

University of St Andrews - School of Medicine Handbook
CONSENT TO USE IMAGES FOR EDUCATIONAL PURPOSES

1. The School of Medicine produces still images and video data (containing images and sound) to generate educational material and to assess student's skills, examples are listed below:

- a. **eLearning resources.** Still or video images and audio sound clips used for on-line learning materials. These may be used by St Andrews medical students, shared with other individuals involved in healthcare and may be presented at conferences.
- b. **'MedVu' videos.** Digital video files used for learning, teaching and assessment purposes.
- c. **Promotional images.** These are images that are used on the school website, leaflets, posters, display screens and presentations.

2. **Video storage and use.** In all cases appropriate ethical approval will be sought for any project using their images. MedVu videos are recorded by the School of Medicine's video capture system and stored securely on University servers. Access to videos is strictly controlled by a two stage authentication and authorisation process, in order to view any video a user must have authenticated access to the University's network and have authorised access to the video by Administrators in the School of Medicine. In some cases users are granted limited rights to allow other users within the School of Medicine authorisation to view their own videos, but access to videos remains always within the Medvu system. The system's security attempts to ensure that users of the system do not retain copies of videos and cannot duplicate or redistribute them.

3. **Consent.** All medical students have signed the School of Medicine Agreement to signify that they consent to images of themselves being recorded for teaching and assessment purposes. Any other party including professional simulated patients and students out with the school of medicine should sign to agree the terms below:

- a. I will be filmed/ photographed/ recorded so that a medical student can practise or demonstrate their clinical skills, or to create an eLearning resource or promotional material for the School of Medicine. Any video made for teaching and assessment purposes may also be used as part of research project, if that specific use is approved by the School Ethics committee.
- b. Before the filming starts I will establish the subject and content of the film.
- c. I will sign this form and show this to the camera before filming starts.
- d. If I wish to see any video that I feature in I will provide information on the date and name of video capture and the name of the student capturing the video.

I agree that my image may be created, stored and distributed for educational purposes.

Name

Signature

Date of consent
