



## EXPECTATIONS OF STUDENTS

*ARC-PA Standard A3.02 The program must define, publish, make readily available and consistently apply its policies and practices to all students.*

### Requirements for Entering Students

*ARC-PA Standard A3.15 a – The program must define, publish, consistently apply and make readily available to student upon admission a) any academic standards.*

The following items must be completed prior to the first day of classes.

- All immunizations must be up to date (see Student Health and Wellness section)
- Your laptop or tablet must meet the [School of Medicine Laptop and Tablet Requirements](#) and must meet the requirements for Exemplify.
- For the clinical phase your laptop must meet the PA Education Association requirements for End of Rotation Exams at [Surpass.com](#)
- The required cell phone number on MyBU Student Portal automatically signs you up for BU Text Alerts
- You must complete the CITI HIPPA Training (see page 58 for instructions)
- You must download the MyEOP app to your phone and send a screenshot to [paoffice@bu.edu](mailto:paoffice@bu.edu) (see directions on page 23)
- You must notify the PA Program Office of your contact information which includes local address and cell phone number. If this changes during the program, you need to let the office know.
- To be completed:
  - [Plagiarism Tutorial](#) and Plagiarism Quiz on Exemplify
  - Read the handbook, sign attestation (Appendix C) and send to [paoffice@bu.edu](mailto:paoffice@bu.edu)
  - On the GMS Orientation site (<http://www.bumc.bu.edu/gms/students/student-resources/2019-orientation/>) complete the following items:
    - Read the [GMS Academic Conduct Code and Disciplinary Procedures](#) for Students, complete the quiz, sign and submit.
    - [GMS Photo Release Form](#)
    - [Fuller Gym Release Form](#)
    - [Title IX Video and quiz](#)
    - [Mandatory Student Training on Sexual Misconduct](#)
      - There are two parts to the course. Part 1 should take you 60-90 minutes. Part 2 becomes available automatically 45 days after students complete Part 1.

To complete the training: Go to the [StudentLink](#) Compliance page to find a link to your training

### Preparation and Attendance

Students in the PA Program are expected to be present for all classes and small groups. As graduate students, they should come to class prepared and ready to participate in the class. For small



groups such as journal club, physical exam sessions and Team Based Learning (TBL) sessions preparation is key and allows the whole group to learn. A student who is not prepared for small groups works lets the team down and slows the learning process for everyone. Please the Scholastic Expectations and Policies section.

## **Honesty**

As medical professionals, honesty is one of the most valued traits of the profession. Students are expected to always uphold the tenants of honesty. Plagiarism in any form including misrepresenting someone else's work as your own is grounds for dismissal.

Students are required to read the GMS [Academic Conduct Code and Disciplinary Procedures](#) document and to attest to having read and understood it by signing the attestation. The code and attestation page are in Appendix A at the end of this handbook. You are required to view the [SPH Plagiarism module](#) and take the quiz.

## **Intimate Exam Policy**

Students participating in an intimate exam with a patient (which includes pelvic, genitourinary, and rectal exam) must have a chaperone with them, irrespective of the gender of the patient or the student. Permission to participate in an intimate exam must be obtained by the supervisor in advance of the examination itself. The patient has the right to decline student attendance at any examination. If a student is unable to perform any intimate exam due to patient preference, the student's evaluation will not be impacted and if necessary, the PA clinical faculty will provide an alternative experience.

## **Student Conduct and Professionalism**

The dictionary defines professionalism as "the [conduct](#), aims, or qualities that characterize or mark a [profession](#) or a [professional](#) person" <sup>1</sup> Professionalism encompasses a commitment to continuous professional development, ethical practice, an understanding of and sensitivity to diversity, and a responsible attitude toward patients, the PA profession, and society. Professional behavior includes all forms of communication including email and social media, actions on and off campus, adhering to program policies, and ethical behavior.

## **PA Program Competencies in Professionalism**

- a. Demonstrate behavior that is ethical, compassionate, patient centered and acknowledges limitations and mistakes.
- b. Understand the legal and regulatory requirements as well as the appropriate role of the physician assistant.
- c. Commit to excellence, ongoing professional development and advocacy for the PA profession.
- d. Demonstrate self-directed learning, intellectual curiosity, initiative, and self-reflection.

The student will demonstrate professionalism by:



- Showing respect, compassion, integrity and responsiveness to patients, colleagues, and staff.
- Protecting confidentiality of patient information.
- Demonstrating sensitivity to the culture, age, gender, religion, ethnic background, sexual preference, disabilities of others.
- Completing required evaluations and paperwork in a timely fashion.

Students not demonstrating professional behavior may receive an oral warning, written warning, probation, and persistent unprofessional behavior may be grounds for dismissal. Professionalism is reviewed each semester by the Student Progress & Promotions Committee. (See Student Evaluation and Grading Policies section below)

1. Merriam-Webster Dictionary. Available at <https://www.merriam-webster.com/dictionary/professionalism>. Accessed May 17, 2024.