RT SECTION X: ADVISEMENT

1. GRADE DISTRIBUTION

The faculty evaluates student academic and clinical progress. Faculty members use a variety of methods to assess student learning. Exams, research projects, role-playing, laboratory assignments and independent study assignments are examples of these methods. The individual instructing the course periodically notifies students of their progress. Students have access to academic grades via WebConnect:

http://trhshs.readinghospital.org

- Enter last name
- Student ID (the six digit number on the back of your ID card)
- Last 4 Digits of Social Security Number

WebConnect Security protection - trying to logon with wrong information more than 9 times will lock the account. Contact the School of Heatlh Sciences IT Specialist to remove the lock.

2. CLINICAL PERFORMANCE EVALUATIONS

Students are provided ongoing feedback throughout each clinical semester. Clinical faculty also provide feedback through the Clinical Performance Evaluations. Technologists and supervisors providing direct supervision to students also provide feedback. The most successful students recognize the value of applying the comments and suggestions made by these professionals to all areas of clinical assignment.

3. COMPETENCY EVALUATIONS

The methods used by the Clinical Instructors for competency testing evaluation include observation and assessment of the student's clinical performance, patient interaction, communication skills and problem solving ability. Students demonstrating positive behaviors are encouraged to consistently apply that behavior in the future. Similar advisement is provided to correct less than desirable behaviors so they may be avoided in the future.

4. INFORMAL ADVISEMENT

The staff and faculty of the school maintain an open door policy regarding communication with enrolled students. Informal advisement sessions (i.e. monthly mentor meetings; individual advisement sessions,) are held at the request of students, faculty or staff, so that areas of strength are immediately reinforced and areas of concern are immediately corrected.

5. FORMAL SCHEDULED ADVISEMENT SESSIONS

Advisement sessions are conducted by the program faculty with enrolled students during the second through fifth semesters. Following faculty guided self-assessment by the student, the student’s clinical and academic progress will be discussed along with any problems or issues the student has encountered or perceives. Copies of student self-

assessments along with notes from ensuing discussion with faculty will be placed in the student's permanent file. Follow-up sessions will be scheduled as needed. During the sixth (final) semester, an exit interview will be distributed to graduating students for completion and return. Active participation in all advisement sessions is a program requirement.

If a student wishes to meet formally with the any program official, he/she may do so by scheduling an appointment. In the event an academic, clinical or disciplinary matter arises before the designated advisement period, an advisement session will be called and corrective or disciplinary action will be discussed.

6. ACADEMIC PERFORMANCE CONCERNS:

- **6a. Level I**
  1. A written academic warning is issued to students failing any non-core Level I course. The student is required to repeat and pass a failed non-core course the next time it is offered. Advancement to Level II is contingent on this requirement being met. Any student repeating a non-core course must achieve a passing final grade in the course in order to remain in the program.
  2. Students failing two non-core courses during Level I will be placed on Academic Probation. The records of any student on academic probation failing a third (or more) non-core course during Level I and/or Level II will be reviewed for consideration of academic dismissal.
  3. Students documenting an overall academic average of less than 83% during the course of a semester will be issued an academic warning. A timeframe for improvement will be established. Any student not improving their overall average in the amount of time required will be placed on academic probation. When sufficient improvement has been demonstrated, the student probationary status will be lifted. If sufficient improvement is not demonstrated, the student's record will be reviewed for consideration of academic dismissal.

- **6b. Level II**
  1. A written academic warning is issued to students failing any non-core course during Level II. Students failing any non-core course during Level II are required to satisfactorily complete remediation established by the instructor in order to be eligible for graduation.
  2. Failure of two non-core courses in Level II results in review of that student's academic record and a decision to remediate or dismiss the student will be made.
  3. Students documenting an overall academic average of less than 83% during the course of a semester will be issued an academic warning. The student is then provided with a timeframe for improvement. Any student not improving their overall average in the amount of time required is placed on academic probation. When sufficient improvement has been demonstrated, the probationary status will be lifted. If sufficient

improvement is not demonstrated, the student's record is reviewed for consideration of academic dismissal.

7. Clinical Performance Concerns:

7a. CLINICAL COMPETENCY REMEDIATION

If, after several competency attempts, clinical competency is not achieved, the following steps will be taken:

1. The procedure will be reviewed in the clinical setting or in the laboratory with a member of the Program Faculty.
2. The student will be required to re-document the clinical practice component for that procedure prior to re-attempting competency.

8. ACADEMIC AND CLINICAL PROBATION

Students must document knowledge of at least 75 % of the required material in order to pass individual components of academic courses and clinical assignments. Students are also required to maintain a general or overall average of 80 % in both the academic and clinical portions of the curriculum (See Grading Policies).

If a student's performance indicates that these expectations are not being achieved or potentially will not be achieved, the student will be placed on academic warning and a timeframe for improvement will be established. If clinical evaluations and/or academic grades show no improvement within the established timeframe, the student will be placed on probation (academic or clinical) and a second timeframe for improvement will be established. If sufficient improvement is demonstrated, the probationary status will be lifted. If insufficient improvement has been demonstrated, the student record of performance will be brought before the Program Director for determination of appropriate action.

Performance resulting in academic *and* clinical probation warrants dismissal from the program.

8a. Clinical Probation:

If a student is unable to demonstrate competency after several attempts on one procedure or multiple procedures he/she will be placed on clinical warning/probation. If clinical difficulties persist, the student's records will be reviewed by the Clinical Coordinator to determine the appropriate action. If significant improvement is noted, the student will be taken off of clinical warning/probation. Significant improvement is most often noted by the student re-verifying competency with a Clinical Instructor. Unsuccessful re-check attempts will warrant having to re-document competency with a Clinical Instructor. If no improvement is noted, the student's record will be reviewed by the Program Director to determine appropriate action.

Continuous below average performance as documented on the Performance Evaluations will also result in clinical warning/probation. If significant improvement is noted, the student will be taken off of clinical warning or probation.

If the student does not complete the minimum competency requirements according to the established deadlines, the student will be placed on clinical warning. If all previously identified competency requirements have not been met within one week of the original deadline, the student will be placed on clinical probation. If students complete all previously identified competency requirements within one week of the original deadline, the student will be taken off of clinical warning. Students on clinical probation who fail to meet the requirements of the previous and upcoming competency deadlines are subject to consideration for dismissal.

If, for any reason, a student is placed on clinical probation a second time (ie failure to meet a clinical deadline a second time), they are subject to consideration for dismissal.

Level I students not completing all clinical objectives by the established deadline will be placed on clinical warning. The student will have one week to complete the objectives successfully. If the student is unable to satisfactorily complete the objectives, he/she will be placed on clinical probation. The student will then have one week to complete the objective requirements.

Level II students not completing all competency requirements, clinical objectives, and/or advanced imaging mini-modules by the final day of clinical assignment will not be permitted to participate in the graduation ceremony. Students must continue to report to clinical assignments until these requirements are fulfilled. The maximum amount of extension granted for a student to complete all clinical requirements is three weeks. A certificate of graduation will only be awarded when all clinical requirements are fulfilled.

Rev. 8/10

8b. Academic Probation:

8bi. During Level I

- A written academic warning will be issued to students failing any non-core course during the junior year. The student will be required to repeat and pass a failed non-core course the next time it is offered. Advancement to the senior year is contingent on this requirement being met. Any student repeating a non-core course must achieve a passing final grade in the course in order to remain in the program.
- Students failing two non-core courses during the junior year will be placed on Academic Probation. The records of any student on academic probation failing a third (or more) non-core course during the junior and/or senior year of education will be reviewed for consideration of academic dismissal.
- Students documenting an overall academic average of less than 80% will be issued an academic warning. A timeframe for improvement will be established. Any student not improving their overall average in the amount of time required will be placed on

academic probation. When sufficient improvement has been demonstrated, the student probationary status will be lifted. If sufficient improvement is not demonstrated, the student's record will be reviewed for consideration of academic dismissal.

8***bii. During Level II***

- A written academic warning will be issued to students failing any non-core course during the senior year. Students failing any non-core course during the senior year will be required to satisfactorily complete remediation established by the instructor in order to be eligible for graduation.
- Failure of two non-core courses in the senior year will result in review of that student's academic record and a decision to remediate or dismiss the student will be made.
- Students documenting an overall academic average of less than 80% will be issued an academic warning. A timeframe for improvement will be established. Any student not improving their overall average in the amount of time required will be placed on academic probation. When sufficient improvement has been demonstrated, the student probationary status will be lifted. If sufficient improvement is not demonstrated, the student's record will be reviewed for consideration of academic dismissal.

9. DISCIPLINARY ACTIONS

Enrolled students are expected to adhere to all components of the School of Health Sciences Conduct Policy (SHS Policy 334). A student may be warned, placed on probation, suspended or expelled by the Program Director for theft, drug abuse, drunkenness, fighting, continued unexplained lateness or absences, destruction of hospital property, a willful act of misconduct, insubordination, or any other significant violation of policies and practices.

Infractions not specifically addressed by the guidelines in the Student Handbook will be brought before the Program Director who will determine the severity of the disciplinary action. This decision will be in accordance with School of Health Sciences and Reading Hospital policy.

Performance resulting in a student being placed on more than one type of probation (academic, clinical, professional and/or disciplinary) warrants dismissal from the program.

Revised 8/01, 8/02, 8/03, 8/04, 7/05, 7/06, 8/07, 8/08, 8/09; 8/10; 8/11; 8/12