

## MD Undergraduate Program

## Policy and Procedure

|                                  |  |              |                 |
|----------------------------------|--|--------------|-----------------|
| Title:                           | Dual Relationships - Medical Service Provider and Assessor   | Number:      | 005             |
| Approved By:                     | Undergraduate Medical Education Committee (UGMEC)  |              |                 |
| Approval Date:                   | 20 November 2023   | Next Review: | 1 November 2026 |
| Effective Date:                  | 20 November 2023   |              |                 |
| Audience:                        | Students, Clinical Faculty, Residents  |              |                 |
| Purpose:                         | To ensure clinicians providing health services to students are not involved in their academic assessment   |              |                 |
| Related Policies and Procedures: | 1. Assessment, Grading & Standards of Achievement (#004)<br>2. Advancement, Promotion, Graduation & Academic Standing (#014)<br>3. Academic Advising: Requested, Recommended and Required (#015+036) |              |                 |
| Exclusions:                      | None   |              |                 |
| Calendar Statement:              | None required  |              |                 |
| Contact:                         | Associate Dean, Student Affairs  |              |                 |

## Preamble

All reasonable efforts will be undertaken to ensure that students are not taught, evaluated, or have their promotion affected by a faculty member or resident who also acts as one of their health care providers. This is a Committee for Accreditation of Canadian Medical Schools (CACMS) requirement:<sup>1</sup>

## Policy

1. Healthcare professionals who provide health services, including psychiatric/psychological counseling, to a medical student should have no involvement in the academic advising, academic assessment or advancement of the medical student receiving those services, except in unavoidable circumstances.
2. If a faculty member or resident has been or is currently involved in the delivery of health services to a medical student, the faculty member or resident must recuse themselves from any assessment activity or promotions discussion or decisions involving the student.
3. If a conflict of interest arises, either or both parties should notify the appropriate leadership of the conflict to ensure that it may be addressed promptly and appropriately. Leadership contacts could include: Course Director, Discipline-Specific Site Leader, site Assistant Dean Student Affairs, site Regional Associate Dean or site Assistant Dean, Curriculum.
4. In situations where conflict of interest is unavoidable (such as emergency situations or rural location), both parties should be aware of the existence of a dual relationship and the potential for bias. The site Assistant Dean Student Affairs, the site Regional Associate Dean or site Assistant Dean Curriculum should be made aware of this dual relationship as soon as possible.

<sup>1</sup> 12.5 Providers of Student Health Services/Location of Student Health Records: The health professionals who provide health services, including psychiatric/psychological counseling, to a medical student have no involvement in the academic assessment or advancement of the medical student receiving those services, excluding exceptional circumstances. A medical school ensures that medical student health records are maintained in accordance with legal requirements for security, privacy, confidentiality, and accessibility.

## MD Undergraduate Program

## Policy and Procedure

5. Reasonable efforts should be taken to address a dual relationship. This may require placing a student with different faculty or resident, whether in a clinical or non-clinical setting, and/or helping to find a different health care practitioner for the student.
6. If a dual relationship exists and cannot easily be resolved in the short term, efforts should be taken to protect both the treating health care practitioner and the student involved.

## Review History

| Action   | Committee   | Date               | Status                    |
|----------|---|--------------------|---------------------------|
| Revised  | Policy Advisory Subcommittee                      | September 13, 2016 | Endorsed                  |
| Review   | MD Undergraduate Education Committee (MDUEC)      | September 19, 2016 | Approved with minor edits |
| Reviewed | Policy Advisory Subcommittee                      | 15 October 2020    | Endorsed                  |
| Reviewed | Legal Counsel                                     | 1 November 2020    | Endorsed                  |
| Reviewed | Undergraduate Medical Education Committee (UGMEC) | 7 December 2020    | Approved                  |
| Reviewed | Policy Advisory Subcommittee                      | 19 October 2023    | Endorsed                  |
| Reviewed | Undergraduate Medical Education Committee (UGMEC) | 20 November 2023   | Approved                  |