

**Emory University**  
**Professional Conduct Evaluation**  
**Cover Sheet**

Please complete this professional conduct evaluation form about that student and return it via email to Mary Kaye Garcia, Registrar, ([marykaye.garcia@emory.edu](mailto:marykaye.garcia@emory.edu)). Ms. Garcia will forward the completed form to the appropriate Dean(s) for review and follow-up. Your comments will be discussed with the Progress and Promotions Committee as part of our review of our student's professionalism. You may receive a call from a Dean or a member of the Progress and Promotions Committee to obtain further details about your concerns.

## Professional Conduct Evaluation

**Date:**

**Student Name:**

**Course/Clerkship:**

**Course/Clerkship Director Name:**

The above-named student has exhibited one or more of the following attitudes and/or behaviors and requires further education and/or assistance to meet expected standards of professional conduct. The following areas of concern may help you formulate the narrative requested below.

1. Work Ethic and Responsibility to Team: Attendance, Reliability, Level of Commitment, Preparedness
2. Professional Maturity, Response to Feedback, Self-Improvement, Flexibility/Adapting to new situations, Recognizing limitations and seeking help
3. Respects Patient Confidentiality
4. Duty to Care
5. Ethical Standards: Honesty, Integrity, Responsibility, Behaviors or Attitudes
6. Other areas of Professionalism: Contribution to learning atmosphere, Respect for diversity (i.e. race, gender, religion, culture, sexual orientation, age, disability, or socio-economic status), Conflict resolution, Language/communication, Attire, Records management

**Please describe your concern(s) in detail**

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**I have received this report and discussed the contents.**

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**Student Signature**

