

# 誓約書

## (PLEDGE)

私は、KUEP の一環で金沢大学附属病院に入ることに際して、別紙に定める事項を遵守することを誓います。

万が一、これに反した行為をした場合は、ただちに KUEP を中止され、場合によっては、損害を賠償することを承諾します。

I pledge to comply the rules provided in the attached document when I enter the Kanazwa University Hospital as part of KUEP.

The time I break this promise, I consent that the KUEP will discontinue immediately and, if necessary, I shall agree to compensate for the damages.

年月日(Date / yyyy mm dd)

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大学名(Name of your university)

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署名(Signature)

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## Notice on KUEP in Kanazawa University Hospital

### 1. Common rules

- ① I promise to learn medicine with respect for the patients.
- ② I promise to surely follow and act by the instructions of the teacher in charge .
- ③ I promise to be careful of what my manner of speaking, appearance, and attitude.
- ④ I promise not to make unnecessary conversation or action while I participate in KUEP.
- ⑤ I promise to turn off my mobile phone and other handy devices while I participate in KUEP.
- ⑥ I promise not to let out personal information and what I come to know while I participate in KUEP.
- ⑦ I promise to be on time.
- ⑧ I promise to let my teacher in charge know beforehand when I cannot participate in KUEP due to sickness, etc.

### 2. About handling personal information

Every participant of KUEP is responsible for obeying rules provided by the hospital.

The College of Medical, Pharmaceutical and Health Sciences have set “The regulations about treatment of personal information at hospital” and if he/she violates the regulations, he/she will be punished accordingly.

- ① You must not copy personal information of patients etc. without permission of the teacher in charge.
- ② If you copy personal information of patients etc., you must blacken out the parts of that may identify individuals so that their personal information are not let out.
- ③ If you copy personal information of patients, etc., you must keep it properly.  
When you discard the copy, you must take appropriate precautions so that individuals may not be identified, such as using the shredder.
- ④ You must not take out the copies of personal information from the hospital etc. without permission of your teacher in charge.
- ⑤ You must not use, show, say, and give their personal information that you obtain in the hospital, etc. for any purpose other than KUEP.
- ⑥ You must not use the computer and peripheral equipment (hard-disk, memories and so on) with recorded personal information in the hospital etc. without the permission of the use.
- ⑦ When using computer and other devices during observation, you must abide by the regulations of the hospital, etc. and you must not browse or copy personal information except for what is justly used in the program.
- ⑧ You must not delete, falsify or destroy the data of the hospital, etc.
- ⑨ You must not speak in a public space (the corridor, the elevator, the toilet, the coffee shop, the dining room, on the road to go to school etc.) about personal information because it may let out the information.
- ⑩ You must not upload or share personal information of patients etc. on the computer network (for example, E-mail, Blog, SNS such as Twitter, Line, etc.), where the third party may see .

### **3 . Relationship with patients**

- ① You must not give or take money and goods with patients and their family. If you have difficulty rejecting proposals from patients or their family, say you will discuss the matter with your teacher in charge, and report the situation to the teacher promptly.
- ② You must consult your teacher in charge in case there are questions or requests of patients you cannot address on your own.
- ③ You must report to your teacher in charge of any request from patients and their family and what you did on the very day of such request.
- ④ You must abide by the instructions of your teacher in charge about relationship with patients after KUEP.

### **4 . About clothes and appearance**

- ① You must wear the white gown or suitable other clothes for KUEP.
- ② You must wear your name plate.
- ③ You must keep clean your hair, hand, fingers, and nails (long hair must be bundled up, nails must be cut short, hands must be thoroughly washed and so on), and take care of not to displease the people around you.
- ④ You must put on shoes that do not make sound when walking; for example, wear clean and comfortable white shoes.  
You must abide by the hospital rules which may require you to use different pairs of shoes for indoor and outdoor use. (You should not wear slippers.)
- ⑤ You must not wear your white gown outside of the hospital area (public traffic etc.) for sanitary reasons.

### **5 . Other notices**

- ① There are rules of each department. You must be aware of these rules and are not trouble the people there.
- ② When you use tools in the department, make sure whether you are allowed to use it, and be sure to get a permission. Do not use or take out without permission.
- ③ You must eat only in the permitted place.
- ④ Since food and drink at the department are not prepared for students, you must not consume them.
- ⑤ Keep out of the places that are not permitted for students to enter and are locked.
- ⑥ You must not smoke in Kanazawa University Hospital and Takara-machi campus.
- ⑦ You must not use tables and chairs in waiting floor and break rooms while wearing your white gown because they are for the patients to use.