

STUDENT RESPONSIBILITIES

ACADEMIC HONESTY / PROFESSIONALISM

Academic honesty is directly related to ethical clinical practice in veterinary technology. Therefore, evidence of cheating/plagiarism, in theory or clinical courses, will not be tolerated. Students who are dismissed due to academic dishonesty are ineligible for re-entry into the program. For example, failure to report errors in the clinical setting, such as medication errors, is considered unethical and is grounds for immediate dismissal.

Evidence of collaboration on in-class tests, take-home tests, computer testing, and written assignments, also falls under this policy. Indiscriminate use of cell phones and other electronic devices that compromises privacy of patients and/or patient records and/or college testing and confidential materials is grounds for dismissal. Patient confidentiality is the legal right of all patients. Students who breach patient confidentiality can be dismissed from the program, but may also be civilly liable for such disclosures.

Professionalism in veterinary technology includes not discussing information related to assignments that are to be completed individually, or discussion sharing of testing information. Information obtained about patients/clients in the clinical settings is confidential and cannot be shared or discussed outside the clinical/educational setting. Confidential information given by an instructor regarding your performance is expected to remain confidential. This information is not to be shared with other students. When there is an issue regarding an assignment or an evaluation, students are expected to follow the complaint procedure. This includes first discussing the concern with the specific course instructor, and following the chain of command.

Any concerns about the veterinary technology program can be addressed with the Program Director.

In addition to the Standards of Conduct applicable to all Yuba College students, those enrolled in the Veterinary Technology Program must adhere to Standards of Conduct and Expected Student Behaviors. Standards of Conduct and Expected Student behaviors are:

Ethical behaviors that are required of a Registered Veterinary Technician are emphasized throughout the Program. Students are representatives of the Yuba College Veterinary Technology Program and the Veterinary Profession. Students are obligated to comply with, and function within, the framework of the California Veterinary Medical Act and the California Board of Registered Veterinary Technician "Standards of Competent Performance". Students function under the guidance of the Veterinary Technology Faculty in the clinical facilities. Students are expected to comply with all policies and procedures outlined in the Yuba College Veterinary Technology Program Student Handbook.

There are behaviors that are serious enough to result in dismissal from the Veterinary Technology Program. Failure to follow directions from instructor regarding patient care is also considered unsafe behavior. Infractions involving unprofessional behavior in class or at Internship site and/or confidentiality can result in verbal warning, written warning (unsatisfactory progress report or learning contract), or dismissal.

Students in the Veterinary Technology Program are expected to demonstrate professional behavior both in the classroom and in all clinical settings.

The veterinary clinical agencies in which the students train, and the healthcare consumers with which the students come in contact with, expect students of the Veterinary Technology Program to be well prepared and conduct themselves with professionalism and integrity, which includes maintaining and fostering a professional role with clinical facilities and staff.

At any time, UNSAFE VETERINARY NURSING CARE is grounds for

immediate dismissal from the clinical setting and or program.

Unprofessional behavior at a volunteer site, inappropriate language, dress and hygiene, poor attendance at sites, being removed from a site or being asked to participate in observation only are grounds for dismissal.

GUIDELINES FOR EARLY TERMINATION OF INTERNSHIP

Requests by Student Interns:

1. The faculty supervisor must be informed immediately if an issue develops that potentially affects a student intern's continued placement.
2. A conference between the faculty supervisor, student intern and site supervisor will be held in an attempt to resolve problem/issue.
3. If the issue is not resolved, student intern must submit a written request to the faculty supervisor describing the reason for the request and the steps taken to resolve the issue.
4. The faculty supervisor will forward a request to the program director and appropriate department chair with a recommendation.
5. After review and in consultation with the program director and, if necessary, the faculty supervisor, the department chair approves or disapproves the request. The program director will communicate the decision to the faculty supervisor, student intern and employer and; a) develop new placement for the student intern if request is approved; or b) follow through on problem resolution with the faculty supervisor, student intern and site supervisor if request is denied.

Requests by Employer:

1. The faculty supervisor must be notified immediately by the site supervisor if an issue develops that jeopardizes the student intern's continued placement.

2. A conference between the faculty supervisor, student intern and site supervisor will be held in an attempt to resolve problem/issue. If placement is jeopardized because of student intern behavior, the faculty supervisor will facilitate the process of developing specific behavioral expectations the student intern must meet if the placement is to be continued. A 2-3 week period of time will be specified during which the student intern must meet the expectations.

3. A second conference between the faculty supervisor, student intern and site supervisor will be held. The plans in the previous conference will be evaluated. If the student intern has not met the expectations a new plan may be formulated or the placement may be terminated.

GUIDELINES FOR STUDENT DISMISSAL FROM INTERNSHIP

A student may be removed from an internship by either their faculty supervisor or their site supervisor for any of the following reasons:

- 1) Unsatisfactory performance
- 2) Poor attendance
- 3) Failure to honor the learning contract
- 4) Unethical, inappropriate or threatening behavior
- 5) Disruptive or insubordinate behavior
- 6) Violation of confidentiality
- 7) Violation of the College's Drug/Alcohol policy. Documentation is maintained by the site supervisor and the faculty supervisor; depending on the seriousness of the problem, every effort is to be made to involve the student in a corrective action plan. Should such efforts fail or the student's behavior require immediate intervention, the faculty supervisor will confer with the site supervisor to discuss termination. If the student wishes to appeal the decision, he/she must

follow the college grievance process which is found in the Yuba College Veterinary Technology Program Student Handbook.