



HITKARINI DENTAL COLLEGE AND HOSPITAL
DUMNA ROAD, JABALPUR

Academic Year 2023-24

Code of Ethics for the Institution

The Code of Ethics is an important part of the way in which the Hitkarini Dental College and Hospital fulfils its obligation to promote and protect the public interest. This Code of Ethics is binding on all members and violations may result in disciplinary action. The Code of Ethics, by its very nature, cannot be a complete articulation of all ethical obligations. In resolving ethical issues, dentists shall consider ethical principles, the patient's needs and interests, and all applicable laws. The Code of Ethics that follows sets forth the ethical duties that along with the Standards of Practice, are binding on members of the Hitkarini Dental College and Hospital.

Code of Ethics pertaining to Research


Starting with the notion of academic freedom as the leading principle of our research, at all levels, the Hitkarini Dental college and Hospital is committed to promoting and maintaining high standards of integrity and accountability in the conduct of academic research and is keen to embed and endorse a culture of honesty and transparency in all its institutional activities. In undertaking this commitment, the Institute emphasizes that academic freedom is a core value to be safeguarded and sustained. The Institute is dedicated to guaranteeing a free academic environment to conduct research, to teach, to speak and to publish, subject to the norms and standards of scholarly inquiry, without interference or penalty, wherever the search for truth, knowledge, scholarship and/or understanding may lead.

It requires its members to adhere to the terms and conditions governing access to such resources, be they on paper or in digital format.

The Institute invites its members (teaching staff, fellows, research students, visiting students as well as administrative and support staff) to abide by the highest standards of integrity in their conduct of academic research and/or support to academic research activities.

Recommendations on good practice in academic research

A. Academic Freedom, Integrity and Responsibility


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Academic freedom is the freedom to teach study and pursue knowledge and research without unreasonable interference or restriction from law, institutional regulations or public pressure. Its basic elements include the freedom of scholars to inquire into any subject that evokes intellectual concern, to present findings, to publish data and conclusions without control or censorship and to teach in the manner they consider professionally appropriate.

At the same time, integrity, accountability and responsibility in conducting academic research form the cornerstone of any academic enterprise and violations of widely-recognized academic research standards represent serious offences to the entire academic community at the Institute and are considered injurious for its credibility and authority as an institution that promotes excellence in academic research.

Academic integrity requires that academic research follows elevated professional standards, including appropriate research design and frameworks, adheres to high levels of research ethics and abides by the requirements set out by professional and regulatory research guidance and research ethics frameworks issued in appropriate areas.

B. Principles and Values of Academic Integrity

Academic integrity is defined in terms of the commitment to the values of honesty, trust, fairness, respect, responsibility, legality and dissemination.

Honesty: An academic community should advance the quest for truth, knowledge, scholarship and understanding by requiring intellectual and personal honesty in learning, teaching and research.


Trust: An academic community should foster a climate of mutual trust to encourage the free exchange of ideas and enable all to reach their highest potential.

Fairness: An academic community should seek to ensure fairness in institutional standards, practices and procedures as well as fairness in interactions between members of the community.

Respect: An academic community should promote respect among students, staff and faculty: respect for self, for others, for scholarship and research, for the educational process and intellectual heritage.

Responsibility: An academic community should uphold high standards of conduct in learning, teaching and research by requiring shared responsibility for promoting academic integrity among all members of the community.

Legality: An academic community should observe valid legal norms related to the conduct and publication of research particularly in relations to copyright, the intellectual property rights of


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third parties, the terms and conditions regulating access to research resources and the laws of libel.

Communication: An academic community should seek to make the results of its research as widely and as freely available as possible.

C. Institutional Responsibilities

The Dean of Graduate and Post Graduate Studies, the Heads of Departments, Directors of Graduate and Post Graduate Studies, together with the teaching staff, are responsible for promoting and endorsing a transparent academic environment conducive to the application of the high professional and ethical criteria of good practice for academic research. Professors are expected to create and sustain a climate of mutual co-operation that facilitates the open exchange of ideas and the development of academic research skills. They are also expected to ensure the provision of appropriate supervision and direction for researchers, in accordance with the nature of the individual academic discipline and associated mode of research.

C. Training (doctoral researchers and support staff)


The Academic Departments should ensure that all researchers undertake appropriate training in research design, methodology, regulatory and ethics approvals and consents, equipment use, confidentiality, data management, record keeping, data protection and publication, the appropriate use of licensed research resources and respect for the intellectual property rights of third parties. The Institute is also committed to preparing its administrative and support staff involved in record keeping and the implementation of protection policy and expects them to fully respect the principles and rules of the Code of Ethics in Academic Research.

D. Publication Practice and Authorship, Notification, Archiving and Depositing Copies of Research Publications with the Institutional Repository (IR)

The Hitkarini Dental College and Hospital, encourages the publication and dissemination of results of high quality research. It also expects that researchers will engage in the process of publishing and dissemination of their work responsibly and with an awareness of the consequences of any such dissemination in the wider media. Results should be published in a form appropriate to the academic discipline. The Institute requires that all individuals listed as authors accept responsibility for the contents of the publication and can identify their contribution to it. Authors should have participated sufficiently in the research to take public responsibility for the content.

The Institute does not recognize the practice of honorary authorship.

Toward patient/population


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- To do no harm or non-maleficence.
- To do good (beneficence). Attempts to be made to maximize the benefits and minimize the harm.
- To give respect for persons. To take the confidence of the patient in letting out the treatment plan and giving the autonomy to choose the best for him/her. To take the informed consent before treatment begins as it is an essential component of a patient's right to autonomy.
- To serve the patients irrespective of class, creed, religion and so on. To protect the weak and to ensure equity in rights and benefits, both for groups and for individuals.
- To treat the patient with truthfulness or veracity.
- To respect the confidentiality of client information.

Toward profession/professional colleague

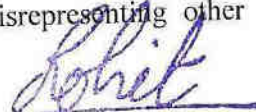
- To always remember that the treatment and cure of the disease depends on the skill and prompt attention showed to the patient.
- To be sober, courteous, sympathetic, helpful, modest, and punctual.
- Should conduct professional activities and programs and should develop relationships with their colleagues honestly, respectfully, and with full responsibility.
- Should encourage a work environment that minimizes risk to their personal health and that of their colleagues, and promotes individual professional growth and development.

Towards the society

- Practicing the profession with a conscience and dignity
- Patient's health should be given first priority
- Secrets have to be respected, which are confined
- Respect should be given to the teachers, with gratitude
- Colleagues should be considered as brothers or sisters
- No consideration should be given to religion, nationality, race, party politics or social standings
- Surrender life for the service of humanity
- Maintain utmost respect for human life

Following are the Code of ethics for the students

- treat faculty, students, patients, and staff in a professional, courteous, and respectful manner
- avoid cheating, the appearance of cheating, plagiarism, or misrepresenting other people's work as my own


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- maintain the confidentiality of internal and external professional examinations taken during my enrolment in the BDS programme. I will not reproduce, share or use unauthorised/unreleased examination content through memorisation, recording, or posting of questions or answers in any format
- adhere to the Patient Rights, including respect for patient confidentiality
- attend to clinical work/appointments well prepared, appropriately dressed, and with the necessary armamentarium
- adhere to clinic and laboratory cleanliness protocols established at the college
- comply with infection control and safety guidelines of the institution
- consult a member of the administration or a faculty member if I am unsure that I am following college policy
- report unethical behaviour to the concerned faculty, the course in-charge, or to the Dean, Academics

Conduct Standards for Students

The following behaviors constitute violations of the Code of Conduct of the institution:


Definitions:

- “inappropriate or abusive comments/behavior”
conduct that includes but is not limited to threats (physical, verbal or written), intimidation, public humiliation, harassment, etc. self-explanatory
- “disregard for an individual’s time”
improperly booking patients (tardiness, double booking)
- “patient abandonment”
failure to see the patient in a timely manner (without documentation/explanation)
- “professional dishonesty”
dishonesty regarding a patient’s treatment/falsification of documentation
- “conduct unbecoming...”
behavior which reflects poorly on other students, the Hitkarini Dental College, and the Dental Profession
- “Displaying unprofessional behavior toward patients, faculty, staff, and other students. This includes, but is not limited to, inappropriate or abusive comments/behavior, disregard for an individual’s time, patient abandonment, professional dishonesty, and conduct unbecoming a healthcare professional. This includes in-person interactions as well as communication by means of electronic/social media
- Patient care activities by students without approval and supervision by faculty.



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- Patient care activities by students outside of regularly scheduled of Hitkarini Dental College clinic hours including, but not limited to, nights and weekends without approval and supervision of faculty.
- Patient care activities by students at any off campus site unless such activities and sites are approved of as part of a recognized Hitkarini Dental College course.
- The appointing of any patient of the Hitkarini Dental College at any off campus site that is not recognized as an extension of the Dental College.
- The falsifying, altering, counterfeiting, forging, destroying, or causing such falsifying, altering, counterfeiting, forging, or destroying of any Hitkarini Dental College record, form, or document.
- The abuse of, or intentional damage to, academic materials and/or facilities of the institution
- Displaying an inability to perform patient care activities with reasonable skill and safety to patients or is becoming unable to perform patient care activities


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