

Critical Incident Report Form

Overview: Critical Incident Reports

Critical incident reports are intended to address situations where a student has put a patient or someone else at significant risk because of their behaviour, or situations in which a student has engaged in conduct unbecoming of a physician in training. Critical incidents of unprofessional behaviour include the following:

- Failure to keep proper medical records
- Falsification of medical records
- Breach of confidentiality
- Failure to acknowledge and manage appropriately a conflict of interest
- Being disrespectful to patients and others
- Failure to be available while responsible for contributing to patient care
- Failure to provide transfer of responsibility for patient care
- Providing treatment without appropriate supervision or authorization
- Referring to oneself as, or holding oneself to be, more professionally qualified than one is
- Being under the influence of alcohol or recreational drugs while participating in patient care
- Failure to respect the rights of patients and others, including contravention of the Ontario *Human Rights Code*
- Assaulting a patient or others, including any act that could be construed as mental or physical abuse
- Sexual abuse of a patient, as defined by the Province of Ontario *Regulated Health Professions Act*
- Stealing or misappropriating or misusing drugs, equipment, or other property
- Violation of the Criminal Code
- Any other conduct unbecoming of a physician in training

Please note that “patients and others” includes patients, families, staff, peers and others.

Critical incidents can be reported as part of a competency-based assessment, or by any teacher, medical student or other learner, University staff member, or hospital staff member using the MD Program’s **Critical Incident Report Form**, which is provided below, or MD Program [Event Disclosure Form](#). Completed reports of critical incident should be forwarded to the [Foundations Directors](#), [Clerkship Directors](#) or [Associate Dean, Learner Affairs](#). Receipt of a notification that a critical incident has occurred will initiate the student in professionalism difficulty review process, in accordance with the MD Program’s [Guidelines for the Assessment of Student Professionalism](#).

Critical Incident Report Form

To be completed by the individual(s) submitting the incident report.

A. Student identification

Student Name:	
Date of Incident:	
Course/Component/Rotation/Other: <i>(at time of incident)</i>	

B. Area(s) of concern (check all that apply)

Please note that "patients or others" includes patients, families, staff, peers and others.

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C. **Provide details of incident** and attach any relevant documentation. Please provide as much information as possible.

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D. **Submitted by***

Name:	
Role:	
Date submitted:	

* *While recognizing that there may be circumstances in which you wish to remain anonymous, the MD Program strongly encourages you to share your identity. Generally, the scope of responses to an anonymous report can be limited, especially if further discussion and/or additional information is required to substantiate the incident; an identified, but confidential report enables a more complete response, including a discussion regarding including possible next steps and supports.*