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Owner Jane McHowat:
FT 12 Mo Faculty
Document Area School of
Medicine
Applicability Saint Louis
University
Campus Wide

Code of Professional Conduct for School of Medicine Faculty

1.0 Introduction:

The Mission of Saint Louis University Medical Affairs (the School of Medicine and the Center for Advanced Dental Education) is the pursuit of excellence in education, research, clinical care, and community engagement through professional development, collaboration, and social justice. In support of its Mission, Medical Affairs embraces integrated activities internally and externally in basic and clinical research, the provision of patient-centered, compassionate, culturally competent health care, and engagement with the community through public service. Grounded in an understanding of the scientific method and an appreciation for personal commitment and service to others, these diverse educational experiences prepare individuals for careers and leadership roles in medicine and the medical sciences.

In furthering this Mission and pursuing excellence in their many endeavors, the members of the Medical Affairs community are guided by a shared commitment to behavior that adheres to the highest ethical standards and that is consistent with the ideals of Saint Louis University (the "University"), including the Jesuit notions of serving as women and men for others and *cura personalis* (care of the person). This Code of Professional Conduct (this "Code") was developed to describe ways in which Medical Affairs faculty, through their everyday activities, interactions and conduct, foster an academic community that exemplifies the University's values and promotes civility, in keeping with the *cura personalis* standards.

All members of the Medical Affairs faculty (including full-time and part-time faculty, adjunct faculty, emeritus faculty, and visiting professors) must comply with the professional standards set forth in the Code of Ethical Conduct, and are expected to report issues related to mistreatment or unprofessional behavior to the Office of Professional Oversight at (314) 977-5388 or submit a confidential report at https://cm.maxient.com/reportingform.php?SaintLouisUniv&layout_id=10.

Additional resources can be found here:

- School of Medicine Office of Faculty Affairs - (314) 977-8634
- Human Resources - (314) 977-6602

The Strategic Plan specifies that we are a learning organization that demonstrates continuous quality improvement, maintains a professional culture of accountability, and demonstrates our *cura personalis* values. The University and Medical Affairs have policies, standards of conduct, and procedures that govern the relationships between Medical Affairs and the members of the community. This Code is intended to underscore the expectations for professional conduct by members of the Medical Affairs faculty. This Code is consistent with and does not replace existing policies.

2.0 Personnel Affected:

This policy applies to members of the Medical Affairs faculty including full-time, part-time, adjunct, emeritus, and visiting faculty serving in clinical, research, and academic capacities.

3.0 Code of Professional Conduct Expectations and Restrictions:

3.1 Expectations

Members of the Medical Affairs faculty are expected to:

- Uphold the University's policies and standards of ethical and professional behavior.
- Provide full cooperation with the School of Medicine's Office of Professional Oversight.
- Treat all staff, students, trainees, volunteers, patients and their families, research subjects and their families, faculty, and health care professionals with respect, civility, and collegiality, and in compliance with all employment policies and standards.
- When in the learning environment provide clear direction and timely feedback, as well as constructive suggestions and opportunities for improvement or remediation when needed.
- Resolve conflicts and counsel colleagues, students and subordinates in a non-threatening, constructive and private manner.
- Teach, conduct research, and care for patients with competence, honesty, and high ethical standards, embracing *cura personalis* in patient-centered interactions.
- Support a learning culture that seeks continuous improvement to ensure accountability for individual and organizational behaviors.
- Disclose to the University any clinical, managerial, personal or financial relationships that could appear to bias decisions made on behalf of the University and Medical Affairs.
- Maintain appropriate use of social media when using institutional accounts in accordance with SSM policy and/or SLU guidelines.

3.2 Restrictions

Faculty affected by this Code of Ethical Conduct must refrain from behavior that is disruptive or disrespectful of others and unprofessional interpersonal behavior that interferes with the working and learning environment (for example shouting, personal attacks or insults, condescending or abusive language, throwing objects, microaggressions and bias, or other displays of temper).

1. If a faculty member becomes involved in a romantic relationship with an individual who reports to them, they are expected to promptly disclose the relationship to their department director and to make an appropriate transfer of supervisory authority. If the department director is involved in a romantic relationship with an individual who reports to them, they must disclose the relationship to the Senior Associate Dean for Faculty Affairs and/or to their Department Chairperson. Faculty are discouraged from pursuing romantic relationships with trainees, including students and residents.
2. If a faculty member becomes the supervisor of a member of her/his immediate family, s/he is expected to promptly disclose that fact to her/his Department Chairperson and to make an appropriate transfer of supervisory authority. More information can be found in the Saint Louis University [Employment of Relatives Policy](#)
3. Faculty must refrain from requesting individuals to perform duties beyond the scope of their professional responsibilities.
4. Faculty must refrain from discriminating against or intimidate anyone who, in good faith, reports or participates in the investigation of an actual or suspected violation of University policy, including this Code.

4.0 Procedure:

The Medical Affairs community expects that all faculty demonstrate their willingness to adhere to the elements of this Code of Professional Conduct by reviewing and signing an Attestation Statement annually. All Department Chairpersons/Directors will be responsible for requiring yearly signatures and acknowledging receipt and understanding of the contents and expectations contained in the Code. The University will retain the Attestation Statements for a period of no less than ten years.

4.1 Yearly Attestation

All faculty will be expected to review and acknowledge the Code of Professional Conduct each year as part of the faculty annual review process. Documentation is stored in individual faculty files in the Office of Faculty Affairs and Professional Development.

4.2 Violations

Within the School of Medicine, violations of professional behavior as outlined by the Code of Professional Conduct will be reported to the Office of Professional Oversight. The Office of Professional Oversight will investigate all aspects of the alleged behavior and follow the process for faculty remediation if deemed appropriate.

Within the Center of Advanced Dental Education, violations of professional behavior will be reported to the Center Director.

All matters and subsequent follow-up will align with institutional policies and procedures.

5.0 Sanctions:

Faculty who fail to comply with this Code of Ethical Conduct and the procedures associated with it will be subject to disciplinary actions guided by the University's Faculty Manual, the School of Medicine

Clinical Faculty Manual, the Office of Professional Oversight process for faculty remediation and Human Resource policies. Noncompliance can result in disciplinary action, including but not limited to, restricted incentive payments, suspension, or termination. It may also result in the enforcement of a corrective action plan, as well as notification of the suspected misconduct and/or violation to government regulatory agencies.

Disciplinary actions appropriate to the severity of the infraction will be carried out as needed.

6.0 Changes to this Code of Conduct:

Changes to this Code may be necessary from time to time. At a minimum, this Code will be reviewed on an annual basis or as necessary.

7.0 Protection Against Retaliation

At no time shall a person, who in good faith reports a violation of this Code, be retaliated against for that report. Any individual who retaliates against or intimidates another individual for reporting known or suspected improper activity shall be subject to appropriate disciplinary proceedings as set forth in the faculty manual and human resources.

8.0 Code of Professional Conduct Attestation Statement

I have read and understand the content, requirements, and expectations of the Code of Professional Conduct. I have received a copy of the Code and agree to abide by the guidelines as a condition of my appointment with Saint Louis University. I understand that if I have questions, at any time, regarding the Code of Professional Conduct, I will consult with my immediate supervisor or appropriate Medical Affairs administrator.

Approval Signatures

Step Description	Approver	Date
VP Medical Affairs	Christine Jacobs: None	8/20/2025
SOM of Policy and Procedure Review Committee	Jane McHowat: FT 12 Mo Faculty	8/20/2025
SOM of Policy and Procedure Review Committee	Stephanie Decker	8/20/2025

Applicability

SLUCare, Saint Louis University