

Attachment 9.10.1



Proposed IllinoisCOM Faculty Recusal Policy

POLICY TITLE:	Recusal from Student Assessment and Promotion
APPROVAL DATE:	TBD
NEW OR REVISION	New
EFFECTIVE DATE:	TBD
SCOPE/APPLICABILITY:	All IllinoisCOM faculty and staff members who provide health, counseling, psychiatric, psychological, or other sensitive health services to students and also serve on committees that make assessment or promotion decisions about those students
RESPONSIBLE OFFICE:	Department of Academic Affairs

PURPOSE

To ensure impartiality and avoid conflicts of interest in student assessment and promotion decisions, this policy establishes procedures for health professionals who provide health services to students to recuse themselves from involvement in academic evaluation or promotion of those students.

POLICY

- IllinoisCOM faculty, including clinical preceptors, will not provide medical treatment of or medical advice to IllinoisCOM students.
- IllinoisCOM-affiliated healthcare professionals who provide physical health, mental health, or other sensitive health services to students must recuse themselves from involvement in any academic assessment, evaluation, or promotion decisions concerning those students. This includes but is not limited to service on any committee involved in student promotion, grading or assessment of the student's coursework or clinical performance, writing letters of recommendation, or any other evaluative role concerning the student's academics or potential promotion.
- The health professional should inform their supervisor of any potential conflict of interest that may require recusal from student evaluation. The supervisor will determine if recusal is required and will make arrangements for an alternate evaluator if needed.
- If a potential conflict of interest arises during a meeting, the health professional must immediately disclose the conflict and recuse themselves from discussion and voting on that student's promotion.



- Student health information disclosed during provision of health services must remain confidential and must not influence academic assessment or promotion decisions, even if the health professional is recused from decisions about that student.
- Violations of this policy may result in disciplinary action. Retaliation against anyone who makes a good faith report of a violation is prohibited.

PROCEDURE

- All staff and faculty that provide sensitive health services to students must recuse themselves of any committee work or work associated with other academic decision-making bodies. Any potential conflict of interest that arises must immediately be identified to the body's leadership maintaining all privacy laws.
 - Should an IllinoisCOM-affiliated faculty member have to provide medical treatment for a student, such as in an emergency medical situation, they are required to recuse themselves from all situations where they may have to assess, grade, and/or provide professional feedback for that particular student.
 - a. The COM will document any recusals in the committee records and arrange for an alternate if needed to avoid any gaps in decision-making.
 - Students should seek healthcare advice and/or treatment off-campus from non-affiliated providers. Should a student have difficulty in finding medical treatment/advice, they can contact the staff in the Office of Student Affairs for a referral to an appropriate local physician.
1. Potential violations of this policy should be reported to the Office of the Dean for investigation.
 2. Compliance and monitoring
 - a. The Department of Academic Affairs and the Office of Clinical Affairs will oversee the implementation and compliance with this policy.
 - Training related to this policy and its procedures will be facilitated during completion of the IllinoisCOM Onboarding course for faculty and staff.
 - Training related to this policy and its procedures will be facilitated at multiple timepoints along the educational trajectory for students, including IllinoisCOM New Student Orientation, OMSII Student Orientation, Clinical Education Orientation, and specific training that occurs at our affiliated clinical training sites.

RESPONSIBLE PARTIES

- Director of Student Affairs
- IllinoisCOM faculty and staff
- Department Chairs and staff supervisors

