

Policies & Guidelines of the School of Medicine

The policies and guidelines listed here relate to Washington University's and the medical school's educational mission. These policies, procedures and guidelines exist to assist Washington University students, faculty and administrators with doing the business of Washington University in St. Louis in ways that are effective, consistent and compliant and to provide a safe, effective and supportive environment in which to learn, teach and work.

Washington University Policies & Guidelines

Some universitywide policies are available on the University Policies page (<http://bulletin.wustl.edu/about/policies/>) of this *Bulletin*. A more complete list is available on the Washington University Compliance and Policies page (<https://wustl.edu/about/compliance-policies/>).

School of Medicine Policies & Guidelines

Washington University School of Medicine is committed to providing a safe, professional and supportive environment in which to learn. These policies and guidelines pertain to professionalism, appropriate conduct and student rights. They exist to protect students and employees as they conduct their daily responsibilities.

- Demonstrations and Disruption (<http://bulletin.wustl.edu/medicine/policies/demonstrations-disruption/>)
- Liability Insurance (<http://bulletin.wustl.edu/medicine/policies/liability-insurance/>)
- Needle Stick and Blood and Body Fluid Policy and Procedure (<http://bulletin.wustl.edu/medicine/policies/needle-stick-blood-body-fluid/>)
- Policy on Student Rights Under the Family Educational Rights and Privacy Act (<http://bulletin.wustl.edu/medicine/policies/student-rights/>)

Definition of the Academic Record for MD Students: This policy is designed to comply with the provisions of the Family Educational Rights and Privacy Act (FERPA) of 1974. Student academic records at Washington University School of Medicine consist of the following: AMCAS application (including personal statement, experience history, MCAT scores, transcripts from previously attended institutions); documents signed by the student (including the WUSTL confidentiality non-disclosure agreement and the BJC Healthcare third-party electronic information access confidentiality agreement); criminal background check information; student biographic and demographic information; transcripts of all medical school course work, program(s) of study, and dates of enrollment in medical school (including

matriculation date, start and end of each academic period, dates of leaves of absence, withdrawal, dismissal, and/or graduation); USMLE scores (including exam date and notation of pass/fail); final performance evaluations (final end-of-clerkship patient care narratives, competency determination notification letters of the Competency Attainment Committee, and promotion notification letters from the Committee for Academic Promotion); documentation of determination appeals; change of status forms (related to leaves of absence, participation in joint degree programs, academic remediation requiring delay, name change, and documentation of dismissal or withdrawal); final disposition of disciplinary action records; the Medical Student Performance Evaluation (MSPE); a copy of the medical school diploma and an English translation; awards and prizes; and residency specialty and placement.

- Professionalism & Conduct Policies (<http://bulletin.wustl.edu/medicine/policies/wusm-professionalism-conduct/>)
 - Policy Against Abusive Conduct (<http://bulletin.wustl.edu/medicine/policies/wusm-professionalism-conduct/#abusive-conduct>)
 - Research Integrity Policy (<http://bulletin.wustl.edu/medicine/policies/wusm-professionalism-conduct/#research-integrity>)
 - Social Media Policy (<http://bulletin.wustl.edu/medicine/policies/wusm-professionalism-conduct/#social-media>)
 - Student Organization Alcohol Guidelines (<http://bulletin.wustl.edu/medicine/policies/wusm-professionalism-conduct/#alcohol-guidelines>)
- Student Mistreatment Reporting and Monitoring Policy (<http://bulletin.wustl.edu/medicine/policies/student-mistreatment/>)

MD Program Policies & Guidelines

These policies and guidelines pertain to the four- and five-year medical degree programs as well as to the MD portion of joint degree programs. Full information about the Student Constitution and Bylaws can be found in Canvas (<https://md.wustl.edu/academics/learning-management-technology-canvas/>).

Please note that the MD Program Policies & Guidelines are subject to change as needed; effective dates will be noted.

All MD Students

- Access to Healthcare Services Policy (<http://bulletin.wustl.edu/medicine/policies/md-access-to-healthcare/>)
- Clinical Supervision Policy (<http://bulletin.wustl.edu/medicine/policies/md-clinical-supervision/>)
- Clock Hour Definition (<http://bulletin.wustl.edu/medicine/policies/md-clock-hour-definition/>)
- Conflict of Interest During Student Assessment Policy (<http://bulletin.wustl.edu/medicine/policies/md-coi-student-assessment/>)

- Duty Hour Policy (<http://bulletin.wustl.edu/medicine/policies/md-duty-hour/>)
- Grade Notification Policy (<http://bulletin.wustl.edu/medicine/policies/md-grade-notification/>)
- Leave of Absence Policy for Medical Students (<http://bulletin.wustl.edu/medicine/policies/md-loa/>)
- Policy for Non-Involvement of Providers of Student Health Services in Student Assessment (<http://bulletin.wustl.edu/medicine/policies/md-shs-student-assessment/>)
- Policy for the Preparation of the Medical Student Performance Evaluation (<http://bulletin.wustl.edu/medicine/policies/md-student-performance-evaluation/>)
- Policy for Tuition Refund for the MD Program (<http://bulletin.wustl.edu/medicine/policies/md-tuition-refund/>)
- Technical Standards for the Medical Program (<http://bulletin.wustl.edu/medicine/policies/md-technical-standards/>)
- Transportation Policy (<http://bulletin.wustl.edu/medicine/policies/md-transportation/>)
- USMLE Policy for Students Entering the Match (<http://bulletin.wustl.edu/medicine/policies/md-usmle-for-students-entering-the-match/>)

Gateway Curriculum Students

- Challenging the MSPE and Individual Competency-Contributing Assessments (<http://bulletin.wustl.edu/medicine/policies/md-challenging-mspe-and-individual-assessments/>)
- Formative Assessment and Feedback (<http://bulletin.wustl.edu/medicine/policies/md-formative-assessment/>)
- Monitoring of Student Time (<http://bulletin.wustl.edu/medicine/policies/md-student-time/>)
- Narrative Assessment (<http://bulletin.wustl.edu/medicine/policies/md-narrative-assessment/>)
- Phase 1 Attendance Policy (<http://bulletin.wustl.edu/medicine/policies/md-phase-1-attendance/>)
- Phase 2 Attendance Policy (<http://bulletin.wustl.edu/medicine/policies/md-phase-2-attendance/>)
- Phase 3 Attendance Policy (<http://bulletin.wustl.edu/medicine/policies/md-phase-3-attendance/>)
- Preparation of Non-Faculty Instructors for the WUSM MD Program (<http://bulletin.wustl.edu/medicine/policies/md-preparation-of-non-faculty-instructors/>)
- Procedure to Request an Alternate Educational Site or Clinical Assignment (<http://bulletin.wustl.edu/medicine/policies/md-alternate-site-or-assignment/>)
- Professional Behaviors for MD Students in the Gateway Curriculum (<http://bulletin.wustl.edu/medicine/policies/md-students-professional-behaviors/>)

Promotion and Appeals for the Gateway Curriculum

- Policy for Review of Student Attainment of Competency (<http://bulletin.wustl.edu/medicine/policies/md-competency-attainment/>)
 - Committee for Academic Promotion Bylaws (<http://bulletin.wustl.edu/medicine/policies/md-cap-bylaws/>)
 - Competency Attainment and Clerkship Competency Committees' Bylaws (<http://bulletin.wustl.edu/medicine/policies/md-cac-ccc-bylaws/>)
- Policy for Student Promotion and Appeals (<http://bulletin.wustl.edu/medicine/policies/md-student-promotion/>)
 - Contesting Individual Assessments Procedure (<http://bulletin.wustl.edu/medicine/policies/md-contest-assessments/>)
 - Formal Appeal Procedures for Competency Attainment and Promotion Decisions (<http://bulletin.wustl.edu/medicine/policies/md-cap-decisions/>)
 - Course Credit Procedures (<http://bulletin.wustl.edu/medicine/policies/md-course-credit/>)

Legacy Curriculum Students

- CAPES – Assessing Academic Achievement & Professionalism (<http://bulletin.wustl.edu/medicine/policies/md-assessment/>)
 - Grade Point Average, Class Ranking, and Grade Distributions (<http://bulletin.wustl.edu/medicine/policies/md-gpa/>)
 - Grading System (<http://bulletin.wustl.edu/medicine/policies/md-grading-system/>)
 - Professionalism (<http://bulletin.wustl.edu/medicine/policies/md-professionalism/>)
 - Remediation (<http://bulletin.wustl.edu/medicine/policies/md-remediation/>)
- Clerkship Grade Appeals (<http://bulletin.wustl.edu/medicine/policies/md-clerkship-appeals/>)
- Clinical Absence Policy (<http://bulletin.wustl.edu/medicine/policies/md-clinical-absences/>)
- Exam Expectations for Faculty (<http://bulletin.wustl.edu/medicine/policies/md-exam-expectations-faculty/>)
- High-Stakes Exam Expectations for Students (<http://bulletin.wustl.edu/medicine/policies/md-high-stakes-exams/>)
- Leave of Absence Policy (<http://bulletin.wustl.edu/medicine/policies/md-leave-of-absence/>)
- Student Status and Benefits (<http://bulletin.wustl.edu/medicine/policies/md-student-status/>)

Non–Curricular-Related Policies

- Advanced Standing Transfers Policy for Medical Students (<http://bulletin.wustl.edu/medicine/policies/md-advanced-standing-transfers/>)
- Non–University-Affiliated Speaker Compensation (<http://bulletin.wustl.edu/medicine/policies/md-non-university-speakers/>)
- Policy on External Factors (<http://bulletin.wustl.edu/medicine/policies/md-external-factors/>)
- Policy on the Final Authority of the Committee on Admissions (<http://bulletin.wustl.edu/medicine/policies/md-final-authority-admissions/>)
- Policy on the Selection of Students (<http://bulletin.wustl.edu/medicine/policies/md-student-selection/>)

- Doctor of Medicine (Five-Year Program) (p. 1)
- Doctor of Medicine and Master of Science in Clinical Investigation (<https://crtc.wustl.edu/courses/class-list/academic-policies/>)
- Doctor of Medicine and Master of Population Health Sciences (<http://mphs.wustl.edu/>)
- Doctor of Medicine and Master of Public Health (<http://bulletin.wustl.edu/brownschool/policies/>)
- Doctor of Medicine and Doctor of Philosophy (<http://dbbs.wustl.edu/curstudents/DBBSStudentPolicies/Pages/DBBSStudentPolicies.aspx>)
- PhD Program Policies & Guidelines (<http://bulletin.wustl.edu/medicine/policies/phd-program-policies/>)

Health Professions Policies & Guidelines

For information regarding the policies and guidelines of the following degrees and programs, please visit these sites:

- Applied Health Behavior Research (<https://crtc.wustl.edu/programs/degrees/ahbr/>)
- Audiology and Communication Sciences (<https://pacs.wustl.edu/programs/>)
- Biology and Biomedical Sciences (<http://dbbs.wustl.edu/curstudents/DBBSStudentPolicies/Pages/DBBSStudentPolicies.aspx>)
- Biomedical Engineering (<https://bme.wustl.edu/graduate/phd/Pages/default.aspx>)
- Biostatistics (<https://biostatistics.wustl.edu/>)
- Clinical Investigation (<https://crtc.wustl.edu/programs/degrees/msci/>)
- Doctor of Philosophy (<http://graduateschool.wustl.edu/policies-procedures/>)
- Genetic Counseling (<https://sites.wustl.edu/gencounseling/program-information/>)
- Occupational Therapy (<https://www.ot.wustl.edu/about/resources-118/>)
- Physical Therapy (<https://pt.wustl.edu/student-resources/>)
- Population Health Sciences (<http://mphs.wustl.edu/>)
- Public Health (<http://bulletin.wustl.edu/brownschool/policies/>)

PhD & Joint Degree Program Policies & Guidelines

For policies and guidelines relating to any joint degree program, please refer to the MD program section of this page and the policies and guidelines for the respective program areas.