

**PROFESSIONAL AGREEMENT 2018/19**

**MSc Health Psychology**

**RELATING TO PROFESSIONAL BEHAVIOUR and  
FITNESS TO PRACTICE IN THE SCHOOL and on PLACEMENT**

All students who study in the School of Medicine are expected to adhere to a code of conduct which encompasses both the University regulations and School specific regulations. The University regulations can be found in the current student section on the University web pages and the school specific ones are summarised herewith.

You are required to read this document carefully and understand its implications. We have added explanatory text in italics to some of the statements, but if you have a problem with any element of this agreement, we will work with you to see how best to resolve it. You are asked to confirm, in writing, that you accept these statements and you will be asked to reconfirm this declaration annually.

Professional behaviour is at the core of a health care professionals responsibilities and therefore any failure to comply with this agreement will result in referral to the Postgraduate Convenor which could result in referral to the Progress Committee of the School of Medicine who have the power to halt or terminate studies within the School.

**By signing, I agree to abide with all the statements in this agreement:**

Student Name:	Tutor Name:
Student Signature:	Tutor Signature:
Date:	Date:

## GENERAL STATEMENTS

I confirm that I have been truthful in my application to the medical school, and that I did not omit important information relevant to my application.

***If the School discovers that an applicant has been untruthful in his or her application, it may withdraw the offer or terminate the course of study.***

2. I will attend classes as required by the regulations of the course, and I will work diligently to complete my degree. This includes compulsory attendance and active participation in tutorials, and workshops. I acknowledge that it is my responsibility to make sure I am registered as present at compulsory activities. I will adhere to the School's Absence Policy. If I miss a compulsory activity I will make arrangements to take these missed activities on an alternative date.

***Classes may be timetabled between 8am and 6pm Monday to Friday and regular attendance is expected of all students. Occasionally evening classes are arranged and the student should indicate early on arrival on the course if attendance at these opportunities are likely to be a difficulty. Appropriate engagement and conduct in any activity either within or outside the School is expected and will be monitored. Absences from any compulsory classes will be investigated.***

3. I will be honest in submitting course work for assessment, and will never plagiarise material from other sources and submit it as my own work.

***The definition of - and penalties for - plagiarism/Academic Misconduct are outlined in more detail in the University Catalogue.***

4. I will take responsibility for my own learning and reflect on feedback about my performance and achievements. I will respect the knowledge and skills of those involved in my education. These are important aspects of professionalism and appropriate conduct. I will tell the School if I am charged with or convicted of a criminal offence during my time as a student at St Andrews.

5. I will make sure that I can be contacted and will always respond to messages.

***This requires an up-to date address and phone numbers. You must monitor your university email account regularly and reply to School messages promptly. You must attend meetings when summoned or arrange for an alternative appointment.***

6. I will comply with the regulations of the Medical School and the University of St Andrews as detailed in the School and University Postgraduate Student Handbooks.

## RELATIONSHIPS WITH PATIENTS, COLLEAGUES AND TEACHERS

7. I confirm that I will not allow my views about a person's lifestyle, culture, beliefs, race, colour, gender, sexuality, age, social status, or perceived economic worth to prejudice my interaction with fellow students, patients, teachers, or colleagues.

8. I confirm that I will expose my face fully to teachers and colleagues at all times. All students must wear an identification badge and show their face for the purposes of recognition by teachers, and other staff.

***Teachers must be able to identify students to verify that they are genuine. Head dress routinely worn as part of religious observance must not cover the face***

9. I confirm that I understand, accept and agree to be bound by the principle of confidentiality of patient data, and also for information concerning teachers and colleagues. I will therefore take all reasonable precautions to ensure that any personal data concerning patients and colleagues, which I have learned by virtue of my position as a student, will be kept confidential. I confirm that I will not discuss patients with other students or professionals except anonymously in such a manner that they cannot be identified from any information given.

Course Director, School of Medicine