



Medical Education Program Policy

Policy Name:	Paul L. Foster School of Medicine Student Mistreatment Policy		
Policy Domain:	Learning Environment	Refers to LCME Element(s):	3.4, 3.5, 3.6
Approval Authority:	Curriculum and Educational Policy Committee (CEPC)	Adopted on:	03/2021
		Review cycle:	<input type="checkbox"/> 1 year <input checked="" type="checkbox"/> 2 year <input type="checkbox"/> 3 year <input type="checkbox"/> other _____
		Date of last revision:	N/A
Responsible Executive:	Associate Dean for Medical Education	Year of CEPC review: <i>(typically 1 year before date from review cycle)</i>	<input type="checkbox"/> 2018 <input type="checkbox"/> 2019 <input type="checkbox"/> 2020 <input type="checkbox"/> 2021 <input type="checkbox"/> 2022 <input type="checkbox"/> 2023 <input type="checkbox"/> 2024 <input type="checkbox"/> 2025 <input type="checkbox"/> other: _____
		Responsible Office:	Office of Medical Education
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- Policy Statement:** The Texas Tech University Health Sciences Center El Paso (TTUHSC) and the Paul L. Foster School of Medicine (PLFSOM) have a zero-tolerance policy to mistreatment of medical students.
- Reason for Policy:**
The purpose of this policy is to identify mechanisms for reporting of student mistreatment; to delineate reporting procedures; to be transparent regarding the institutional response to reports of student mistreatment; and to ensure that reporters of mistreatment experience no retaliation for reports made in good faith.
- Who Should Read this Policy:**
All faculty” includes all individuals who are employed by TTUHSC and their clinical affiliates, including residents, fellows, and staff working with medical students.
- Resources:** Student Mistreatment Committee, Office of the PLFSOM Student Affairs, the Provost’s office, Title IX Coordinator for TTUHSC, the student mistreatment website, the student mistreatment hotline.
- Definitions:**
 - Mistreatment: The TTUHSC and PLFSOM define student mistreatment in accordance with the American Association of Medical Colleges definitions:
 - Public belittlement or humiliation
 - Threats of physical harm or actual physical punishment
 - Requirements to perform personal services (e.g., shopping)
 - Being subjected to unwanted sexual advances
 - Being asked for sexual favors in exchange for desired grades

Policies are subject to revision. Refer to the Office of Medical Education website or contact the Office of Medical Education to ensure that you are working with the current version.



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- Being denied opportunities for training because of gender, race, ethnicity or sexual orientation
- Receiving low grades or negative evaluations because of gender, race, ethnicity, or sexual orientation.
- Student mistreatment may be student-to-student or faculty to students. For this PLFSOM policy, “all faculty” includes all individuals who are employed by TTUHSC and their clinical affiliates, including residents, fellows, and staff working with medical students.
- Retaliation examples:
 - An action taken against an individual in response to, motivated by, or in connection with an individual’s complaint of mistreatment, that knowingly provides misinformation that may sway the complainant’s case in the intent to deceive.
 - Participation in an investigation of a student mistreatment allegation and knowingly providing inaccurate and misleading information with the intent to deceive.
 - Downgrading student grades following an allegation of student mistreatment, providing comments that reflect a negative light on student performance without evidence or cause.
- Student Mistreatment Committee:
 - A committee appointed by the Provost of individuals holding senior leadership roles within the PLFSOM and/or who provide support for the school/campus.
 - The function of the committee is to ensure that mistreatment reports are investigated and provide a recommendation for corrective action to the Provost.
- Key terms: defined above

6. The Policy: The TTUHSC PLFSOM is responsible for ensuring a safe, supportive, and professional learning environment and does NOT tolerate mistreatment of its students, by any individual, at any TTUHSCPEP and/or PLFSOM educational or training site.

- All students, residents, fellows, faculty and staff will receive annual training on identifying and reporting student mistreatment and professionalism concerns.
- Anyone who witnesses or experiences student mistreatment at a TTUHSCPEP and/or PLFSOM educational or training site is encouraged to report it (although not a requirement for Senate Bill 212 mandatory reporting by faculty and staff)
- No individual who reports or complains of mistreatment, or provides information relevant to a mistreatment investigation or proceeding, may be subject to retaliation, as long as the information reported is made in good faith.
- False claims of mistreatment will not be tolerated.

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- A person will be held accountable for making a frivolous or malicious complaint of harassment.
- Individuals providing good faith reports assisting others in raising a complaint of harassment, offering advice, moral support, and/or testimony/documentary evidence in support of a claim of harassment are provided amnesty.
- To report student mistreatment and/or professionalism concerns, individuals may use any of the following resources:
 - The <https://elpaso.ttuhsce.edu/StudentMistreatment> website.
 - The TTUHSCEP Student Mistreatment Hotline at 915-215-4797.
 - Any of the following individuals: Associate or Assistant Dean of Student Affairs, Associate or Assistant Dean of Medical Education, Clerkship Program Directors, TTUHSCEP Director of Human Resources, Faculty in the Office of Diversity and Inclusion, any Course Director, any College Mentor, and the Title IX Coordinator.
 - Any report of mistreatment will be forwarded to the Provost who will assign a Student Mistreatment Triage committee to assess the case.
- Process, Outcomes, and Reporting
 - Any student, faculty, or staff may provide student mistreatment information in either the <https://elpaso.ttuhsce.edu/StudentMistreatment> website or the TTUHSCEP Student Mistreatment Hotline. Individuals reporting student mistreatment may be anonymous; however, this will potentially lessen the ability to have a thorough investigation.
 - Upon receiving a report of student mistreatment, an online reporting form will be completed (if not already done), respecting the student's or faculty's wishes for anonymity.
 - Reports entered into the online reporting form will be uploaded into a database to be used by the Student Mistreatment to track cases and process improvement.
 - The Student Mistreatment Committee will investigate reports of mistreatment and ensure such incidents are addressed fairly and without bias, reviewed by the Provost.
 - After review and approval, the Provost will forward the findings and corrective action to the appropriate department/committee/individual.
 - If the Provost disagrees with the committee's recommendations, the Provost has the option of providing additional recommendations, referral to the Program Director or the Chair of the Department involved in a faculty complaint, referral to a student respondent to the Grading and Promotion Committee for professionalism concerns, or dismissal of the case, for example.
 - The Student Mistreatment Committee will document the incident resolution information and provide the reports of the incident outcomes, as appropriate (e.g., Department Chairs, faculty accused of mistreatment, student complainants).

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- Persons found responsible for mistreatment have the right to appeal to the President or their designee in writing within 10 business days of the decision. The President or designee will review the case to ensure that due process has been followed.

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