The Vanderbilt University Statement of the Honor Code

Vanderbilt University students pursue all academic endeavors with integrity. They conduct themselves honorably, professionally, and respectfully in all realms of their studies in order to promote and secure an atmosphere of dignity and trust. The keystone of our honor system is self-regulation, which requires cooperation and support from each member of the university community.

From the Students of Vanderbilt University School of Medicine: The School of Medicine Honor System

The Honor System at Vanderbilt University School of Medicine is conducted by students for the benefit of students, faculty, staff, and patients. The Honor System, as delineated by the Honor Code, requires students to conduct themselves with honor in all aspects of their lives. By demanding great responsibility, the Honor System fosters an environment of freedom and trust that benefits the entire Medical School. In signing this statement upon enrollment, each student agrees to participate in the Honor System and abide by its code.

As representatives of the Vanderbilt University School of Medicine and the medical professions, students pledge to conduct themselves with honor and integrity at all times. The Promotion Committees and the Honor Council serve to protect the environment of trust created by this Honor System. The Promotion Committees periodically evaluate each student's performance with special attention to work and conduct appropriate for professional practice. The Honor Council serves to educate members of the student body about their responsibilities as outlined in the written code; to conduct investigations and hearings regarding reported violations of the code; and to decide the nature of penalties deemed appropriate for such violations. Decisions reached by the Honor Council do not preclude the discussion of reported violations by the Promotion Committees, as the Committees may examine these incidents in the larger context of a student's general performance.

The School of Medicine Honor Code

All students pledge to conduct themselves honorably, professionally, and respectfully in all realms and aspects of medical education and patient care. Under the Honor System, the student pledges that he or she neither gives nor receives unauthorized aid nor leaves unreported any knowledge of such aid given or received by any other student. Unauthorized aid includes the use of any examinations from previous semesters that have not been pre-approved by the course director and made readily available to all other students taking the course. This pledge applies to all course work, examinations, presentations, or any other activities required for the awarding of any of the graduate degrees offered by the school. This pledge encompasses all clinical work involving patient care and representations of patient care information. Any student taking a course in the School of Medicine, regardless of where registered, is under the jurisdiction of the Honor Council of Vanderbilt University School of Medicine (VUSM) and subject to the penalties it may impose.
Artículo IV—Duties of Officers

1. Será la obligación de los co-chairs presidir en todas las reuniones del Consejo Honorario, para escuchar a cualquier estudiante acusado, y realizar todas las gestiones comunes a su oficina.
2. El consejo de co-chairs debe mantener un registro completo de todas las reuniones y asuntos, que deben mantenerse en archivos permanentes. El consejo de co-chairs y sus miembros realizarán todas las gestiones relacionadas.
3. Los miembros del Consejo Honorario para cada programa, junto con el consejo de co-chairs, tienen la responsabilidad principal de conducir un programa anual para educar a sus compañeros estudiantes sobre el Consejo Honorario y sus procesos, y asegurar la timidez de las elecciones. Los directores de programas y los consejeros facultativos actuarán en apoyo y capacidad asesoria.

Artículo V—Meetings

1. Se realizará una reunión ordinaria cada cuatro semanas al inicio del año. Durante esta reunión, los co-chairs del Consejo Honorario y el consejero facultativo explicarán las responsabilidades y procedimientos del Consejo Honorario a los miembros.
2. Las reuniones especiales podrán ser convocadas por el consejo de co-chairs en cualquier momento y deben ser llamadas dentro de diez días laborables cuando se soliciten por dos o más miembros del Consejo Honorario.
3. Todas las reuniones deben ser realizadas de acuerdo con las Reglas de la Orden, Nueva Revisión.
4. Una reunión del Consejo Honorario para reevaluar y revisar el Código Honorario deben ser convocadas cada cuatro años.

Artículo VI—Quorum

Una quorum para un Consejo Honorario que se refiera a violación del Código Honorario es de nueve. Este quorum puede ser ajustado por los co-chairs de conformidad con las circunstancias en las que los estudiantes se recupere por sí mismos porque el hecho que el hecho se refiera a un miembro del consejo, quien es, o podría ser, en la supervisión que sobre ellos. El mínimo absoluto para un Consejo Honorario quorum debería ser de siete. En casos raros cuando el quorum se refieran en otras circunstancias, el consejero adjunto deberá dictaminar si el quorum se presenta para cumplir con los lineamientos del proceso para el debido proceso.

Artículo VII—Hearings

1. Una audiencia será llamada por los co-chairs del Consejo Honorario, si es apropiado.
2. El acusador y el acusado deben estar presentes en todas las audiencias durante la presentación de la evidencia y el acusado tendrá derecho a preguntar al acusador y a testigos y hacer una reunión con el consejo. 
3. El consejo de co-chairs no podrá ser llamado por algún parte en una audiencia, pero el acusado deberá presentar a un testigo y a un no-legalmente entrenado, consejero facultativo si es o no que el consejero de co-chairs. 
4. Cualquier miembro del Consejo Honorario relacionado con nacimiento o matrimonio del acusado o el acusador o quien tiene cualquier otro interés personal en la audiencia deberá renunciar a sí mismo en la participación en la audiencia.
5. Los procedimientos de la audiencia son confidenciales. Cualquier miembro presente a una audiencia no es libre para discutir sus procedimientos con cualquier otra persona que no sea miembros del Consejo Honorario que presente en la audiencia o otras personas con un interés pleno de conocer, e.g., la policía, los agentes de la ley. 
6. En el caso de una audiencia se refieran a un estudiante contra un estudiante, un estudiante médico o una entidad miembro de un supervisor para cualquier miembro del Consejo Honorario, esos miembros deberán recusarse para participar en la audiencia. 
7. Una vez que se completa la revisión de la evidencia, el Consejo Honorario en el caso de una sesión de cierre y tomar una decisión de "culpable" o "no culpable" de violación del Código Honorario a simple mayoría de votos. El Consejo Honorario deberá hacer su determinación de un examen evidenciable estándar de "beyond a reasonable doubt." Los co-chairs tienen derecho a un voto en todas las decisiones a menos que estén contraindicadas por las Reglas de la Orden.
8. Escrito de aviso del Consejo Honorario de decisión será enviado al acusado y al de la escuela de Medicina. La decisión será recibida en el voto cuenta, el escrito de resumen de la decisión, y un informe oral de la parte del co-chairs. El Comité de Promoción no será notificado hasta que una decisión de "culpable" haya sido hecho. En el caso de una "culpable" veredicto, el Comité de Promoción recibirá un escrito de resumen de las decisiones. El escrito de resumen también será mantenido en el registro permanente del Consejo Honorario.
9. Cuando el Consejo Honorario alcanza una decisión de "culpable," la pena con arreglo a la mayoría de la opinión del Consejo Honorario, será enviado al de la escuela de Medicina. Los recomendados para las sanciones deben conformar con la severidad de las ofensas y puede incluir expulsión del escuela de Medicina, y también se pueden incluir menos sanciones como la falta de un curso, o suspensión para un periodo designado de tiempo.

Artículo VIII—Publicity

1. Cada estudiante nuevo que ingresa a la escuela de Medicina será informado por el Consejo Honorario a ser uno de los funciones del Honor System and his or her obligations to the Honor Code. Cada estudiante se proporcionará una copia del Constitución and Bylaws of the Honor System and the Honor Code. 
2. Al comienzo de cada año académico, todos los estudiantes deberán reafirmar su compromiso con el sistema de honor y firmar el Honor Code. 
3. Nombres de los miembros del Consejo Honorario se harán conocidos a todos los estudiantes al comienzo de cada año académico. El Consejo Honorario, miembros de los voluntarios para tener acceso a cualquier estudiante para abordar preocupaciones o preguntas debido al protocolo, violaciones y cualquier otro consejo Honorario.
accusation; the accused is also required to maintain the confidence of the accusation and the hearing. Such confidence can be broken only as required in response to law enforcement agencies and to assure access to appropriate advice.

4. Perjury before the dean or any Honor Council member regarding the reporting of or investigation into an incident is a breach of the Honor Code and is subject to punishment.

5. Once an incident has been reported, the co-chairs and the faculty adviser will meet to discuss the incident. The co-chairs shall appoint a committee of two members from the Honor Council to investigate the case and report their findings to the faculty adviser and the co-chairs. These two members shall be ineligible to vote in the event the Honor Council is convened. At the conclusion of the investigation, the co-chairs and faculty adviser will then decide whether to convene the Honor Council. If the decision is made to convene the Honor Council, the student in question will be notified that he/she has been formally accused of a violation of the Honor Code. The Honor Council should be convened within ten class days from the initial reporting of the incident. Both the accuser and the accused will be notified of the nature of the charge as well as the time and place of the assembly of the Honor Council.

6. Once the Honor Council is assembled, the accusation will be presented by the co-chairs, and a hearing will be held by the Honor Council.

7. A student who reports his or her own Honor Code violation will be given consideration for his or her initiative in self-reporting the transgression. The co-chairs, with advice of the faculty adviser, will decide if an investigation is warranted.

Article II—Penalties

1. Penalties given to those declared “guilty” will be recommended by the Honor Council and enforced by the dean of the School of Medicine as he/she sees fit. The final decision and penalty will be reported by the dean to the student involved, to the reporting individual, and to the Honor Council.

2. Penalties may range from the minimum of failure of the assignment to the maximum of expulsion from Vanderbilt University School of Medicine.

3. If the violation was committed under extenuating circumstances, the Honor Council may, by a majority vote, recommend a suspension of the sentence. However, suspension of the sentence shall in no way alter the findings of “guilt” under the Code.

Article III—Appeals

Appeals to any final actions that result from Honor Council hearings can be made with a petition to the Vanderbilt University Appellate Review Board as follows:

a. The appeal petition must be in writing.

b. It must specify the grounds for appeal.

c. It must be filed within seven class days of the original notification of the verdict or within two weeks if school is not in session for seven days following the notification.

Article IV—Summer Honor Council

1. The Summer Council will have official functions from the day following university Commencement exercises until the day class registration begins for the fall semester.

2. In the event that a designated member will not be in Nashville during the summer, the respective program representative should appoint a member of his/her class who will be in Nashville, to be approved by the Honor Council.

3. In the event that both co-chairs will not be in Nashville during the summer, then the faculty adviser should recommend a chair from the members of the Honor Council, subject to Honor Council approval.

Standards of Behavior for Interactions with Medical Students

Statement of Standards

All faculty and staff involved with educating Vanderbilt University School of Medicine students are held to high standards of professionalism and patient care. The learning environment is expected to facilitate students’ acquisition of the professional and collegial attitudes necessary for effective, caring, and compassionate health care. The development and nurturing of these attitudes requires mutual respect between teachers (including faculty, residents, and staff) and students, and between each student and his or her fellow students. Mutual respect between student and teacher, and between fellow students, may be expressed in many ways but all interactions shall include honesty, fairness, and evenhanded treatment. Behavior that is inimical to the development of mutual respect shall be prohibited. Such behavior may include but is not limited to:

1. Harassment of a sexual nature;

2. Discrimination or harassment based on race, sex, religion, color, national or ethnic origin, age, disability, military service, sexual orientation, or gender identity;

3. Grading, promoting, or otherwise evaluating any student on any other basis other than that student’s performance or merit.

1 All Vanderbilt University policies concerning VUSM student interactions with faculty and staff as set forth in the Vanderbilt University Student Handbook, the Faculty Manual, and the Staff Manual remain in full force and effect.

2 By their express terms, these Standards apply only to interactions which involve one or more medical students; however, it is hoped that these Standards will serve as a guide to all members of the Vanderbilt University School of Medicine community, in all workplace interactions. The reporting procedure outlined herein shall apply only to allegations of the violation of these Standards in interactions involving VUSM student(s).

Comments

The following delineates more clearly the behavior enumerated above that may be inimical to the development of mutual respect between students and teacher, and between fellow students. For purposes of these Comments, the term “person” shall refer to a student in interactions between fellow students or, in student-teacher interactions, to the student or teacher, as appropriate.

1. Harassment of a sexual nature may include:

a. Denying the opportunity for training or rewards because of a student’s gender;

b. Requesting sexual favors in exchange for grades or other awards;

c. Making unwanted sexual advances;

d. Unreasonable and inappropriate sexual or sexist conduct directed towards any person;

e. Displaying in an unreasonable and inappropriate manner sexually suggestive or pornographic materials; or

f. Grading or evaluating a student based upon gender rather than performance or merit.

2. Discrimination and harassment may include:

a. Denying the opportunity for training or rewards because of a student’s age, race, religious affiliation, or any other attribute of the student other than merit or performance;
b. Unreasonable and inappropriate conduct directed towards any person which is intended to insult or stigmatize that person;

c. Exclusion of a student from any usual and reasonable expected educational opportunity for any reason other than as a reasonable response to that student’s performance or merit;

d. Requiring a student to perform personal services such as shopping or babysitting;

e. Showing favoritism among students based upon any attribute of the student(s) other than performance or merit and thereby reducing educational opportunities available to the nonfavored student(s);

f. Grading or evaluating a student based upon any attribute of a student other than that student’s performance or merit;

g. Any physical mistreatment, such as hitting, slapping or kicking, or threatening such physical mistreatment; or

h. Requiring a student to perform menial tasks with the intent to humiliate the student.

Any perceived violation of these Standards of Behavior (“Standards”) should be reported in accordance with the following procedure. Violations of these Standards may subject the offender to disciplinary action. These Standards may be amended at any time by the Executive Faculty. The Standards Committee shall be composed of such members as the dean shall appoint from time to time. In cases where there is a potential conflict between the Standards and university policy, university policy will prevail.

**Reporting Procedure**

When a student feels that he or she has been mistreated, the student is encouraged to report the incident to university and/or medical school officials through a variety of reporting mechanisms (these include Veritas, the School of Medicine ombudsman, trained faculty members, and the Vanderbilt University Title IX and Discrimination office). Students are provided information about resources for such reports during orientation. When the mistreatment involves an allegation of discrimination and/or harassment, including sexual misconduct and/or intimate partner violence, Vanderbilt University faculty and staff members must report the incident to Vanderbilt University Title IX and Discrimination. If there is a report of sexual misconduct and/or intimate partner violence involving a student, the Sexual Misconduct and Intimate Partner Violence Policy, which can be found in the Vanderbilt University Student Handbook, applies to all Vanderbilt students, including students in the School of Medicine. Please consult that policy for more information.

The ombudsman is not a member of the administration, nor a director of a major medical school course. In cases where the VUSM ombudsman is consulted, the ombudsman carefully reviews each incident with the student and develops an action plan accordingly. Students are fully protected from retaliation in all cases. The ombudsman has the full support of the medical school administration in handling these delicate matters.

**Limits of Confidentiality**

**Imminent Harm/Sexual Misconduct**

*Imminent Harm to Self or Others.* Consistent with Federal Law and Vanderbilt University policy, VUSM may release student information normally considered confidential to appropriate individuals (e.g., health care personnel, police, etc.) if such information is necessary to protect the health or safety of the student or other individuals.

**VU Policy on Sexual Misconduct.** The Vanderbilt University Student Handbook includes a Sexual Misconduct and Other Forms of Power-Based Personal Violence policy. Students who experience violations of this policy are encouraged to report such incidents. It should be noted that all VUSM faculty members, including those in the VUSM advising system, as well as VUSM administrators, are not confidential resources (they are known as "mandatory reporters"). As outlined in the policy, mandatory reporters are required to report possible violations of this policy to the Title IX Coordinator so that the university can take steps to address the matter promptly and resolve it fairly.

**Conflicting Roles**

**Policy on Multiple Roles**

Many VUSM faculty members hold multiple roles in our education program, and we believe that our students benefit from rich relationships with various supportive faculty members. However, faculty members engaged in multiple educational roles can face competing demands, which may directly or indirectly affect (or have the appearance of affecting) an individual’s professional judgment in exercising any educator duties and responsibilities.

Of particular concern to students is the intersection of roles involving advising students regarding personal or academic struggles with roles in assessment of student performance or assigning grades. Because not all conflicts can be eliminated, it is necessary to establish a plan for managing and minimizing conflict.

Conflict management typically involves ensuring that any individual in an advising role does not serve as the sole assessor of students in any required course. During the academic year, when individuals are proposed for new roles, assignments are reviewed for potential conflicts. Conflict management plans are created by faculty members involved and are reviewed and maintained by the associate dean for medical student affairs (MD program) and the assistant dean for health sciences education (other VUSM degree programs).

**Policy on VUSM Faculty Supervising Family**

It is the policy of Vanderbilt School of Medicine that students may not be supervised or graded by a parent or family member.

**Policy on VUSM Educators Providing Student Health Care**

Vanderbilt University Medical Center physicians occasionally provide clinical care for Vanderbilt students. Some of these faculty members also teach and assess students in the classroom or clinical setting. Should a situation arise in which a Vanderbilt faculty member finds himself/herself in a dual role as care provider and as a teacher/assessor of a Vanderbilt student, he/she must recuse himself/herself from the teacher/
assessor role. Examples of such situations include faculty serving as small group leaders in a course, or as team leaders for clinical learning experiences. Furthermore, if a Vanderbilt faculty member serves as a course or clinical learning experience director, placing him/her in a teacher/assessor role with students in a degree program, he/she should not accept as patients students in that program.

When a student has a pre-existing therapeutic relationship as a patient of a faculty member who directs a course or clerkship, the patient-provider relationship should not be disrupted. In these situations, the faculty member must discuss the situation with the student and arrange for an alternative means of assessment in the course or clinical experience. This arrangement would likely involve identifying a different faculty member to provide the assessment in the course or clinical experience. This policy serves to secure and protect the integrity of the learning environment at the School of Medicine. For questions regarding the implementation of this policy, please contact the senior associate dean for health sciences education.

**Principal Clinical Education Affiliates**

Students enrolled at Vanderbilt University School of Medicine must complete required course work at VUSM or a VUSM affiliate institution, unless otherwise explicitly indicated.

**Vanderbilt University Medical Center**

**Facilities**

**Vanderbilt University Hospital**

Vanderbilt University Hospital (VUH) opened in 1980, with the major addition of the Critical Care Tower in 2009. The hospital is dynamic, growing, and dedicated to meeting the most critical and complex needs of our region, continuing Vanderbilt’s more than century-old tradition of offering the best in patient care.

Many patients seen in the hospitals are from states other than Tennessee, with the majority coming from Kentucky, Alabama, and Mississippi.

Adjacent and attached to VUH is Medical Center East, primarily an outpatient services building, but also housing some operating rooms, patient rooms for Labor and Delivery, the Vanderbilt Bill Wilkerson Center and the Vanderbilt Orthopaedics Institute.

**The Monroe Carell Jr. Children’s Hospital at Vanderbilt**

The Monroe Carell Jr. Children’s Hospital at Vanderbilt opened as a stand-alone facility in 2004, and is a place of hope and healing for pediatric patients and their families. Recognized as one of the premier children’s hospitals in the nation by U.S. News and World Report for nine years running, Children’s Hospital cares for the sickest patients in the region and beyond.

Children’s Hospital is the most comprehensive pediatric facility in Tennessee, providing services including neurosurgery, cancer treatment, trauma care, transplant, and much more. Children’s Hospital operates the region’s only Level I pediatric trauma unit and a neonatal intensive care unit with the highest designated level of care.

The facility is filled with state-of-the-art equipment and information systems to provide the best treatment for patients. It offers a variety of family accommodations to help fulfill its mission of patient-and family-centered care. In addition, Children’s Hospital is a top-ranked teaching and research facility. As a nonprofit organization, the hospital cares for children of Tennessee and surrounding states regardless of their ability to pay.

**Vanderbilt Psychiatric Hospital**

Vanderbilt Psychiatric Hospital, which opened in 1985, provides inpatient and partial hospitalization services to children, adolescents, and adults with psychiatric and substance abuse problems. Services include 24-hour crisis assessment and a year-round accredited school for children and adolescents.

[ vanderbilthlth.com/psychiatrichospital ]

**The Vanderbilt Clinic**

The Vanderbilt Clinic (TVC), a comprehensive outpatient facility, opened in 1988 and houses more than 100 medical specialty practice areas, the clinical laboratories, a center for comprehensive cancer treatment, and a day surgery center.

**Vanderbilt Stallworth Rehabilitation Hospital**

Vanderbilt Stallworth provides comprehensive inpatient and outpatient rehabilitation services for adult and pediatric patients with neurological, orthopaedic, and other injuries, as well as chronic conditions and disabilities. The hospital specializes in treating stroke, brain, and spinal cord injury; multiple traumas; amputations; hip fracture; and other diagnoses. Stallworth is a designated Stroke Center of Excellence and repeatedly exceeds the national benchmarks for patient satisfaction and functional outcomes. This hospital is a joint venture with HealthSouth Corporation.

[ vanderbiltsr.com ]

**Vanderbilt-Ingram Cancer Center**

Vanderbilt-Ingram Cancer Center (VICC) is Tennessee’s only National Cancer Institute (NCI)-designated Comprehensive Cancer Center providing treatment for both adult and pediatric cancer patients. It is also a member of the National Comprehensive Cancer Network, a nonprofit alliance of twenty-six of the world’s elite cancer centers collaborating to improve cancer care for patients everywhere. The Cancer Center unites physicians and scientists in research programs in key areas. VICC is ranked in the top 10 in competitively-awarded NCI grant support.

VICC is one of the few centers in the country with a comprehensive program for cancer survivors regardless of age, type of cancer, or where they received their oncology treatment. The center’s clinical trials program includes robust work in Phase I drug development and designation by the NCI for Phase I and Phase II clinical trials.

The center also boasts several donor-supported research initiatives, including the Frances Williams Preston Laboratories established by the T. J. Martell Foundation, the A. B. Hancock Jr. Memorial Laboratory for Cancer Research, and the Robert J. Kleberg, Jr., and Helen C. Kleberg Center for Personalized Cancer Medicine.

[vicc.org]

**Vanderbilt Kennedy Center for Research on Human Development**

The Vanderbilt Kennedy Center strives to improve life for people with disorders of thinking, learning, perception,