

University of Missouri-Kansas City School of Pharmacy  
**Standards of Professional and Ethical Behavior**

**I. Preamble**

One of the goals of a pharmacy school is to educate a doctor of pharmacy student during the transition to a professional life. The University of Missouri-Kansas City School of Pharmacy has an obligation to evaluate students pursuing the Pharm.D. degree as thoroughly as possible for their cognitive abilities, their academic and professional knowledge and skills, their integrity, and their suitability for the practice of pharmacy. Accordingly, the Standards of Professional and Ethical Behavior detailed in this document have been developed to guide the pre-professional behavior of **professional degree-seeking** pharmacy students of the University of Missouri-Kansas City School of Pharmacy and to prepare the pharmacy students to meet the ethical standards of the pharmacy profession. Students enrolled in the baccalaureate and graduate programs in pharmaceutical sciences and pharmacology will be governed by the University of Missouri Student Conduct Code. Additionally, students located on Missouri State University's campus will also be governed by the Missouri State University Code of Student Rights and Responsibilities.

**II. Standards of Professional and Ethical Behavior**

**A. Professional Integrity**

**1. Honesty**

A pharmacy student shall deal honestly with people including, but not limited to, colleagues, instructors, representatives of the university, patients, attending physicians, and other members of the health care team. Pharmacy students are expected to demonstrate honesty and integrity in all aspects of their interaction with patients and staff – particularly in assuring accuracy and completeness in their actions and documentation. The pharmacy student shall be willing to admit errors and must not mislead others or promote himself/herself at the patient's expense. The pharmacy student shall strive to report, by utilizing the [Honor Council Procedures for Violations of the Standards of Professional and Ethical Behavior](#) accessible on the School of Pharmacy's website, those pharmacy students deficient in character or competence, or who engage in fraud or deception. Pharmacy students are subject to criminal background checks per the [Criminal Background Check Policy](#) accessible on the School of Pharmacy's website.

The basic principle underlying all research is honesty. Scientists and pharmacy students who participate in research have a responsibility to provide research results of the highest quality; to gather facts meticulously, to keep impeccable records of work done; to interpret results realistically, not forcing them into preconceived molds or models; and to report new knowledge through appropriate channels. Co-authors of research reports must be sufficiently acquainted with the work of their co-workers that they can personally vouch for the integrity of the study and validity of the findings, and must have been active in the research itself.

Examples of academic dishonesty include, but are not limited to, the following:

**Cheating**

- Use of any unauthorized assistance in taking quizzes, tests, or examinations; dependence upon the aid of unauthorized sources in writing papers, preparing reports, solving problems, or carrying out other assignments; acquisition or possession without permission of tests or other academic material belonging to a member of the university faculty or staff; in any way giving assistance to others who are participating in any of the three preceding types of behavior; or falsifying attendance records or other official documents.

**Plagiarism**

- Use by paraphrase or direct quotation of the published or unpublished work of another person without fully and properly crediting the author with footnotes, citations or bibliographical reference; unacknowledged use of materials prepared by another person or agency engaged in the selling of term papers or other academic materials; or unacknowledged use of original work/material that has been produced through collaboration with others without release in writing from collaborators.

### Sabotage

- Unauthorized interference with, modification of, or destruction of the work or intellectual property of another member of the university community.

Examples of dishonesty related to clinical practice include, but are not limited to, the following:

### Falsification of Patient's Medical Record or Information

- Writing progress notes or other documentation regarding the patient's status, including, but not limited to, clinical observations or results in the patient's chart when the pharmacy student has not seen or evaluated the patient, or using incorrect times of data entry. Reporting medical information such as physical examination finds, lab values, test results, and any other relevant patient information to other students, residents, attending physicians, the patient, the patient's family, or other relevant health care personnel that has been fabricated by the pharmacy student.

### Diversion and Theft of Drugs and Other Property

- The illegal distribution or abuse of prescription drugs or their use for unintended purposes, or purposes not intended by the prescriber; includes but is not limited to the theft of drugs, the theft of prescription pads and forgery of signatures on prescription pads, and selling drugs that were legally prescribed to one person to other individuals; taking of the property of another without authority or permission.

## **2. Responsibility**

A pharmacy student must acquire competencies with the appropriate concepts, knowledge, and skills which the faculty determine to be essential. These competencies shall be utilized to care for the sick and to promote the health and welfare of society. A pharmacy student shall recognize a responsibility to participate in activities contributing to an improved community.

Pharmacy students in the care of patients must not be harmful, dangerous, or negligent to the mental or physical health of a patient or the public. Negligent means the failure to use that degree of skill and learning ordinarily used under the same or similar circumstances by other pharmacy students.

Students must be familiar with and follow the rules and regulations of the School of Pharmacy, the university, and related professional organizations.

### **B. Pharmacy Professional Behavior**

#### **1. Nondiscrimination**

It is against university regulations to discriminate on the basis of race, color, ethnic or national origin, sex, sexual orientation, gender identity, religion, age, ancestry, disability, military status, veteran status, in admissions, educational programs or activities and employment. The university has an AIDS policy statement consistent with state law that prohibits discrimination against persons with AIDS or who are HIV positive.

#### **2. Representation**

A pharmacy student shall accurately represent himself/herself to others including, but not limited to, colleagues, instructors, representatives of the university, patients, pharmacists and other members of the health care team.

Examples of misrepresentation include, but are not limited to the following:

- A pharmacy student shall never use the title of "pharmacist," as this clearly misrepresents the student's position, knowledge, and authority. Use of fraud, deception, lies, or bribery in securing any certificate of registration or authority, diploma, permit or license issued, or in obtaining permission to take any examinations. Impersonation of any person holding a certificate of registration or authority, permit, license or allowing any person to use his/her certificate of registration or authority, permit, license, or diploma from any school. Forgery, alteration, or misuse of a patient's medical records or knowingly furnishing false information to the other members of the health care profession and/or professional organizations.

### **3. Confidentiality**

A pharmacy student shall respect the rights of patients, colleagues, and other health professionals, and shall safeguard patient confidences within the constraints of the law. The patient's right to confidentiality in regard to his/her medical record, which includes confidentiality of personal and social history, is a fundamental tenet to medical care. Proprietary information from clerkship and/or externships shall not be shared.

The discussion in public of the problems of an identified patient, without the patient's permission, by professional staff (including other students) violates patient confidentiality and is unethical. Under no circumstances can any medical record be removed from the institution. Photocopying of the entire record is never permitted for presentations or rounds; students are permitted to extract information, but not copy "wholesale" parts of the chart. Names of patients should be omitted from any documents used for these presentations.

### **4. Disclosure**

While the pharmacy student is a member of the patient care team and under faculty supervision, a pharmacy student shall continue to study, apply and advance scientific knowledge, make relevant information available to patients, colleagues, and the public, obtain consultation, and use the talents of other health professionals when indicated.

Sharing of medical information appropriately with a patient and colleagues involved in the care of the patient is a fundamental ethical requirement. The patient must be well informed to make health care decisions and work intelligently in partnership with the patient care team. Information that the patient needs for decision making shall be presented in terms the patient can understand. If, for some reason, the patient is unable to comprehend, there shall be disclosure to the patient's authorized representative.

Failure of a pharmacy student to share medical information relevant to a patient with the patient and colleagues involved in the care of the patient is unethical. Providing inaccurate information with these individuals is also unacceptable.

### **5. Assessment of Personal Competence (Self-Evaluation)**

Pharmacy students shall seek consultation and supervision whenever their ability to play their role in the care for a patient is inadequate because of lack of knowledge or experience.

Students are expected to respond to constructive criticism by appropriate modification of behavior.

It is unacceptable for a pharmacy student to dispense prescription medications or to prescribe therapies without supervision.

### **6. Professional Demeanor**

The pharmacy student is expected to be thoughtful and professional when interacting with faculty, patients and their families, attending physicians, pharmacy preceptors, other students, and other members of the health care team and whenever his/her behavior may influence adversely the judgments of others about the professional school or university.

Students shall maintain a neat and clean appearance, and dress in attire that is generally accepted as professional by the patient populations served.

Inappropriate behavior includes, but is not limited to, the use of offensive language, gestures, or remarks. Attempting, directly or indirectly, by way of intimidation, coercion or deception, to obtain or retain a patient or discourage the use of a second opinion or consultation is not appropriate.

### **7. Conflict of Interest**

If a conflict of interest arises, the moral principle is clear – the welfare of the patient must be, at all times, paramount. For example, gifts, hospitality, or subsidies offered by manufacturers and distributors of medical and pharmaceutical equipment/goods shall not be accepted if acceptance would influence the objectivity of clinical judgment.

### **8. Misconduct with Patients**

The pharmacy student will not engage in romantic, sexual, or other nonprofessional behaviors with a patient – even upon the apparent request of a patient – while the pharmacy student is involved with the patient’s care.

### **9. Impairment**

The pharmacy student will not use alcohol or drugs in ways that impair his/her ability to perform the work of the profession or results in compromised patient care. It is the responsibility of every pharmacy student to strive to protect the public from an impaired colleague and to assist that colleague whose capability is impaired because of alcohol or drug use. [Procedures for Alcohol and Drug Use Related Use Issues](#) are accessible on the School of Pharmacy’s website.

### **10. Criticism of Colleagues**

Professional relations among all members of the medical community shall be marked by civility. Scholarly contributions shall be acknowledged and each person shall recognize and facilitate the contributions of others to this community; slanderous comments and acts are not acceptable. Pharmacy students shall deal with professional, staff, and peer members of the health team in a considerate manner and with a spirit of cooperation.

It is unethical and harmful for a pharmacy student to disparage, without sufficient evidence, the professional competence, knowledge, qualifications, or services of a colleague to anyone. It is also unethical to imply without reliable evidence – by word, gesture, or deed – that a patient has been poorly managed or mistreated by a colleague.

### **11. Teaching**

It is incumbent upon those entering this profession to teach what they know of the science, art, and ethics of pharmaceutical care. It includes communicating clearly and teaching patients so that they are properly prepared to participate in their own care and in the maintenance of their health.

## **III. University-wide Conduct Codes**

### The University of Missouri Student Conduct Code

In addition to the conduct detailed in the preceding sections, a pharmacy student is subject to the University of Missouri Student Conduct Code, Section [200.010](#) Section B of the Collected Rules and Regulations of the University of Missouri (except for provisions dealing with academic dishonesty) which is enforced with the procedures appearing in Section [200.020](#). Pharmacy students are also subject to the University of Missouri Student Conduct Code, Sections [200.025](#), [320.010](#) and [600.020](#) of the Collected Rules and Regulations.

### Missouri State University Code of Student Rights and Responsibilities

In addition to the conduct detailed in the preceding sections and the University of Missouri Student Conduct Code, a pharmacy student on Missouri State University’s campus is subject to Missouri State University Code of Student Rights and Responsibilities, [Article II](#) (except for provisions dealing with academic dishonesty) which is enforced with the procedures appearing in [Article V](#) and [Article VII](#). Pharmacy students are also subject to Missouri State University Code of Student Rights and Responsibilities [Article IV](#) and [Article VI](#).

**Summary:**

- Details of the policies, procedures, sanctions, and due process for violations of the Standards are available on the School of Pharmacy website.
- Details of the policies, procedures, sanctions, and due process for violations of the University of Missouri Student Conduct Code are found in the University of Missouri-Kansas City General Catalogue and the student handbook.
- Please contact the School of Pharmacy Associate Dean for Student Affairs if you have questions or need additional information about any of the policies covered in this document.

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