to a teaching activity while you are engaged in that teaching activity (e.g. lectures, tutorials, practicals, clinical), by any mechanism (e.g. paper, phone, laptop), or through any mode (e.g. internet, social media, downloaded material). This is not permitted.
  - 2.1.6 Make informed decisions.
- 2.2 Engage constructively in assessment.
  - 2.2.1 Complete and submit your course work on time.
  - 2.2.2 Appropriately reference the academic work of others in accordance with the RCSI Plagiarism policy.
  - 2.2.3 Never misrepresent data, coursework or information that could result in the awarding of a grade not reflective of your competence.
- 2.3 Recognise and stay within the limits of your competence.
  - 2.3.1 Acknowledge your limitations and ask for help, where and when appropriate.

## Principle 3

- **Be honest and trustworthy and show respect for others.**

Demonstrating respect for the dignity, views and rights of others is fundamental in forming and maintaining appropriate relationships with academic staff, fellow students, placement tutors, patients, carers, and other individuals with whom you come into contact. All health professionals must be guided by their primary responsibility to act in the best interests of their patient without influence of any personal consideration. The patient-health professional relationship is a privileged one and is based on trust and professionalism which are enshrined in the ethical principles of beneficence, non-maleficence, autonomy and justice.

***As a student you must:***

- 3.1 Act in the best interest of the patient and contribute to the safety of patients.
- 3.2 Accept and agree to be bound by the ethical principle of autonomy.
  - 3.2.1 Obtain consent from the patient before you interview or examine him or her. The patient should be offered a chaperone as appropriate. In the case of a minor patient, obtain the consent of the parent or legal guardian before you interview or examine the minor patient.
  - 3.2.2 Respect the patient's right to refuse health care or to take part in teaching.
- 3.3 Preserve the confidentiality of the patient at all times. This includes personal data that is in their clinical records as well as information they disclose to you during a consultation.
  - 3.3.1 Do not share medical information with anyone except those health care professionals involved in the care of the patient.
  - 3.3.2 Make sure that patients, or anyone close to them, cannot be identified. This includes conversations and discussions on social networking sites, texts or e-mails, recordings of interviews or assignments on e.g. smart-phones and/or YouTube, and pictorial records, e.g., photographs and/or video clips.
  - 3.3.3 Do not share or discuss any aspect of patient cases/care with others through any means which could be perceived to bring the profession into disrepute.
  - 3.3.4 Recognise the circumstances when confidential information may be disclosed without consent.
- 3.4 Accept and agree to be bound by the ethical principle of justice.
  - 3.4.1 Recognise and respect the rights of the patient to fair treatment and care.
- 3.5 Be honest and trustworthy.
  - 3.5.1 Do not cheat in any examination or assessment.
  - 3.5.2 Identify yourself truthfully.
  - 3.5.3 Represent your qualifications, position and abilities honestly on all applications.
  - 3.5.4 Do not knowingly mislead others
  - 3.5.5 Be truthful in verbal and written communications
  - 3.5.6 Use research and laboratory data honestly and ethically, seeking permission to use data as required.
  - 3.5.7 Ensure any funds you are responsible for are used for the purpose they are intended.
  - 3.5.8 Decline gifts from the pharmaceutical, medical device or biotechnology industries.
  - 3.5.9 Do not plagiarise.
  - 3.5.10 Be truthful in all your interactions.

**Principle 4**

- **Conduct yourself in a manner which enhances the service provided to society and which will maintain the good name of RCSI and your profession.**

The public trusts healthcare professionals. As a student, and throughout your career, you must justify that trust by acting with integrity and professionalism. You should be aware of the importance of looking after your own health and how it impacts on you and your professional responsibilities. You need to develop skills to work on a multidisciplinary team to deliver a high standard of care and ensure patient safety. You need to be able to work effectively with patients, staff, colleagues and healthcare professionals.

### ***As a student you must:***

- 4.1 Recognise the importance of self-care and take responsibility for your own health, especially if it may impact negatively on other people.
  - 4.1.1 Seek prompt and appropriate professional advice about your general wellbeing, i.e. your physical or mental health or other issues which may impact your ability to complete your studies or interact with patients, staff or colleagues.  
Comply with the University's health requirements and policies relating to student health. You note that the use/consumption/presence of alcohol, non-prescribed drugs and any other such substance on campus is strictly forbidden and is against the Law of the Kingdom of Bahrain.
  - 4.1.2 Inform appropriate staff if there is anything that could impair your ability to study or to practise as a professional.
  - 4.1.3 Inform appropriate staff if you are being affected by a major life event e.g. bereavement, that may impair your fitness to study and ability to practise as a Professional.
  - 4.1.4 Inform appropriate staff if you have any disability or medical condition that might affect your ability to study or your role as a future healthcare professional, or that might put patients at risk.
  - 4.1.5 Inform appropriate staff if you take medicines that may impair your judgment and impact on the safety of others.
  - 4.1.6 Respect the confidentiality of your colleagues but appropriately disclose information of concern to include information regarding 4.1 above as relevant to your colleagues.
- 4.2 Learn how to work in partnership with others in the university, on professional placement, and with patients and their carers in the management of their treatment and care.
  - 4.2.1 Recognise the expertise of healthcare professionals.
  - 4.2.2 Respect the knowledge and skills of those involved in your education.
  - 4.2.3 Be aware of the limitations of your own knowledge and skills.
- 4.3 Treat others politely with consideration and respect.
  - 4.3.1 Recognise diversity and respect the cultural differences, values and beliefs of others.
  - 4.3.2 Refrain from behaviours that include harassment of any kind, intimidation, foul language, physical or psychological abuse, threats of violence or retaliation.
  - 4.3.3 Listen to, and respect, the opinions of others and be non-judgemental in your attitudes toward them.
- 4.4 Learn how to communicate effectively.
  - 4.4.1 Ensure you have adequate English language skills for professional communication.
  - 4.4.2 Learn how to listen to patients and their careers and communicate effectively with them in a way they can understand.
  - 4.4.3 Learn how to communicate effectively with others including academic staff, placement tutors and other healthcare professionals.

### **Principle 5**

#### **• Maintain your professional knowledge and competence**

At all stages of your professional journey you must take responsibility for ensuring your knowledge and skills are up-to-date and that you maintain your competence. You have engaged in a career of lifelong learning and teaching.

***As a student you must:***

- 5.1 Commit to developing, and continuously improving, your professional knowledge and competence.
- 5.2 Learn from experience and grow from the knowledge gained from errors to avoid repeating them.
- 5.3 Ensure that you are aware of continuing professional development requirements.

**Principle 6**

**• Be aware of your obligations under the Code of Conduct and do not do anything which constitutes a breach of the Code.**

It is the responsibility of all students to make every reasonable effort to ensure that everything they do conforms with the principles laid down in the Code of Conduct.

***As a student you must:***

- 6.1 Ensure you are aware, apply and adhere to the principles of the Code of Conduct.
  - 6.1.1 Promote and support the principles of the Code of Conduct by example.
  - 6.1.2 Refrain from any activity that would negatively affect the reputation of RCSI or your intended profession.
  - 6.1.3 Report breaches of the Code of Conduct to the appropriate person (e.g. Head of School, member of staff at RCSI Bahrain or on placements).
- 6.2 Obey the Law.
  - 6.2.1. Personally, and promptly disclose to the university the details of any criminal investigations; <sup>1</sup> charges for a criminal offence; pending prosecution for a criminal offence; conviction for a criminal offence (except for 'spent' conviction), which may arise during your studies whether within or outside the Kingdom of Bahrain.
- 6.3 Comply with RCSI Bahrain Policies, Rules and Regulations, and those of other organisations linked to your studies.
  - 6.3.1 Respect all university, clinical and professional placement policies, procedures and property. Never willingly cause damage to such property, remove property from the premises in which it is located, or make use of property for personal reasons.
  - 6.3.2 Ensure that you are contactable.
  - 6.3.3 Supply accurate information in good time in response to lawful requests and update that information as necessary.
  - 6.3.4 Apply for documentation required from the university such as immunisation certificates for electives and your visa renewal (if applicable) in good time. The granting of visas is at the discretion of the General Directorate of Nationality, Passport and Residence (GDNPR) of the Kingdom of Bahrain.

**Note:** *While the University will do all that it can to assist, RCSI Bahrain cannot guarantee that there will be no delay or rejection of your visa application.*
  - 6.3.5 Cooperate with honesty and openness in formal investigations about you or others.
- 6.4 Comply with health and safety requirements and policies of RCSI Bahrain including dress codes, clinical and professional placement safety requirements and health policies.

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<sup>1</sup> Criminal investigations include being arrested or interviewed under caution by a police officer whether in the Kingdom of Bahrain or elsewhere.



As stated at the outset of this policy, RCSI Bahrain takes seriously any breach of this Code. Upon commencing studies at RCSI Bahrain, students must familiarise themselves with all RCSI Bahrain Policies and Regulations. These are available on the RCSI Bahrain VLE.

All registered RCSI Bahrain students are deemed to have read, understood and accepted the RCSI Bahrain Code of Conduct.

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This code was guided by the following professional standards:

- Code of Conduct for Pharmacists from the Pharmaceutical Society of Ireland (2009) The Pharmaceutical Society of Ireland
- Code of Conduct for Pharmacy Students (2010) General Pharmaceutical Council Great Britain
- Guidelines for Medical School on Ethical Standards and Behaviour appropriate for Medical Students (2011) Irish Medical Council
- Guide to Professional Conduct and Ethics for Registered Medical Practitioners (2009) Irish Medical Council
- Rules of Professional Conduct Incorporating Code of Ethics and Guidelines for Professional Behaviour (2010) Irish Society of Chartered Physiotherapists.
- Bahrain National Code of Professional Conduct for Nursing (2002).

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