



K. J. SOMAIYA MEDICAL COLLEGE AND RESEARCH CENTRE

Somaiya Ayurvihar Complex, Eastern Express Highway, Sion (East), Mumbai - 400022.

CODE OF CONDUCT FOR STUDENTS

The character of individuals is shaped during their student days. In medical education it has special relevance and importance. Doctors are expected to conduct themselves as respected members of the society. The code of conduct in the non-academic rights and responsibilities to provide appropriate guidance and standard of behaviour to be followed by the students during the period of study. Breach of the code invites disciplinary actions. The code provides the basis for investigating cases of alleged and unacceptable conduct.

➤ **IDENTITY OF STUDENT**

For the purpose of determining identity of a person as a student, he /she must produce evidence by showing the identification card with a photograph issued by the competent authority. Refusal by a student to produce identification as required shall be cause for disciplinary action.

➤ **STUDENT'S RESPONSIBILITIES OF LEARNING**

- Appreciate the Institutional goals and objectives and contribute to the realization of the same by participating in relevant Institutional activities.
- Follow the time schedules, rules and regulations of the Institution.
- Make optimum use of the learning resources and other support services available in the Institution. Undertake regular and intense study of learning materials.
- Have a clear knowledge of the programmes, rules and regulations of the Institution.
- Prepare for continuous internal assessment and term-end examinations.

➤ **CLASSROOM CONDUCT**

- The students should be present in the class before the commencement of the teaching-learning activity.
- Any student who significantly disrupts any college class and makes it unreasonably difficult to conduct the class in an orderly manner shall be subjected to disciplinary action.
- It is mandatory for all the students to be present inside the lecture hall/demonstration room/ practical laboratory at the scheduled time.
- Writing on the benches, chairs, tables is strictly forbidden. Students engaging in these activities are liable for disciplinary action.

➤ **PRACTICAL LABORATORY/ DISSECTION HALL CONDUCT**

- The students should be present before the class starts.
- Any student whose behaviour leads to disruption of practical and damage of laboratory property and is not as per rules and ethical values set for dealing the cadavers shall be subject to discipline.

➤ **WARDS/ OUTPATIENT DEPARTMENTS/ CLINICS**

- The students should attend their postings on time.
- Students should behave decently with the patients.
- They must be kind and sympathetic towards patient's problems and they should be treated with respect and dignity.
- Students should not occupy patient's beds or keep any of their belongings on them.
 - Misbehaviour with patients or patient's attendants or indulging in any illegal/ unethical practices with them is liable for disciplinary action.
- Verbal consent of patient/relative (when patient is minor) before interaction should be taken.
- Do not impose your views on patients/relatives.
- Students should maintain patient confidentiality.

➤ **ATTENDANCE**

- The minimum required attendance for students is 75% as per MUHS. Students who do not have the required minimum attendance are not eligible to appear the University Examination. Kindly note that absence/leave on Medical grounds does not have any concession. Submission of Medical Certificate does not entitle the student to seek any condonation of shortage of attendance.
- It is compulsory for repeaters and detained students to attend classes in the failed subject/subjects and put in a minimum of 75% attendance as applicable.
- Keeping in view the interest of parents and students, the College informs them about the attendance from time to time. However, the students can neither claim it as a right to be informed nor seek exemption for being unaware of shortage of attendance and their consequences.

➤ **DRESS CODE**

- Decent professionally appropriate attire in the campus is a must.
- Provocative clothing, transparent attire, chappals, sandals, shorts, and ribbed clothes are prohibited.
- It is a must for all the students, interns and postgraduate students to wear a white apron with ID card during working hours, both in the college and the hospital premises.
- Students shall strictly follow the dress code while attending classes and while clinical postings.

➤ **BEHAVIOR WITH OTHER STUDENT**

- Recommends student to have good behaviour and conduct with junior students and other students.
- Shall restrict from all activities under the preview of ragging which is a criminal offence.
- There shall be no discrimination based on face, colour, caste, creed, religion, nationality or gender.
- The students found to be involved in ragging will be presented in front of ragging committee.
- In the event of any ragging, student must complain immediately to the ragging committee and authorities. Telephone numbers of ragging committee and Rector are put up on notice board for information of all.
- All the students and parents have to an undertaking that they are aware that '**Ragging is an offence**' and in case any student indulges in such activity, he/she will be punished as per rules.

➤ **CODE OF CONDUCT FOR EXAMINATION**

- Appearing for formative and summative examination is mandatory. If any candidate remains absent for any examination no marks will be given for the same.
- Make a note of correct timings and days of the examinations and attend accordingly.
- Reach the examination hall 20 minutes before the schedule time.
- Bring the Admission/Hall tickets to the examination hall every day.
- Read the instructions given in the admission tickets and act accordingly.
- Shall follow all the rules and regulations of the College for appearing examination.

➤ **BEHAVIOR INSIDE THE CAMPUS & HOSTELS**

- Students shall maintain discipline and good conduct in campus and hostel premises.
- Shall prohibit themselves from the use / possession of alcohol, tobacco, drugs or any other intoxicants in the campus and hostel.
- **Campus is smoking free/ smoking is prohibited in college and hospital premises.**
- Shall not cluster in corridor or crowding in front of the offices or campus roads.
- Unauthorized entry of outsiders in to the campus as well as in the hostels is strictly prohibited. Without specific permission of the authorities, students shall not bring outsiders in the institute or hostels.
- Shall obtain prior permission from authorities to exhibit any type of banners, flags, boards, photography etc. inside the campus, hostels, gate, building or compound wall.
- Shall help in maintaining the clean campus.

➤ **RESEARCH ETHICS**

As a medical student undertaking or associated with research activities you should:

- Adhere to all the ethical principles in the appropriate national guidelines and seek ethical approval from the appropriate research ethics committee.
- Not plagiarize another's work or research.

➤ **CONDUCT IN LIBRARY**

- Students and Interns desirous of utilizing the library must enter their name, time of entry, class and signature in the Attendance Register before entering into library.
- They shall also write the time of leaving the library and put their signature in the register.
- Books are to be handled carefully. Underlining or highlighting in the books is not permitted.
- Silence is to be strictly maintained. No group discussions, chatting or sleeping is permitted within the library.
- Eatables/beverage are not permitted in the library.
- Instructions of the librarian/assistants will have to be adhered to.

➤ **STUDENT- TO-STAFF RELATIONSHIP**

- Students must respect all the staff members at all the times.
- Interaction with staff /faculty should be in the working hours in institutional premises.
- Students are not permitted to visit residential quarters of staff members unless it is for unavoidable and urgent work or when the staff member concerned has invited them.
- Staff members are not expected to visit students in their hostel room even if invited by the students.
- All Institutional get-together of staff members and students will require prior approval of the authorities.

➤ **WIDER PROFESSIONAL RESPONSIBILITIES**

Doctors have a responsibility to the profession and to the public to maintain high standards of care; this wider responsibility is over and above individual responsibility for their own clinical competence.

- Report matter of serious concern.
- Electronic networking should be used judiciously and should not harm individual's emotions/sentiments.



Dr Varsha Phadke

Dean

K. J. Somaiya Medical College and Research Centre

DEAN

K. J. SOMAIYA MEDICAL COLLEGE

Near Everard Nagar,

Eastern Express Highway, Sion.

Mumbai - 400 022