

Please complete and submit this form to report a behavior or attitude that does not reflect the performance standards expected for an undergraduate medical student and medical profession. Submit this completed form to the Associate Dean for Student Affairs to kroveda@southalabama.edu or fax 251 460 6761

A. My concern about the performance, attitude or professional behavior of this medical student is based on: Single Incident Series or Pattern of Incidents Questionable Behavior/Attitude

B. Check one or more areas below for which a deficiency is observed:

	<ul style="list-style-type: none"> ○ Non responsiveness to patient needs ○ Lack of Care and Compassion
	<ul style="list-style-type: none"> ○ Non compliant with examination policies and procedures ○ Dishonesty ○ Disrespect for patients' and families privacy, autonomy and dignity ○ Disrespect for superiors, colleagues, peers and others ○ Inability to accept constructive criticism ○ Tardiness and/or lack of attendance for group activities ○ Unethical behavior ○ Lack of professionalism
	<ul style="list-style-type: none"> ○ Irresponsibility to patients, society and the medical profession ○ Lack of cooperation with the team
	<ul style="list-style-type: none"> ○ Lack of

C. Describe the concern and or incident in the space provided below:

D. I have met and discussed this incident/behavior/attitude with the student on the below date:

Date: ____/____/____ Student Please Initial here: _____

E. Reported by (print) _____ Position _____

F. Email: _____ Phone: _____

1. Student's signature: _____ Date: ____/____/____
Acknowledges consultation with the Associate Dean

2. Associate Dean's signature _____ Date: ____/____/____
Acknowledges consultation with the Student

3. Reporter's signature: _____ Date: ____/____/____

1 & 2. Signatures of the student and the Associate Dean for Student Affairs will document the acknowledgement and discussion of the problem.

3. After the Early Concern Note is signed by the student and the Associate Dean Associate Dean for Student Affairs, the form will be consigned by the reporter to document completion of the process

Adapted from:

- 1. ACGME, Program Director Guide to the Common Program Requirements, Chicago, IL, 2009
- 2. University of Virginia School of Medicine. Praise Card and Early Concern Card. www.med.ed.virginia.edu
- 3. University of California, San Francisco School of Medicine. Professionalism Praise Card