

**XAVIER UNIVERSITY**  
**College of Osteopathic Medicine**  
**Professionalism Policy**

**Effective:** December 20, 2024

**Last Revision:** (Date)

**Next Review:** June 30, 2026

**Responsible College Officer:** Senior Associate Dean Academic Affairs, Associate Dean for Curriculum, Assessment and Quality

**Scope:** XUCOM Students, Faculty, and Staff; Adjunct and Affiliated Clinical Faculty

**Distribution List:** XUCOM Students, Faculty, and Staff; Preceptors; Academic Advisors

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## **A. PURPOSE**

To ensure that XUCOM students, faculty, and staff understand that they are responsible for their behavior at all times in all environments (on and off the campus; in-person and virtual, including social posts and other activity on the Internet), as well as the consequences of their behavior and conduct.

## **B. POLICY**

### *Introduction / Background*

Element 5.1 of the Commission on Osteopathic College Accreditation (COCA) *New and Developing Accreditation Standards* (effective September 26, 2023; edited 10/1/2024) requires that a COM ensure that its learning environment is conducive to the professional development of its students, faculty, and staff at all locations. Further, all individuals must be treated with respect in a non-discriminatory, culturally sensitive, and intellectually stimulating manner.

### *Development and Support*

The Dean of XUCOM charges a committee (the Student Conduct Committee; SCC) to oversee student issues of professionalism and ethics. The purpose, responsibilities, and membership of the SCC is described in the XUCOM Bylaws. The processes that oversee professionalism for XUCOM's faculty and staff are described in the XUCOM Bylaws, XUCOM Faculty Handbook, and XU Employee Handbook.

### *Institutional Activities and Responsibilities*

Patients and the public expect the highest level of professional and ethical behavior from those that practice osteopathic medicine, those that train future osteopathic physicians, and osteopathic physicians-in-training. These characteristics need to be developed, and monitored not only during medical school, but also during graduate medical education (GME), and throughout one's professional career.

Professionalism and ethical behavior are embedded explicitly and implicitly throughout the osteopathic core competencies (OCC) and entrustable professional activities (EPA). As such, XUCOM expects professional behavior and ethical conduct from its students, faculty, and staff. The Procedure / Protocol section that follows describes the methodology and mechanisms through which XUCOM fulfills its responsibilities.

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Students sign a Code of Conduct form during Orientation.

**C. DEFINITIONS / ABBREVIATIONS**

COCA / Commission on Osteopathic College Accreditation  
EPAs / Entrustable Professional Activities  
GME / Graduate Medical Education  
MSPE/ Medical Student Performance Evaluation  
OCC / Osteopathic Core Competencies  
SCC / Student Conduct Committee  
XU / Xavier University  
XUCOM / Xavier University College of Osteopathic Medicine

**D. PROCEDURE / PROTOCOL**

XUCOM students are considered to be students at Xavier University. As such, they are required to abide by the XU Student Handbook. Specific to this policy are the XU student policies found in the XU Student Handbook.

- Section 2 - Standards of Student Conduct
- Section 3 - Response to Student Behavior

Further, XUCOM Students are expected to meet the standards of professionalism and ethical behavior as described in the XU Student Handbook and the XUCOM Student Handbook & Clinical Rotation Manual.

Faculty are expected to meet the standards of professionalism and ethical behavior as described in the XUCOM Bylaws and XUCOM Faculty Handbook.

Staff are expected to meet the standards of professionalism and ethical behavior as described in the XUCOM Bylaws and XU Employee Handbook.

For minor infractions or lapses in professional behavior of students, a course director, faculty or staff member, preceptor, or peer may provide feedback directly.

If the behavior is of a more serious nature, or attempts at providing feedback directly for minor infractions were not successful, or the minor infraction is recurrent or in any other way concerning, the observer may:

1. Report the behavior to the Director of Medical Student Services, the Chair of the appropriate professionalism committee, or the Office of the XUCOM Dean. The report can be submitted directly (in-person) and should concurrently be documented by using the centralized XUCOM Conduct Report Form.
2. If the conduct violates Title IX, the report should be made to the University Title IX Officer and the Director of Medical Student Services (for students) or Human Resources (for faculty and staff).

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All student reports will be reviewed by the Director of Medical Student Services in consultation with the Chair of the Student Conduct Committee (SCC). The Chair of the SCC will convene the entire committee as needed to review allegations of misconduct.

The outcome of reported breaches of professionalism or ethical behavior will be reported to the observer filing the concern. Anonymous concerns submitted through the XUCOM Conduct Report Form will be logged, investigated, and tracked.

Student decisions that result in a recommendation for warning, probation, or dismissal will be forwarded to the XUCOM Dean. The Dean or his/her designee will determine which decisions are included in a student's Medical Student Performance Evaluation (MSPE) Letter in complying with national standards for MSPE quality.

Faculty reported for breaches in standards of professionalism and ethical behavior will be handled as per the processes described in the XUCOM Bylaws and the XUCOM Faculty Handbook.

Staff reported for breaches in the standards of professionalism and ethical behavior will be handled as per the processes described in the XUCOM Bylaws and XU Employee Handbook.

**E. EXHIBITS**

XU Employee, Faculty, and Student Handbooks  
XUCOM Faculty Bylaws  
XUCOM Student Handbook & Clinical Rotation Manual  
XUCOM Code of Conduct form  
XUCOM Student Conduct Committee

**F. RELATED POLICY/POLICIES**

EPAs  
OCC  
Title IX

**G. REVIEW SCHEDULE**

Annually (before June 30<sup>th</sup>)  
Involved Parties: XUCOM Dean; XUCOM Dean's Advisory Council



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Approved / Dean's Signature

12/20/2024

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Date

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Revision Date	Summary of Changes	Approval Date