

General Learning Environment and Mistreatment Policy

Owner Department: Office of Student Affairs

Owner: Associate Dean of Student Affairs

Affected Department(s) or Parties: All Carle Illinois College of Medicine Community

Effective Date: 06-07-17

Revision Date: 10-08-18

Next Review Date: 10-08-19

Policy Number: APS-2

Purpose: The Carle Illinois College of Medicine is committed to assuring a safe, supportive, and effective learning environment for students, residents, fellows, faculty and staff. All Carle Illinois community members will uphold an academic environment that is conducive to learning through a commitment to professionalism, respect, appreciation of diversity, and integrity.

Carle Illinois defines the learning environment to include any external circumstances influencing a person's learning. This may include physical, cultural, psychological, and social factors, among others.

Processes/Procedures/Guidelines:

Responsibility for the Learning Environment:

Carle Illinois considers the learning environment to be the responsibility of every member of the college's community, including students, residents, fellows, faculty, staff, and any members of an affiliated institution.

Monitoring the Learning Environment:

Responsibility for monitoring the learning environment is shared between every member of the Carle Illinois community and those of any affiliated institution.

Within the medical undergraduate education program, the Carle Illinois Curriculum Committee is charged with ensuring that such monitoring is being completed and that the results are

satisfactory. The learning environment will be monitored regularly in all phases of the curriculum and at all sites where students complete required courses or clerkships.

Positive Influences on the Learning Environment:

Carle Illinois is committed to encouraging positive influences on the learning environment at all levels. Promoting a positive learning environment is the responsibility of all members of the Carle Illinois community and those of affiliated institutions.

Specific behaviors that are encouraged to promote a positive learning environment include, but are not limited to:

- Identifying and resolving conflicts in a professional manner
- Modeling behaviors that protect patient safety and privacy
- Disclosing medical errors if/when they occur
- Providing timely and behavior-specific feedback in a constructive manner
- Soliciting feedback on knowledge, behaviors, and skills
- Adhering to all professional behavior expectations appropriate to the individual's role

Avoiding Mistreatment:

Mistreatment of students, faculty, staff, residents or any member of the Carle Illinois community is disruptive to the learning environment and as such is not tolerated.

Mistreatment includes but is not restricted to:

- Discrimination against students, faculty, staff or residents, on any basis, including legally protected classes
- Harassment against students, faculty, staff, or residents, including physical or verbal abuse, sexual harassment, threats, or public humiliation
- Exclusion of students from educational activities for non-educational reasons, including not involving students in patient care
- Requests of personal services from students
- Failure to disclose a conflict of interest while acting as a supervisor or assessor. Conflicts of interest include romantic relationships and patient care relationships for the purposes of mistreatment
- Retaliation for making an allegation of mistreatment

Students, faculty, staff, residents or any member of the Carle Illinois community may report mistreatment through a direct report to any senior administrator, Student Affairs and Academic Affairs, via end of course or clerkship evaluations, or online at go.illinois.edu/med-mistreatment (which may be anonymous). For reports related to sexual/gender discrimination, assault or harassment, you may also contact the Illinois Title IX & Disability Office, at titleixcoordinator@illinois.edu or 844.616.7978 or report online at

<https://wecare.illinois.edu/report/> Any reports of mistreatment will be investigated as soon as possible.

Avoiding Other Negative Influences on the Learning Environment:

Carle Illinois is also committed to avoiding negative influences on the learning environment not limited to student mistreatment.

Carle Illinois wants to encourage students, residents, fellows, faculty, and staff to bring attention to any breach or perceived breach of the Learning Environment, including but not restricted to:

- Academic Integrity
- Professionalism
- Discrimination
- Harassment

Additional information and resources are available through the [Office of Diversity, Equity, and Access](#) as well as the [Student Code](#).

Exceptions: None

Contact: Office of Student Affairs 217-300-5700

Governing Body: Student Progress and Promotions Committee

History:

Created: June 7, 2017

Revised: A. Jake, January 30, 2018, A. Jake, February 12, 2018, A. Jake, L. Goodpaster, October 8, 2018

Approved By/Date:

Ad Hoc Curriculum Oversight Committee, June 7, 2017.

Student Progress and Promotions Committee, February 1, 2018. October 11, 2018, Faculty Executive Committee, October 16, 2018