

College of Pharmacy and Nutrition
INFORMAL DISCUSSION FORM

Minor Incident: This form may record a minor incident as reported by any person ("the reporter") in contact with a pharmacy or nutrition student in any official capacity. The reporter would typically be a faculty member, lecturer, laboratory coordinator, practicum coordinator or preceptor, or another pharmacy or nutrition student. The purpose of reporting a minor incident is to initiate a meeting between a student and the reporter.

Student Name: _____

Year: _____

Date incident occurred: _____

A pharmacy or nutrition student of University of Saskatchewan College of Pharmacy and Nutrition is expected to demonstrate in her/his behaviours as a pharmacy or nutrition student: a) Respect for others; b) Honesty and integrity; c) Compassion and empathy; d) Duty and responsibility.

In my opinion, the student named above has demonstrated behaviour(s) that fall below the expected standards of professionalism of our College of Pharmacy and Nutrition. Following is a brief description of the incident, the response/action taken, and any further comments:

Description of incident:

This incident was discussed with the student (check one): YES NO

Student response:

The student chose not to respond

A copy of the form will be provided to the student by the Associate Dean Academic.

This form should be sent in confidence to:

Associate Dean Academic, College of Pharmacy and Nutrition

(Insert contact information)

Form completed by (please print): _____

Signature: _____

Date: _____

This section for use by Associate Dean Academic

- First Minor Incident
- Second Minor Incident
- Third Minor Incident: If third minor incident, Associate Dean completes a Professionalism Concern Form

Signature of Associate Dean Academic: _____

Date submitted: _____