**Performance and Professionalism Expectations**
**Department of Radiation Oncology**
**Implemented 2019**
**Updated February 1, 2025**

In support of continued excellence within the Department of Radiation Oncology and as a role model for continued institution-wide initiatives on performance and professionalism in the workplace, in 2019 we developed general expectations for faculty members specific to their divisions and activities. Many of these expectations represent **performance and professionalism standards to which all department members will be held.** Among these are:

## 1. Performance

- Consistent and reliable fulfillment of assignments for timely, effective, and high-quality completion of roles and tasks;
- Effective and timely communication with appropriate members of the department to enhance unified teamwork goals; and
- Cooperative collaboration and outreach to enhance fulfillment of assignments.

**Reporting**

- Reports about deficiencies in performance and/or observed instances of incomplete performance should be reported to supervisors. If an individual is uncomfortable or unwilling to take issues outlined here to his or her supervisor, the issue can be elevated in the department chain of command.*

## 2. Professionalism

This area of focus addresses the ways in which department members interact with others inside and outside the department and is part of a larger effort to ensure high standards in the SOM/UMMC culture of respectful and collaborative professionalism. Failing to meet these basic professionalism requirements will be addressed and may result in disciplinary action. The range of related negative issues could include but is not limited to:

- Addressing staff, faculty, support personnel, or patients/their families in or outside our department in ways that indicate disrespect or lack of appropriate self-control;
- Failure to comply with accepted standards of patient privacy and HIPAA requirements;
- Failure to work with the department in reporting to the UMB Title IX Office and other relevant institutional sources on issues related to sexual harassment, gender bias, or discrimination; and
- Failure to work with the department in appropriate reporting of issues that may contribute to an adverse working environment, including lack of civility.

**Reporting**

Deficiencies in professionalism should be reported to supervisors. If an individual is uncomfortable or unwilling to take issues outlined here to his or her supervisor, the issue can be elevated within the department chain of command.*

***Any department member should feel free to use the UMB Hot Line at https://www.umaryland.edu/umbhotline/ to report issues confidentially or anonymously. Both the department and UMSOM/UMMC are supportive of this confidential reporting mechanism and will take all such reports seriously. In addition, the UMMSAFE adverse event (incident) reporting system is available (accessible only from UMMS or UMSOM locations).**