APPENDIX A: Procedures for Concerns with Medical Student Professional Behaviour

Professionalism Concern

**Minor Incident**

- **First Occurrence**
  - Reporter
    - Meets with student
    - Documents meeting & completes Informal Discussion Form
    - Year Chair

- **Multiple Occurrences**
  - Year Chair
    - Meets with student
    - Documents meeting & completes Professionalism Concern Form
    - Associate Dean, UGME

- **Subsequent Occurrences**
  - Year Chair
    - Meets with student
    - Documents meeting & completes Professionalism Concern Form
  - Associate Dean, UGME
    - Student informed of consultation to Professionalism Panel
      - Professionalism Panel meets
        - Communicated to Associate Dean, UGME

**Major Incident**

- Go to Appendix B

**Critical Incident**

- Go to Appendix C

---

- **Decision & Recommendations**
  - **Yes**: Formal Hearing
  - **No**: Student is notified & meets with Associate Dean, UGME
APPENDIX B: Procedures for Concerns with Medical Student Professional Behaviour – Major Incident

1. Reporter
2. Submits an Informal Discussion Form to Year Chair
3. Year Chair
4. Meets with student
5. Documents meeting & completes Professionalism Concern Form
6. Associate Dean, UGME
7. Student informed of consultation to Professionalism Panel
8. Professionalism Panel meets
9. Formal Hearing
   - No: Student is notified & meets with Associate Dean, UGME
   - Yes: Decision & Recommendations

Communicated to Associate Dean, UGME
APPENDIX C: Procedures for Concerns with Medical Student Professional Behaviour – Critical Incident

1. Reporter
   - Submits a Professionalism Concern Form
   - Associate Dean, UGME
   - Meets with student
   - Documents meeting & files a formal complaint to the University of Saskatchewan

   Academic Misconduct
   - Follow procedure of the *Regulations on Student Academic Misconduct (2017)*

   Non-Academic Misconduct