Year 2 Rural Placement Program

School of Rural Health Code of Conduct

Students on rural placement are operating in a workplace and community environment and, are expected to behave as medical professionals. Student behaviour reflects on the University and must be compatible with the personal characteristics expected in a medical practitioner. Students must follow the expectations and instructions of their tutor/supervisor and not deviate from these without their approval including occupational health and safety instructions.

Attendance

Students are expected to **attend** and **be punctual** for all sessions during their rural placement. This includes site visits, discussion groups, assignment work sessions, presentations and the evaluation session. If a session is missed students will need to provide a legitimate reason for their absence to their tutor and, if a student thinks he/she might miss a session the tutor must be contacted immediately. It is also important and courteous to notify the tutor/supervisor if running late for a session.

In the event that a session is missed students may be required to submit evidence in writing that they have engaged with the content covered in that session. The exact content of this submission will be negotiated with the tutor at your site. This must be submitted to the tutor no later than 9:00am on the final Friday of the placement.

Professional Behaviour

Students must conduct themselves in a professional manner at all times during scheduled curriculum activities. During recreational activities, students must not behave in a way that will bring the University into disrepute. Students must be attentive and address tutors and professional staff in a polite and respectful manner using correct professional titles if appropriate. They must treat tutors, supervisors, patients and any other people they meet with courtesy and consideration. Students must switch off mobile phones during all educational activities.

Students must be mindful at all times of appropriate professional boundaries in their dealings with patients, doctors and other health professionals. If a student feels uncomfortable in these situations/interactions, they should talk to his or her program coordinator.

Any personal information to which students have access during their placements must be kept confidential in accordance with privacy legislation.
Protocol for hospital visits/access to patients
Students may be given an opportunity to spend time in a hospital ward, GP clinic or other health service involving access to patients. Please note students in Year 2 are not permitted to carry out invasive procedures on patients.

Dress
Dress is to be neat and tidy at all times. Students not appropriately dressed or not carrying Monash Student ID and their Police/Working with Children Checks may be refused placements by the host organisation.

Appropriate dress for hospital visits, clinics and other health facilities
Professional clothing must be worn (ie. no shorts, jeans, hats or short tops exposing cleavage, midriffs). For occupational, health and safety reasons, both male and female students must wear closed shoes (ie. footwear with enclosed toes and low heels; no runners, thongs, sandals or open toed shoes).

Appropriate dress for rural industry/farm visits (if applicable)
Students must wear warm clothes (suitable for outdoor weather conditions) including a warm waterproof coat/jacket. For occupational, health and safety reasons students must wear sturdy, comfortable walking shoes (with enclosed toe) suitable for walking in wet and muddy conditions. For some industry visits long pants/trousers/slacks are preferable to skirts or dresses.

Library
In some locations, students have access to a hospital library. In other places reference resources may be made available by the School of Rural Health site. Students must respect any usage and borrowing privileges granted by the hospital or the School of Rural Health. As with all other University and third party property, students must treat library books with care and return them by the due date.

University and third party property
Students must respect the property of the University and any third party with whom they come into contact. The University does not accept liability for property damaged by students either deliberately or through negligence.

Unacceptable behaviour
Certain behaviour is deemed unacceptable:
- Physical harassment or assault
- Sexual harassment or assault
- Verbal abuse of other students, their guests or staff members
- Threatening behaviour
- Racial discrimination
- Intentional damage to property
- Impaired by alcohol and other drugs
- Theft
- Excessive noise
- Preventing staff from carrying out authorised duties
- Illegal activities
Other behaviour may be deemed unacceptable by the School of Rural Health and disciplinary action taken or the student’s placement may be terminated and the student sent home at their own expense. Tutors will give students an opportunity to respond to any allegations of unacceptable behaviour and may also:

- Counsel students and/or recommend that students are charged with misconduct under Monash Statute 4.1 - Discipline.
- Require students to pay for all/part of the cost of repair or replacement of any damaged property (if applicable).
- Refer the matter to the Director or Regional Manager of the SRH site, Manager Rural Education and/or to the MBBS Year 1 and 2 Academic Convenor.

For clinical placement guidelines across Years 3 – 5, please visit
www.med.monash.edu.au/policies/student.html