

- (c) submit an ACADEMIC INTEGRITY VIOLATION REPORT FORM. Every effort must be made to ensure that the student fully understands the Honor Code, including penalties and procedures. The Dean of Student Affairs and Admissions will inform the course coordinator of the penalty.

If a student alerts a faculty member to possible cheating or any other Honor Code violation and the faculty member has not directly observed the alleged cheating, the faculty member should encourage the reporting student to still go to the Honor Council according to Section 1 of Article V of the Honor Council Constitution.

Section 5. If the student accepts responsibility, the course coordinator shall assign a penalty from Article IV of the Honor Code. The course coordinator shall inform the Senior Associate Dean and the Associate Dean for Student Affairs and Admissions in writing via the academic integrity violation report form of his/her decision.

Section 6. If the student maintains innocence and the faculty member wishes to pursue this matter, the faculty member will report the matter in writing to the Honor Council for resolution. In such cases the faculty member, course coordinator and student will be bound by the decision of the Honor Council.

Section 7. The student may appeal the decision of the Honor Council to the Senior Associate Dean according to proceedings outlined in the Honor Code.

ARTICLE VII

PRE-HEARING PROCEDURE

Section 1. Cases shall be acted upon within 30 school days of receiving information about a possible violation.

Three Honor Council representatives, including faculty and or students, shall act as a prehearing review board. The students may not be from the same class as the student suspected of the violation. Any Honor Council faculty members involved in a case before the Council shall not serve on the pre-hearing review board. The pre-hearing review board's responsibilities shall be: to interview witnesses, review evidence, and decide whether to present the case to the entire Honor Council in a full hearing.

- (a) Within seven school days of receiving the case, the pre-hearing review board shall decide by majority vote by secret ballot if there is sufficient evidence to proceed with a hearing. If the majority vote is negative, the case will be dropped. If the majority vote is positive, the case will be presented to the Council.
- (b) If the case is accepted for a full hearing, the faculty advisor will promptly notify the accused orally and in writing that he or she has been accused of a violation. The accused shall be informed in writing of his or her violations and rights as follows:
 1. The defendant will be allowed to speak on his or her own behalf regarding this incident. The defendant also has the option of not speaking on his or her own behalf, in which case his or her identity will not be revealed to the full Honor Council.

2. The defendant may present information that supports his or her position in this alleged incident.
 3. The defendant can choose another COPHS student as his or her defense counsel.
 4. The defendant may bring others to serve as witnesses to speak specifically about the incident in question and present information to support the accused student's position. These people are limited to those having knowledge of or direct evidence surrounding the alleged incident of academic dishonesty. The defendant may not bring others to speak on his or her behalf regarding issues that are outside the scope of the alleged incident (i.e., character witnesses).
 5. The defendant will have the opportunity to question people who present information concerning the alleged incident of academic dishonesty if the criteria under Article VII Section 4 are met.
 6. The defendant will be informed of the existence of witnesses and evidence by the Honor Council faculty advisor without disclosing the identity of the witness(es) or specific evidence.
 7. Issues outside the scope of the alleged incident, including previous alleged violations of the Honor Code, academic performance, or past behaviors, may not be addressed by other participants in this proceeding.
 8. Information from the pre-hearing meeting shall not be disclosed to any outside individuals such disclosure shall be considered a violation of the Honor Code.
- (c) All participants in the pre-hearing and hearing process shall not reveal any details of the alleged incident. Disclosure to outsiders of any information about the case by any participant shall be considered a violation of the Honor Code.

Section 2. Further Procedures

- (a) Upon notification of allegation, the accused may waive his or her right to a full hearing by entering a plea of guilty to the charges which indicates the student's acceptance of the penalties stated in Article IV.
- (b) If the accused chooses to waive his or her rights to a full hearing by entering a plea of guilty to the charges, then the student body and faculty will be informed of a violation of the Honor Code. The notice will include the alleged violation, the alleged violator's class, the date of the Honor Council hearing, the outcome and the penalty. Identifying information concerning all participants will not be included in the notice and will remain confidential. This violation will be submitted to the student body and faculty by some expedient means, including electronic (via email) or public display (via bulletin board). If the original violation went through the Honor Council, then the president of the Honor Council will be the one to inform the student body and faculty. If the original violation bypassed the Honor Council by means of the ACADEMIC INTEGRITY VIOLATION

REPORT FORM, then the Associate Dean for Student Affairs and Admissions shall be the one to inform the student body and faculty.

ARTICLE VIII

FULL HEARING PROCEDURE

Section 1. A full hearing of the Honor Council may be called to determine the responsibility of an alleged violator of the Honor Code, and to assign a penalty if judged guilty. All representatives of the Honor Council will be invited to attend a full hearing. A quorum consisting of one half of the Honor Council members. Any Honor Council Faculty member serving as witness in a case before the Council shall recuse from the trial and only serve as a witness. At least one of the three pre-hearing review board members should be present. If a fourth year pharmacy student is involved in an alleged incident of academic dishonesty, at least one fourth year pharmacy Honor Council representative should be present. In addition to Honor Council members, presence at a full hearing will be limited to the faculty advisor, defendant, COPHS student serving as defense counsel, and witnesses to the alleged incident.

Section 2. Pro-tem representatives, representing the first-year classes, may participate in full hearings only until such time as first-year representatives have been elected. After selection of first-year representatives, pro-tem members will not be considered active Honor Council representatives.

Section 3. Hearings of the full Honor Council will be closed. Witnesses to the alleged incident will be interviewed separately in the presence of the alleged violator.

Section 4. Identity of witnesses and the alleged violator.

(a) The alleged violator will not be informed of the identity of the witness(es) unless ALL of the following conditions are met:

1. The alleged violator requests to confront the witness during a Council meeting;
2. The Honor Council is using the witnesses' testimony in determining the responsibility of the alleged violator;
3. The witnesses agree to be confronted by the alleged violator. If the witness refuses to confront the accused as part of a full Honor Council hearing, his/her testimony cannot be used.

Section 5. The procedure for conducting a trial shall be as follows:

- (a) The Honor Council representatives will assemble. A quorum will be established, and a member will be selected to document the proceedings in writing. Additionally, the proceedings of the full hearing will be recorded (audio or video).
- (b) The President of the Honor Council will preside over the hearing. In the absence of the President, the Secretary shall preside.

- (c) The President of the Honor Council or presiding officer shall inform all members that no information regarding the violator(s) academic performance or character shall be mentioned or questioned during the proceedings.
- (d) Members of the pre-hearing review board present their findings regarding the alleged incident to the other members present.
- (e) The alleged violator will be called into the room. The alleged violator may be assisted by one other COPHS student serving as defense counsel. This student may not act as a witness on the alleged violator's behalf.
- (f) The Honor Council President or officer presiding over the hearing will introduce the violator to the members present, indicate the date and time of the hearing, and indicate the nature of the alleged violation.
- (g) The presiding officer will ask if the alleged violator accepts responsibility for the incident, and the violator will respond. The response will be recorded in writing. If the alleged violator accepts responsibility, actions will proceed as stated under Article VI Section 1 and the trial will be terminated. If the alleged violator does not accept responsibility, the trial shall proceed.
- (h) Witnesses to the alleged incident will be called into the room individually.
- (i) The President of the Honor Council shall inform the witnesses that information will be restricted to pertain to the alleged incident. Information about the violator's character, academic performance, past behavior or previous Honor Code violations will not be allowed. Honor Council representatives will begin questioning of witnesses.
- (j) The Council may allow the introduction of evidence other than testimony of witnesses if the Council determines that the evidence is relevant to the alleged incident.
- (k) The alleged violator and COPHS student defense counsel will have opportunity to question witnesses and examine other evidence. Questions will be limited to the alleged incident. Information about the witnesses' character, academic performance, past behavior or previous Honor Code violations will not be allowed.
- (l) The President of the Honor Council or presiding officer shall direct and regulate the alleged violator when to question the witnesses and examine evidence. At the discretion of the presiding officer, the Honor Council or alleged violator may have the opportunity to further question the witnesses and examine evidence.
- (m) After hearing all testimony and reviewing all relevant evidence, the alleged violator and all witnesses will be excused while the Honor Council deliberates.

- (n) The Honor Council shall ask the question: "Is the alleged violator responsible for this incident of academic dishonesty?" Honor Council members will vote by secret ballot, with a vote of YES to find the violator responsible, a vote of NO finding the violator not responsible.
- (o) Two-thirds majority of the Honor Council representatives present must vote YES to find the alleged violator responsible of academic dishonesty and to impose a penalty outlined in Article IV. The votes will be tallied by the Honor Council secretary (if present, and not presiding over the hearing) or another member designated by the presiding officer. The member designated to record the hearings in writing will not tally the votes.
- (p) The alleged violator will be recalled and informed of the outcome of the vote by the presiding officer. If guilt has been determined, the presiding officer will also then inform the violator of the penalty recommended and the course of action available.
- (q) The Honor Council Advisor shall notify the violator of the judgment of the Honor Council in writing. The faculty advisor will also verify the penalty, and advise the violator about the appeals process. The Faculty Advisor to the Honor Council will also formally notify the Associate Dean for Student Affairs and Admissions, the Senior Associate Dean, and the Physician Assistant Program Director if appropriate, of the outcome and the penalty.
- (r) Written and recorded proceedings shall be signed by the presiding officer. If the alleged violator has been determined responsible, the proceedings will be provided to the Associate Dean for Student Affairs and Admissions with the formal notification of hearing outcome. Access to the written and recorded proceedings will be limited to the Associate Dean for Student Affairs and Admissions, the Senior Associate Dean and, if appropriate, the Physician Assistant Program Director.
- (s) In cases in which the alleged violator is determined to be not responsible for academic dishonesty, all transcriptions and tapes shall be destroyed immediately.
- (t) A notice of the outcome of a full Honor Council hearing will be distributed to the student body and faculty by some expedient means, including electronic (via email) or public display (via bulletin board). The notice will include the alleged violation, the alleged violator's class, date of the Honor Council hearing, the outcome, and the penalty. Identifying information concerning all participants will not be included. The Associate Dean for Student Affairs and Admissions will be the one to distribute this information to the student body and faculty in the case of a full hearing of the Honor Council resulting in a verdict of guilty.

Section 6. Appeal of an Honor Council Determination

- (a) In cases where the alleged violator has been found responsible for academic dishonesty in a full hearing of the Honor Council, the defendant may appeal the decision of the Honor Council to the Senior Associate Dean, who may uphold or negate the Council's decision.

(b) The appeal process shall be initiated no more than 30 College days following the determination of the full Honor Council.

Section 7. Confidentiality of the Hearing Process

- (a) Hearing proceedings will remain confidential. Individuals who will have access to information from an Honor Council hearing, other than the Honor Council members present, include the violator and those individuals in the College or University administration who may be involved in carrying out a disciplinary action.
- (b) Faculty and administrators likewise will keep information confidential. Faculty members who may be privy to information from an Honor Council hearing are the Faculty Advisor to the Honor Council; faculty members of the Honor Council; any faculty member acting as a witness to an alleged incident of dishonesty; any faculty member asked to impose a penalty recommended by the Honor Council; the Associate Dean of Student Affairs and Admissions; the Senior Associate Dean; and, if appropriate, the Physician Assistant Program Director.
- (c) Revealing confidential information related to any Honor Council hearing will be considered to be a violation of the Honor Code.

ARTICLE IX

AUTHORITY

Section 1. The authority to revise and enforce the Honor Council Constitution lies with the Senior Associate Dean and Associate Dean for Student Affairs and Admissions. Any changes to Article IV penalties require faculty approval.

ARTICLE X

MEMBERSHIP

Section 1. The Honor Council voting members shall consist of 18 elected members, three members from each class, and 2 appointed faculty members. A fourth member of each pharmacy class shall serve as pro-tem members for the first year pharmacy class until the first year members are elected. In order to be nominated, one must fulfill the requirements of the Council of Students' Constitution. Terms of office for students shall last from May 1 until April 30. Faculty members shall be appointed by the Dean of the College of Pharmacy and Health Sciences.

Section 2. Vacancies for elected positions of the Honor Council shall be filled by pro-tem members or by special election.

Section 3. The duties of the members are to:

- (a) Attend all meetings of the Honor Council (absences must be approved by the Honor Council President in order to not be considered unexcused);
- (b) Participate in trial procedures;
- (c) Educate students and faculty on the Honor Code of the College of Pharmacy and Health Sciences;

(d) Keep all matters discussed at closed meetings confidential.

Section 4. The following exceptions may be made to participation of members in trial procedures:

- (a) If, for a special reason, a member of the Honor Council considers that he/she should not take part in the decision of a particular case, he/she should report the fact to the President of the Council.
- (b) If the President considers that, for some special reason, one of the members should not sit on a particular case; he/she shall inform him/her accordingly.
- (c) If the Council considers, for some special reason, that the President should not sit on a particular case, they may remove him/her by a simple majority vote.
- (d) If, in any such case, a member and the President disagree, the question shall be decided by the Honor Council by a majority vote using a secret ballot process.

Section 5. Recall of Honor Council members will follow the procedures for the recall of members of the Council of Students, which are set forth in the COS Constitution.

Section 6. The Honor Council will have a faculty advisor who will be appointed by the Dean of the College of Pharmacy and Health Sciences. The faculty advisor will not have a vote in Honor Council decisions. A faculty member cannot serve as the advisor if he/she is directly involved in a case before the Council. If the appointed advisor initiates an investigation of a student, the Dean will replace the advisor with another faculty member until that case is completed. The duties of the faculty advisor shall be to:

- (a) Advise the Honor Council on procedural matters;
- (b) Ensure that fair procedures are followed in all cases before the Honor Council, act as an advisor on matters of precedent and be present at all hearings;
- (c) Inform accused students regarding the Council's procedures and determinations throughout the progression of the case.

Section 7. All members of the council are expected to attend all meetings. A maximum of two unexcused absences will be allowed (one per semester). Failure to adhere to this requirement shall be considered neglect of office. A special election will be held to replace officers who neglect their office within two weeks.

ARTICLE XI
OFFICERS

Section 1. The officers of the Council shall consist of a President and a Secretary, who are student members of the Honor Council. These positions shall be elected by and for the Honor Council.

Section 2. The duties of the President shall be to:

- (a) Preside over all meetings;
- (b) Act as prosecutor at all trials;
- (c) Represent the Honor Council in all matters;
- (d) Supervise the investigation of all cases;
- (e) Insure that the Honor Council follows established procedures in its operation.

Section 3. The duties of the Secretary shall be to:

- (a) Maintain written minutes of all Council meetings;
- (b) Keep a true and accurate record, by tape and in writing, of all trial proceedings;
- (c) Prepare written communications from the Council to accused students regarding violations and Council actions;
- (d) Prepare written communications to the Associate Dean for Student Affairs and Admissions and the Senior Associate Dean regarding Council actions;
- (e) Inform the members of the Council of all meetings

ARTICLE XII
SCHEDULING MEETINGS

Section 1. A meeting of the Honor Council shall be held to orient new members to their duties and responsibilities. At the end of spring term the newly elected members shall meet to elect officers for the coming year.

Section 2. Meetings may be called at any time by the president who will determine the meeting time and place for all meetings.

Section 3. In the event that the Council must meet during regularly scheduled class time, the members of the council shall be excused from all classes and advanced practice experiences to attend the meetings

ARTICLE XIII
AMENDMENTS

Section 1. Amendments to the present statute may be proposed by the Honor Council or by petition of one-half of the members of the Council of Students of the College of Pharmacy and Health Sciences. Such proposals shall become effective as amendments when ratified by two-thirds of the members of the Honor Council at the next meeting following the proposal of the amendment.

Section 2. Ratified amendments shall become effective thirty days after ratification unless a specific date is set in the amendment.

Physician Assistant Program Technical Standards

The abilities and skills which candidates and students must possess in order to successfully complete the training associated with physician assistant education is referred to as the “Technical Standards.” The five categorical areas listed below represent the essential qualities that are considered necessary in order for students to achieve the knowledge, skills and levels of competency stipulated for graduation by the faculty and expected by the physician assistant profession. Prior to matriculation, all candidates must attest that they meet all Technical Standards as established by Physician Assistant Program. Additionally, these standards must be maintained throughout the student’s progress while enrolled in the Physician Assistant Program. Students found to be in violation of the Technical Standards are at risk of dismissal from the program.

Candidates and students for the Physician Assistant Program must possess the following abilities and skills:

I. Observation

- A. Accurately and in entirety observe patients both at a distance and close at hand. This ability requires functional vision, hearing and somatic sensation.
- B. Ability to visually observe materials presented in the classroom and laboratory environment to include audiovisual presentations, written documents, microbiology cultures, microscopic examination of microorganisms, tissues and gross organs, and diagnostic images (e.g. ECG, X-ray, C.T.).

II. Communication

- A. Effectively speak, hear, and observe patients in order to elicit information, perceive nonverbal communication, and describe changes in mood, activity and posture.
- B. Communicate effectively and sensitively with patients and their families through oral and written language.
- C. Communicate accurately and efficiently in oral, written, and electronic form with members of the healthcare team.

III. Motor

- A. Elicit information from patients by palpation, auscultation, and percussion, and clinical diagnostic testing.
- B. Execute movements required to provide general medical care and emergency treatment to patients. Such skills require coordination of gross and fine muscular movements, equilibrium and sensation.
- C. Properly use clinical instruments and medical devices for therapeutic intervention (e.g. stethoscope, ophthalmoscope, venipuncture and intravenous equipment, gynecologic speculum, suturing and casting equipment).
- D. Possess physical stamina sufficient to complete the rigorous course of didactic and clinical study, which may include prolonged periods of sitting, standing, and/or rapid ambulation.

IV. Critical Reasoning Skills

- A. Demonstrate the ability to measure, calculate, reason, analyze and synthesize information.
- B. Demonstrate the ability to acquire, retain and apply new and learned information.
- C. Demonstrate appropriate judgment in patient assessment, diagnosis, monitoring, evaluation and intervention including planning, time management and use of resources.
- D. Comprehend three-dimensional relationships and understand the spatial relationships of structures.

V. Behavioral and Social Attributes

- A. Possess the emotional health required for full utilization of his/her intellectual abilities, exercise good judgment, and promptly complete all responsibilities attendant to the diagnosis and care of patients.
- B. Demonstrate mature, receptive and effective relationships with faculty, patients, fellow students, and members of the health care team.
- C. Possess qualities of flexibility and the adaptability in functioning in an environment of uncertainty inherent in the clinical problems of many patients.
- D. Demonstrate the capacity to tolerate taxing workloads and function effectively under stress.
- E. Display the personal qualities of compassion, integrity, commitment, motivation, and genuine concern for others that are intrinsic to the medical profession, and will be assessed during the admissions and educational process.

Candidates for admission to the Physician Assistant Program, who are accepted, will be required to verify that they understand and meet these technical standards. Admission decisions are made on the supposition that he/she believes that he or she meets the technical standards with or without a reasonable accommodation.

Candidates are urged to ask questions about the program's technical standards for clarification and to determine if they meet the standards with or without reasonable accommodation. The Physician Assistant Program acknowledges Section 504 of the 1973 Vocational Rehabilitation Act and the Americans with Disabilities Act of 1990, and asserts that the ability to meet certain essential technical standards with or without reasonable accommodation must be present in the prospective candidate. Disclosure of a disability is voluntary; however, admitted students who wish to request accommodations should contact the Mercer University Disability Services Office located on the Atlanta Cecil B. Day Campus.

During enrollment, the program's Progress/Promotions Committee will monitor students for continuing compliance with the technical standards. The faculty of the Physician Assistant Program recognizes and embraces the responsibility of presenting candidates for graduation that have the education and skills to function in a wide variety of clinical situations and to provide competent patient-centered care to a diverse population of patients.

Competencies of a Mercer Physician Assistant Graduate

1. Elicit a Medical History
 - a. Provide a physical environment conducive to patient comfort
 - b. Establish rapport with patient (and/or family)
 - c. Recognize and interpret verbal and non-verbal cues
 - d. Elicit all relevant components of history to include: chief complaint, history of present illness, past medical history, social history, family history, and review of systems
 - e. Recognize cultural, behavioral, and demographic variances and make adjustments according to individual patient needs

2. Perform a Physical Exam:
 - a. Explain the examination procedure to the patient (and/or family)
 - b. Ensure patient privacy and utilize chaperone when appropriate
 - c. Utilize skills of inspection, palpation, percussion, and auscultation
 - d. Measure and accurately record height, weight, and vital signs
 - e. Examine all appropriate systems to include: general, HEENT, respiratory, cardiovascular, gastrointestinal, genitourinary, musculoskeletal, neurological, integumentary, endocrine, and lymphatic
 - f. Incorporate special exam techniques (e.g. Rovsing's sign) when indicated
 - g. Adjust exam process according to the patient's condition, setting, and special needs

3. Develop a Diagnostic Plan:
 - a. Recognize normal from abnormal physical and behavioral findings
 - b. Carefully consider indications and contraindications for every diagnostic study
 - c. Order appropriate diagnostic test(s) with consideration for cost effectiveness, sensitivity, specificity, and relative patient risk
 - d. Discuss diagnostic plan with patient (and/or family) and obtain an informed consent when appropriate
 - e. Interpret diagnostic studies
 - f. Establish a differential diagnosis to include a working diagnosis
 - g. Consider use of physician consultation and/or referral
 - h. Establish a problem-oriented medical list

4. Develop a Therapeutic Plan:

- a. Apply principles of pharmacology and pharmacotherapeutics
- b. Obtain input from other members of the health care team
- c. Consider the patients overall medical condition, social circumstances, educational level, and ability to understand and carry-out the therapeutic plan
- d. Discuss the treatment plan using the appropriate language level with the patient (and/or family)
- e. Consider the use of non-pharmacological modalities as appropriate
- f. Confer with patient (and/or family) concerning the appropriate follow-up plan
- g. Adjust therapeutic management plan as appropriate

5. Provide Patient Education:

- a. Encourage patient participation concerning management plan and self-care
- b. Instruct patient on health promotion and disease prevention
- c. Educate patient on use of prescription and non-prescription medications and their potential side effects/interactions
- d. Provide language specific patient education materials
- e. Assist patient (and/or family) with available community services as well as access to tertiary medical centers
- f. Educate patient and family members concerning their medical condition and expected prognosis
- g. Provide crisis intervention when indicated

6. Document Medical Records:

- a. Record date and time of all medical encounters
- b. Obtain accurate biographic data on each patient evaluation
- c. Organize data in appropriate system sections of the history
- d. Record patient history, physical examination, laboratory data, procedures, orders, etc.
- e. Document the location and description of physical findings
- f. Utilize the problem oriented medical record (POMR) and SOAP note formats
- g. Use both written and oral (dictation) communication methods
- h. Prepare summaries when indicated (discharge, surgical, etc.)

- i. Obtain physician signature when appropriate
- j. Utilize the electronic medical record
- k. Consider use of telemedicine when available
- l. Maintain strict confidentiality of patient's medical record

7. Perform Medical and Surgical Techniques:

- a. Practice aseptic techniques and universal precautions
- b. Perform wound management to include: irrigation, removal of foreign bodies, suturing, and dressing
- c. Carry out first and/or second assist in surgery
- d. Perform designated surgical procedures (e.g. biopsy)
- e. Obtain specimens (blood, fluid, tissue)
- f. Perform venous and arterial punctures
- g. Apply and remove casts and immobilization splints
- h. Administer medications via multiple routes
- i. Perform basic and advanced cardiac life support
- j. Use diagnostic equipment when appropriate

8. Promote administrative, management, and research skills:

- a. Comply with all practice/institutional, state, and federal laws and regulations
- b. Analyze practice experience and advocate practice-based improvement activities
- c. Use information technology (evidence based medicine) to support patient care decisions
- d. Practice cost effective health care and resource allocation without compromising quality of care
- e. Employ the appropriate system responsible for payment of services
- f. Participate in a formal peer review process
- g. Actively pursue scholarly research and teaching opportunities
- h. Accountable for insuring a safe environment for the patient
- i. Performs additional duties as directed by supervisory physician

9. Demonstrate Professionalism

- a. Prioritize needs of patient over self
- b. Project respect, compassion, and integrity
- c. Maintain a professional relationship with physician supervisors and other health care providers
- d. Recognize limitations and seek physician counsel
- e. Protect and uphold patient confidentiality
- f. Use clear and effective oral and written communication skills
- g. Participate in service to the community and profession to include local, state, and national organizations
- h. Maintain accountability to patients, society, and the profession
- i. Conduct regular self-reflection activities and initiate self-improvement techniques and strategies
- j. Adheres to the AAPA “Guidelines for Ethical Conduct of the Physician Assistant Profession”
- k. Follows current “Standards of Care” in providing all patient care services

10. Commitment to Lifelong Learning

- a. Maintain requirements for NCCPA certification
- b. Participate in regular literature review and reading
- c. Remain current in evolving medical/surgical trends and technology
- d. Provide education to the community and/or profession
- e. Engage in journal clubs and CME examination opportunities
- f. Participate in standardized medical exams (e.g. PAKRAT) and seek improvement in areas of weakness

- B. Right to a Hearing. Upon request by a student, the University will provide an opportunity for a hearing to challenge the content of the student's records. A request for a hearing should be submitted in writing to the Office of the Registrar.

Within a reasonable time, the student will be notified in writing of the date, place, and time reasonably in advance of the hearing.

1. Conduct of the Hearing. The hearing will be conducted by a University official who does not have a direct interest in the outcome. The student will have a fair and full opportunity to present evidence relevant to the issues raised, and may be assisted or represented by individuals of the student's choice, including an attorney, at the student's own expense. The University official conducting the hearing will, after considering all relevant information, make a recommendation to the Registrar.
 2. Decision. Within reasonable period of time after the conclusion of the hearing, the University will notify the student in writing of its decision. The decision will be based solely upon evidence present at the hearing and will include a summary of the evidence and the reasons for the decision. If the University decides that the information in the student's record is inaccurate, misleading, or otherwise in violation of the privacy or other rights of students, the University will amend the records accordingly.
- C. Right to Place an Explanation in the Records. If, as a result of the hearing, the University decides that the information is not accurate, misleading, or otherwise in violation of the student's rights, it will inform the student of the right to place in the record a statement commenting on the information and/or explaining any reasons for disagreeing with the University's decision. Any such explanation will be kept as part of the student's record as long as the contested portion of the record is kept, and will be disclosed whenever the contested portion of the record is disclosed.