

SCHOOL OF MEDICINE – YELLOW CARD POLICY

1. The Yellow Card is used to advise medical students of attitudes or behaviour that fall short of the expected standards of professionalism during in-School teaching.

2. The card carries the following text:

Front	Back
<p>University of St Andrews School of Medicine</p> <p>Professional Attitudes and Behaviour</p> <p>You have received a yellow card. This is not for debate during the class but you should reflect upon why it has been issued.</p> <p>If you want to discuss the reasons for the card being given you should email the facilitator who gave it to you to arrange a meeting.</p> <p>If you receive 3 yellow cards in a semester you will be called for an interview with the Professionalism and Welfare Committee.</p> <p>The concepts of good medical practice stem from the GMC publication; 'Achieving good medical practice: guidance for medical students'</p> <p>August 2021 Version</p>	<p>The following are some reasons why this card may be issued:-</p> <p>Knowledge skills and performance</p> <p>1. Inadequate preparation for class</p> <p>Safety and quality</p> <p>2. Poor standards of hygiene or infection control 3. Inappropriate dress 4. Poor punctuality (more than 5 minutes late) 5. Failure to maintain safety and tidiness of clinical area 6. Disregard of published security policies; this includes leaving personal belongings unsecured</p> <p>Communication, partnership and teamwork</p> <p>7. No name badge 8. Unwillingness to contribute in class 9. Any behaviour considered to be inappropriate in a clinical setting; to patients, sim patients, peers or staff</p> <p>Maintaining trust</p> <p>10. Use of a mobile phone in class for communication or taking pictures without prior, express permission of class leader. Taking images or recordings of patients is never permitted 11. Breach of confidentiality 12. Alcohol or drug consumption that affects work</p>

3. **Procedure.** Staff wishing to award a yellow card should:

- a. Give the student the card, ensuring that they have acknowledged its receipt.
- b. Enter the yellow card award on Galen via the element page / attendance OR for external staff with no access to Galen should email medicine@st-andrews.ac.uk to report who the card was awarded to, when and the reason why.

4. **Review.** This process is 'owned' by the Professionalism and Welfare Committee who make recommendations to the School Teaching and Learning Committee. Staff are advised on the policy via the Personal Tutor information sessions held annually. Students are advised on the policy and process by the DoT annually.

University of St Andrews - School of Medicine Handbook

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Version Control Record *(expand table as required)*

Date	Revision Description	Major Changes
20/05/2021	Revised version	Para 10 edited from 'mobile phone prohibited' to a more nuanced set of options