

PROGRAM EXPECTATIONS AND CONTINGENT ACCEPTANCE

This section contains information on:

- **Program requirement of students-health science programs have a lot of demands and requirements that are different than other programs.**
- **Contingent acceptance-even though you may be accepted, your position depends on additional screening and background information.**

Health sciences programs within the Division of Health, Wellness & Sports Technologies demand certain expectations from students that are not demands made of students in other programs at the College. These demands arise because of the critically important role a health care provider has to his or her clients and because of the demanding schedule the programs require.

Clinical sites or Program Managers with the approval of the Dean of Health, Wellness & Sports Technologies may require specific substance testing on a routine basis; as a result of a specific incident; or by random selection. FDLE checks may be generated on any student at any time until the student in a restricted access health sciences program is matriculated. Additional background checks and screening, consent forms and restrictions may also be required.

Full-time commitment: Programs in the health sciences professions require a full-time commitment from students for approximately 2 years after admission into the program. Each program has an established term-by-term course of study that must be completed. Some programs require only day attendance while others require both day and evening attendance.

On time, prepared and professional behavior at all times: Students are expected to arrive on time and be prepared for classes, labs and clinicals, as well as to represent the College in a positive and professional manner in all activities associated with HCC's health sciences programs. Students are also expected to act appropriately when conducting any business on campus. Additional restrictions concerning dress and appearance may also be required of all students in a specific program.

Clinical performance is also a critical area for health sciences students. Someone who is determined to be unsafe in the clinical setting may be barred from continuing in the program.

Earn a "C" or better: Health sciences students must earn a grade of "C" or higher in each program course requirement. Although this does not apply to general education or elective courses for all programs, it is recommended that students strive to achieve the highest grades possible in all classes. Some programs have more rigorous requirements as outlined in the specific program handbook.

Maintain health/medical insurance: The student is responsible for all costs associated with any medical procedure and for maintaining health and medical insurance while enrolled in the program. Some clinical education settings will require that all students attending the facility provide proof of medical insurance. HCC does not provide health insurance; each student must obtain health insurance on their own if it is required.

Notice of any arrest: On or after the first day of class, a student must notify their program manager of any arrests within five (5) working days, regardless of initial adjudication, that occur while a student in the program. Failure of the applicant/student to notify the appropriate individuals in the timeframe specified will result in denial of enrollment into or permanent dismissal from the program. At all times students must meet the background requirements specified for admittance into the program.

Background check(s): An FDLE check can be done on any student at any time during matriculation in a program at no expense to the student.

Student Emergency/Medical Conditions and Leave including Pregnancy Leave. After acceptance into a Health Science Program but before classes begin, if a student must seek Emergency/Medical Leave or has a medical condition, including pregnancy, the student must inform the Program Manager. In every instance, the student must provide notice in writing from his/her physician stating that the student is physically able to continue as a student including clinical duties. If a student is unable to continue due to a medical condition, the student must present documentation from a physician indicating the nature of the condition, any limitation(s) and an expected recovery date. If a student has a personal emergency that requires absence from classes, the student must request an emergency leave from the Program Manager. Depending upon the circumstances, the Program Manager may request documentation supporting the leave. If the Program Manager concurs with the leave request, the student's request will be forwarded to the Dean of Health, Wellness & Sports Technologies for final review and approval.

Example: if a student cannot complete Fall term 2009 due to a pregnancy, the student must return to the program no later than Fall 2010. A student, who is unable to return at that time, must seek admission as a new student at any time in the future. However, if a student who is pregnant completes Fall term and is able to return Spring 2010, there is no need for any place in a future class to be

reserved (If there are additional procedures concerning pregnancy mandated by the program's accrediting body, those procedures will govern the program.).

An approved emergency or medical leave is not considered a withdrawal from the program and a student who returns from a medical leave is not considered to be a readmission (retracker).

PROGRAM ACCEPTANCE RESTRICTED ACCESS PROGRAMS

The Health Sciences Admissions and Appeals Committee designee notifies applicants of their acceptance into a health sciences program in writing as soon as possible after admission decisions have been made. A confirmation form is included with the letter of acceptance. Students must complete and return this form by the stated deadline in order to guarantee their seat in class. Failing to respond in a timely manner may result in forfeiting the student's seat in the class. A check or money order made payable to Hillsborough Community College for the \$35 drug-screening fee must accompany the completed confirmation.

New Student Program Orientation: New students must attend program orientation. HCC will notify students in writing regarding the date, time and place. An applicant cannot attend orientation that has not been formally advised of selection by the Health Sciences Admissions and Appeals Committee. Failing to attend the required orientations session without prior approval to be absent from the Program Manager may result in forfeiting the student's seat in the class.

Program Managers will provide an overview of student expectations as well as information on registration, clinical selections, uniforms and miscellaneous purchases, and other requirements. Orientation is restricted to selected students. Students may not invite guests without prior approval from the Program Manager. Students responsible for minor children must make arrangements for off-campus childcare.

Contingent acceptance: Acceptance to any HCC Division of Health, Wellness & Sports Technologies restricted access program is contingent upon receipt and review of the Florida Department of Law Enforcement (FDLE) background check, drug screening results and physical examination as described below:

- Criminal background investigation:** The Florida Department of Law Enforcement background check will be requested to provide to the College a summary document listing a person's past arrest and conviction history.

In order to be eligible for admission, the applicant cannot have a criminal history with a conviction or nolo contendere plea to a crime of murder; manslaughter; vehicular homicide; killing of an unborn child by injury to the mother; assault if the victim of the offense was a minor; aggravated assault; battery if the victim of the offense was a minor; aggravated battery; kidnapping; false imprisonment; sexual battery; prohibited acts of persons in familial custodial authority; prostitution; lewd and lascivious behavior; lewdness and indecent exposure; arson; theft, robbery, and related crimes, if the offense is a felony; fraudulent sale of controlled substances, only if the offense was a felony; incest; abuse or neglect of a disabled adult or elderly person; exploitation of a disabled adult or elderly person; aggravated child abuse; negligent treatment of children; sexual performance by a child; obscene literature; drug offense which was a felony or if the offense involved a minor, has not been judicially determined to have committed abuse or neglect against a child; does not have a confirmed report of abuse, neglect, or exploitation; or neglect, which has been uncontested or upheld; does not have a proposed confirmed report that remains unserved and is maintained in the central abuse registry and tracking system; and has not committed an act that constitutes domestic violence.

The Health Sciences Admissions staff will coordinate the criminal background checks.

Notice required: An applicant, select or alternate, will be responsible for notifying the office of Health Sciences Admissions Dale Mabry Campus of any arrests, regardless of adjudication that occur after the application deadline but before the first day of classes in the Division of Health, Wellness & Sports Technologies. Notice must be done within five (5) working days of any arrest. The same standard used for admission to the program will be applied to determine whether or not the individual may enter the program. The Chair of the Admissions and Appeals committee will communicate to the individual whether or not they remain eligible to enter the program and will notify the program manager if the individual is no longer eligible to enter the program.

Failure of the applicant/student to notify the appropriate individuals in the timeframe specified will result in denial of enrollment into or permanent dismissal from the program. An FDLE check can be done on any student at any time during matriculation in a program at no expense to the student.

- Drug Screening:** Applicants must provide proof through urinalysis screening that they are free of illegal drugs and controlled substances for which they do not hold a current prescription. Admission will be denied if the drug screen results show the presence of amphetamines, cannabis, cocaine, opiates or PCP.

Additional information pertaining to drug screening will be provided during the New Student Program Orientation program. Each applicant will be charged \$35.00 for the drug screening.

In addition to this drug screen:

- Clinical affiliates may require that students submit to a drug screen prior to placement in accordance with the agency's own pre-employment drug screening policy.
 - A clinical site may require more rigorous screening and with or without prior notice.
 - An affiliate may also request a student be tested if there is reasonable suspicion that he/she is impaired, has used or is using illegal drugs or alcohol.
- Physical examination and immunizations:** Clinical work requires vigorous activity and the ability to perform with or without reasonable accommodation. Satisfactory physical health is also required to provide a safe environment and to prevent exposure to communicable diseases.

Therefore, the students within the Division of Health, Wellness & Sports Technologies pursuing a health sciences program are required to have a physical examination from a physician or other licensed health care provider verifying they are able to meet these requirements on a specific form. The form must be completed by a licensed physician and must also include copies of all lab work, and immunizations or proof of immunizations. The completed form will be filed in the student's file. New students will be given the form and instructions in their new student program orientation.

Pregnant students may place the College on notice regarding a medical condition that may limit activities in the clinical setting. Written verification from the student's physician or other licensed health care provider specifically stating restrictions may be required.

Students participating in the health sciences programs may come into contact with patients with various types of communicable diseases including AIDS, hepatitis and tuberculosis. While all necessary precautions will be taken to prevent contraction, students will nonetheless be required to handle these types of patients with dignity and professionalism.