

QUEEN'S UNIVERSITY SCHOOL of MEDICINE REGIONAL EDUCATION – COMMUNITY TEACHING SITE AFFILIATION PRINCIPLES

FACULTY OF HEALTH SCIENCES MISSION STATEMENT- Our Mission is to educate health professionals and students in the biomedical sciences by conducting research, by generating a spirit of enquiry, and by serving the health needs of the people of South Eastern Ontario, drawing on Queen's learning environment to enable our graduates to become the leading health professionals for Canada's rural, northern, and urban communities and to provide researchers and educators for the nation's future.

SCHOOL OF MEDICINE MISSION STATEMENT- To advance our tradition of preparing excellent physicians and leaders in health care, we embrace a spirit of inquiry and innovation in education and research.

The Community Teaching Site and the University share a joint mission of health and health sciences education and research. This Agreement provides a framework for that, and the parties agree to work cooperatively to respond to their evolving relationship. This relationship between the Community Teaching Site and University includes a willingness to identify joint academic missions and initiatives through mutual acknowledgments that recognize each other's contributions.

OBJECTIVE OF THE UNIVERSITY- The objective of the University is to enhance its teaching and research for the benefit of its students, faculty and the broader community. In all its teaching and research programs the University is committed to collaborating with hospitals, community teaching sites and other public sector institutions, where appropriate, to achieve the highest academic standards, to provide the best possible facilities and electronic library resources, and to recognize excellence in teaching.

In seeking to achieve the above objective, the University is committed to the following principles:

- i) Respect for intellectual integrity, freedom of inquiry and rational discussion;
- ii) Academic excellence and innovation;
- iii) Diversity and equity;
- iv) Fair and equitable treatment of all who work and study in the University, including clinical teachers at hospitals and other community sites;
- v) Social responsibility;
- vi) Collegial form of governance; and
- vii) Fiscal responsibility and accountability.

The above objective and principles govern the University's relationship with institutions with which it affiliates.

SHARED OBJECTIVES OF THE UNIVERSITY AND COMMUNITY TEACHING SITE - Whereas the Community Teaching Site and the University jointly and individually recognize the following objectives:

- i) The provision of high standards of health care and maintenance for patients and the populations in which they originate;
- ii) The provision of high standards of clinical education for medical students, postgraduate trainees and other future health professionals;
- iii) The undertaking that patient care, education and programs of research and scholarship are efficiently directed and coordinated between the University and the Community Teaching Site within available resources provided by each party;
- iv) The University recognizes that it can better achieve its goals in clinical education and scholarly research with access to human and other resources at the Community Teaching Site.

The objectives set forth above can best be achieved by a close and harmonious relationship between the Community Teaching Site and the University.

APPLICABILITY OF UNIVERSITY POLICIES TO THE COMMUNITY TEACHING SITE AND AMENDMENT OF UNIVERSITY POLICES - The Community Teaching Site agrees that it is bound by the following University policies, procedures, guidelines and protocols as found in the following Queen's University "URL" sites:

LCME Accreditation Standards:

<http://www.lcme.org/standard.htm>

(Canadian) AFMC Accreditation Standards:

<http://www.afmc.ca/education-cacms-e.php>

RCPSC Accreditation Standards:

http://meds.queensu.ca/postgraduate/program_directors/publications

CFPC Red Book

<http://www.cfpc.ca/english/cfpc/education/accreditation/default.asp?s=1>

CPSO Professional Responsibilities in Undergraduate Medical Education:

<http://www.cpso.on.ca/policies/policies/default.aspx?id=1854&terms=professional+responsibilities>

CPSO Professional Responsibilities in Postgraduate Medical Education:

<http://www.cpso.on.ca/policies/policies/default.aspx?id=1846&terms=professional+responsibilities>

Queen's University Policies:

<http://www.queensu.ca/secretariat/senate/policies/>

Queen's University Undergraduate Medicine Policies:

http://meds.queensu.ca/undergrad/policies_and_regulations

Queen's University Postgraduate Medicine Policies:

<http://meds.queensu.ca/postgrad/policies>

The University and the Community Teaching Site will each use their best efforts to inform their appointees and staff of their respective policies and guidelines and of the importance of adhering to them.

TEACHING - The University (including faculty, staff and students) and the Community Teaching Site share responsibility for creating a learning environment at the Community Teaching Site that promotes the development of explicit and appropriate professional attributes (attitudes, behaviours, and identity) in Students.

The University will be responsible for informing Students who are placed at the Community Teaching Site that they are required to comply with the Community Teaching Site policies. The Community Teaching Site undertakes that any teaching of students from other educational institutions will not compromise its ongoing teaching commitment to the University.

The Community Teaching Site will allow Students, for teaching purposes, access to such of its patients and their personal health information, both in-patients and ambulatory patients, as are necessary to meet its teaching commitments set out in the clinical Student teaching placements, subject to such restrictions as are imposed by the Community Teaching Site staff for clinical reasons.

The University will comply with all applicable privacy laws, including the Personal Health Information Protection Act, 2004, and agrees that it will advise all Students that they are required to comply with all applicable privacy laws and the Community Teaching Site policies and procedures.

TERMINATION OF STUDENT PLACEMENT FOR UNACCEPTABLE BEHAVIOUR - The University recognizes the right of the Community Teaching Site, after consultation with the appropriate University Dean or Department Chair, to terminate the placement in the Community Teaching Site of an individual Student, if the Student's behaviour or activities are considered by the Community Teaching Site to be unacceptable.

Notwithstanding the above, if in its sole discretion the Community Teaching Site determines that a Student's behaviour or activities is placing patient or Hospital/site staff safety at risk, or unreasonably interferes with the operation of the Community Teaching Site's programs or services, the Community Teaching Site may remove the Student from patient or Hospital/site staff contact immediately and, after contacting the appropriate Dean or Department Chair, may terminate the Student's placement.

FACULTY DEVELOPMENT - The University is committed to providing opportunities for all faculty to enhance their education skills through "faculty development". The Faculty Development Office of The School of Medicine together with the University Departments and programs will facilitate the professional development of all faculty through appropriate educational methods (such as interactive seminars, workshops, videoconferences and on-line education skill development programs) relevant to the delivery of clinical teaching and learning.

LIBRARY AND INFORMATION SERVICES - The University will work with the Community Teaching Site to facilitate remote access by the Community preceptors and learners to the University's library and information services.

NON-DISCRIMINATION AND HUMAN RIGHTS - The University and the Community Teaching Site are committed to:

- human rights and
- shall comply with the Human Rights Code (Ontario) and other applicable rights and equity legislation;
- the principle of fair and equitable treatment for all;
- having an environment free of prohibited discrimination and harassment;
- adopting their own appropriate policies with respect to discrimination and harassment;
- guidelines as to how it will deal with allegations of prohibited physical and verbal harassment and sexual harassment.

INSURANCE - The University shall maintain in full force and effect a policy of comprehensive liability insurance to include coverage for any negligence, malpractice and medical professional liability on behalf of its officers, employees and agents that could arise in the performance or non-performance of this Agreement. This insurance shall include coverage against bodily injury (including death), property damage and personal injury including cross-liability and severability of interest provisions with a combined limit of not less than \$5 million per occurrence.

STUDENT WORKPLACE INSURANCE - The University will be responsible for arranging the relevant WSIB documentation regarding coverage for eligible Students.

* Last revision. Jan 14, 2010. Dr. Gene Dagnone