



**Student Health and Patient Safety Policy
Departmental Policy**

Authorizing Unit Undergraduate Medical Education (UME)	<u>Table of Contents:</u> Purpose 1 Scope 2 Definitions 3 Responsibilities 4 Appendices 5 Process 6 Instructions/Forms 7 Standards 8 Consequences 9 Special Situations 10 Approval 11
Classification Operations	
Approval Authority Associate Dean, UME	
Implementation Authority Senior Manager, UME	
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Purpose	1	The Undergraduate Medical Education (UME) program at the University of Calgary is committed to the health and safety of patients and students. This policy establishes clear responsibilities and procedures to follow when a student is unable to provide safe patient care for any reason—including, but not limited to, a health condition, a professionalism concern, or a knowledge deficiency—while ensuring the student receives timely and appropriate support.
Scope	2	This policy applies to all students enrolled in the UME program at the Cumming School of Medicine (CSM), irrespective of site or campus. Faculty, staff, and other students who witness or become aware of a student who may be unable to provide safe patient care for any reason are required to report the concern through appropriate mechanisms outlined in this policy.
Definitions	3	<ul style="list-style-type: none"> • “UME” means the Undergraduate Medical Education program at the Cumming School of Medicine, University of Calgary. • “CSM” means Cumming School of Medicine. • “MD” means Doctor of Medicine. • “Approval authority” means the office or officer responsible for approving University policy and procedures.

		<ul style="list-style-type: none"> • “Implementation authority” means the office or officer responsible for implementing University policy and procedures as well as monitoring compliance. • “Faculty” means a person involved in teaching in the UME program, whether MD, nurse, allied health professional, resident, fellow or other. • “Student” means the individual accepted into the UME program whose studies are currently in progress. • “Staff” means UME Office personnel and administrative assistants to medical faculty. • “Leave of Absence” means being away from medical school for greater than one week. • “Accommodation” means providing support to access services, courses, courses of study or programs, making exemptions to any regulations, policies, standards or practices, or making modifications to physical environments to the extent necessary to address discrimination against a student based on any protected ground. • “Reasonable Accommodation” means adjustments to a student’s learning environment or schedule that enable meeting program requirements and patient safety without fundamentally altering program standards. • “Health Condition” means any physical, mental, or behavioral condition, including infectious diseases, sensory impairments, chronic illnesses, mental health disorders such as anxiety, burnout, depression etc., substance use disorders, physical disabilities, or conditions that may affect a student’s ability to participate safely in learning activities. • “Delegate” means an Assistant Dean of Pre-Clerkship or Clerkship (in the event that the Associate Dean is unavailable). • “Professionalism Issues” means behaviours that deviate from established ethical, interpersonal, and accountability standards expected of future physicians. These may include breaches of ethical standards or inappropriate behaviour, such as failing to uphold respect for patients, colleagues, and staff; integrity and honesty; confidentiality; and responsibility/accountability. • “Knowledge Deficiencies” means deficits in fundamental, clinical, or procedural knowledge, including inadequate understanding of core medical concepts or an inability to apply knowledge safely in practice. • “SAS” means Student Accessibility Services. • “Need-to-Know Basis” means sharing information only with individuals who require it to implement safety measures or fulfill regulatory obligations. • “SAWH” means Student Affairs and Wellness Hub. • “CPSA” means College of Physicians and Surgeons of Alberta. • “CMPA” means Canadian Medical Protective Association.
Responsibilities	4	<p>Student</p> <ul style="list-style-type: none"> • Students enrolled in the UME program are required to self-report any circumstance that may affect their ability to provide safe patient care. Students should report to the Associate Dean, UME, and to the CPSA. • Self-reporting must occur as soon as reasonably possible to ensure timely intervention and support (e.g., as soon as the student becomes aware of the condition).

		<ul style="list-style-type: none"> • Students should continue to report any substantial changes to their condition or circumstances on an ongoing basis. • Students must cooperate with the recommendations, accommodations, or conditions set by the Associate Dean, UME. <p>Associate Dean, UME (or Delegate)</p> <ul style="list-style-type: none"> • Accountable for policy adherence, approval of leaves, accommodation recommendations, and oversight of return-to-program conditions. • Acknowledges and adheres to the CPSA Duty to Self-Report requirements, ensuring alignment with regulatory expectations in all applicable circumstances. • Reports to relevant external partners (e.g., CPSA) if required. • Ensures a timely and effective response to all reported concerns to safeguard patient care and support student success. <p>SAWH (Student Affairs and Wellness Hub)</p> <ul style="list-style-type: none"> • Provides support and coordinates with the UME to assist the student. • Facilitates access to healthcare resources, including family physicians and emergency care, and arranges psychiatric referrals for students as required.
<p>Appendices</p>	<p>5</p>	<ul style="list-style-type: none"> • Privacy Legislation in Alberta • Privacy Policy • Disclosing Personal Information of Students to Third Parties • CPSA Regulatory Bylaws • CMPA Duty to Report Guidance • Student Accommodation Policy • Leave of Absence Policy • Immunization Requirements – UME Students • Student – Injury, Incident, and Exposure Reporting • Student Misconduct and Academic Appeals Policy • Appendix 2: Sanctions • Calendar Regulation 5.6.13 Policies Relative to Clinical Experience
<p>Process</p>	<p>6</p>	<p>a. Student Self-Reporting</p> <ul style="list-style-type: none"> • Students must notify the Assistant Dean, Pre-Clerkship, or the Assistant Dean, Clerkship (or delegate) as soon as possible after becoming aware of any personal condition that may affect their ability to provide safe patient care. Assistant Dean, Pre-Clerkship, or the Assistant Dean, Clerkship (or delegate) as soon as possible after becoming aware of any personal condition that may affect their ability to provide safe patient care. • The relevant Assistant Dean will communicate necessary information regarding the student’s attendance to the UME staff and preceptors. • Students will provide required documentation to the UME to clarify health status and/or support the creation of an accommodated learning plan. <p>b. Risk Assessment and support</p>

- Associate Dean, UME (or Delegate) will respond to the student report as soon as able (and within 48 hours) to acknowledge the student report and initiate investigations or assessments of the potential risk.
- The Associate Dean, UME (or Delegate) will typically meet with the student at the time of the student's report to provide support and assess the risk to the patient and student resulting from the student's condition.
- The Associate Dean, UME (or Delegate) will advise the student if removal from the learning environment or clinical experience is required while the investigation or assessment is ongoing.
- The investigation and assessment, and development and implementation of an accommodation plan or risk mitigation plan will be completed in a timely manner, and within 10 business days of being notified of the student self-report.
- The Associate Dean, UME (or Delegate) will determine whether reporting to regulatory bodies (e.g., CPSA) is required when a health condition, professionalism issue, or knowledge deficiency exists which may impact patient safety. They will also consult any applicable professional licensing requirements when evaluating a request for accommodation (Refer to Student Accommodation Policy Section 4.14).
- Associate Dean, UME (or Delegate) will typically involve SAWH, with the student's permission, to provide further support to the student. Information regarding the student's condition will be communicated on a need-to-know basis unless the student otherwise requests.
- Associate Dean, UME (or Delegate) will document all decisions and accommodations in student files, ensuring appropriate privacy controls are in place (as per Student Accommodation Policy Section 4.20). Student information, including a request for accommodation is shared when necessary to evaluate the request or on a need-to-know basis (Refer to Student Accommodation Policy Section 4.12).

c. Actions When Safety Concerns Arise

- In instances where safety concerns arise due to the health and/or well-being of a student that may compromise patient safety, the Associate Dean, UME (or Delegate) may restrict a student from attending or completing a clinical experience (refer to Calendar Regulation 5.6.13).

d. Managing Health Conditions and Supporting Return

The Associate Dean, UME (or Delegate) shall:

- Grant a medical Leave of Absence (refer to Leave of Absence/ (Medical Students Policy) or issue accommodation letters as needed (refer to Student Accommodation Policy Section 4.21).
- Maintain strict confidentiality; share information only on a need-to-know basis.
- Develop and monitor accommodated learning plans per MD Program policy.
- Inform and support instructors of accommodations provided to the student through a letter of accommodation prepared by the SAS to ensure proper understanding and implementation of the plan (refer to Student Accommodation Policy Section 5).

		<ul style="list-style-type: none"> Allow for appeals of decisions related to accommodation (refer to Student Accommodation Policy Section 4.22) and appeals related to requirements to withdraw (Refer to Student Misconduct and Academic Appeals Policy).
Instructions/Forms	7	Not Applicable
Relevant Accreditation Standards	8	<p>9.10 Student Health and Patient Safety</p> <p>A medical school has effective policies and processes to address situations where a student’s personal health may pose a risk of harm to patients. These policies and processes are clearly communicated to students. These patient safety policies and processes include:</p> <ul style="list-style-type: none"> A) Timely response by the medical school B) Provision of accommodation to the extent possible C) Leaves of absence D) Withdrawal from the program
Consequences	9	<p>Failure to self-report circumstances that impact patient safety may lead to serious consequences, including but not limited to mandatory remediation, suspension from clinical activities, or other disciplinary actions outlined in Appendix 2: Sanctions.</p>
Special Situations	10	<p>If accommodations or adjustments cannot be made for the student to meet functional core competencies and fulfill all program and CPSA requirements necessary for patient and public safety, the student may be required to take a leave of absence from the program to address health concerns or, if necessary, to withdraw from the program.</p>
Approval	11	<p>UME Management Date: March 3, 2026</p>