



## Medical School

# Separation of Academic Roles in Providing Healthcare (TC & DU)

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## POLICY STATEMENT

The University of Minnesota Medical School requires a clear separation between individuals who provide health services including psychiatric/psychological counseling, and involvement in decisions of academic assessment or promotion. Therefore, any University of Minnesota Medical School (UMMS) faculty member or staff who provides any health services to UMMS students must not be involved in the academic evaluation or promotion of the students receiving those services.

Each faculty member has an obligation to avoid any involvement in the academic evaluation or promotion of any student for whom they have provided psychiatric/psychological counseling or other health services. In such instances, faculty are expected to discuss any potential conflicts with appropriate medical school personnel. Further, UMMS maintains health records in accordance with State, Federal, and University requirements for the security, privacy and confidentiality of such records.

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## REASON FOR POLICY

This policy ensures the medical school meets all State, Federal (i.e. FERPA), and University of Minnesota requirements regarding the provision of health services, the right of students to the confidentiality of their health information and clarifies the medical school's responsibility to separate providers of health services from faculty involved in decisions of academic assessment.

This policy also ensures the medical school meets LCME Accreditation requirements as follows:

**Element 12.5: NON-INVOLVEMENT OF PROVIDERS OF STUDENTS HEALTH SERVICES IN STUDENT ASSESSMENT/LOCATION OF STUDENT HEALTH RECORDS.** "The health professionals who provide health services, including psychiatric/psychological counseling, to a medical student have no involvement in the academic assessment or promotion of the medical student receiving those services. A medical school ensures that medical student health records are maintained in accordance with legal requirements for security, privacy, confidentiality, and accessibility."

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## PROCEDURES

### General Procedures:

- Except where noted, this policy applies to students on both the Central Campus in the Twin Cities and the Regional Campus in Duluth.
- Faculty and staff may give lectures to a large class that includes the student but should not lead small group discussions, grade papers, or serve as preceptors, course directors, or members of promotions or appeals committees.

- If a faculty member determines that they will be involved in the academic evaluation or promotion of a student for whom they provided psychiatric/psychological counseling or other health services, they must immediately notify the course/clerkship director (or his/her designee). The course/clerkship director must reassign the student to a new clinical site or remove the faculty member from any role in supervision or evaluation of the student
- If a student determines that he/she will be subject to academic evaluation by a faculty member who has provided health services including but not limited to psychiatric/psychological counseling, the student should immediately notify the course/clerkship director (or his/her designee) and/or the Office of Student Affairs. The course/clerkship director (or his/her designee) or administrative officer will work to reassign the student or remove the faculty member from any role in supervision or evaluation of the student.

#### **Location of Health Services Records:**

Offices on the Duluth and Twin Cities campuses providing mental health services maintain student health service records. Health Service records are not considered Education Records and, as such, are treated according to relevant Federal, State, and University guidelines as protected health information (PHI). Students must provide written permission for the release of any records provided by these offices to individuals not directly involved in their care. For information at the Twin Cities campus, students may refer to the following: Boynton Mental Health Clinic (BMHC) (*"Patients Rights and Responsibilities"* section: <https://boynton.umn.edu/patient-rights-and-responsibilities>); Student Counseling Services (SCS) (*"Frequently Asked Questions"* section: <https://counseling.umn.edu/appointments/frequently-asked-questions-accordion>). Students on the Duluth campus accessing the Duluth Health Services can visit <http://d.umn.edu/health-services> for additional information.

The medical school may also offer limited mental health services by a licensed, approved provider, outside of those services offered by BMHC or SCS. In these cases, records are maintained within the office of the provider and the medical school continues to abide by all State, Federal, and University requirements for the maintenance and confidentiality of such records, as well as the separation of these providers' roles from student assessment.

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## **FORMS/INSTRUCTIONS**

There are no forms or instructions associated with this policy.

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## **APPENDICES**

*"Patients Rights and Responsibilities"* section of the Boynton Health site: <https://boynton.umn.edu/patient-rights-and-responsibilities>.

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## **FREQUENTLY ASKED QUESTIONS**

There is no FAQ associated with this policy.

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## **ADDITIONAL CONTACTS**

<b>Subject</b>	<b>Contact</b>	<b>Phone</b>	<b>Fax/Email</b>
<b>Primary Contact</b>	<b>Name</b>	<b>Phone</b>	<b>Fax/Email</b>
Education Specialist – Duluth	Phyllis Lindberg, MA, LPCC	(218) 726-7059	<a href="mailto:plindber@d.umn.edu">plindber@d.umn.edu</a>
Director of Learner Development - TC	Scott Slattery, PhD	(612)-626-7196	<a href="mailto:slatt008@umn.edu">slatt008@umn.edu</a>
Director of Student Affairs	Scott Davenport	(612)-626-7196	<a href="mailto:daven016@umn.edu">daven016@umn.edu</a>

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## DEFINITIONS

There are no definitions associated with this policy.

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## RESPONSIBILITIES

**Faculty Responsibilities:** Faculty are responsible for informing their course or clerkship director if they are involved in the academic assessment of a student for whom they provided health services or psychological counseling.

**Course/Clerkship Director:** Course and Clerkship Directors are responsible for reassigning students and/or faculty who are involved in the academic assessment of a student and who have provided, or will provide, health or psychiatric services to that student.

**Administrative/Dean Responsibilities:** Appropriate school officials are responsible for resolving situations where there is not a clear separation between the provision of health services or psychological counseling and academic assessment.

**Student responsibilities:** Students are responsible for notifying the appropriate school official in the event that they encounter a conflict between faculty who are involved in academic assessment and who may also provide (have provided) health services or psychological counseling.

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## RELATED INFORMATION

There is no related information associated with this policy.

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## HISTORY

**Amended:** January 2019

**Approved:** By Education Council, April 2019

**Effective:** April 2019