



Clinical Compliance Violations	
Incomplete Health Compliance <ul style="list-style-type: none">• CPR• TB• FLU• MMR• Fit Test• Background Check• Drug Screen	Students must take personal days until they are complete.
Incomplete Special Hospital forms	-1/3 rd letter grade reduction at the end of the semester

Professional Behavior Violations	
Tier 1 Professional Behavior Violation	Tier 2 Professional Behavior Violation
<i>Depending on the severity of the behavior, tier 1 violations can be automatically moved to tier 2 violations. This is at the discretion of the preceptor, coordinator, and program director.</i> -1/3rd letter grade reduction	<i>Depending on the severity of the behavior, tier 2 violations can be automatically accelerated to a recommendation for clinical probation and/or clinical dismissal. This is at the discretion of the clinical coordinator and/or program director.</i> -1 full letter grade reduction
Inappropriate use of time while in the clinic (i.e., eating, drinking, sleeping, reading, studying, web surfing, etc.)	Academic Misconduct
Unauthorized personal device use in the clinic (i.e., cell phone, computer, iPad, smartwatch, etc.)	Immediate Dismissal from a clinical rotation or site
The Clinical Preceptor or Clinical Coordinator identifies excessive tardiness	Radiating the wrong part/wrong patient or radiating a technologist
Inappropriate communication, interaction, and behavior toward students, faculty, clinical staff, and patients	Performing exams with inappropriate supervision from the technologist
	Unsafe practices in the clinical setting (i.e., attending a clinical rotation under the influence of drugs or alcohol, failure to consult preceptor before changing clinical assignment, refusing assignment based on client's diagnosis, race, culture, or religious preference, unethical behavior, etc.).
	Failure to maintain patient confidentiality (HIPAA violation)

Productivity Violations	
Low productivity on a specific day, week, or rotation. <ul style="list-style-type: none"> Failure to progress with skills throughout the semester Lack of initiative/motivation Failure to appropriately record exams in the database 	<p>-1/3rd Letter grade reduction at the end of the semester</p> <p>(A student can receive multiple LP reductions in the same semester.)</p> <p>Any student who demonstrates low productivity in two consecutive semesters or receives more than one low productivity grade reduction within the same semester is considered to have established a poor pattern of behavior. This results in steeper penalties. (Please refer to the Clinical Handbook's Poor Pattern of Behavior Policy for details.)</p>
Missing Productivity Policy Violations <ul style="list-style-type: none"> Missing required skills Missing required competencies 	<ul style="list-style-type: none"> Missing 1-3 Course Requirements -1/3rd letter grade reduction Missing 4-6 Course Requirements -2/3rd letter grade reduction Missing six or more course requirements -1 Full letter grade reduction
Failure to send the email evaluation request to the Technologist and Preceptor within 24 hours of rotation completion	<ul style="list-style-type: none"> -1/3rd Letter Grade Reduction per occurrence

Database Errors	
<ul style="list-style-type: none">• Late reporting of procedures or exams in Trajecsyst• Failure to follow guidelines for reporting database entries• Failure to sign off on evaluations• Failure to complete Clinical Orientation Checklists on time• Time clock errors<ul style="list-style-type: none">○ failure to record pday in Trajecsyst before the date of absence○ Late clock-in or early clock-out○ Clocking in/out from an unauthorized location or device• Failure to follow protocol for documenting exams<ul style="list-style-type: none">○ Incorrect notes○ Incorrect course○ Incorrect supervisor○ Incorrect exam selected○ Incorrect date of entry○ Incorrect entry of observes, assists, comps, and performs	0-6 DBE errors = No penalty
	7-9 DBE errors = -1/3 rd letter grade reduction
	10-12 DBE errors = -2/3 rd letter grade reduction
	Over 12 DBE errors = -1 full letter grade reduction

Clinical Attendance - # of Allowed Personal Days Per Semester					
Clinical Course	No reduction	-1 letter grade	-2 letter grades	Clinical Probation	Course Failure

151/171	3 days	3.5- 4 days	4.5-5 days	5.5-6 days	> 6 days
271/272/270	4days	4.5-5 days	5.5-6days	7-8 days	>8 days

Clinical Attendance Reporting Noncompliance

If a student fails to report to the clinic for at least 50% of scheduled clinical days for an assigned practice area or rotation (i.e., Fluoroscopy, portables, etc.)	The supervising technologist will not evaluate them in that area or rotation, and a failing grade will be assigned for that portion of the clinical course.
Failure to report a clinical absence by the start of the shift is considered a No Call, No Show	-1 Full letter grade reduction and 1 full personal day reduction
A student was sent home from the clinic due to their failure to follow program policy and procedures	-1 Full letter grade reduction, personal time taken away, recommendation for clinical probation or program dismissal
Leaving the Clinic without permission (cutting clinic)	-1 Full letter grade reduction and 1 Full personal Day reduction
Failure to report pday 60 minutes before the start of the shift, but report between 0-59 minutes before the beginning of the shift (Late reporting of a personal day)	Up to two late reports are allowed each semester. Concurrent semesters of late reporting will incur a 1/3 rd letter grade reduction.
Student forgets to clock in or out	1 DBE. To avoid a no-call, no-show penalty, the student must provide appropriate verification they arrived and left on time.
Excessive Personal Day Use	A student who misses more than 10% of the clinical days in a clinical course but does not exceed 20% will receive an automatic grade reduction based on the number of days missed. (See # of allowed personal days per semester)
Late clock in or early clock out: There is no grace period for clocking in late or early.	1 Database Error

Dress Code Policy Noncompliance

***Penalties are cumulative throughout the entire program**

1 st Offense	Written Warning
2 nd Offense	-1/3 rd Letter Grade Reduction
3 rd Offense	-2/3 Letter Grade Reduction
4 th Offense	-1 Full Letter Grade Reduction
5 th Offense	Course failure and program dismissal

Lead Marker Policy Noncompliance *Penalties are cumulative throughout the entire program	
1 st Offense	Written Warning
2 nd Offense	-1/3 rd Letter Grade Reduction
3 rd Offense	-2/3 Letter Grade Reduction
4 th Offense	-1 Full Letter Grade Reduction
5 th Offense	Course failure and program dismissal

Radiation Monitor Policy Noncompliance *Penalties are cumulative throughout the entire program	
1 st Offense	Written Warning
2 nd Offense	-1/3 rd Letter Grade Reduction
3 rd Offense	-2/3 Letter Grade Reduction
4 th Offense	-1 Full Letter Grade Reduction
5 th Offense	Course failure and program dismissal

Radiography Clinical Course Grade Increases *Grade increases cannot be given if the clinical grade has been reduced for any reason *Grade increases cannot be given if the student has been placed on Clinical Probation	
Professional Development Points R151, R171 = 6 PD points R271, R272, R270 = 8 PD points	+1/3 rd Grade Increase
Perfect Clinical Attendance for the entire semester	+1/3 rd Grade Increase