

Year 2 Regional/Rural Placement Program

School of Rural Health Code of Conduct

Students on regional and rural placements are operating in a workplace and community environment and, are expected to behave as medical professionals. Your behaviour reflects on the University and must be compatible with the personal characteristics expected in a medical practitioner. You must follow the expectations and instructions of your tutor/supervisor and not deviate from these without their approval including occupational health and safety instructions.

Attendance

You are expected to **attend** and **be punctual** for all sessions during your rural placement. This includes site visits, discussion groups, assignment work sessions, presentations and the evaluation session. If a session is missed, you will need to provide a legitimate reason for your absence to your tutor and, if you think you might miss a session you must contact your tutor immediately. It is also important and courteous to notify the tutor/supervisor if you are running late for a session.

In the event that a session is missed, you may be required to submit evidence in writing that you have engaged with the content covered in that session. The exact content of this submission will be negotiated with the tutor at your site. This must be submitted to the tutor no later than 9:00am on the final Friday of the placement.

Professional Behaviour

You must conduct yourself in a professional manner at all times during scheduled curriculum activities. During recreational activities, you must not behave in a way that will bring the University into disrepute. You must be attentive and address tutors and professional staff in a polite and respectful manner using correct professional titles if appropriate. You must treat tutors, supervisors, patients and any other people you meet with courtesy and consideration. You must switch off mobile phones during all educational activities.

You must be mindful at all times of appropriate professional boundaries in your dealings with patients, doctors and other health professionals. If you feel uncomfortable in these situations/interactions, you should talk to your program coordinator.

Any personal information to which you have access during your placements must be kept confidential in accordance with privacy legislation.

Protocol for hospital visits/access to patients

You may be given an opportunity to spend time in a hospital ward, GP clinic or other health service involving access to patients. (Please note students in Year 2 are not permitted to carry out invasive procedures on patients.)

Dress

Dress is to be neat and tidy at all times. If you are not appropriately dressed or carrying Monash Student ID and your Police/Working with Children Checks, you may be refused placements by the host organisation.

Appropriate dress for hospital visits, clinics and other health facilities

Professional clothing must be worn (ie. no shorts, jeans, hats or short tops exposing cleavage, midriffs). For occupational, health and safety reasons, both male and female students must wear closed shoes (ie. footwear with enclosed toes and low heels; no runners, thongs, sandals or open toed shoes).

Appropriate dress for rural industry/farm visits (if applicable)

You must wear warm clothes (suitable for outdoor weather conditions) including a warm waterproof coat/jacket. For occupational, health and safety reasons you must wear sturdy, comfortable walking shoes (with enclosed toe) suitable for walking in wet and muddy conditions. For some industry visits long pants/trousers/slacks are preferable to skirts or dresses.

Library

In some locations, you have access to a hospital library. In other places reference resources may be made available by the School of Rural Health site. You must respect any usage and borrowing privileges granted by the hospital or the School of Rural Health. As with all other University and third party property, you must treat library books with care and return them by the due date.

University and third party property

You must respect the property of the University and any third party with whom you come into contact. The University does not accept liability for property damaged by students either deliberately or through negligence.

Unacceptable behaviour

Certain behaviour is deemed unacceptable:

- Physical harassment or assault
- Sexual harassment or assault
- Verbal abuse of other students, their guests or staff members
- Threatening behaviour
- Racial discrimination
- Intentional damage to property
- Impaired by alcohol and other drugs
- Theft
- Excessive noise
- Preventing staff from carrying out authorised duties
- Illegal activities

Other behaviour may be deemed unacceptable by the School of Rural Health and disciplinary action taken or your placement may be terminated and you will be sent home at your own expense. Tutors will give you an opportunity to respond to any allegations of unacceptable behaviour and may also:

- Counsel you and/or recommend that you are charged with misconduct under Monash University Statute 4.1 - Discipline.
- Require you to pay for all/part of the cost of repair or replacement of any damaged property (if applicable).
- Refer the matter to the Director or Regional Manager of the SRH site, Manager Rural Education and/or to the Medicine Year 1 and 2 Academic Convenor.

For clinical placement guidelines across all years, please visit

<https://www.monash.edu/medicine/study/student-services/policies/clinical-fieldwork-placement>

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