

**Policy Name:** Clinical Regulations  
**Policy Number:** ADM 8.02  
**Title of Policy Owner:** Campus Director & Dean of Academic Affairs - SCHS  
**Policy Type:** ☒ RHEI/Shared Services ☐ BSMCON ☒ SCHS ☐ SOMI  
**Approved by:** RHEI Leadership Team  
**Effective Date:** 8/1/2025  
**Version:** 2.1  
**Policy Status:** Approved

**I. Policy**

It is the policy of Bon Secours Southside College of Health Sciences (SCHS) to ensure all imaging students will act in a professional manner consistent with that of a healthcare professional.

**II. Purpose**

The purpose of this policy is to establish an overview of the professional conduct expected of students while in the clinical environment.

**III. Scope**

This policy applies to all SCHS students.

**IV. Definitions**

None

**V. Policy Details**

**Professional conduct is to be maintained at all times.**

Students are reminded that the Imaging Department in any facility is a service department serving patients, medical staff, and the community. As a student, you have all the responsibilities of a health care professional. Students are not assigned to a clinical rotation merely to practice and perfect positioning and technical skills. Although that practice is a large part of the task, students are also in clinical to provide total patient care and are not to replace qualified Imaging Professionals. Therefore, clinical education does not confine itself to knowledge and technique; it also encompasses attitude, conduct, interpersonal skills, and professional responsibility.

Students are discouraged from using the staff lounges and should stay in their assigned areas, even when not busy (except during lunch breaks). Use of the lounge is at the discretion of the supervisor, Clinical Instructors (CI) or Preceptors (CP). Gathering in the work area should be kept to a minimum as large groups may cause inappropriate and loud conversations, which can be interpreted as unprofessional conduct. Personal conversations should be kept to a minimum and any conversation

related to patients should not occur in patient areas. This is a very serious confidentiality breach and may result in disciplinary action.

Eating, drinking, and chewing gum will not be permitted in patient areas. The department phone use should be limited to school and department related calls only. Personal calls should be limited to during the lunch period. Cell phones are not permitted in the clinical areas; if a student feels the need to have access to a cell phone or smart device, the device must be kept in a locker, purse, or backpack, on mute or vibrate. Students are to use break and lunch time to check messages and return calls.

Smart watches and other wearable devices must be on mute and not accessed during clinical time, therefore no calls or electronic communication while in clinical. Students are allowed to use their smart watches to track steps/and or heart rate only.

Personal laptops, iPads, and all other electronic devices are not permitted in the clinic area at any time. Only school textbooks and class notes are permitted. No personal books are allowed while in clinic. Any deviation from this policy may result in disciplinary action.

The Clinical Preceptor/Instructor and staff technologist/sonographer of your area should be notified by the student as to their whereabouts at all times. If you are moved from one area to another by the supervising technologist, please make sure you notify the CP/CI immediately. If, for any reason, a student needs to leave the assigned clinical site other than during lunch break, the CP/CI is to be notified. A deviation from this policy may result in disciplinary action.

Students are not permitted to leave clinical areas earlier than the end of the assigned shift - even if excused by the supervising technologist. Only School personnel have the authority to excuse students from clinical assignments.

## **VI. Attachments**

N/A

## **VII. Related Policies**

IMG 8.11 Clinical Attendance

## **VIII. Disclaimers**

Nothing in this policy creates a contractual relationship between Bon Secours Southside College of Health Sciences (SCHS) and any party. SCHS, in its sole discretion, reserves the right to amend, terminate or discontinue this policy at any time, with or without advance notice.

**IX. Version Control**

Version	Date	Description	Prepared by
1.0	7/1/2022	New Template & Revisions	Program Coordinator
2.0	7/17/2023	New Template, New Numbering & Revisions	CDDAA
2.1	3/21/2025	New Template, Minor Revisions	CDDAA