

MEMORANDUM

TO: Members of Committee on Academic Policy and Programs
FROM: Vivek Goel
DATE: January 9, 2002

Item Identification

Faculty of Dentistry: Proposed Sanctions for Breach of Clinic Protocol

Sponsor

Vivek Goel

Jurisdictional Information

The Committee reviews and approves changes to admission and program regulations, curriculum, degree requirements and academic regulations.

Highlights

The Faculty of Dentistry operates a teaching clinic where students deliver clinical services, supervised by instructors. A *Clinic Manual*, provided to all students, outlines clinic protocol and sanctions for breach of clinic protocol. The Clinic Director must be able to impose sanctions in order to protect patient safety and to minimize risk to patients, students and faculty.

Action Sought

Approval of the following motion:

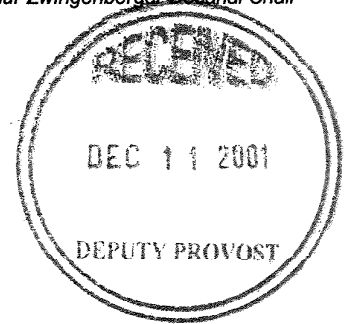
THAT the Sanctions for Breach of Clinic Protocol, included in the submission from the Faculty of Dentistry dated December 7, 2001, be approved.



Faculty of Dentistry
University of Toronto

OFFICE OF THE DEAN

David Mock, DDS, PhD, FRCD(C)
Professor & Dean
Arthur Zwingenberger Decanal Chair



December 7, 2001

Professor Carolyn J. Tuohy
Vice-President Policy and Development
University of Toronto
Simcoe Hall
Toronto, Ontario.

Dear Professor Tuohy:

Re: Clinic Sanctions Policy in the Faculty of Dentistry

Please disregard my previous submission regarding the Clinic Sanctions Policy. I am afraid I jumped the gun. The policy was not passed at that Faculty Council meeting but instead was removed from the agenda to allow for some further changes. The enclosed final version was passed at the Faculty Council Meeting on December 5, 2001. I therefore am asking that it go to AP&P as soon as possible. In order to operate our clinical facility safely, we have an interim policy in place.

A Clinical Sanctions Policy is necessary because we operate a clinical (patient care) facility and therefore must ensure safe practice for our patients. The policy is designed to ensure safe and efficient operation of our clinics and does not deal with academic matters. AP & P approval was suggested because suspension from the clinics may have academic repercussions on students, just as suspension from lectures or laboratories (Code of Student Conduct). The nature of the suspensions in this document makes this unlikely but not impossible.

If you require any further information, please let me know.

Yours sincerely,

David Mock

Encl.

CLINICAL SANCTIONS

Director of Clinics and Clinical Sanctions

1. The Director of Clinics or his/her designate must be able to impose immediate clinical sanctions on students who violate clinic protocol, endangering the safety of patients, or present an increased risk to patients, students, staff or the Faculty.
2. Clinic sanctions relate to non-academic matters and are not recorded in the student's academic record.
3. The length of clinic suspension imposed by the Director of Clinics or his/her designate alone should not exceed 5 days in which the clinic is open to students.
4. Sanctions for breach of clinic protocol will be reviewed annually and detailed in the *Clinic Manual*, which will be distributed annually to all students utilizing the Faculty clinical facilities.
5. Clinic suspensions imposed by the Director of Clinics or his/her designate may be appealed directly to the Dean. *The Dean may decide to uphold the suspension, alter or reverse the decision of the Director of Clinics. He/She may also refer the matter to the Clinical Disciplinary Committee.*
6. The student must be fully informed of the circumstances and evidence leading to the proposed clinical sanction before it is imposed. The Director of Clinics may consult with other members of the Faculty staff as necessary.

Clinical Sanctions in Excess of 5 Days Clinic Suspension - Procedure

7. If the Director of Clinics wishes to impose a more lengthy clinic suspension or a modified sanction, the matter must be referred to the Clinical Disciplinary Committee within two working days. The Clinical Disciplinary Committee will include: the Director of Clinics, the Associate Dean, Clinical Sciences (Chair), the President of the Graduate and Postgraduate Dental Students' Society and the President of the Dental Students' Society or their designates.
8. The Clinical Disciplinary Committee must consider the case within two working days of notification.
9. The Clinical Disciplinary Committee may impose further sanctions or refer the matter to the Dean for consideration of further disciplinary action.

Appeals Procedure

10. A student may appeal the decision of the Clinical Disciplinary Committee to the Clinical Disciplinary Appeals Committee. This Committee will consist of the Associate Dean Biological and Diagnostic Sciences (Chair), the Chair of Faculty Council, one graduate student and one undergraduate student (both student members selected by the Chair in consultation with the appropriate student societies) or their designates.
11. The Clinical Disciplinary Appeals Committee will normally consider the appeal within one week of its submission and will report to the Dean.
12. The appealed decision of the Clinical Disciplinary Committee will be suspended pending the decision of the Clinical Disciplinary Appeals Committee.
13. The Clinical Disciplinary Appeals Committee may reverse, reduce or supplement the decision of the Clinical Disciplinary Committee.