**Clinical Obligations**

All Radiologic Science students must meet certain requirements to proceed to all levels of the professional phase and clinical education. An outline of the requirements is provided below and more detailed information is provided in the pages that follow.

**NOTE: students who do not comply with all applicable preparation requirements cannot proceed to clinical placement and will be asked to withdraw from the course or may fail the course; this may delay the student’s progression through the curriculum and delay graduation.**

1. Medical Clearance
2. Influenza Vaccination
3. Health Insurance
4. Criminal Background Check
5. Drug Screening
6. Professional Liability Insurance
7. Health Insurance Portability and Accountability Act (HIPAA) orientation
8. Cardiopulmonary Resuscitation (CPR)
9. Trajecsys
10. Expenses

***In addition, some clinical education settings may require additional health clearance, drug testing and/or additional background checks. Failure to meet the clinical education setting requirements may prohibit students from attending clinical rotations, resulting in a failing course grade.***

**Medical Clearance**

All Radiologic Sciences students must be medically cleared through a specific process prior to clinical placement. This document outlines this process. Students will receive communications from the Radiologic Sciences program with instructions.

**NOTE: Medical clearance is typically valid for one year from the date of the last physical exam, tuberculosis skin test, or hepatitis screen, whichever occurred first. Please see Appendix A for a full list of requirements. When initial medical clearance is about to expire, students MUST complete the process again or risk withdrawal or failure from the clinical course as students are not able to attend clinical rotations without valid medical clearance.**

**Students, therefore, are expected to complete medical clearance annually while enrolled in the professional phase of the program.**

Students must keep a photocopy of **all** documents before submitting them for medical clearance. Students must make sure that their name and student identification number (X number) appear on all forms. All student medical clearance documents must be submitted to Student Health Services using the Medicat application. Students will access Medicat to confirm compliance with their medical clearance.

Medical clearance is valid for one year from the date of the last physical exam, tuberculosis skin test, or hepatitis screen, whichever occurred first. When initial medical clearance is about to expire, students must complete the process again or risk withdrawal from the clinical course.

**Influenza Vaccination**

All Radiologic Sciences students are required to obtain the Influenza Vaccination each year. Students are not permitted to attend clinical rotations if proper documentation of the influenza vaccination is not on file with the program.

**Health Insurance**

All Radiologic Sciences students must have active health insurance throughout the professional phase of the program. Proof of such must be submitted to the program by provided deadlines. Students must keep the program informed of changes in health insurance coverage.

For information on the St. John’s University Student Accident and Sickness Insurance Plan, please visit <http://www.universityhealthplans.com> and click on St. John’s University. Please note that this plan does not cover well visits (annual physical exams, titers, etc.).

**Background Checks**

All students entering the professional phase of the program must complete a background check prior to entering the professional phase of the program and additionally if necessary.

St. John’s University currently uses a Compliance Services Management System online portal as part of the procedures for processing criminal background checks on all students. St. John’s University has contracted with Corporate Screening to conduct these background checks utilizing an on-line process (directions and deadlines regarding the online process are provided to students upon progression into the professional phase of the program). **Students are required to complete all background checks through Corporate Screening using the compliance services management system online portal regardless of the possibility of having a previous background check performed.**

It is the student’s responsibility to submit the required information correctly online and to pay the required fee in order to conduct this background check. If this is not completed in a timely fashion, the student’s continuation in the professional phase may be delayed.

Student questions pertaining to background checks must be directed to the Associate Dean for Health Sciences Programs located in the Office of the Dean, St. Albert Hall Room 171.

All such information is kept in strict confidentiality.

**Drug Screening**

All students entering the professional phase of the program must complete a 10-panel drug test prior to starting clinical rotations. The drug screening may need to be repeated, as requested by the program, while enrolled in the professional phase of the program.

St. John’s University currently uses the services of Corporate Screening as part of the procedures for processing drug screening on all students. St. John’s University has contracted with Corporate Screening to conduct drug screening tests utilizing an on-line process (directions and deadlines regarding the online process are provided to students while in the professional phase of the program). **Students are required to complete all drug screening through Corporate Screening regardless of the possibility of having a previous drug screening performed.**

It is the student’s responsibility to submit the required information correctly online and to pay the required fee in order to conduct this drug test. If this is not done in a timely fashion, the student’s continuation in the professional phase may be delayed.

***Note:*** some clinical sites may require additional drug screening before your first day of clinical. Therefore, you may need multiple drug screens throughout the year. The clinical coordinator will notify you of this requirement and it must be completed in order to achieve clinical clearance.

**Professional Liability Insurance**

Professional liability insurance (malpractice insurance) covers the student in cases of professional negligence that results in injury to a patient. Each student enrolled in the Radiologic Sciences Program will automatically be covered under the University General Liability Insurance Policy.

Students enrolled in the Radiologic Sciences program are covered under the St. John’s University Policy for claims that may arise pursuant to their participation in clinical education, because these activities are approved courses of study conducted under the auspices of the University. The policy provides “occurrences coverage,” which protects students from covered incidents regardless of when the claims are filed. **However, this coverage does not extend to any paid or volunteer work in which the student may engage outside the College’s Experiential Training Program.**

Students who wish to obtain their own professional liability insurance are encouraged to seek policies that provide occurrence coverage with minimum limits of $1 million per incident/$3 million annual aggregate.

**Health Insurance Portability and Accountability Act (HIPPA)**

All students entering the professional phase must complete HIPAA training. Training will be provided by the Radiologic Sciences program. For more information on HIPAA, students are encouraged to visit the U.S. Department of Health & Human Services website (<http://www.hhs.gov/ocr/privacy>).

**Cardiopulmonary Resuscitation (CPR)**

Students are required to be trained and certified in Cardiopulmonary Resuscitation Techniques and First Aid. Students are offered a course on campus which provides the student with the basic principles of CPR and First Aid leading to Basic Cardiac Life Support (BCLS) certification. Students will be responsible for course fees which are in addition to tuition charges.

**Trajecsys**

The Radiologic Sciences program will be using the Trajecsys application software for the clinical education component of the program. The University will be providing 2 year access to the application for all professional phase students enrolled in a Clinical Education course. Should students require an extension of service the additional fee is the students’ responsibility.

Trajecsys will be utilized to maintain attendance, evaluations, and competencies, as well as, other relevant clinical documentation. Students are to immediately report any problems or issues to the clinical coordinator. Set up instructions are provided during the clinical orientation period.

**Clinical Dress Code**

Students in the clinical setting are expected to adhere to acceptable standards pertaining to dress attire, personal appearance, and professional demeanor. If the student is found in violation of any of the below, the student will be sent home and the day will be considered an absence.

The dress code for all students in the clinical setting is a granite color scrub top and pants with St. John’s University Radiologic Sciences embroidered using two lines on the left chest. Each student will wear an accompanying short lab coat with the St. John’s University and program patch affixed to the left sleeve. In addition, all students will wear white sneakers or nursing shoes.

Students are to be reminded that while at the hospital or imaging center, patients and other professionals will recognize him/her as part of the site’s staff. Students are to remember that they are guests at the site and they are representing the College, the profession of radiologic technology, the site, and themselves and must adhere to acceptable standards of personal hygiene & grooming as well as maintaining a professional image and demeanor at all times.

Hair longer than shoulder length must be tied back. Students should avoid wearing loose jewelry including necklaces and hooped or dangling earrings as they pose a safety risk. To keep in line with infection control measures, students should keep fingernails short and free of any overlays, tips, or wraps. Chipped nail polish should be removed as bacteria and organisms will harbor underneath.

Students are required to wear their St. John’s University student identification card (Storm Card) and their radiation dosimeter at all times. The Storm Card is to be used as your proper form of identification and must be visible at all times. (It is unacceptable to cover any part of the Storm Card with tape or to turn the Storm Card around) Note: some sites may require the student to also wear a site identification tag.

**Expenses**

Approximate expenses for clinical rotations include:

Background Check $140.00

Drug Screening $30.00

Scrub Tops $15.00 - $30.00 ea (depending on brand)

Scrub Pants $15.00 - $35.00 ea (depending on brand)

White Sneakers $60.00 or higher

Radiographic Markers $12.00 per set

The total approximate amount may be between $575.00 - $800.00