

Policy Number	UME.CU.108
Policy Title	Non-Involvement of Providers of Student Health Services, Family Members, or Close Personal Relationships in Student Assessment
Effective Date	Pre 2019
Last Revision Date (if any)	February 8, 2024
Scope	All (Faculty, Students, Staff)
LCME Element(s) (if any)	12.5

Non-Involvement of Providers of Student Health Services, Family Members, or Close Personal Relationships in Student Assessment

I. BACKGROUND

The University of Pennsylvania (Penn) has several policies to address potential and extant conflicts of interest. Penn’s faculty, administration, students, and staff should avoid conflicts of interest at work and in their studies and are responsible for identifying potential and extant conflicts of interest and seeking appropriate guidance to address them.

The Penn Audit, Compliance, and Privacy website's [COI training resources](#) provide faculty, staff, and students with information on Penn’s policies, procedures, and publications, focusing on compliance with policies related to conflicts of interest.

On occasion medical students may receive treatment from or have a close personal relationship with a healthcare provider who also has a teaching and assessment role in the MD curriculum. It is the school’s responsibility to ensure that these individuals have no influence on the academic progress of the student they are treating.

II. SCOPE

This policy applies to medical students, faculty, residents, fellows, and other clinical staff who provide clinical care to medical students and who also are involved with teaching or assessing medical students. This policy must be distributed annually to all course and clerkship directors, and faculty at large in the Perelman School of Medicine (PSOM).

III. POLICY

The following applies to cover unique situations that may be encountered at PSOM.

Providers of healthcare and psychiatric/psychological services to a medical student will have no involvement in the academic assessment of, or in decisions about the promotion of, that student. A faculty member with a close personal relationship (family/friend/etc.) will have no involvement in the academic assessment of, or in decisions about the promotion of, that student.

Students are encouraged to confidentially disclose their healthcare providers/family members

who are Penn Medicine faculty in their upcoming coursework to the [Associate Dean for Student Affairs and Wellness](#).

A student assigned to a course, clerkship, elective, or other educational activity with a treating healthcare provider, or a provider with a close personal relationship to the student should request, and will be granted, an alternative assignment. At the beginning of a course or rotation, students are encouraged to review the list of teaching faculty for their course as soon as it is received, and if they have concerns, the student should directly contact the appropriate Associate Dean listed in Section IV below. If scheduling accommodations can be made immediately, they will be made; however, should the student need to reorganize their course schedule, they will be assisted by the Registrar's Office. If scheduling changes are not an option, the healthcare provider or faculty with a close relationship to the student may continue in a teaching role but will be recused as an evaluator.

Even if a student does not request an alternative assignment, **any healthcare provider must recuse themselves from teaching and/or academic assessment of a student with whom they may have a patient care or personal relationship.**

A healthcare provider that serves on a committee that determines student promotions (i.e., Student Standards Committee), or an appellate committee (i.e. Grade Appeals Committee) must recuse themselves from deliberations and decisions related to a student with whom they have a patient care or personal relationship. Faculty course and clerkship directors, and lecture providers, are expected to review student lists for courses and lectures and identify any potential conflicts of interest.

IV. PROCESS/PROCEDURE

For students to request a faculty member recuse themselves from teaching and/or assessment:

- For Core 1 courses:
[Associate Dean for UME Science and Discovery Curriculum](#)
- For Core 2 clerkship and Core 3 Sub-I rotations:
[Associate Dean for UME Clinical and Health Systems Sciences Curriculum](#)
- For Core 3 electives and all other courses:
[Associate Dean for Student Success and Professional Development](#)

Faculty/healthcare providers should notify their departmental clerkship or course administrator and request that the student be reassigned to a different faculty member. They may also reach out for guidance to the Associate Dean listed above for the respective course/clerkship.

V. POLICY AUTHOR(S)

Office of the Senior Vice Dean for Medical Education

The Policy Sub-committee of the Undergraduate Medical Education Committee (UMEC)

VI. REFERENCES

[COI training resources \[FACULTY\]](#)

VII. GOVERNING BODY

Undergraduate Medical Education Committee (UMEC)

Medical Faculty Senate (MFS)

VIII. POLICY HISTORY

Date	Change
Pre-2019	Created and Approved
February 2024	Updated to include new contact information