

**Radford University**  
**Department of Exercise, Sport and Health Education**  
**Athletic Training Education Program**

Guidelines for Disciplinary Actions at Clinical Site

If an athletic training student exhibits a *pattern of behavior or any serious behavior* that is inconsistent with the profession of athletic training, the mission of the athletic training education program, the objectives of the course, or places an athlete or patient in an unsafe situation the following is the prescribed course of action.

1. Probation and intervention plan

When the clinical instructors, program administrators or other faculty members feel that the student does not meet the performance expectations outlined for the clinical practicum experience the clinical instructor will meet with the student to discuss weaknesses and outline a plan for improvement. The following is the sequence for intervening in behavioral changes and the appropriate documentation and consequences.

|   | <b>Documentation Required</b>  | <b>Consequences to student</b>  |
|---|--|---|
| 1. The clinical instructor (CI) will discuss the matter with the student in an informal manner                        | Document note in student clinical file, and/or on monthly evaluation |   |
| 2. CI meets with a student in a formal situation and develops a plan for correction of the problem.                   | Program intervention form,   | Form is placed in the student's file for the remainder of the academic year |
| 3. CI, Program Director, and the student will meet to discuss the questionable behaviors and develop a plan of action | Program intervention form  | Permanent placement in the students file*                                   |

2. Interim Removal

Faculty members, clinical instructors or administrators may recommend that an intern be removed from a field experience placement because of a pattern of unsatisfactory performance or for a single severe incident such as a serious violation of policies or conduct codes, unsafe or unprofessional behavior, or because the placement is judged to be interfering with the productive functioning of the clinical setting. The clinical instructor makes the recommendation to the

Athletic Training Education Program Director. The student does not return to the clinical site during interim removal.

The following is a sequence for interim removal

|  |                           |  |
|--|---------------------------|--|
| 1. Program Director, CI and student will meet to discuss behaviors | Program intervention form | Student is suspended for one month, letter grade deduction |
| 2. Program Director, CI and student will meet to discuss behaviors | Program intervention form | Removal from program will be initiated                     |

If a student wishes to object to the decision of the Athletic training Education Program Director, he or she must provide a written, reasoned objection to the Department Chair for Exercise, Sport and Health Education within 5 working days of notification. The chair will set a date within 10 days to meet with the student and the Athletic training education program director. The chair will notify the student of the decision within 5 days. If the student wishes to appeal the department chair's decision, the student may appeal to the department of Exercise, Sport and Health Education personnel committee.

The committee will decide if further appeal is warranted. If the committee decides that the student's appeal has merit, the student will be informed immediately, and a meeting will be set with the committee within 10 working days. If the committee feels that the appeal lacks merit, the student will be notified and this will end the appeal process.

If the case is reviewed by the committee, an appeal date will occur within ten class days following the decision to review the appeal. The committee may interview the student, the athletic training education program director and others involved in this matter. If the committee decides to interview individuals, representatives of both sides of the appeal must be interviewed.

A written copy of the decision of the committee will be sent to the student within three days of the meeting to review the appeal. The decision of the personnel committee is final.