

## Unprofessional behaviour on Placement - Formal Notification & Written Record

Students must demonstrate professional and ethical behaviour throughout a clinical placement. A student demonstrating unprofessional behaviour will be formally advised by their clinical educator. The clinical educator will counsel the student about the exact nature of the behaviour and discuss strategies to prevent future infringements. Student responsibilities are addressed in University of South Australia [Work Integrated Learning Procedure](#) and [Fitness for Work Integrated Learning Procedure](#). Professional behaviour is addressed in the AHPRA/Physiotherapy Board of Australia's Shared [Code of Conduct](#).

<b>What was the unprofessional behaviour?</b>
<b>Why is it deemed unprofessional &amp; what are the possible outcome of this practice?</b>
<b>What are alternative practices or strategies to avoid this unprofessional behaviour?</b>
<b>What action has the student agreed to take in relation to this formal warning and counselling?</b>

*This form is the written record of the formal warning for unprofessional behaviour.*

I understand that I have been formally warned about unprofessional behaviour and understand that should I be involved in or demonstrate a further instance of unprofessional behaviour, even if it involves a different situation / behaviour, it will result in a fail-grade for the course, and I may be requested to discontinue the clinical placement.

Student name & signature: \_\_\_\_\_

Date:

Clinical Educator signature: \_\_\_\_\_

Date:

A photocopy of this form is to be provided to the student. The clinical educator keeps the original

*(scan and email a copy to the appropriate course coordinator as soon as possible following the incident).*

A pattern of unprofessional or unethical behaviour on clinical placement may result in a fail-grade for the course, irrespective of performance in other components. In the case of unprofessional behaviour, the student will receive verbal feedback in the first instance; a second infringement will result in a written warning (using this form), even if the second incident involves a different behaviour; any subsequent infringement will result in a fail grade.

Unprofessional behaviours, which breach medico legal requirements or health professional codes of conduct, will be managed according to the [Fitness for Work Integrated Learning Procedure](#) and immediately referred to the relevant Program Director/Course Coordinator.

Examples of unprofessional behaviours include (but are not limited to):

- Removing patient/client records from the placement site or photocopying patient records
- Falsely stating treatments / non-treatment of a patient
- Falsifying placement site records
- Breaching patient/client confidentiality
- Removing material from the placement site which could be used to identify individual patients/clients
- Breaching specific placement site policies as provided by the clinical placement
- Plagiarism of published / referenced or peers written work, which will be dealt with under the provisions of the policy for [Academic Misconduct](#).
- Failure to respect patients'/clients' privacy and dignity
- Arriving unfit to work, which will be managed under the [work integrated learning](#) policy
- Arriving late and / or leaving early without prior agreement with the clinical educator
- Failure to follow absentee processes outlined by the course coordinator and/or clinical educator
- Rude, disrespectful, or threatening communication (including email)
- Disrespectful, threatening or bullying behaviour
- Breaching the student [code of conduct](#)
- Breaching the [code of conduct for physiotherapists](#)