

What happens with the information discussed during my advice/coaching session with a PhD advisor?

It is important to stress that the conversations between PhD candidates and PhD advisors are confidential. The names, detailed content information, and conversation reports of PhD candidates are not shared and remain between the PhD advisors and the PhD candidates. In case of transgressive behavior, the PhD advisor will refer the PhD candidate to the confidential counsellor. More information about PhD support within Amsterdam UMC can be found in the [PhD Safety Net infographic](#).

After each advisory or coaching session, the PhD advisors write an anonymized report of the conversation. The conversations are classified by a theme based on the content (e.g. high work load, problems with supervision, scientific integrity). Every three months, two reports will be drafted based on the trends in themes regarding the same supervisor or department.

Most important:

All reports are focused on themes, departments and supervisors. The case content and the names of the PhD candidates are never mentioned.

First phase report (discussed with PhD advisors and director Doctoral School):

- Two cases with the same theme regarding the same supervisor within two years
- Three cases with different themes regarding the same supervisor or department within two years

This meeting doesn't contain any case content or names. Depending on the frequency, nature or seriousness of the case, the decision can be made to immediately proceed to the second phase of reporting, referral or further escalation.

Second phase report (director Doctoral School and relevant UvA or VU dean)

- More than two cases with the same theme regarding the same supervisor within two years
- More than three cases with different themes regarding the same supervisor or department within two years

Here too, there aren't any case content or names involved. In the second phase, it is of great importance to talk and listen to all parties. Together with the dean, the director of the Doctoral School has a conversation with the concerned department and supervisor. The conversation starts with the observation of the problematic themes regarding a supervisor or department, followed by an inquiry into the vision, experiences and ideas of the parties involved, an exploration of the support that the Doctoral School may provide, and possible interventions.

Overview showing who can request which information

Information type	PhD advisors	Director Doctoral School	Dean UvA/VU	Ombudsman*	Vice-decaan onderwijs*	Other
Case content	X					
Frequency, theme & department	X	X	X	X	X	
Frequency, theme & supervisor	X	X	X	X	X	
Infographic Doctoral School	X	X	X	X	X	X

*Only on request with clear substantiation

Any questions about this document can be addressed to the director of the Doctoral School Janine Stolwijk: janinestolwijk@amsterdamumc.nl

