

## BSMS GP Placement Reference Guide

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If any of the following themes arise while students are on placement in GP, this guide outlines how to respond. We encourage you to speak directly to students about these situations. If you want to discuss anything further, or have any professionalism-related queries, please contact us, we will happily review this with you. Email [GPPlacements@bsms.ac.uk](mailto:GPPlacements@bsms.ac.uk) / call 07823 516381.

### Dress Code

Students encounter patients while on placement and must therefore follow either the placement setting's dress code (where one exists) or the BSMS Dress Code, which is designed to instil confidence, reduce risk of cross-infection, and prevent injury ([BSMS student-dress-code.docx](#)). As the teaching clinician, you are entitled to ask a student to leave (or change into scrubs if they have them) if their appearance does not align with the guidelines. Any time away for this reason will be recorded as an absence.

### Mobile Phone Use

Mobile phones are useful tools for communication and accessing information, but their use in clinical and learning settings should be managed carefully to support professionalism, maintain patient confidentiality, and promote an effective learning environment. Students should not use mobile phones or other electronic devices during clinical teaching unless they have first sought permission from the supervising staff.

Mobile phones should only be used during patient interactions when directly related to patient care and with prior permission from both the supervising clinician and the patient. Students should explain the purpose of their phone use, such as accessing the BNF. Using devices for personal reasons, including checking social media or notifications, is not appropriate.

You are welcome to speak with students on placement and ask them not to use their phones when patients are present. If needed, they may take notes using pen and paper. If you have concerns about a student's phone use in a clinical setting, you may fully restrict use to the staffroom or break periods.

### Etiquette and Language

We remind students that they are guests in the clinical learning environment and are expected to always act as ambassadors for BSMS. They should attend promptly, communicate courteously with staff and patients, and inform you in good time of any lateness or absences.

You are welcome to address any concerns directly with the student. If you feel that a matter requires further discussion or does not improve after your initial conversation, please [let us know](#).

The GMCs 'Guidance on undergraduate clinical placements' states that students must always demonstrate respectful and professional communication. Behaviour that may "adversely affect patient or staff confidence" including swearing or use of inappropriate language is discouraged under **Promoting Excellence** and **Outcomes for Graduates** ([guidance-on-undergraduate-clinical-placements.pdf](#)).

Please address this behaviour immediately so that students recognise the seriousness of such conduct and understand that it is not acceptable in a professional setting. Please also [inform us](#) so that it can be recorded and followed up appropriately.

### **Attendance and Absences**

We expect full (100%) engagement with clinical placements across all years of the course. We recognise that illness and other absences can occur; in these cases, students should email their placement provider and inform someone in advance of their start time. If students are running late, we ask that they notify your team as soon as possible.

If there is a significant level of absence, or you have been unable to contact the student after their expected start time, please [email](#) or call (07823 516381). We will attempt to make contact and provide you with an update.

### **Change of Location and Requesting Alternative Placement days**

Students in Years 1 and 2 have their placement visits scheduled in advance, with the full site address and postcode added to their Outlook calendars. Please [email](#) us about any site changes so we can keep accurate records and update their diaries accordingly.

Students may occasionally request to swap visit dates. For early year-groups (Years 1 and 2), all swap requests must be reviewed by the school before being agreed, even if the change is suitable for the practice. This ensures there are no clashes with other timetabled activities and allows us to maintain accurate records of student locations and attendance.

**Please Note:** Our priority is, and will always remain, to ensure your team feels well-supported and has an enjoyable experience with the students placed with you during this valuable learning opportunity.