

BEING A PROFESSIONAL

HLO 3 is about demonstrating that you are: **A professional**, responsible for your own practice and portfolio development.

Here is a link to one page of GMC guidance:
[Professionalism in action - GMC \(gmc-uk.org\)](https://www.gmc-uk.org/guidance/for_members/standards/being_a_professional/being_a_professional_in_action)



You should consider the following:

1. Social Media Guidance

Here is a link to the GMC [social media guidance](#) and a [case study about social media](#), plus a [student social media case study](#)

If you look through all the links and then write a reflection on the information from this F1RST page plus the links, you can log the reflection in your PLL (Personal Learning Log) and link it as evidence to a maximum of three FPCs *and* it will count as **one hour of core learning time**.

2. Email etiquette

Please remember that any written communication should always be professional and courteous, the same as face-to-face discussions. All emails are discoverable. Universal recommendations include:

- Pay attention to your message tone
- Email is a form of professional communication. (Being a professional involves “*..setting your own high standards, and holding yourself accountable for your thoughts, words and actions.*”)
- Don’t send an email if you are angry or emotional. Cool off, and then review your response. You may find you want to change what you have written before sending.
- DON’T TYPE IN CAPITALS. This can be perceived as “shouting” via email.
- Never write anything that would make you uncomfortable if it were published.

HLO 3: A professional, responsible for their own practice and portfolio development

11. **Ethics and Law:** Demonstrate professional practice in line with the curriculum, GMC and other statutory requirements through development of a professional portfolio
12. **Continuing Professional Development:** Develop practice including the acquisition of new knowledge and skills through experiential learning; acceptance of feedback and, if necessary, remediation; reading and, if appropriate, by research
13. **Understanding Medicine:** Understand the breadth of medical practice and plan a career