



## Academic Code of Conduct

Department	Education Services
Audience	Doctors in Training
Maintenance	Manager Standards and Accreditation
Approved by	ACRRM Board
Approved date	December 2017
Effective date	1 January 2018
Review date	December 2020

### 1. Principles

- 1.1. This Code of Conduct aims to provide a clear statement of the College's expectations of doctors and others participating in education or training programs in respect to personal and professional conduct and a duty to disclose a review of or changes to medical registration.

### 2. Academic conduct

Participants in education or training will:

- 2.1. be honest in relation to all assessment and educational activities
- 2.2. respect intellectual property
- 2.3. obtain ethical approval for educational projects or activities when required
- 2.4. take responsibility for being aware of, and complying with, all relevant College policies and procedures and seek clarification for any areas that are unclear
- 2.5. meet deadlines and respond to requests for information in a timely manner
- 2.6. comply with any applicable privacy or data protection laws
- 2.7. keep confidential the existence or details of any information, discussion, deliberations and decisions to the extent that they are not publicly known and have not been approved for public release, except as required by law or other applicable regulations
- 2.8. only use for authorised purposes all other information that is not generally available concerning the education and training content, activities, results or plans of the College
- 2.9. keep information used in education and training confidential and treat with the utmost care, including but not limited to patient information; and
- 2.10. continue to keep information confidential following the conclusion of the education or training program.



### 3. Personal conduct

Participants in education or training will:

- 3.1. treat people with respect, courtesy, honesty, trust and fairness
- 3.2. respect different values, beliefs, cultures and religions
- 3.3. value the contribution of others and work co-operatively with them
- 3.4. not bully, intimidate, harass or discriminate against other people
- 3.5. actively participate in learning activities, optimising the educational experiences and opportunities presented
- 3.6. be open to and seek feedback from others to improve their own knowledge and skills
- 3.7. undertake to evaluate and reflect on their own performance to improve knowledge and skills
- 3.8. ensure that use of alcohol and other drugs do not affect participation in the education or training program
- 3.9. make the College aware of any personal circumstances which would prevent compliance with requirements, including any review of or changes to medical registration
- 3.10. not engage in conduct which is detrimental to the interests of others participating in education and training programs or of the College
- 3.11. provide feedback to the College on education and training programs
- 3.12. raise any concerns and deal respectfully with colleagues and staff if issues arise in the course of education and training programs
- 3.13. advise the College of any conflicts of interest or potential perceived conflict of interest
- 3.14. abide by other relevant legislation, regulations, codes of conduct and ethical guidelines.

### 4. Duty of disclosure

Doctors participating in education and training programs have a duty to inform the College in writing within 14 days:

- 4.1. if they are charged with a criminal offence or receive notice of the review of his/her medical registration with a view to suspension or termination; or
- 4.2. if conditions are imposed or their medical registration is suspended or terminated.

### 5. Alleged breaches of the Academic Code of Conduct

- 5.1 Alleged breaches of the Academic Code of Conduct will be dealt with under the Academic Misconduct Policy.



## 6. Revision History

Date of Version	Pages revised/brief explanation of revision
January 2012	Assessment Code of Conduct
December 2017	Revised and renamed Academic Code of Conduct.