



**JAWAHAR MEDICAL FOUNDATION'S  
ACPM MEDICAL COLLEGE & HOSPITAL DHULE, M.S.**

**"POLICY MANUAL FOR "CODE OF CONDUCT"  
FOR STUDENTS**

*Build medical professional of next generation*

**OUR CORE VALUES**

- **Commit to excellence in all that we do.**
- **Show total unconditional regard for all patients.**
- **Demonstrate respect for each patient's person, privacy, culture, beliefs, and rights**
- **Exhibit compassion for those entrusted to our care.**
- **Treat other members of the health care team in a professional manner**



*Let's get started*

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# Policy for Code of Conduct for MBBS & Postgraduate Students

[Under Consideration of Government of India u/s 45 of the Copyright Act, 1957

(14 of 1957)

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*Jawahar Medical Foundation's  
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Dhule, Maharashtra*



**Policy for Code of Conduct for MBBS &  
Postgraduate Students**

*[Approve by Local Managing committee held on 13<sup>th</sup> September 2021 and  
revised version approved on 25<sup>th</sup> July 2023 vide resolution No 3 in  
supersession of all previous notification]*

## **Preamble:**

1. The medical profession is perceived by the community as noble profession attributed to its unique covenant of honor and integrity that binds physicians, patients, teachers, and society at large. Therefore, it is responsibility of every student of JMF's ACPM Medical College & Hospital, Dhule to adopt to themselves to abide by the rules and regulations prescribed by the college. The college has been thriving for respecting the rights of privileges and expectations in terms of medical, social needs of every citizen irrespective of gender, caste, creed, socio-economic status, regional language at large and demonstrate high standard of morality, integrity, professionalism, honesty, and respect to the propriety of each and every member of the college community, even it may not be explicitly acknowledged. The committee monitoring the code of conduct of the student held number of brain storming sessions, interacted with faculty and students, member of self-help groups of community keeping in vision and mission of the college in focus and finally formulated the code of conduct for the students to meet objectives aligned with vision and mission of the college. The code of conduct has been approved by managing committee vide its resolution No.... in its meeting dated 25<sup>th</sup> July 2023 and accorded approval for implementation w.e.f. date of approval. The code of conduct is displayed on college website under menu college and submenu "Student Center" for information for all UG and PG.
2. The Code of Conduct expressively used for compliance of rules and regulation prescribed to respect the behavioral domain of medical attributes. Any violations shall be treated as "indiscipline and misconduct" and liable to punitive action in the any form decided by the disciplinary authority of the college.
3. The code of conduct envisages rules and regulations to create conducive, professional environment for transformation to matriculate/medical graduate students in highly competent medical professional with high academic performance & quality of professionalism, compassion, clinician with ethical, moral, honest & human value to serve the diverse cultural & social community.
4. It is therefore imperative for every medical student to abide by code of conduct prescribed during their stay in the working hours/hostel of the college as well as off the campus to maintain credibility of themselves as well as the institution,
5. PUNCTUALITY:
  - a. Students must be punctual for all theory, practical, clinical posting in OPD, wards, Community, family adoption program, skill training session, or any other such as academic activities i.e., workshops, seminars, co-curricular or extra-curricular events organised by the college and report in time before the session commences.
  - b. The student must submit their logbook, laboratory journals assignment for continuous assessment within prescribed date.

## 6. CLASSROOM ETHICS

- a. The students shall observe basic principles of classroom ethics to ensure “Do no harm, make things better, Respect others, be fair, be loving” with colleagues and focus on rewarding for good behavior rather than punishing for bad behavior.
- b. Damage to any property of the college within or outside the college campus by the student shall be treated as misconduct and subject to disciplinary action.
- c. The student shall ensure legitimate discharge of their duties in the classroom with freedom of expression and protection of right with responsibility and cordiality.
- d. Every student shall maintain the ethical behavior in the T-L session and encourage the fellow students to practice the same, Instigation in any form contrary to this rule shall be subjected to disciplinary action.
- e. Uniform prescribed the college is compulsory in the classroom/academic session. Any casual act contrary to this rule is subject to indisciplinary action.

## 7. DUTIES AND LIMITATIONS OF A MEDICAL STUDENT

1. Practice professionalism in terms of respect to human life and dignity of any person of community including faculty, fellow student, employee and patients.
2. Act of discrimination with patient on any account shall be deemed as severe misconduct.
3. Priority to professional Doctor-Patient relationship and acknowledgement of the patient as a “Human Being” who is suffering, respecting the patient above all shall construed as part of code of conduct.
4. Every student shall maintain respect to the autonomy of the patient and rights of the patients. Any act violating this rule shall be considered as act of indiscipline.
5. Respect the Patient’s privacy and underlying confidentiality, in each moment of the student-patient relationship.
6. The student must recognize every human being as a single individual and consider age, gender, sociocultural context, sexual orientation, religion, philosophical or ideological beliefs without ever discriminate.
7. The student must pay attention to any complaints of patient, understand, and respect the anxieties of the patient, helping to deconstruct preconceived ideas or myths, within their knowledge.
8. The student shall maintain the confidentiality of the patient’s information, as well as the any other personal data, they have accessed during his clinical internship or education - disclosed by patients, family or caretakers, including clinical information obtained from complementary means of diagnosis and/or communications with doctors or other health care professionals.

9. The student must be sensitive to the importance of medical confidentiality for the establishment of a mutual relationship of trust, based on truth, between them and the patient.
  10. The student shall not impose any individual cultural values, belief, and practices on patients.
  11. The student shall ensure that their appearance and attire is appropriate to facilitate effective and respectful interaction with patients and families.
  12. The student shall respect the medical needs and propriety of patients and their family members.
  13. The student must request patients' consent to interact with them and ensure that consent is given freely and without coercion.
  14. The student shall acknowledge professional dignity even patient unable, refused, or withdrew consent, to interact with them at any stage specially in the case of a child and inform the faculty for counseling.
  15. The student shall be evaluated by their actions, ethical and legal standards of behavior, hence they must acquire required relevant competencies.
  16. Students shall perform the procedure either under observation or with the assistance of supervising faculty until the student duly certified by the supervising faculty.
  17. Whenever the patient and/or the family members ask for advice that is beyond the competence, the student, intern or postgraduate must inform the faculty or any other competent healthcare professional for appropriate address the issues of patients.
  18. The student shall not issue prescriptions or medical certificates.
  19. During internship or clinical training, the student shall provide the information to the patient, family, or caregiver after taking instructions from the supervising consultant/faculty.
8. Dress Code
1. Any dress, which shall be provocative, symbolizing any discrimination/advertisement of goods is strictly prohibited and use of fancy clothing e.g. transparent attire, sleepwear type clothing, sunglasses, fancy foot wear, sleepers in the classroom or teaching learning session.
  2. The student irrespective of program of the study shall remain in formal dress which includes white apron with formal uniform [if applicable] or formal attire, shoes, name plate when they are in classroom, laboratory, skill lab, seminars, museum, bedside clinic posting, posting in wards, OPD, central clinical lab, emergency, ICUs, and other sections of hospital.
  3. The students shall not be permitted to attend class, practical, wards, OPDs and other T-L activities without defined dress code u/s 8.2 of this code of conduct.

## 9. RIGHTS OF THE STUDENTS

1. Freedom of speech and submit explanation/explanation against any allegation with evidence.
2. Right to consume Alcohol, drugs or any similar consumables, cigarettes smoking, tobacco chewing, in or outside the campus is strictly prohibited and liable to penal action.
3. Right to invite outsider speaker is permitted only with the permission of head of institution.
4. Right to distribute Handbills, leaflets, posters of any business establishment without permission of the head of institutions in or outside the campus, which shall be construed as indiscipline.
5. Trespassing any outsider inside the campus, hostel by any person related to student is prohibited without permission.
6. Any violence in any form shall be treated severe misconduct and attract severe penalty recommended by disciplinary committee.
7. Compliance of the executive order the head of the institution shall be subject to disciplinary action.
8. Any act of theft, or purchase of material violating legitimate procedure shall be treat as misconduct.

## 10. RAGGING:

- 1) The College has been a record of ragging free campus since its inception and committed to maintain its "ragging free campus status" by ensuring compliance of code of conduct in spirit and lines.
- 2) All the students be informed that Ragging is punishable criminal Act u/s 294, 304, 306, 307, 323, 324, 325, 326, 339, 340, 341, 342, 506 and attract punishment as per stipulated provisions in the Indian penal code.
- 3) Any conduct in the form of as defined in the regulations of NMC, New Delhi or "by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness any other student, indulging in rowdy or indiscipline activities" which may causes or is likely to cause annoyance, mental agony, hardship or psychological harm or to raise fear or apprehension thereof in a fresher or a junior student or asking the students to do any act or perform something which such student will not do in the ordinary course and which has the effect of causing or generating a sense of shame or embarrassment so as to adversely affect the physique or psyche of a fresher or a junior student." Shall attract severe penal action as per law already enforced in the country.

- 4) Any Student committed the violation of acts prescribed in the NMC Act for prevention of Ragging has been displayed on college website: [www.jmfacpm.com](http://www.jmfacpm.com) or link: <https://jmfacpm.com/pdf/pgpdf-104-21-10-2022-66379.pdf>.

11. Rules and regulations for Central Library:

1. The shall preferable must have his valid library membership card while using reading hall facilities and must make in and out entry in reading hall.
2. The student shall not any library resources with the permission and recorded issue by the authority of library.
3. Damage of any book, journal, digital resources of the library shall be construed as severe misconduct and liable to be penalized with financial penalty.
4. The student shall not use highlighter, marker or underline any page or pages of the book, journal, nor remove page [s] for any of the library material otherwise shall be subject to in disciplinary action for this act.
5. Any act during use of library services causing noise or disturbance, e.g., tablet, laptop, mobile phone, shall be strictly prohibited.
6. Users of E- library shall be liable to comply with the “IT and network” code of conduct and other instructions issued by the library authority from time to time.
7. Smoking and the consumption of food and drink are forbidden in all parts of the library and no items of food or drink shall be used within the reading rooms.
8. The library users shall not be permitted to accompany any person [s] not having library membership or without permission of librarian for specified duration having written guest user library card on payment of prescribed fee as determined by the library committee.
9. Any group discussions except in isolated reading place which ensure no disturbance to other readers is strictly prohibited in the reading rooms.
10. Those undergraduate students who want to enter postgraduate or staff reading section may do with prior permission from the librarian.
11. Readers are required to comply with the provisions of the Copyright and Related Rights acts when making photocopies from material which enjoys copyright protection. Failure to comply may expose student or staff member of college, to college disciplinary procedures.
12. Breach of the Library regulations shall be subjected to disciplinary action recommended student disciplinary committee. The decision of punitive action of competent authority shall be final. The student may submit their request to managing committee for review.



13. The punitive action for violations of library rules ranges from leaving fines, replacement of books with latest editions, temporary cancellation of library membership.
14. Graduate and Postgraduate students who have passed their final examinations must return all books to the library after their examinations within one month before leaving the college. Failing which the library deposit and caution money shall be forfeited and debited to patient welfare fund. Any request of default shall not be granted after expiry of one month from the date of declaration of result.
15. It shall be sole obligation on the part of students to comply with this code of conduct for the use of library.
16. Any ignorance of the code of conduct even after display on website shall not be considered while addressing violation of code of conduct for the use of library services.

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