SURGICAL TECHNOLOGY PROGRAM

Handbook

Savannah Technical College
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INTRODUCTION

Surgical Technology is a program of study which is consistent with the philosophy and purpose of Savannah Technical College. The program provides academic foundations in communications, mathematics, human relations, and basic sciences as well as technical fundamentals. Program graduates are well trained in the underlying fundamentals of surgical technology and are well prepared for employment and subsequent upward mobility.

NOTE: The program does not discriminate on the basis of race, color, National origin, religion, sex, handicapping conditions, academic or economic disadvantage.

Clinical Facilities:
Memorial Health University Medical Center
St. Joseph’s Hospital
Candler Hospital

Surgical Technology

Accreditations

- Savannah Technical College is accredited by the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) to award the Associate of Science Degree, Associate of Applied Science Degree, Diplomas, and Technical Certificates of Credit.

- Southern Association of Colleges and Schools Commission on Colleges
  1866 Southern Lane, Decatur, GA 30033-4097. (404)-679-4500
  Additionally, The Surgical Technology Associate of Applied Science Degree program is accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP) under the recommendation of Accreditation Review Council on Education in Surgical Technology and Surgical Assisting (ARC/STSA). www.arcstsa.org
  ARC/STSA, 6 W. Dry Creek Circle, Suite 110 Littleton, CO, 80120.

Commission on Accreditation for Allied Health Education Programs (CAAHEP) can be reached by writing:
25400 US Highway 19 North, Suite 158
Clearwater, FL 33763
P: 727-210-2350
PROGRAM MISSION:
The mission of the Surgical Technology Program is to provide quality educational services to students from diverse backgrounds in the theory and practice of surgical technology in order to prepare them for a career as a PROFESSIONAL in the field.

Program Goals:
The goal of the Surgical Technology program is to provide educational opportunities to individuals that will enable them to obtain the knowledge, skills and attitudes necessary to succeed in the Surgical Technology field. To prepare competent entry-level surgical technologists in the cognitive (knowledge), psychomotor (skills), and affective (behavior) learning domains.

Upon completion of the required courses within the Surgical Technology program, the student will be able to:

1. Apply the principals of surgical asepsis (Psychomotor) (Cognitive).
2. Interact professionally within the operating room environment, concerning all parties (Affective).
3. Function in the role of the surgical technologist within the surgical team and the operating room environment (Psychomotor) (Cognitive).
4. Identify the structures and functions of the human body and commonly found pathologies (Cognitive).
5. Identify and prepare for the specific uses of the essential furnishings, equipment, and supplies used for surgical procedures (Psychomotor) (Cognitive).
6. Protect and respect the patient’s right to privacy and safety (Psychomotor) (Cognitive) (Affective).
7. Prepare all sterile areas, instruments, and equipment required for an operative procedure (Psychomotor).

8. Assist with the sterile draping, gowning, gloving, case management, and other preparations essential to surgical procedures (Psychomotor).

9. Assist with the operative procedure including, passing of instruments, sutures, sponges, medications, as directed to the surgical first assistant, resident or surgeon, correctly handling all sterile equipment and supplies, and maintain instrument and sponge counts accurately throughout the procedure (Psychomotor) (Affective) (Cognitive).

10. Dismantle an operating room set-up following a procedure including: preparation of specimens for delivery to the laboratory, disconnecting equipment, and caring for instruments according to hospital policy and procedure (Psychomotor) (Cognitive).

SURGICAL TECHNOLOGY PROGRESSION POLICY

Evaluation of the health of the student continues throughout the program. The faculty and other professional staff at the school or clinical setting will conduct continuous surveillance of the health status of surgical technology students. If, at any time, they report an alteration of physical or emotional health, the faculty may require the surgical technology student to have a physical and/or mental examination by a licensed physician and/or licensed psychiatrist.

If the examination by a licensed practitioner documents that the surgical technology student is physically or mentally unhealthy to practice, Savannah Technical College reserves the right within its Due Process Policy to dismiss the student from the program.

PROGRESSION POLICY FOR SAFE CLINICAL PRACTICE

Evaluation of the student’s performance in the lab and clinical setting continues throughout the program to ensure safe behavior. If, at any time, the faculty, instructors, and/or professional staff at the school or hospital report unacceptable behavior or failure to employ safe care, Savannah Technical College reserves the right within the college’s Due Process Policy to dismiss the student from the program. When accommodation is made for disabilities, but safe clinical practice cannot be assured, then Savannah Technical College reserves the right within the college’s Due Process Policy to dismiss the student from the program.
Progression Policy

The following are examples of activities that a student in the health technology programs would be required to perform in order to successfully complete the program. If an accepted applicant believes that he or she cannot meet one or more of the standards without accommodations or modifications, the applicant should consult with the program coordinator of each curriculum.

1. Critical Thinking: Students shall possess critical thinking ability sufficient for clinical judgment. Example: students must be able to identify cause-effect relationships in clinical situations; participate in development of nursing care plans, etc.

2. Ethical Behavior: Students will provide services with respect for human dignity and the uniqueness of the client unrestricted by consideration of social or economic status, personal attributes, or the nature of health problems. Example: Students will care for clients assigned regardless of race, religion, or diagnosis.

3. Legal Behavior: Students will provide care within the scope of practice as stated in the Liaison Council on Certification for the Surgical Technologist. Examples: Students will learn to assess the patient’s physical and mental health.

4. Interpersonal Skills: Students shall possess interpersonal abilities sufficient to interact with individuals, families, groups, etc. from a variety of psychosocial cultural backgrounds. Example: Students shall establish rapport with clients and health care team members.

5. Communication Skills: Students shall possess communication abilities sufficient for verbal and nonverbal interaction with others. Example: Students shall be able to explain treatment procedures to clients/family, document client responses, and report to others regarding nursing care.

6. Mobility: Students shall possess physical abilities sufficient to move from room to room and maneuver in small spaces, stand and walk for extensive periods of time.

7. Motor Skills: Students shall possess gross and fine motor skills sufficient to provide safe and effective nursing care. Example: Students shall be able to calibrate equipment, position clients, administer injections, etc.

8. Hearing Skills: Students shall possess auditory ability sufficient to monitor health needs and collect data. Example: Student shall be able to listen to other alarms, listen to heart and breath sounds, and hear a cry for help.

9. Visual Skills: Students shall possess visual ability sufficient for observation and data collection. Example: Students shall be able to observe color of skin and read scale on a syringe.

10. Tactile Skills: Students shall possess tactile ability sufficient for data collection. Example: Students shall be able to detect pulsation and feel skin temperature.

11. Weight-Bearing: Students shall possess the ability to lift and manipulate/move 40-50 pounds. Example: Students shall be able to move equipment, position patients.
Academic Integrity

Students enrolled in Savannah Technical College are expected at all times to uphold standards of integrity. Students are expected to perform honestly and to work in every way possible to eliminate academic dishonesty. Academic dishonesty includes cheating and plagiarism, which are defined as follows:

**Cheating** is an attempt to deceive the instructor in his/her effort to evaluate fairly an academic exercise. Cheating includes copying another student’s homework, classwork, or required project (in part or in whole) and presenting it to the instructor as one’s own work, or giving, receiving, offering and/or soliciting information on a quiz, test, or examination.

**Plagiarism** is the copying of any published work such as books, magazines, audiovisual programs, electronic media, and films or copying the theme or manuscript of another student. It is plagiarism when one uses direct quotations without proper credit or when one uses the ideas of another without giving proper credit. When three or more consecutive words are borrowed, the borrowing should be recognized by the use of quotation marks and proper parenthetical and bibliographic notations.

If upon investigation the instructor determines that the student is guilty of cheating or plagiarism, the following penalties will apply:

- The student will receive a zero on the work in question.
- The instructor will submit a written report of the incident to the Dean of Health Sciences.
- The Dean of Health Sciences will determine whether further disciplinary action will be taken.
- All decisions may be appealed for review through the College’s Student Due Process procedure.
FAILURES OR DISMISSAL FROM THE SURGICAL TECHNOLOGY PROGRAM

Students from the Surgical Technology Program, regardless of scholastic or clinical standing may be immediately dismissed for any of the following reasons, and may or may not be granted re-admission according to the decision of the Program Coordinator

a. Cheating
b. Leaving the clinical or lab area without permission of the clinical instructor or the OR designate.
c. Reporting for duty with the odor of alcohol on breath and/or bringing alcoholic beverages to the College or clinical site premises; or under the influence of other chemical substances.
d. Bringing guns, knives or other weapons to the College or clinical site premises.
e. Falsifying or misrepresenting records in any manner.
f. Behaving in a disrespectful manner towards supervisors or instructors.
g. Fighting on the College or clinical site premises.
h. Neglecting to follow clinical site or Surgical Technology policies after a written warning.
i. Poor attendance or constantly late for clinical.
j. Sub-standard classroom or clinical performance.
k. Disregard for personal appearance, hygiene, or dress code.
l. Stealing of any clinical site property, College property, and/or personal property of others.
m. Calling a clinical site without following established guidelines and/or the grievance procedures.
Academic Status

Students attending Savannah Tech are expected to meet specific academic standards. These standards stress the importance of successful student performance. Students are considered to be in good standing if they are not on academic probation or academic dismissal.

Honors List

During any semester a full-time student carrying 12 credit hours or more and earning a grade point average (GPA) of 3.5 or higher will be placed on the Honors List.

Academic Probation

A student is placed on academic probation when his /her GPA is below 2.0. Academic probation will be noted on the student’s transcript.

Academic Suspension

A student who fails for the second consecutive semester to maintain a GPA of 2.0 is placed on academic suspension. A student placed on academic suspension must stay out of school for one full semester before applying for readmission. A student who fails an ALHS or program specific course in any Health Sciences degree/diploma program may repeat the course once. However, if a second failure occurs in that course or any other AHS or program specific course, the student will be dropped from the program. The student must then wait for one (1) year before reapplying for re-entry into the program, or any other Health Sciences Degree/Diploma program. Academic suspension will be noted on the student’s transcript.

Appeal of Academic Suspension

Academic suspension may be appealed (in writing) to the Vice President of Academic Affairs. If the appeal is granted, the student will be permitted to enroll with a reduced course load as approved by the Vice President and the student’s faculty advisor.

Attendance Rules

A student is dropped from the rolls when his/her absences exceed 10% of the total contact hours. This rule does not apply to students enrolled in an internship. If a student is late to class three times the instructor will count it as one absence. Employment cannot be considered a basis for excused absences.
Excused Absences

Absences may be excused in specific situations. All situations require documentation.

- Military duty/training or rescue unit training.
- Legal proceedings in which the student is called either as a jury member or a witness. A legal proceeding in which the student has been charged is not included.
- Attendance at a school sponsored event (i.e. VICA or GOAL competitions).
Surgical Laboratory Rules

1. No gum chewing.
2. No food or beverages are allowed.
3. All instruments and equipment must be returned to their proper place at the end of your laboratory class.
4. Instruments and equipment must be handled carefully.
5. No instruments or equipment are to be “borrowed” or removed from the lab.
6. All drapes, trash, etc, must be disposed of in proper container.
7. Each student is responsible for cleaning his/her own area.
8. OR furniture should be returned to its proper place.
9. Protocols and guidelines regarding the use of needles, sharps, etc. will be followed to avoid injury.
10. Negligent use of equipment may result in dismissal from the program and/or payment for said equipment.

Smoking
Savannah Technical College and the Surgical Technology clinical sites are non-smoking facilities. Students are not permitted to leave the OR Department to smoke during breaks and lunch time.
“MUST” FOR SURGICAL TECHNOLOGIST STUDENT

1. Work rapidly under supervision.
2. Follow directions accurately to the smallest detail.
3. Carelessness and ignorance may cost a patient’s life.
4. Be able to quickly make changes sometimes without notice.
5. Anticipate the surgeon’s needs. Be one step ahead.
6. Learn to organize work.
7. Do not assume that equipment is sterile. You must know.
8. Be patient to the impatient.
10. Be willing to work toward becoming the best possible surgical technologist.

JOB DESCRIPTION: CERTIFIED SURGICAL TECHNOLOGIST

DEFINITION

A primary function of the surgical technologist practitioner is as the “scrub technologist” in the surgical suite and other clinical areas. The surgical technologist practitioner may be assigned other functions as permitted by the hospital and/or employer policy. The performance of these functions should be according to the experience and scope of educational preparation of the individual surgical technologist and applicable legal guidelines.

JOB KNOWLEDGE

1. Principles of asepsis and sterile technique
2. Anatomy and physiology
3. Medical terminology
4. Microbiology
5. Pathology: care and handling of specimen/body fluids
6. Procedures in OR; special positioning of patients
7. Environmental safety (e.g., electrical hazards, radiation and laser precautions)
8. Manual dexterity
9. Professional ethics
10. Cost containment
11. Complications of surgical procedures
12. Pharmacology: anesthetics, drugs, and solutions used in surgery
13. Wound healing and wound complications
14. Preoperative preparation of patients: consents, appropriate attire, transportation, identification, etc.
15. Preoperative skin preparation
SAVANNAH TECHNICAL COLLEGE

SURGICAL TECHNOLOGY PROGRAM

Occupational Analysis Outcomes

1) **Pre-Operative Duties.**
   a) Assist in preparing the operation room.
   b) Prepare surgical instruments and equipment.
   c) Prepare sterile drapes.
   d) Prepare sterile solutions.
   e) Assemble both sterile and nonsterile equipment.
   f) Check and adjust equipment to ensure it is working properly.
   g) Prepare patients for surgery.
   h) Wash, shave, and disinfect incision sites.
   i) Transport patients to the operating room.
   j) Assist in positioning patients on the operating table.
   k) Cover patients with sterile surgical drapes.
   l) Observe patients’ vital signs.
   m) Check patients’ charts.
   n) Help the surgical team put on sterile gowns and gloves.

2) **Intra-Operative Duties**
   a) Pass instruments and other sterile supplies to surgeons and surgeon assistants.
   b) Hold retractor.
   c) Cut sutures.
   d) Assist in counting sponges, needles, supplies, and instruments.
   e) Assist in preparing, caring for, and disposing of specimens taken for laboratory analysis.
   f) Assist in applying dressings.
   g) May operate sterilizers, lights, or suction machine.
   h) May help operate diagnostic equipment.

3) **Post-Operative Duties**
   a) Transfer patients to the recovery room.
   b) Clean and restock the operating room.

**Standards of Student Behavior and Performance**

Surgical Technology Students will review the [Association of Surgical Technology Position Statements & Guidelines](https://www.asts.org/docs/default-source/position-statements/position-statements.pdf) and agree to perform their duties and responsibilities in accordance with them. The Statements & Guidelines provide information in the following areas:

- Guidelines for Public Comment;
- Surgical Technologist Responsibilities;
- Surgical Attire;
• Aseptic Technique;
• Disinfection and Sterilization;
• Position Statements & Guidelines; and
• CSPS Statements.
STUDENT AGREEMENT

I, __________________________________________________________________________, have received, read, and agree to abide by the policies and guidelines related to Surgical Technology.
DATE: ________________________ SIGNATURE: ________________________________
MY HEALTH INSURANCE IS COVERED BY __________________________________________ (Please attach a copy of your Health Insurance card.

HEALTH HAZARD WAIVER:
I, __________________________________________________________________________, hereby acknowledge that I have been informed of the hazards associated with my training for Surgical Technology (infectious diseases, including Hepatitis-B and HIV, exposure to radiation, laser, sharp instruments, and blood) and relinquish all liabilities of the School and of the Training Affiliates, in the event that personal harm occurs.
DATE: __________ STUDENT SIGNATURE __________________________
 ____________________________________ INSTRUCTOR SIGNATURE _______________________

NOTE: This agreement will be placed in your file and kept for length of your training.
Student Work Policy

All student activities associated with the curriculum, especially while students are completing his or her clinical rotations, will be educational in nature. Students will not be receiving any monetary pay during this educational experience, nor will he or she be substituted for hired staff personnel within the clinical facility, in the role of a Surgical Technologist.

A student may continue to work outside the program as long as a satisfactory grade point average is maintained, there are no delays in the submission of required homework assignments and there are no demonstrable symptoms such as lack of sleep, inappropriate requests to leave early or undue lateness.

If a student is working full-time during the clinical semester, they are not allowed to go to the clinical area after working a full-time shift in order to protect the safety of both the student and patient.

STUDENT SIGNATURE __________________________
INSTRUCTOR SIGNATURE _______________________

NOTE: This agreement will be placed in your file and kept for length of your training.
CLINICAL GUIDELINES

ATTIRE – School uniform, white clinic shoes with white sox/hose and white monogrammed lab coat are to be worn to and from the hospital.

NAME PIN OR IDENTIFICATION BADGE – to be worn on your scrub top and lab coats at all times while in the clinical area. Assure that it is pinned to an undergarment to avoid sending to laundry.

LAB COAT – to be worn when leaving the OR suite in scrubs and must be completely buttoned.

JEWELRY – LEAVE AT HOME WHERE IT IS SAFE.

PERFUMES, etc. – avoid highly scented agents during clinical.

PERSONAL HYGIENE – includes daily bath, frequent shampoo, oral hygiene and antiperspirant.

CLINICAL HOURS – 6:00 a.m. (Dressed out) to 6:30 p.m. Lunch breaks will be assigned.

CLINICAL CONFERENCE – will generally be held from 6:00 to 6:30 p.m. unless otherwise notified. Place to be announced.

HOSPITAL RULES, POLICIES, PROCEDURES – To be followed!

ABSENCES – All absences will have to be made up prior to the end of the semester in order for clinical grades to be turned in, and before one can either graduate or sit for the National Certifying Examination. Absences must be made up at the convenience of the instructor.

NOTIFY INSTRUCTOR – If, for any reason, you must be tardy or absent from clinical, call your instructor prior to 6:00 a.m. NO SHOW, NO CALL = WARNING FIRST TIME, RECOMMENDATION FOR DISMISSAL THE SECOND TIME. Telephone numbers are listed on your rotation schedule.

A REQUEST FROM THE HOSPITAL TO REMOVE A STUDENT DUE TO VIOLATIONS OF EMPLOYABILITY SKILLS, ATTITUDE CONFLICTS, OR FAILURE TO PROGRESS IN SKILL ACQUISITION WILL RESULT IN AN “F” FOR THE COURSE AND RECOMMENDATION FOR DISMISSAL FROM THE SURGICAL TECHNOLOGY PROGRAM.

CLINICAL LIBRARY FACILITIES – Library facilities at the hospitals can be accessed with the School Identification badge.

LIABILITY INSURANCE – All Health Sciences Students are required to carry Liability Insurance. Additional insurance will be necessary if the clinical rotation exceeds one year.
HEALTH INSURANCE – to use clinical facilities, students are required to show evidence of a health insurance policy. This is not available through the College.

HEALTH POLICIES – A physical examination signed by a physician is required prior to clinical assignments. Immunizations must be up-to-date with the possible exception of the second and third Hepatitis B. Any injury occurring at the college or in a clinical affiliate should be reported to the Instructor immediately and an Accident Report completed. Each student is responsible for the expense of any treatment resulting from an injury. The student may be treated in the Emergency room of the Hospital to which one is assigned or by a private physician.

STUDENTS IN THIS PROGRAM ARE ADULTS AND ARE RESPONSIBLE FOR THEIR OWN HEALTH CARE!

A student who is ill at home is responsible for notifying the Instructor prior to class or clinical assignment. A student with an infectious disease is not permitted in the clinical area. Any INFECTIOUS DISEASE must be reported to your Instructor or Clinical Coordinator so that adjustments to the schedule may be made. Insuring safety to patients, peers, and self is part of one’s professional responsibility.

While PREGNANCY is considered a natural state of health for a nine month period, there are certain problems associated with this condition such as nausea, vomiting, weight gain, lethargy, fatigue and varicose veins. The various clinical rotation sites require their employees in the OR to have “no restrictions” to their performance on the job; therefore, as students, you will be expected to follow these guidelines also. The OR rotation requires working with radiation, HIV Positive patients, patients with Hepatitis B and the use of methyl methacrylate and other substances. If you are pregnant, you must make the instructor aware, and if your physician advises that you avoid these exposures, you will be expected to withdraw from the program until your pregnancy is completed. The student will be required to submit a doctor’s note at regular intervals to determine if the pregnancy limits participation in the program.

GENERAL SAFETY PRECAUTIONS

1. Maintain professional conduct.
2. Be knowledgeable of the use of all equipment, supplies, and procedures before attempting use.
3. Check all equipment and supplies for proper function before use and report any malfunction or damage immediately.
4. Handle equipment properly and carefully to prevent damage or injury to yourself or others.
5. Clean and/or care for all equipment or supplies as instructed by your assigned instructor/preceptor.
6. Store all equipment and supplies in proper place.
7. Use the principles of correct body mechanics when lifting, pulling, or pushing.
8. Remove any hazardous objects or spills from floors or hallways immediately or notify your instructor/supervisor.
9. Minimize distractions to prevent accidents.
10. Never run in rooms or hallways.
11. Do not enter RESTRICTED/ISOLATED areas unless instructed to do so in the course of clinical activities.

12. When assigned to a restricted area, as with use of laser or x-ray, follow hospital policy regarding personal safety precautions.

13. Report fire to person in charge of the immediate area and follow designated procedure.

14. Discuss any question concerning a procedure or equipment with faculty instructor.

15. Students are REQUIRED to wear instructor approved protective eyewear when participating as a member of the sterile surgical team.

ACCIDENTS AND ERRORS – if accidents or errors occur, they should be reported immediately to the instructor, preceptor or supervisor. This is your ethical and legal responsibility. The patient’s physician will be notified for appropriate action to be taken in regard to the error or accident if deemed necessary by the OR Supervisor. An incident and/or variance report will be filled out. This report is retained by the hospital risk manager. The faculty will also fill out a separate report for the College. Infection Control is always notified and appropriate action will be taken. Students are responsible for their own injuries and all costs incurred.

CLINICAL CASE REQUIREMENTS

Clinical case requirements are outlined below and consist of 120 cases as the standard load recognized by CAAHEP and ARC/STSA. Please refer to the Surgical Rotation Case Requirements handout insert from the CORE CURRICULUM FOR SURGICAL TECHNOLOGIST, 6th edition.

<table>
<thead>
<tr>
<th>Surgical Specialty</th>
<th>Total # of Cases Required</th>
<th>Minimum # of First Scrub Cases Required</th>
<th>Maximum # of Second Scrub Cases That Can be Applied Towards 120 Cases Required</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Surgery</td>
<td>30</td>
<td>20</td>
<td>10</td>
</tr>
<tr>
<td>Surgical Specialties</td>
<td>90</td>
<td>60</td>
<td>30</td>
</tr>
<tr>
<td>Totals</td>
<td>120</td>
<td>80</td>
<td>40</td>
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GENERAL GUIDELINES

Savannah Technical College is a unit of the Technical College System of Georgia (TCSG) and is under the policy and administrative control of the TCSG State Board. This Board was established to govern all colleges within the TCSG system.

PARKING – Students will be issued a parking decal and MUST park in the student parking lot. Designated parking areas will be assigned for each clinical site.

GRADING POLICY – policies for grading will be in accordance with School policies as printed in the current College Catalog. Any student who maintains a 3/5 GPA will be placed on the Honor Roll, receive special recognition at graduation, and be invited to join the National Honor Society. A grade of “C (2.0) is required for progression from one course to the next level.

TRANSCRIPTS – All students enrolled may receive, upon request, a copy of their transcript. The Registrar must receive WRITTEN permission from the student before a transcript can be released to the student or another agency.

CONFERENCES – Individual conferences will be scheduled for all students by their instructor at least twice each semester and/or as necessary. Students may request additional conferences with an instructor as necessary. Office hours will be posted on each instructor’s door.

WITHDRAWAL – In order to maintain good standing, which may be used for transfer or reentry, a student who finds it necessary to withdraw from the Program should first schedule a conference with the Instructor or Program Director.

SAFETY – Safety must be maintained at all times. Procedure Manual and First Aid Kits for students use are strategically located in each classroom.

UNIVERSAL PRECAUTIONS – All students will participate in a 4-hour universal precautions workshop, follow appropriate recommended standards of practice of hygiene and sanitation while practicing universal precautions, and keep confidential any information and records regarding patients who are HIV positive.

CHEMICAL SPILLS/HAZARDOUS MATERIALS – Any spillage of a hazardous chemical material is considered an emergency and should be reported immediately to your instructor or supervisor. Chemicals coming in contact with the body should be washed off immediately with copious amounts of water.

ELECTRICAL ACCIDENTS – If an electrical accident is observed, immediately clear the area near the accident. If the victim is unconscious, call 911 to report and begin CPR.

BASIC LIFE SUPPORT – All students, faculty, and support staff involved with direct patient care must be trained in basic life support procedures. You must be certified in CPR prior to beginning your clinical experience.
FIRE SAFETY – Fire drills are scheduled periodically and fire evacuation routes posted in each classroom and in each clinical facility. Should a fire occur, you should ASSESS THE SITUATION. Rescue any person in danger, Activate the alarm, Contain the fire, Extinguish the fire (R.A.C.E). To extinguish the fire, Pull the alarm, Aim towards base of fire, Squeeze handle, and Sweep from side to side. (P.A.S.S). Each student will be required to read each facility’s Safety Procedure Manuals and pass a test with 90 or above before going to the clinical site.

SEXUAL HARASSMENT – Sexual harassment is a form of sex discrimination and is in violation of State and Federal law. It is the intent of the College to provide an academic and work environment free of any type of harassment, including sexual harassment, for all students and employees.

STUDENT RIGHT TO KNOW – CAMPUS SECURITY – The Student Right to Know can be found in the language of the Campus Security Act (20 U.S.C. § 1092(f)). It is a consumer protection measure that requires the disclosure of certain campus statistics to students and employees.

CONDUCT – Each student is expected to conduct himself/herself in a professional manner. Disrespect to instructors, College staff, patients, and/or employees of the various clinical facilities will not be tolerated.

DISHONESTY/CHEATING/STEALING – The College assumes that all students will be truthful to each other and to members of the community. A student who furnishes false information on official College documents is subject to dismissal. Any form of dishonesty (includes stealing) in academic laboratory or clinical areas will be grounds for disciplinary action. Since ABSOLUTE HONESTY is the basis of a strong surgical conscience and is of utmost importance to the overall good of the patient, any student found guilty of dishonesty, cheating, or stealing will be subject to disciplinary measures.

LETHAL WEAPONS, DRUGS AND ALCOHOL – Savannah Technical College complies with all State and Federal laws regarding the presence of weapons on the college campus. Drinking or possession of alcoholic beverages is not permitted on campus at any time during any College-sponsored function. SMOKING IS NOT PERMITTED ON CAMPUS OR DURING CLINICAL ROTATION AT THE VARIOUS HEALTH CARE FACILITIES AND IS CAUSE FOR A NEGATIVE WORK ETHIC EVALUATION.

HOUSEKEEPING – Each student is responsible for the cleanliness of the classroom. Foods, beverages, and chewing gum have no place in the classroom or operating room.