



THE UNIVERSITY OF
BUCKINGHAM

MEDICAL SCHOOL

MB ChB

MB ChB Academic Misconduct Group Code of Practice

1 Introduction

Academic misconduct in medical students is regarded as a serious concern. The definitions of misconduct and the general expectations of students in relation to their personal conduct, academic honesty and obligations, are defined in the University Regulations for First Degrees, MB ChB Regulations and Code of Practice for Assessment. Academic misconduct of any description is specifically addressed in the University policy on Academic Misconduct, Plagiarism and Cheating. The Medical School places patient safety at the cornerstone of its policies, and any occasions when a student's lack of academic knowledge or academic rigour are taken seriously because of their relevance to the GMC's Fitness to Practise procedures.

The Academic Misconduct Group is a referral group from the Concerns Group, and as such, will receive allegations of any academic misconduct, plagiarism or cheating from the Concerns Group, normally from the Medical School Examinations Officer following an assessment, written examination or OSCE. The Academic Misconduct Group shall fully investigate any incident of academic misconduct and, following enquiries, determine whether the allegation is supported by evidence requiring investigation under this Code of Practice. Where academic misconduct is found to have occurred, a report will be made to the MB ChB Board of Examiners and to the Concerns Group, who based on the evidence provided, will consider whether it is appropriate to refer to MB ChB Fitness to Practise proceedings, as appropriate.

2 Operation of the Academic Misconduct Group

The Academic Misconduct Group shall take any allegation into academic misconduct very seriously and will review offences in this category that include, but are not exclusively confined to:

- a) cheating in written examinations
- b) copying work from or using work written by another person
- c) soliciting or commissioning work
- d) making work available to another person for copying
- e) copying from published authorities, including on-line sources, without acknowledgement
- f) pretending ownership of another's ideas
- g) falsifying results

1. Cases will be heard by the MB ChB Academic Misconduct Group.
2. The Group shall consist of four members, two of whom will be academic staff members, a lay representative and an administrator. One of the academic staff members will act as Chair.
3. All cases of alleged academic misconduct will be reported to the Chair of the Group directly, or his/her nominated Deputy from the MB ChB Concerns Group.
4. The student shall be informed in writing of the nature of the academic misconduct and the circumstances surrounding the referral to the Academic Misconduct Group.
5. All documentation, including a preliminary investigation from the Examination Officer and Concerns Group, and any supporting evidence shall be circulated in advance of any meeting. The student will be invited to submit a written statement for inclusion in the documentation.

6. If the student has a previous case of academic misconduct on their record, the panel will only be told of this after a decision has been reached, but before a recommendation to the Board of Examiners or Concerns Group is submitted. The only exception to this will be if the student chooses to disclose a previous instance or makes false representation about previous instances of academic misconduct in their statement.
7. The Academic Misconduct Group will act in accordance with the University's Regulations for First Degrees and specifically in accordance with the University Policy on Academic Misconduct, Plagiarism and Cheating.
8. The Academic Misconduct Group shall perform a full investigation into the reported allegation of academic misconduct and will make a written submission, on the balance of probabilities, that academic misconduct has taken place, to the MB ChB Board of Examiners and the MB ChB Concerns Group for any recommendation to referral to Fitness to Practise proceedings. This will normally be within 5 working days of the decision being reached.
9. Once the Academic Misconduct Group has made its decision the student will be notified of the outcome in writing, normally, within 5 working days.
10. If the Academic Misconduct Group identifies any shortcomings in the Medical School procedure, details of these will be recorded by the Administrator who will report them to the Quality Lead and if appropriate the Chair of the MB ChB Board of Examiners.

3 Composition of the Academic Misconduct Group

Chair: Phase 1 Unit Lead Dr Andrew Thompsett

Academic representative Phase 1 Unit Lead

Lay representative

Administrator: Mrs Kim Smyth

Note that the Unit Lead for Narrative Medicine or the Student Selected Component under investigation cannot be members of the Academic Misconduct Group.

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