

SCHOOL OF SURGICAL TECHNOLOGY CLINICAL HOURS

Students are to report to their clinical assignment at the hour designated by the clinical preceptor/educator. Students are typically assigned 0700-1500 Monday through Friday unless classroom or seminar hours are scheduled. Each student is responsible for informing the clinical preceptor/educator of all class and seminar days. Each student maintains a class schedule that designates class, clinical, seminar and field trip dates and times. Students are not to be assigned to evening or night shift without prior approval from the Program Coordinator.

Students are to be relieved from active participation in the operating room at 1500 each day. The student is to utilize the time between 1500 and 1530 to prepare for the next day. The student is to obtain the surgical schedule for their assigned clinical rotation and research the surgeon's preferences in order to complete the Case Preparation Record.

The completion of Case Preparation Records is mandatory.

The clinical site is responsible for maintaining student attendance records. The Program Coordinator must be informed if the student has been late for clinical or has been absent. After the student's absent time has exceeded three clinical days, time must be made up. Any time that must be made up should be arranged through the clinical preceptor/educator and the Program Coordinator. **Time that must be made up will be done at the convenience of the clinical preceptor/educator and not at the convenience of the student.**