

**Proposed Indiana University of Pennsylvania College of Osteopathic Medicine
(Proposed IUPCOM—Candidate Status—Seeking Accreditation)**

**COCA Candidate Element 5.1: Learning Environment - Professionalism
Candidate Submission 5.1-1: Professionalism Policies and Procedures**

(Honor Code Policy, Dress Code Policy, Professionalism Policy and Procedure, and Professionalism Statement)

Note: 5.1-2 These policies will be published on our public-facing website at <http://www.iup.edu/ProposedCOM/>

Table of Contents

Authority/Scope	1
Honor Code Policy: Students, Faculty and Staff.....	2
Professional Conduct Inappropriate Behavior Examples	2
Additional Honor Code Standards for Students.....	3
Dress Code Policy.....	6
General.....	6
Anatomy Laboratory	6
Professionalism Policy and Procedure.....	8
Professionalism Statement.....	14

Authority/Scope

NOTE: Additional adjudication considerations for professionalism and ethics violations as they apply specifically for IUPCOM employee constituent groups are as follows:

- ***IUPCOM faculty*** are managed in accordance with Article 42 of the policy and processes of the [Collective Bargaining Agreement \(CBA\) of the Association of Pennsylvania State College and University Faculties \(APSCUF\)](#) which represents faculty members employed within the Pennsylvania State System of Higher Education (PASSHE) system.
- ***IUPCOM staff*** are managed in accordance with Article 28 of the policy and processes of the [Collective Bargaining Agreement \(CBA\) of the American Federation of State, County and Municipal Employees \(AFSCME\)](#), Council 13 which advocates for public sector workers, including those in healthcare and education.

Honor Code Policy: Students, Faculty and Staff

The proposed Indiana University of Pennsylvania College of Osteopathic Medicine Honor Code of Conduct (IUPCOM Honor Code) embodies a spirit of mutual trust, intellectual honesty, and professionalism between IUPCOM and the student body. It is the highest expression of the values shared by IUPCOM and its communities. The IUPCOM Honor Code is based on the fundamental belief that every student doctor is worthy of trust and bears personal responsibility to engender that trust. The IUPCOM Honor Code is maintained to protect the right to participate in an academic environment free from injustice caused by dishonesty. This honor code is provided in addition to the University Code of Conduct and standards set forth by the IUP Office of Community Standards, which is expected for all students, faculty, and staff to follow.

Students, faculty, and staff at the proposed IUPCOM are expected to conduct themselves in a professional and ethical manner befitting the honorable profession that they are entering. Students, faculty and staff have an obligation to maintain the highest standards of integrity. It is not possible to enumerate all examples of expected academic and professional behavior, nor is it possible to enumerate all behaviors considered inappropriate, unprofessional, unethical, or not in keeping with the standards of an IUPCOM student. The following serves as a guideline to students.

In general, the founding principles of the IUPCOM Honor Code are the established rules and regulations of the proposed IUPCOM community. The proposed IUPCOM community includes IUPCOM, affiliated hospitals, and any institution where proposed IUPCOM students pursue activities for academic credit. Violation of these rules and regulations may constitute a violation of the IUPCOM Honor Code.

Professional Conduct Inappropriate Behavior Examples

There are various forms of inappropriate behavior. Below is not an exhaustive list but are examples of behaviors that are prohibited by all faculty, staff, and students in all locations. In addition to this list, other behaviors may be deemed inappropriate by administration and/or the Student Progress Committee (SPC), and/or appropriate supervisory structure, depending on status of member:

- Dishonesty
- Abusive behavior and harassment
- Disruptive behavior
- Behaviors that are illegal
- Failure to disclose arrests or unlawful conduct
- Willful patient harm or neglect
- Violation of confidentiality
- Disrespectful behavior
- Malfeasance
- Racism
- Gender or sexual orientation discrimination
- Complacency with unprofessional behavior

- Reporting to school or duty under the influence of alcohol and/or drugs
- Trespassing
- Stealing
- Inappropriate sexual behaviors
- Sexual harassment

Faculty and staff who violate the Code of Professional Conduct will be subject to action by administration through processes described in the faculty and/or staff bargaining agreements and policies as set forth by [IUP Human Resources](#). Note that specific conduct that fall under the consideration of IUP policies on sexual harassment/discrimination may be a Title IX offense and will be assessed and managed by the [IUP Social Equity and Title IX Office](#).

Additional Honor Code Standards for Students

In addition, specific examples of behavior that may constitute a violation of the IUPCOM Honor Code include, but are not limited to the following:

- Cheating: Providing or receiving any unauthorized assistance or unfair advantage on any form of academic work or attempt thereof. Sharing information from testing/exams is also considered a form of cheating.
- Plagiarism: Copying the language, structure, ideas, algorithms, or computer code of another and representing it as one's own work on any form of academic work or attempt thereof.
- Falsification: Fabrication of information on any form of academic work or attempt thereof; including but not limited to the following:
 - Clinical requirements,
 - Internships,
 - Assignments, such as histories, physicals, laboratory tests, rotation records, etc.
- Disruptive Behavior: Lack of punctuality or any inappropriate etiquette or inappropriate disturbance repeated often enough to establish a disrespectful trend. Inappropriate disturbances include but are not limited to the following:
 - Arriving late for class, or leaving class while in progress,
 - Disrupting class with pagers or cellular phones,
 - Disrupting class with computers or computer games,
 - Disrupting class with loud talking, or other activities that create a distraction,
 - Leaving trash in classrooms or academic areas,
 - Bringing food into unauthorized areas or hosting food functions without permission,
 - Posting unapproved materials or approved posting in inappropriate areas,
 - Parking in inappropriate or reserved spaces.
- Unacceptable use of technology: Any violation of the acceptable use guidelines as published by the IUPCOM IT department. In addition, unacceptable uses of technology include but are not limited to the following:
 - Using computers for purposes that are considered unprofessional or immoral,
 - Accessing pornographic material at any time while on any campus of the IUPCOM community or using any equipment of the IUPCOM community to access such material,

- Sharing of videos and lectures outside of IUPCOM. Lectures and videos contain confidential and proprietary information and material protected by intellectual property laws. You do not have permission to share them.
- Unprofessional or unethical behavior: Behavior on or off the IUPCOM campus that would or could cause a loss of respect or confidence in the offending student or in the IUPCOM community by the public, faculty, staff, colleagues, or the-community-at-large. Suspected violations in this category are referred, at the IUPCOM Dean's discretion, to the SPC. If agreeable to the IUPCOM Dean, a student may request to waive a hearing by the SPC for suspected violations in this category and have their case heard by the IUPCOM Dean only. In such cases, the IUPCOM Dean must agree to hear the case, and must accept the student's waiving of a hearing; the IUPCOM Dean's decision is final and cannot be appealed. Please note that students on clinical rotation are bound by state medical board regulations. Unprofessional or unethical behavior may include but is not limited to the following:
 - Entering or using the facilities of the IUPCOM community without appropriate authorization or during inappropriate times.
 - Knowingly and purposely disrupting teaching, research, administrative, or student functions of the IUPCOM community.
 - Abusive or disrespectful conduct toward members of the faculty, administrative or professional staff, employees, students, patients, or visitors of the IUPCOM community.
 - Disclosure of privileged information from campus activities or patient care.
 - Improper relationships or activities involving persons entrusted to a student as part of educational requirements, which extend beyond those educational requirements. Entrusted persons may include but are not limited to the following: patients or other students under supervision.
 - Breach of the Osteopathic Oath
 - Breach of Integrity: Any behavior at any time that is considered a severe lapse in judgment and damages the professional, ethical, or moral integrity of the IUPCOM community. Suspected violations in this category are referred, at the IUPCOM Dean's discretion, to the SPC. If agreeable to the IUPCOM Dean, a student may request to waive a hearing by the SPC for suspected violations in this category and have their case heard by the IUPCOM Dean only. In such cases, the IUPCOM Dean must agree to hear the case, and must accept the student's waiving of a hearing; the IUPCOM Dean's decision is final and cannot be appealed. A Breach of Integrity may include, but is not limited to:
 - Harassment, harm, abuse, or damage to any person or property in the IUPCOM community. This includes knowingly or purposely causing damage to or vandalizing IUPCOM community property.
 - Conviction of a criminal offense (other than a minor traffic offense).
 - Participating in academic or clinical endeavors in the IUPCOM community while under the influence of alcohol, or controlled substances.
 - Use, possession, or distribution of illegal drugs on or off the IUPCOM community campus at any time. This also includes the verbal or written discussion of the personal use of illegal drugs by an IUPCOM student, the

verbal or written promotion, or encouragement of illegal drug use by an IUPCOM student, or similar types of activities.

- Communicating or posting of information or images in a public arena (including written or electronic/Internet communications) which would result in a loss of respect by patients or other members of the public toward the offending student or toward IUPCOM.
- A violation of any policy of IUPCOM, including but not limited to the American Osteopathic Association Code of Ethics.

Policy/Procedure Details	
Policy Owner	Associate Dean of Clinical Affairs and GME Associate Dean for Preclinical Affairs
Effective Date	08/29/2025
Last Reviewed	08/29/2025
Review Frequency Requirements	3 Years
Related Policies and Documents	1. IUPCOM Professionalism Policy 2. IUPCOM Student Handbook 3. IUPCOM Dress Code Policy
Reviewed and Approved by Dean's Leadership Council	08/29/2025
Revision Number	2025.01

Dress Code Policy

General

Student doctors should maintain a clean, well-cared for and professional appearance at all times during curricular activities. This includes having at least one short white consultation jacket in a clean and presentable condition. All attire should be professional, neat, and clean. Recommended professional attire includes dress pants, appropriate shoes and socks, dress shirts and blouses. Jeans, T-shirts, hats/head coverings (other than for religious purposes), and sunglasses are not permitted during learning sessions or examinations (unless exceptions are provided below). Hair and facial hair must be clean, dry, and controlled so as not to interfere with patient contact. Students with long hair may wish to tie their hair back so it does not fall onto or brush against patients during physical exams. Student Doctors must wear their issued IUPCOM ID card/entry badge, visible always, while in the IUPCOM buildings. White coats will be required for all simulation and standardized patient encounters.

Osteopathic Principles and Practices (OPP) and Preclinical Skills Training

The dress requirement in the clinical skills training sessions is designed to promote learning by providing optimal access to diagnostic observation and palpatory experience. Wearing inappropriate clothing interferes with a partner's experience of diagnosis and treatment. Appropriate attire must be clean and includes:

- Short pants that are cut no more than mid-thigh above the knee. No jean shorts, cut-offs, thick-seamed shorts, spandex, short shorts or knee length shorts.
- T-shirts and tops should be plain. No offensive words, emblems, or decorations of any kind. All students will be asked to remove t-shirts while acting as patients.
- Sports bras or bathing suit tops that expose the spine and ribs (not wide T-back styles) should be worn if applicable.
- Student Doctors may wear scrubs (or other apparel approved by the Course Director) over laboratory attire when not in the role of the patient.
- Remove shoes when you are the patient (no shoes are permitted on the tables).
- Hats or head coverings (other than for religious purposes) are not permitted in the OMM lab.
- Religious head coverings will need to be removed when they obscure the immediate area to be examined or treated (e.g., head, neck, and upper back). They may be immediately replaced after this portion of clinical skills training.

Anatomy Laboratory

In the anatomy lab, scrub tops and bottoms are required outer-most attire if layering is needed. Closed-toe shoes with rubber soles are required. No flip-flops or open-toed shoes are permitted.

Clinical Rotations

Student doctors on clinical rotations should wear clean, pressed short white coats with appropriate professional attire underneath, such as dress shirts, ties, slacks, blouses,

skirts, and dresses. Clerkship rotation sites may have their own appropriate dress standards. It is the responsibility of the student doctor to be aware of and comply with these standards. For specific courses and rotations, student doctors should check the course syllabi for specific dress code requirements.

Public Events

When representing the institution at any type of public event, the required attire is business casual, although some events may require more formal attire. It is the responsibility of the student doctor to be aware of and comply with the appropriate attire.

Repeated violations of the dress code may result in a review by the SPC.

Questionable or disputed cases of dress or grooming shall be presented to the IUPCOM Office of Student Affairs, whose decision will be final.

Policy/Procedure Details	
Policy Owner	Associate Dean of Preclinical Affairs Associate Dean of Clinical Affairs and GME
Effective Date	08/29/2025
Last Reviewed	08/29/2025
Review Frequency Requirements	5 Years
Related Policies	1. IUPCOM Professionalism Policy 2. IUPCOM Student Handbook 3. IUPCOM Honor Code
Reviewed and Approved by Dean's Leadership Council	08/29/2025
Revision Number	2025.01

Professionalism Policy and Procedure

PURPOSE/SCOPE

To provide expectations for learner professionalism

DEFINITIONS

SPC: Student Progress Committee

POLICY

Professionalism is a core academic competency that is continually assessed throughout a medical learner's academic career and into independent medical practice. Osteopathic medical students, as emerging colleagues and members of the medical profession are expected to adhere to the same professional standards as fully practicing medical professionals and will be held accountable for their behavior and conduct. The objective of this policy is to set the expectation of professional behavior. The procedure for the early identification of osteopathic medical students who may need guidance in their professional development and support in implementing appropriate strategies to enhance positive behaviors is outlined in this Policy/Procedure.

All IUPCOM employees are role models of professionalism for IUPCOM learners. Each has the responsibility of identifying both outstanding and deficient professionalism displayed by IUPCOM learners.

Teachable Moments: If an incident observed seems to be a momentary lapse in judgment or unintended word or action by the learner, consideration will be given if it can be a teachable moment. Teachable moments may be handled by the IUPCOM employee or in consultation with the Chair of the SPC. Record of the details and conversation with the learner will be submitted to the Chair of the SPC and will be confidentially filed. Should further incidents occur, the history of professionalism concerns may be considered if the learner is remanded to the SPC.

Circumstances that Require a SPC Appearance: If the incident observed is harmful to others, is repetitive, damages property, or is in some other way egregious, then it must be reported. The *'Professional Formation Observation Form'* will be completed by the IUPCOM employee or another learner and submitted to the Chair of the SPC. Throughout the process of reporting, investigation, and adjudication by the SPC, confidentiality of the learner's circumstance is expected to be upheld as much as possible.

Professionalism Rubric: When adjudicating a professionalism concern, the SPC will follow a rubric that promotes objectivity and limits bias, while allowing for flexibility. The rubric, provided at the end of this document, will apply to unprofessional behaviors that adhere to the "severe and pervasive" standard and are informed by consideration of the following guiding principles:

- Magnitude of impact to self, others, to IUPCOM and to the community
- Pervasiveness of the misconduct (i.e., prevalent engagement in offensive, unwelcome behavior that escalates to hostility and/or intimidation)

- Repetitiveness of the misconduct (i.e., repeated behavior)
- Criminality (civil vs. criminal)

Examples of Violations of Professional Standards

Minor infraction - academic or professional misconduct that is minor in nature, or unintentional, with minimal impact to self, others, or community; and is a first-time offense. Many minor offenses of unprofessionalism result from misunderstanding or lack of familiarity of expected standards. Examples of minor offenses include, but are not limited to, the following:

- Using language in email, assignment or other communication that may be perceived as overly casual, inappropriate, or disrespectful
- Lack of punctuality that may be perceived as a disrespectful disregard for the time of others
- Receiving or responding to feedback inappropriately
- Presenting an appearance that does not follow the IUPCOM Dress Code
- Untimely response to emails and/or form requests

Moderate infraction - academic or professional misconduct that is moderate in nature, with overtly negative impact to others, or community; or is a minor infraction that is pervasive or repetitive in nature. Moderate infractions are generally intentional, but do not rise to criminality. Examples of moderate offenses include, but are not limited to, the following:

- Pattern of using disrespectful communication
- Inappropriate or offensive communication, whether verbal, written, or on social media
- Uncooperative behavior or refusal to comply with known and expected standards
- Pattern of disruptive behaviors (e.g., tardiness, absenteeism, interruptions, etc.)

Major infraction - academic or professional misconduct that is serious in nature, with significant impact to others or community; or is a minor/moderate infraction that is pervasive or repetitive in nature. Major infractions are often intentional or criminal but may rise to criminality (e.g., misdemeanor). Examples of major offenses include, but are not limited to, the following:

- Lying or misrepresenting oneself, including plagiarism, cheating, or falsifying information
- Engagement in inappropriate behavior that is known to be unwelcome
- Exhibiting uncontrolled anger or hostility toward others
- Intimidation of peers by pervasive behavior that is unwelcome
- Pre-meditated cheating or plagiarism
- Theft or intended damage to property

Critical infraction - academic or professional misconduct that has significant and direct harmful consequences to others and/or community; or is an egregious breach of recognized standards; or is a major infraction that is pervasive or repetitive in nature; or is criminal in nature. Examples of critical offenses include, but are not limited to, the following:

- Physical or sexual assault
- Sexual inappropriateness with a patient
- Felony conviction

- Unauthorized release of confidential information
- Unauthorized release of cadaveric images or content
- Retaliation of any kind

Professionalism Misconduct

Undergraduate medical learners, as junior colleagues and members of the medical profession will be expected to adhere to the same professional standards as medical professionals and will be held accountable for their behavior and conduct. It will be incumbent upon IUPCOM employees and fellow learners to identify learners who may need guidance in their professional development and implement appropriate strategies to enhance positive behaviors, and when necessary, correct violations of professional standards outlined in IUPCOM's "Honor Code".

Procedures for Professionalism Concerns

Any professionalism concerns or complaints may be reported using the Professional Formation Observation Form, or by direct or formal notification by a preceptor. The Professional Formation Observation Form may be submitted by any learner, faculty, or staff member to the Secretary of the SPC for review and consideration. Once submitted, the form and details of the incident(s) will be reviewed by the committee Chair and the Associate Dean of Clinical Affairs, and in some instances, the SPC, as a whole. All discussions and deliberations will take place in private and will remain confidential. If a learner is called before the SPC, the learner will be allowed up to ten minutes to present their perspective of the reported event(s) followed by the opportunity to answer questions posed by the committee members. The learner will then be excused from the meeting, and the Committee will deliberate the appropriate course of action. All final decisions will be achieved by independent voting and typically adhere to a professionalism rubric.

The final decision reached by the Committee will be made available to the learner in writing as expeditiously as possible, generally within 48 hours (no later than 2 business days). The course of action may range from formative redirection or admonishment to conduct probation, suspension, or dismissal, based on the severity, pervasiveness, and repetitiveness of the infraction(s). Upon notification, the learner may accept the decision by responding to the email with the decision or may appeal the decision in writing to the IUPCOM Dean within seven calendar days (see process for appeal below). If the learner does not appeal within seven calendar days of the notification, the SPC's decision is final.

Guiding Principles and Considerations for Professionalism Concerns

The purpose of the Guiding Principles and Considerations for Professionalism Concerns is to articulate principles of professionalism to learners within IUPCOM and to implement an objective and transparent procedure for responding to concerns of academic and professional misconduct by the learners. Professionalism is a core academic competency that is continually assessed throughout the undergraduate medical education experience and into clinical practice. The formal rubric, below, will be used to provide a framework of committee action that promotes and limits bias, while allowing for flexibility in rendering the best judgment. These procedures apply to unprofessional behaviors that adhere to the severe and pervasive standard and are informed by the following guiding principles:

- Magnitude of impact to self, others, to IUPCOM, and to the community,

- Pervasiveness of the misconduct (e.g., prevalent engagement in offensive, unwelcome behavior that escalates to hostility and/or intimidation),
- Repetitiveness of the misconduct (e.g., repeated behavior),
- Criminality (civil vs. criminal).

Process for Appeal (applies to both Academic and Professionalism Concerns)

In the case of an appeal by a learner, the written appeal will be based only upon:

1. Evidence pertinent to the circumstance that was not available at the time of the SPC meeting,
2. Demonstrated bias on the SPC of a SPC member,
3. Procedural error in the conduct of the proceedings.

After reviewing the appeal, the IUPCOM Dean will notify the learner and the SPC of the decision as expeditiously as possible. The decision of the IUPCOM Dean is final.

Graduation Process

The SPC will provide longitudinal oversight for learners' academic and professional progress, and in this role, it will prepare the list of graduating seniors, noting any who are delayed and may be approved to "walk-through" graduation ceremonies. The list will then be sent to the IUPCOM Faculty Senate for further review and approval. Other IUP departments, including the Library, Financial Aid, Bursar, and Registrar will review and sign off on the graduation list prior to review of the graduation list by the IUPCOM Dean and Board of Trustees.

Professionalism Assessment Rubric

IUPCOM learners will be formally assessed for professionalism in their academic and clinical experiences. Consideration of the foundational behavioral tenets of the osteopathic medical profession – in principles, beliefs, and doctrines – that are generally held to be in common by its members are a portion of the criteria by which the learner is evaluated with regard to their proficiency or deficit by experts within the profession. These include, but are not wholly represented by the expression and practice of the following:

- Respect (kind, tolerant) vs (unkind, judgmental)
- Compassion (empathetic, sensitive) vs (self-centered, mean)
- Responsibility (reliable) vs (inconsistent)
- Integrity (honest) vs (unethical)
- Accountability (blames others) vs (admits limitations)
- Teamwork (collegial, fair, adaptable) vs (disruptive, uncooperative)
- Humility (unpretentious) vs (proud, arrogant)
- Maturity (discerning, prudent) vs (reckless, poor decision-making)
- Effective Communication (tactful, listens) vs (interrupts, raises voice)

As such, learners who fall short of their professional expectations may be assessed for remediation or other formal action using a guideline developed by the IUPCOM administration and faculty. The following guiding rubric will be used in deliberations by the Student Progress Committee (SPC) when such learner issues are brought for assessment to

address lapses in professionalism expectations as put forth in the IUPCOM Professionalism Policy and Procedures.

Infraction	Severity	Pervasive	Repetitive	Criminal	Usual Action	Recommendations and/or Requirements
Minor	Limited harm to self, others, community	No	No, 1st offense	Not criminal	1. Admonition and/or 2. Conduct probation	• Ineligibility for election and/or removal from student office • Ineligibility to participate in IUPCOM-sponsored events • Written and/or verbal apology to other involved parties • Completing professionalism training or service(s) as directed by SPC • Referral to counseling • Writing a paper, reduction of grade on an examination, assignment, or course; repetition of a course(s); assignment of additional clinical or laboratory activities or coursework; repeating an exam, coursework, or academic year, semester, or other as appropriate
Moderate	Overtly negative impact to others, and community	May be	Yes, may include minor infraction that is repetitive	Not criminal	1. Admonition and/or 2. Conduct probation	• Ineligibility for election and/or removal from student office • Ineligibility to participate in IUPCOM-sponsored events • Written and/or verbal apology to other involved parties • Completing professionalism training or service(s) as directed by SPC • Referral to counseling • Writing a paper, reduction of grade on an examination, assignment, or course; repetition of a course(s); assignment of additional clinical or laboratory activities or coursework; repeating an exam, coursework, or academic year, semester, or other as appropriate
Major	Significantly negative impact to others and community	Yes	Yes, may include moderate infraction that is repetitive	May be criminal	1. Conduct probation or 2. Disciplinary probation or 3. Suspension	• Ineligibility for election and/or removal from student office • Ineligibility to participate in IUPCOM-sponsored events • Written and/or verbal apology to other involved parties • Completing professionalism training or service(s) as directed by SPC • Referral to counseling • Writing a paper, reduction of grade on an examination, assignment, or course; repetition of a course(s); assignment of additional clinical or

						laboratory activities or coursework; repeating an exam, coursework, or academic year, semester, or other as appropriate • Restitution, whether monetary or by specific duties, or reimbursement for damages to or misappropriation of IUPCOM, student, staff or faculty property
Critical	Egregious breach of standards	Yes, extremely pervasive	NA	May be criminal	1. Conduct probation or 2. Disciplinary probation or 3. Suspension or 4. Expulsion	• Ineligibility for election and/or removal from student office • Ineligibility to participate in IUPCOM-sponsored events • Reduction of grade on an examination, assignment, or course; repetition of a course(s); assignment of additional clinical or laboratory activities or coursework; repeating an exam, coursework, or academic year, semester, or other as appropriate • Restitution, whether monetary or by specific duties, or reimbursement for damages to or misappropriation of IUPCOM, student, staff or faculty property

Professionalism Statement

Definitions

IUPCOM: Includes learners, faculty, staff, and community partners

Professionalism Statement

At the IUP College of Osteopathic Medicine (IUPCOM), we embrace professionalism as a cornerstone of our commitment to advancing holistic, patient-centered healthcare for our staff, students, faculty, and community partners. Guided by the principles of osteopathic medicine, we strive to care for the whole person, considering physical, emotional, social, and spiritual dimensions in our practice. We recognize four pillars of practice: compassion, heart, service, and creative inquiry, and these professionalism guidelines offer specific expectations for how to professionally engage with these pillars. As future osteopathic physicians, IUPCOM medical students are bound by the American Osteopathic Association (AOA) Code of Ethics, the Osteopathic Oath, and the Hippocratic Oath. Together, these frameworks underscore the commitment to high ethical standards that define our profession.

Professionalism at IUPCOM is grounded in an unwavering dedication to equity, inclusivity, and respect for the rural and diverse communities we serve. We are committed to addressing healthcare disparities and advocating for the well-being of all patients, particularly those in rural areas. By fostering cultural sensitivity and practicing with empathy, we honor the humanity and dignity of every individual.

We view professionalism as a dynamic and evolving process that demands ongoing reflection, learning, and growth. We take personal responsibility for our actions and hold ourselves accountable to our patients, peers, and the broader community. Through this commitment, we aim to embody the highest standards of osteopathic medicine.

Compassionate Care

As future osteopathic physicians, cultivating compassionate care is essential to our students' growth and practice. We recognize the following practices in compassionate care:

- **Perspective:** Having the ability to recognize and comprehend the patient's perspective and being considerate of the patient's thoughts, feelings, and positions, and considering those as part of medical care.
- **Compassion:** Cultivating a genuine desire to alleviate patients' suffering through kind and supportive care.
- **Listening and Communication:** Embracing openness and honesty in your communication with patients and their families to create an environment where individuals feel valued and empowered to make informed decisions about their health.
- **Self-Awareness and Growth:** The ability to reflect on one's interactions with patients, willingness to seek feedback, and a commitment to personal and professional development.

High Ethical Standards in Patient Care

All IUPCOM staff, students, faculty, administration, and community partners are expected to uphold the highest ethical standards throughout their journey in medical school and beyond. These standards are guided by the AOA Code of Ethics, the Osteopathic Oath, and the Hippocratic Oath, which form the foundation of professional conduct in osteopathic medicine. Adhering to these principles ensures not only personal integrity but also the trust and respect of patients, colleagues, and the community. For our developing learners, these principles are:

- **Respect for Autonomy:** Respect for autonomy empowers patients to make informed decisions about their care. This principle requires medical students to provide comprehensive and honest information, supporting patients in choosing the best course of action for their unique circumstances, and recognizing the right for patients to be involved in the decisions about their health.
- **Confidentiality and Privacy:** Maintaining confidentiality is critical to preserving the trust between patients and healthcare providers. Students must protect patient information in all settings, ensuring compliance with ethical guidelines and legal standards such as HIPAA.
- **Beneficence and Nonmaleficence:** Students are expected to act in the best interests of their patients, balancing medical interventions with compassion and care to minimize risks and enhance outcomes.
- **Justice:** Students must strive to eliminate bias, advocate for underserved populations, and ensure that resources are distributed ethically and responsibly to meet the needs of diverse and rural communities.
- **Commitment to upholding the law:** As future medical practitioners, students must demonstrate an unwavering commitment to adhering to local, state, and federal laws governing medical practice. This includes following professional standards and regulations that ensure the safety, rights, and well-being of all patients.

By embracing these principles and oaths, you uphold the integrity expected of osteopathic physicians, ensuring ethical excellence in every aspect of your practice.

Cultural Competency and Sensitivity

Cultural competency is essential to providing equitable and effective healthcare, especially in rural settings. Together with our staff, administration, faculty, and community members, IUPCOM students must cultivate cultural awareness, respect, and responsiveness in every interaction—with patients, families, caregivers, and your healthcare team. Effective communication requires active listening, empathy, and adaptability to meet the unique needs of each individual while avoiding assumptions or biases. By acknowledging and valuing diverse cultural backgrounds, beliefs, and experiences, you build trust and create an inclusive environment where patients feel understood and respected.

Mindfulness, Self-Awareness, and Personal Growth

We recognize that the path of a Doctor of Osteopathic Medicine is both inspiring and demanding. In our commitment to professionalism, we openly acknowledge the challenges inherent in the practice of medicine, including the risks of burnout and compassion fatigue.

We believe that fostering a culture of self-care, mindfulness, resilience, and mutual support is essential to maintaining our capacity to deliver exceptional patient care.

Therefore, as part of professional and ethical practice, students learn to cultivate mindfulness, self-awareness, resilience, emotional intelligence, and a commitment to lifelong personal and professional growth. At IUPCOM, students are encouraged to cultivate these qualities by reflecting on their strengths, identifying areas for improvement, and actively engaging in practices that support mental and emotional well-being.

Personal growth is a continuous journey that requires openness to constructive feedback from peers, faculty, and mentors. By embracing feedback as an opportunity for improvement rather than criticism, students develop the adaptability and humility necessary to excel in the dynamic field of medicine. This process not only enhances students' clinical competence but also strengthens their ability to connect with patients and colleagues compassionately.

Service to Community and Profession

Service is a cornerstone of the osteopathic profession and a critical aspect of your journey as a medical student at IUP. By actively engaging in service to your community, patients, and the profession, you embody the principles of compassion, leadership, and dedication that define osteopathic medicine. Whether through volunteering, advocacy, or mentorship, your commitment to service strengthens the bonds between healthcare providers and the communities they serve. At IUPCOM, students are encouraged to seek opportunities to address healthcare disparities, promote public health initiatives, and contribute to the well-being of underserved and rural populations, and support the overall profession. Service not only enriches the lives of those you help but also fosters personal growth, resilience, and a deeper understanding of your role as a future physician.

Social Media Policy for IUPCOM

Social media is a powerful tool that can shape your professional identity and impact your future career in medicine. As a medical student at IUPCOM, you are expected to manage your social media presence responsibly and adhere to the highest standards of professionalism.

Acceptable Social Media Behaviors

- Use social media to share educational content, advocate for health equity, and promote public health initiatives.
- Engage in respectful, professional discussions related to medicine, healthcare, or community outreach.
- Maintain privacy settings that align with protecting your personal information and professional reputation.

Unacceptable Social Media Behaviors

- Do not friend, follow, or engage patients or their families on personal social media accounts to maintain clear professional boundaries.
- Avoid sharing any content that violates patient privacy or confidentiality, including images, anecdotes, or identifying information, even in de-identified forms.

- Do not post or share offensive, discriminatory, or otherwise unprofessional content, including comments, memes, or videos.
- Refrain from spreading medical misinformation or engaging in debates that undermine the integrity of the osteopathic profession.

Your social media activity reflects on you as a future physician and on the reputation of IUPCOM. Be aware that inappropriate behavior online can result in academic consequences, damage to your professional reputation, and influence decisions regarding your future career. Many employers, residency programs, and licensing boards review candidates' social media presence during evaluations. Therefore, maintaining a positive, professional online identity is not only encouraged but essential.

Dress Code

IUPCOM students are expected to maintain a professional appearance at all times. Classroom and campus attire should be business casual, excluding jeans, leggings (unless paired with skirts or dresses), t-shirts, athletic wear, and open-toe shoes. During clerkship rotations and clinical experiences, students must wear professional attire and adhere to site-specific guidelines. Modesty, neatness, and hygiene are essential, as your appearance reflects upon your professionalism and the reputation of IUPCOM. Please see the IUPCOM Dress Code Policy for more details.

Academic Integrity

Academic integrity is foundational to your education and professional development. All IUP students are expected to adhere to the university's Academic Integrity Policy, which identifies twelve forms of academic dishonesty, including plagiarism (a link to the full policy is here: <https://catalog.iup.edu/content.php?catoid=7&navoid=965>). Students found violating these policies will face disciplinary action as outlined in the university's Academic Integrity Policy, which may include academic penalties, suspension, or dismissal. Upholding these standards is essential to fostering trust, respect, and excellence within the academic and medical community.

The Use of Artificial Intelligence

At IUPCOM, the use of Artificial Intelligence (AI) tools must align with the principles of professionalism, academic integrity, and ethical conduct. AI tools can serve as valuable resources for research, data organization, and concept exploration; however, their use must not replace the development of independent critical thinking or the production of original work. We also note that while AI tools are easy to use and provide quick information, they are often incorrect and should never be a substitute for examining direct knowledge through published studies, textbooks, and other sources.

Acceptable Uses of AI

- Supporting research by using tools to gather and organize information or find relevant literature.
- Assisting with data analysis or enhancing understanding of complex concepts.
- Using generative AI for feedback, editing, or paraphrasing on written works.

Acknowledgment: In line with professional ethics, any use of AI should be transparently acknowledged, specifying how it was used (see *Proper Citation for Attribution*, below).

Prohibited Uses of AI

- Using AI to generate written content, assignments, or other submissions intended to be presented as your own work.
- Employing AI for creating professional outputs, including clinical documentation or patient communication.
- Submitting AI-generated materials as original work, which constitutes a violation of academic integrity and professionalism.

IUPCOM members are responsible for ensuring that their use of AI tools complies with this policy. Misuse of AI—including submitting AI-generated work as original—will be treated as a breach of IUP’s Academic Integrity Policy and may result in disciplinary action, which could include academic penalties, suspension, or dismissal.

Use of Generative AI/LLM

Generative AI/LLM (Artificial Intelligence/Large Language Model) tools are prohibited from completing any assignments, exams, quizzes, or assessments in IUPCOM courses unless explicit permission is granted by the appropriate faculty member. Additional rules and guidelines around the use of AI for any specific course will be addressed within the syllabus.

Proper Citation for Attribution

Proper citations for attribution of AI usage is mandatory. Additionally, IUPCOM members should be prepared to describe and/or explain to the relevant faculty how generative AI was used during the completion of the assignment and provide documentation that supports their work. IUPCOM members may be asked to explain their understanding of the relevant topic without the assistance of AI. Examples of proper AI citation include:

- OpenAI. (2025). ChatGPT (Mar 14 version) [Large language model]
[https://chat.openai.com/...](https://chat.openai.com/)
- Google (2025). Gemini (version 1.5 Pro) [https://gemini.google.com/...](https://gemini.google.com/)

Confidentiality and Patient Information

Under no circumstances should personally identifiable patient information be uploaded or incorporated into any AI system. While most patient information in OMS I and OMS II is assumed to be fictional, this may not always be the case. As students progress to OMS III and work with actual patient data, the practice of uploading personally identifiable patient information is not acceptable, is unethical, and likely violates personal privacy laws.

Copyright Compliance

It is forbidden to upload or incorporate copyrighted information or intellectual property, including that of IUPCOM faculty or staff, into any AI system.

Responsibility for Content

IUPCOM members are fully responsible for the accuracy and integrity of any content they submit, including group work. If submissions contain AI-generated content that is medically,

scientifically, or otherwise incorrect, false, biased, or misleading, IUPCOM members are accountable for these errors.

Impact on Clinical Reasoning

IUPCOM members should be aware that over-reliance on AI may hinder the development of their own clinical reasoning skills. Over-reliance on AI may especially affect developing students' ability to reason clinically and think critically.

Consequences of Inappropriate or Unsanctioned Use of AI

IUPCOM members who fail to adhere to IUPCOM guidelines regarding the use of AI may be in violation of the IUPCOM Honor Code and be subject to academic sanctions, including assignment or course failure and referral to the Student Progress Committee (SPC).

Faculty and Course Director Discretion

Faculty and Course Directors reserve the right to establish additional rules, guidelines, or parameters regarding the use of AI tools within their respective courses. Students are strongly encouraged to direct any questions about the proper usage of AI to the relevant faculty member and Course Director.

Policy/Procedure Details	
Policy Owner	Associate Dean of Pre-Clinical Affairs Associate Dean of Clinical Affairs and GME
Effective Date	08/29/2025
Last Reviewed	08/29/2025
Review Frequency Requirements	5 Years
Related Policies and Documents	1. IUPCOM Student Handbook 2. IUPCOM Honor Code 3. IUPCOM Policy on Comparability of Outcomes of Clinical Experiences 4. AOA Core Competencies
Reviewed and Approved by Dean's Leadership Council	08/29/2025
Revision Number	2025.01