



Midwifery Program, Dept. Of Family Practice, Faculty of Medicine, University of British Columbia

Remediation and Probation Policies (adapted from Faculty of Medicine Postgraduate Residency Program)

REMEDIATION:

Remediation is a period of time with discrete learning objectives structured to address

- 1) an area or areas of weakness or deficit in performance or
- 2) an area or areas of weakness or deficit in conduct

that have been identified in the student midwife's theoretical or clinical education.

Remediation is indicated when it is anticipated that those weaknesses can be successfully addressed. Remediation is best suited to correct discrete performance issues such as deficits in knowledge-base, specific clinical skills, or professional communication, or minor breaches of professional conduct.

PROBATION:

Probation is a formal designation that is indicated where the student midwife's deficits in performance or conduct are persistent and have *not been responsive to remediation* or where the *overall* performance, or performance in a *critical area*, is sufficiently below expectations that there is a serious concern about the ability of the student midwife to meet the program requirements in a reasonable time. Failure to successfully complete Probation requirements may lead to dismissal from the program.

The following outlines the process for supporting a student through Remediation or Probation.

REMEDIATION PROCESS:

The decision to place a student on remediation will be made by the Academic Support Committee after reviewing evaluation documents and in consultation with the Director. The Lead Faculty for Clinical or Lead Faculty for Education will outline in a *Remediation Letter* to the midwifery student the reasons for the remediation, the learning activities to be carried out, the expectations with respect to outcome and the length of time for completion of the remediation, the faculty member responsible for overseeing the process, and the consequences of failing to successfully complete remediation. The student and their preceptor(s), tutors, or course leaders (depending on nature of remediation) will have the opportunity to review and request modifications to the letter before it is finalized.



At the conclusion of the remediation the Lead faculty will meet with the student to discuss the summative evaluation of the student's performance during the remediation. The summative evaluation will be discussed with the Academic Support Committee (ASC) and a recommendation will be made regarding the outcome of the Remediation. The outcomes will be one of the following:

- 1) The weakness or deficit has been corrected within the specified time period and the student may proceed with the ongoing requirements of their program.
- 2) The weakness or deficit has improved but is not completely corrected and the period of remediation is extended. An extension is for a discrete period of time and only when it is anticipated that the weakness or deficit is likely to be successfully addressed in the near future.
- 3) The goals of the remediation have not been met and the student will be placed on Probation.

Failure to meet the goals of the remediation may result in failure of a course in which the weakness or deficit has been identified. However, it is up to the course leader to make the decision about whether a course has been passed; in some cases this may not require completely successful completion of remediation.

The final decision will be recorded in in the *Final Outcome of Remediation Letter*. The letter will be discussed with the student and the student will be provided with a copy.

PROBATION PROCESS:

A midwifery student may be placed on Probation when, in the judgement of the Academic Support Committee and the Director, one or more of the following circumstances applies:

- 1) When the student has failed to successfully complete a period of Remediation;
- 2) When correction of identified deficits and weaknesses in performance and conduct require a more formal program of correction than is provided in Remediation;
- 3) When correction of identified deficits and weaknesses are recurrent after a period of remediation and are brought to the Academic Support Committee's attention again;
- 4) When the identified deficits in performance and conduct are of such nature that there can be no tolerance of recurrence and the midwifery student requires formal monitoring of performance or conduct for the duration of the Program.
- 5) When overall performance, or performance in a critical area, is sufficiently below expectations that there is a serious concern about the ability of the student midwife to meet the program requirements in a reasonable time.

The terms of the Probation must be set out in writing by the Director or Lead Clinical faculty in the *Probation Letter* and a copy given to the student. The Probation Letter outlines the reasons for the probation, the learning activities to be carried out, the expectations with respect to outcome, the length of time for completion of the probation, the faculty member responsible for overseeing the process, and the consequences of failing to successfully complete probation. The student and her preceptor(s),



tutors, or course leaders (depending on nature of probation) will have the opportunity to review and request modifications to the letter before it is finalized.

The student must be informed that failure to successfully complete Probation requirements may lead to dismissal from the program.

After the term of the probation, the Academic Support Committee, will determine the outcome of the Probation and communicate that in a *Final Outcome of Probation Letter*. If the midwifery student has successfully completed the terms of the probation, they will continue with the program with probationary status ongoing until graduation. If the midwifery student has not successfully completed Probation, the student can be dismissed from the program. The Director of the Program will inform the student of dismissal and the student will be informed of their right to appeal the dismissal.

NON-REMIABLE DEFICITS IN PERFORMANCE OR CONDUCT

This policy sets out the usual remedial processes undertaken when, in the judgment of the Academic Support Committee, and Director, the midwifery student's deficits in performance or conduct are likely to be corrected with additional support and training and the midwifery student demonstrates capacity to benefit from a specified period of such support and training. However, there may be instances in which the Academic Support Committee and Director make a decision that a midwifery student is unsuitable for further training in the Program for reasons that cannot be remediated. This decision may be made prior to, during, or at the conclusion of Remediation or Probation.

UNSUITABILITY FOR CONTINUED MIDWIFERY TRAINING

A midwifery student may be dismissed by the Director at any time on the basis of unsuitability for reasons that include, but are not limited to, the following:

- 1) Lack of a basic skill required to complete the training program (such as deficits in communication, lack of physical dexterity, or inability to carry out emergency procedures);
- 2) Inability to receive and respond to corrective feedback;
- 3) A physical or mental condition that prevents completion of the full academic program and for which accommodation cannot be provided;
- 4) Failure to comply with the Professional Standards for Faculty and Learners in the Faculties of Medicine and Dentistry at the University of British Columbia;
<http://med-fom-faculty.sites.olt.ubc.ca/files/2012/02/Professional-Standards-for-the-Faculties-of-Medicine-and-Dentistry.pdf>
- 5) Failure to comply with the standards of Academic Honesty and Academic Misconduct at the University (www.calendar.ubc.ca/vancouver)
- 6) Lack of compliance with the CMBC Code of Ethics; or
- 7) Other qualities of the student midwife which, in the judgment of the Director, make the student midwife unfit for continued training or for the practice of midwifery.



PROPOSED ROLES & AUTHORITIES IN REMEDIATION AND PROBATION

Steps	Remediation	Probation
Initiates process	ASC	ASC & Director
Writes letter	Lead Faculty Education/Clinical	Lead Faculty Education/Clinical
Oversees progress	Remediation supervisor	Probation supervisor
Does final evaluation	Lead faculty Education/Clinical, with input from remediation supervisor	Director, with input from probation supervisor
Outcome decision	ASC	ASC & Director
Final outcome letter	Lead faculty Education/Clinical	Director

2018 March Updated by Academic Review Board

2019 January Updated Academic Review Board to Academic Support Committee