



# QUILLEN COLLEGE *of* MEDICINE

EAST TENNESSEE STATE UNIVERSITY

Policy Name: **Abuse of Information Technology Resources**

Policy Replaces a Previous Policy (this includes change in policy name): <input type="checkbox"/> Yes/ <input checked="" type="checkbox"/> No
If so, list name of previous policy (include policy number if different):
Policy Number (issued by the Office of Academic Affairs upon final approval): <b>ADMIN-0424-34</b>
Policy Owner (Individual, Department, or Committee/Chair): <b>Beth Anne Fox, MD, MPH / Vice Dean for Academic Affairs</b>
Committees, Departments, or Individuals Responsible for Implementation: <b>Offices of Academic and Student Affairs</b>
Original Approval Date and Who Approved by: <b>4/4/2024 - Beth Anne fox, MD, MPH / Vice Dean for Academic Affairs</b>
Effective Date(s): <b>4/4/2024</b>
Revision Date(s) (include a brief description) and Who Approved by (made by Policy Owner and/or Policy Advisory Committee):
Administrative Edits (briefly describe) by Staff and/or the Policy Advisory Committee (PAC) and Date (these revisions do not require voting/approval by the policy owner):
Exemption(s) to Policy (date, by what committee or individual, and brief description):
LCME Required Policy: <input type="checkbox"/> Yes/ <input checked="" type="checkbox"/> No
If yes, please list the Element(s) Affiliated with this Policy (include Element number/name/statement):
<b><i>All policies will be reviewed by the Policy Advisory Committee every three years unless an earlier review is identified.</i></b>
Date of Review:
Revisions Made: <input type="checkbox"/> Yes/ <input type="checkbox"/> No If yes, list revisions made:
Revisions Require Approval by Policy Owner: <input type="checkbox"/> Yes/ <input type="checkbox"/> No

## Policy Statement:

New and ongoing technology and software advances can be used to improperly access secure hospital areas, HIPPA-protected health information, or personal or private information belonging to others. Each Quillen College of Medicine student is responsible for their actions including the inappropriate use of information technology (IT) resources.

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**Purpose of Policy:**

To clearly outline the consequences to the acquisition and use of technology to access unauthorized areas, to obtain information to which a student has not been given permission to, or to use IT resources in a manner that does not comply with laws and regulations, university policies, and contractual obligations.

**Scope of Policy (applies to):**

All Quillen College of Medicine students.

**Policy Activities:**

Technological advances continue at a rapid pace with many being used to assist clinicians in their care of patients such as electronic medical records and artificial intelligence to assist in diagnosis and treatment. There are other technologies that can be acquired and/or utilized that can subject students to personal harm or legal consequences. Examples of IT resources or data abuse and violations of policy include, but are not limited to:

- Unauthorized access to or unauthorized use of Ballad Health, VA Medical Center, ETSU Health, QCOM, or ETSU information technology sites or resources
- Use of resources in violation of any applicable law or regulation
- Security breaches, intentional or otherwise, resulting in unauthorized access, use, or acquisition of personal or patient data or locations, including accessing one's own medical record
- Installation, distribution, or intentional use of malicious software
- Breach of confidentiality rules
- Unauthorized access to IT resources
- Unauthorized use of IT resources
- Unauthorized commercial use of IT resources
- Dissemination, hosting, or posting obscene material
- Use of implantable devices to gain access to secure areas in clinical areas or educational sites to which routine student access has not been made available

For additional information and details, please review the *Acceptable Use of Information Technology Resources policy* located at <https://www.etsu.edu/universitycouncil/documents/resources/2022-23/acceptable-use-of-information-technology-resources.pdf>

Use of Artificial Intelligence

There is an increasing presence of artificial intelligence (AI) being used in medicine, science, and education. Many faculty and students are exploring its use within academic settings; however, AI should not be used as a substitute for students own analytical or clinical thinking or used in completing one's own assignments or tasks.

Unless explicitly allowed by a faculty member, Quillen College of Medicine will adhere to the following practices:

- Students may not use AI for any submitted assignments.
- Students may not use AI for any individual or group assessments.
- Students may not use AI for examinations of any type.

Reporting Violations:

Suspected violations should immediately be reported to either the Office of Academic or Student Affairs or to the appropriate department or office for handling the alleged offense. Any student found to be in violation of this policy will be referred to the appropriate institutional or college of medicine disciplinary process according to whether the violation(s) are of institutional or college of medicine policy. If the action should violate the Honor Code, the student would be referred to the Honor Council. A student may be subject to immediate dismissal from QCOM dependent upon the egregiousness of the offense and/or subject to legal action dependent upon the violation.

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<b>Administrative Reviews/Approvals</b>	<b>Date Approved</b>
<i>University Compliance (if applicable)</i>	
<i>Policy Advisory Committee (includes three-year reviews)</i>	4/4/2024
<i>Associate Dean for Accreditation Compliance (if applicable)</i>	4/4/2024
<i>Vice Dean for Academic Affairs</i>	4/4/2024

<b>Policy Review and/or Revision Completed By (if applicable)</b>	<b>Date Policy Reviewed and/or Approved (if applies to that department, committee, or group)</b>
<i>Office of the Dean</i>	
<i>Office of Academic Affairs</i>	4/12/2024
<i>Office of Student Affairs</i>	
<i>Department of Medical Education</i>	
<i>Medical Student Education Committee</i>	
<i>Student Promotions Committee</i>	
<i>Faculty Advisory Council</i>	
<i>Administrative Council</i>	
<i>M1/M2 Course Directors</i>	
<i>M3/M4 Clerkship/Course Directors</i>	
<i>Student Groups/Organizations (describe):</i>	
<i>Other (describe):</i>	

<b>Final Policy Emailed to:</b>	<b>Date of Email Notifications</b>
<i>Medical Education Director for Posting on Educational Policies Website</i>	4/12/2024; 5/1/2024
<i>Policy Owner</i>	4/4/2024; 5/1/2024
<i>Admissions Office for Catalog (only new policies)</i>	4/12/2024