

SCHOOL OF MEDICINE APPOINTMENTS

COMMITTEE MEMBER OF THE PROFESSIONALISM AND WELFARE COMMITTEE

1. **Context.** This committee considers professionalism, welfare and health concerns related to; conduct, non-academic professionalism, criminal activity or University level discipline, and health or welfare matters. This committee will normally review students if they:
 - a. Fail to comply with the required standards of professionalism.
 - b. Have health or welfare issues that require School-level intervention.
 - c. Have been reported for breaches of the law or professionalism more generally.
 - d. Behave in a way that causes concern on placements.
 - e. Request non-routine or extended leave of absence for health or welfare reasons.
 - f. In relation to Yellow Cards the PWC will; conduct an annual review of the yellow card system, oversee staff training, compliance and consistency with the system and take an oversight for ensuring student education.
2. The Committee Chair will normally be a clinical academic appointed by the Head of School. Committee members are normally co-opted members of school staff and/or a co-opted staff member from another school with a background in student affairs. The School's Disability Officer, Registry Student Support Officer, and the Medicine Pro Dean may be called upon to advise as required.
3. **Purpose, duties and role.** Consider cases referred to the committee to advise the Head of School or provide guidance to students.
4. **Tenure.** An appointment of 3 years in the first instance, renewable for 1 year at a time for up to 2 further years. The committee hear around 30 cases per annum. Not all committee members will be involved in every case. Each case takes about an hour to read, listen and produce some advice so this appointment amounts to about 20 to 30 hours per year.
5. **Pre-requisite qualifications:**
 - a. Be an existing member of school staff. An open-ended contract is not mandatory.
 - b. Role holder would be required to be available in the School to meet students in person during the academic calendar to effectively fulfil role.
 - c. May not be a Programme Director or DoT concurrently.