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| <b>Name of Policy:</b> GME: Professionalism, Personal Responsibility and Patient Safety |                                   | <br><b>Revised date: 11/13/18</b><br><b>Original effective date: 08/01/97</b> |   |
| <b>Policy Number:</b> 3364-86-015-00  |                                   |   |   |
| <b>Approving Officer:</b> Dean, College of Medicine and Life Sciences                   |                                   |   |   |
| <b>Responsible Agent:</b> Director, Graduate Medical Education                          |                                   |   |   |
| <b>Scope:</b> UT College of Medicine Residents  |                                   |   |   |
| <input type="checkbox"/>  | New policy proposal               | <input checked="" type="checkbox"/>   | Minor/technical revision of existing policy |
| <input type="checkbox"/>  | Major revision of existing policy | <input type="checkbox"/>  | Reaffirmation of existing policy            |

**POLICY**

Residents and fellows must perform in a professional manner that supports patient safety and demonstrates personal responsibility.

**PURPOSE**

This policy provides guidance to the residents and fellows in development of professionalism directed towards safe and effective patient care and their personal responsibility for it.

**PROCEDURE**

1. Residents and fellows must demonstrate a commitment to carrying out professional responsibilities and an adherence to ethical principles as demonstrated by:
  - a) compassion, integrity, and respect for others;
  - b) responsiveness to patient needs that supersedes self interest;
  - c) respect for patient privacy and autonomy;
  - d) accountability to patients, society and the profession; and,
  - e) sensitivity and responsiveness to a diverse patient population, including but not limited to diversity in gender, age, culture, race, religion, disabilities, and sexual orientation.
  - f) respect and support for all learners including students and other residents.
2. The programs and sponsoring institution must educate residents and faculty members concerning the professional responsibilities of physicians to appear for duty appropriately rested and fit to provide the services required by their patients.
3. The program must be committed to and responsible for promoting patient safety and resident well-being in a supportive educational environment.
4. The program director must ensure that residents are integrated and actively participate in interdisciplinary clinical quality improvement and patient safety programs.
5. The learning objectives of the program must:

- a) be accomplished through an appropriate blend of supervised patient care responsibilities, clinical teaching, and didactic educational events; and,
  - b) not be compromised by excessive reliance on residents to fulfill non-physician service obligations.
6. The program director and institution must ensure a culture of professionalism that supports patient safety and personal responsibility. Residents and faculty members must demonstrate an understanding and acceptance of their personal role in the following:
- a) assurance of the safety and welfare of patients entrusted to their care;
  - b) provision of patient-and family-centered care;
  - c) assurance of their fitness for duty;
  - d) management of their time before, during, and after clinical assignments;
  - e) recognition of impairment, including illness and fatigue, in themselves and in their peers;
  - f) attention to lifelong learning;
  - g) the monitoring of their patient care performance improvement indicators;
  - h) honest and accurate reporting of duty hours, patient outcomes, and clinical experience data;
  - i) timely and accurate completion of medical records.
  - j) appropriate utilization of templates and copying functionality in the electronic health record
7. All residents and faculty members must demonstrate responsiveness to patient needs that supersedes self-interest. Physicians must recognize that under certain circumstances, the best interests of the patient may be served by transitioning that patient's care to another qualified and rested provider.
8. The following specific requirements for professionalism must be adhered to by the resident while in the University of Toledo program and the affiliated hospitals.
- Residents shall, at all times, be attired in a professionally appropriate manner, in accordance with the Institution's dress code policy. Specific details will be defined by the residency program and provided to the resident.
  - Residents must follow the Institution's appropriate policy regarding the wearing of scrubs and other hospital attire.
  - Institution-appropriate identification badges with photos must be worn at all times and be clearly visible while on duty.
  - All faculty, staff, peers, students, patients and their visitors will be treated and addressed with courtesy. Actions or remarks which are or which may be interpreted as being discriminatory on the basis of race, color, national origin, sex, age, handicapping condition or religion are absolutely forbidden. Harassment of any type will be dealt with appropriately.
  - It is imperative to remember that academic discussions and teaching rounds are subject to HIPAA rules regarding patient confidentiality.
    - Attention should also be given to protecting the patient's privacy and confidentiality where other patients and visitors may be present.

- Residents must comply with the requirements and utilization of the electronic health record in accordance with the institutional Electronic Health Record (EHR) – (Use of Templates and Copying Functionality Policy 3364-100-53-26; which details acceptable use of copy and reset button procedures, appropriate documentation by provider, and definition of terms.)
9. When the residents are rotating at educational sites, he/she must follow the policies and procedures at those sites for professionalism, patient safety, and medical record completion.

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| <p>Approved By:</p> <p><u>/s/ Lori Schuh, M.D.</u><br/>Chair, Graduate Medical Education Committee</p> <p><u>/s/ Christopher Cooper, M.D.</u><br/>Dean, College of Medicine and Life Sciences</p> <p><i>Review/Revision Completed by:</i><br/><i>Graduate Medical Education Committee</i></p> | <p>Policies Superseded by This Policy:</p> <ul style="list-style-type: none"> <li>None</li> </ul> <p>Initial effective date: 8/01/97</p> <p>Review/Revision Date: Reviewed 8/99, Revised 4/01, Revised 10/01, Reviewed 6/05, Reviewed 10/05, Reviewed 6/05, Revised 6/5/07, Reviewed 6/2/09, Revised 6/7/11, Revised 12/4/12, Revised 9/3/13, Reviewed 9/1/15, Revised 8/9/16, Revised 8/7/18, Revised 11/13/18</p> <p>Next review date: 11/2020</p> |
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**Note:** The printed copy of this policy may not be the most current version; therefore, please refer to the policy website (<http://utoledo.edu/policies>) for the most current copy.