

PROFESSIONAL SUITABILITY POLICY

1. Purpose and Scope:

The Professional Suitability Policy is intended to address student behaviour issues as they may relate to demonstrated professional suitability. These behaviours may become evident in the classroom and/or practice settings including, but not limited to: clinical placements, work placements and internships.

Students enrolled in programs or courses leading to professions that are subject to a professional regulatory body, or specific government legislation, are required to demonstrate professional suitability consistent with the published standards of practical and ethical behaviour for the profession in which the students are being educated. Failure to do so may result in a penalty up to and including withdrawal from the program.

Concerns raised under the Professional Suitability Policy will normally involve behaviour relating to one or more of the following:

- a) Inappropriate professional judgment demonstrating self-interest ahead of the professional duty to patient or client care;
- b) Clinical/field placement performance (knowledge, skills, attitudes, judgement) that is assessed to compromise client/patient safety;
- c) A criminal conviction, acquired by a student during the course of the academic program, which would render the student unable to acquire professional licensure or registration with a professional regulatory body and/or employment in the field;
- d) A health condition that impairs essential performance required for the profession in accordance with provisions of the Ontario Human Rights Code and Humber's duty to reasonably accommodate special needs of students;
- e) Participating in a classroom or practice setting while under the influence of alcohol or drugs;
- f) Unethical behavior as specified by the respective profession's Code of Ethics.

2. Roles and Responsibilities:

Programs that are subject to the Professional Suitability Policy must indicate this requirement in the Program Handbook.

It is the responsibility of the faculty, staff and students associated with the program to report conduct which may indicate that a student lacks competence, professional fitness or suitability for the profession in which the student is being educated. If faculty, staff or students become aware of such conduct, it is expected that they will provide a written account of the concern to the Dean or Associate Dean responsible for the delivery of the program, normally within 3 (three) working days of becoming aware of the concern.

3. Process:

When a concern is submitted in writing to the Dean or Associate Dean of the Program, the Dean or Associate Dean shall:

- a) Advise the student of the allegation that has been made against them;
- b) Meet with the student to review the details or evidence of the allegation and discuss the circumstances under which the alleged incident occurred;
- c) Meet with the individual who submitted the allegation as well the faculty member and/or the practice setting supervisor associated with the allegation to review the relevant facts;
- d) Review the requirements pertaining to professional suitability as published by the relevant professional body and/or seek advice from the professional or regulatory body representing the related profession;
- e) Decide if the evidence is sufficient to warrant a penalty under the Professional Suitability Policy or if the evidence is insufficient and that no further action will be taken on the part of the School;
- f) In situations where a reprimand or penalty is considered warranted, determine the penalty based on the Penalties section of this policy;
- g) Provide a written decision to the student stating the outcome of the review including the subsequent penalty if applicable and the student's right to appeal;
- h) In situations where the alleged behaviour has, in the opinion of the Dean or Associate Dean, confirmed a concern about professional suitability, advise the Office of the Registrar to note the incident on the student's file.

Timeliness is of the essence in all matters related to the allegation and investigation and it is expected that all parties will cooperate.

4. Penalties

In cases where the Dean or Associate Dean determines that the student's conduct is improper vis a vis professional suitability, the Dean or Associate Dean may authorize one or more of the following penalties:

- a) a written reprimand with specific conditions prescribing professionally suitable conduct;
- b) suspension from the program for a specified period of time up to 2 (two) years;
- c) withdrawal from the program for a period of up to 5 (five) years with specific and relevant conditions which must be fulfilled before an application for re-admission to the Program will be considered;
- d) withdrawal from the program for a period of up to 5 (five) years with the stipulation that the student will be considered for re-admission to the program based on the student's ability to identify how he or she has addressed the issue that led to the withdrawal and how the student intends to demonstrate professional suitability in the future.

5. Recording of an Infringement against the Professional Suitability Policy

A record of any finding of professional unsuitability and/or the disposition of such findings shall be recorded on the student's file and removed upon graduation.

6. Right to Appeal

The student has the right to appeal the Dean or Associate Dean's decision through a College level appeal as outlined in Admission Requirements and Academic Regulations of Humber College Institute of Technology and Advanced Learning.

Date of Implementation September 1, 2006

Revised: October 27, 2009