CRTC GUIDELINES FOR
ACADEMIC AND NON-ACADEMIC TRANSGRESSIONS

The following policy outlines the procedures that will be followed when there are questions of possible breaches of integrity including those of a professional, academic or research nature. All matters involving possible breaches of integrity shall be brought to the attention of the CRTC Disciplinary Committee, whose members include the MSCI Director, Training Program Directors, and CRTC Director or his/her designated representative. Behavior inappropriate to the Clinical Investigation Program shall mean breaches of personal confidence and trust including cheating or unauthorized use of materials during examinations; abuse, misrepresentation or other seriously improper conduct in relation to patients, research subjects or colleagues; and other misconduct, misrepresentation or failure in personal actions or in meeting obligations and others outlined and defined in the Washington University Student Judicial Code, the Bulletin of the School of Medicine, the Code of Conduct, and the Research Integrity Policy.

Once an issue is brought before the CRTC Disciplinary Committee, the Committee will review the matter at hand and determine whether further action is required. The CRTC Disciplinary Committee will also notify the scholar or trainees respective Department and Division Head/Chief, and mentor of the pending investigation. If the committee finds further action is required on the basis of academic or professional concerns, the matter will be forwarded to one of the following committees based on the student’s role at the University:

- Students or trainees who do not hold a faculty appointment and are not employees of the University will have their cases reviewed by the Committee on Academic and Professional Evaluation of Students (CAPES) at the Washington University School of Medicine. Any decisions upon matters of disciplinary action including instances of unprofessional behavior will be determined pursuant to the guidelines outlined in the Bulletin of the School of Medicine (See http://bulletinoftheschoolofmedicine.wustl.edu/medpa/bulletin.nsf/WV/887DE461C2B2C72D86256E6A0599EA_5).
- Allegations of improper academic or professional conduct by faculty members or employees of Washington University will be reviewed according to the Washington University Office of Faculty Affairs Faculty Information Guide. (See https://facultyaffairs.wusm.wustl.edu/NewFac/Pages/FacultyInformationGuide.aspx)

For issues regarding research integrity, the “Washington University Research Integrity Policy,” will apply. This policy provides a framework to resolve allegations of research misconduct as rapidly and fairly as possible and to protect the rights and integrity of all individuals involved.

The CRTC Disciplinary Committee will follow any recommendations made by either the Committee on Academic and Professional Evaluation of Students or those conducting the investigation regarding questions or Research Integrity and the decisions regarding termination from the program will be made according to their recommendations. The Department and Division Head/Chief and mentor will be informed of the final outcome of the investigation.

All students will receive the “Bulletin of the School of Medicine,” the “Washington University Research Integrity Policy,” and the “Faculty Information Guide” and the “University Student Judicial Code” upon enrollment in the program and will be required to sign that they have read and received these policies as part of the orientation and intake process.
CERTIFICATION OF RECEIPT OF UNIVERSITY POLICIES REGARDING NON-ACADEMIC TRANSGRESSIONS

I, ___________________, certify that I have received and read the following Washington University policies governing non-academic transgressions:

- Washington University Student Judicial Code (http://www.wustl.edu/policies/judicial.html)
- Washington University Office of Faculty Affairs Faculty Information Guide (https://facultyaffairs.wusm.wustl.edu/NewFac/Pages/FacultyInformationGuide.aspx)
- Bulletin of the School of Medicine (http://bulletinoftheschoolofmedicine.wustl.edu/)
- Code of Conduct (http://universitycompliance.wustl.edu/codeofconduct/Pages/default.aspx)
- Research Integrity Policy (http://research.wustl.edu/PoliciesGuidelines/Documents/ResearchIntegrityPolicy2010Revisions.pdf)

By signing this statement, I agree to abide by the rules and regulations outlined in the policies listed above. I recognize that any suspected breach of conduct will be reviewed by the CRTC Program Directors, and, if necessary, brought before the CRTC Disciplinary Committee.

Signature Date