

**FACULTY OF HEALTH STUDIES**

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<b>Subject:</b>	Unsafe Clinical/Laboratory Practice and Debarment	<b>Date:</b>	November 2006
<b>Department:</b>	Faculty of Health Studies	<b>Revised:</b>	May 28, 2012/ Nov 25, 2019
<b>Program:</b>	Bachelor of Science in Psychiatric Nursing Bachelor of Nursing	<b>Approved at HS Faculty Council:</b>	November 25, 2019

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**DEFINITIONS:**

**Debarment:** Student will be prohibited from attending identified lab or clinical practice due to unprofessional conduct and/or unsafe practice. Debarment may result in course failure.

**POLICY:**

The debarment policy will be invoked when the student demonstrates unsafe clinical/laboratory practice. Unsafe clinical/laboratory practice is behavior that places the client, family or others in physical or emotional jeopardy. Physical jeopardy is the risk of causing physical harm. Emotional jeopardy is the risk for emotional or psychological harm. Unsafe clinical/laboratory practice is an occurrence, or a pattern of behavior, involving unacceptable risk.

*Expectations for Safe Clinical/Laboratory Practice*

- 1) Students are expected to demonstrate growth in clinical practice/laboratory through the application of knowledge and skills from previous and concurrent courses.
- 2) Students are expected to demonstrate growth in clinical practice/laboratory as they progress through the course and to meet the clinical practice expectations outlined in the clinical evaluation tool.
- 3) Students are expected to prepare for clinical practice/laboratory in order to be able to provide safe and competent care. Preparation expectations are detailed in the course outline.

A student may be debarred from laboratories and/or clinical practice, by action of the Dean of Health Studies, for persistent non-attendance and/or unsafe clinical practice. Once the debarment process has been initiated, the student will not be allowed voluntary withdrawal from that course. Students so debarred will have failed the course.

#### Initiation of Debarment Procedure

- 1) The student is removed from the clinical area/laboratory.
- 2) The Clinical/Lab Instructor informs the Course Faculty that the student has been removed from the clinical area/laboratory and consults with the Course Faculty regarding debarment.
- 3) The Course Faculty discusses the relevant documentation (which may include Clinical Performance Evaluation Tools, emails etc) with the student. If warranted the student is notified verbally and in writing that the Debarment Policy has been initiated.
- 4) The Course Faculty will notify the Student Advisor, the Department Chair(s) and the Dean of the initiation of the Debarment Policy and the rationale for same.
- 5) The Course Faculty provides the Dean with a summary and supporting documentation outlining the rationale for the initiation of the Debarment Policy.
- 6) The Dean's Office will arrange a meeting for the student to meet with the Dean. The student will be invited to have a support person present for this meeting. The student will be given the opportunity to speak to the documentation presented.
- 7) Following the meeting with the student, the Dean will notify the Department Chair(s) of the outcome of the meeting and provide a written decision to the student and the Course Faculty.
- 8) The student may appeal the decision within ten (10) working days of the date of the written decision by the Dean.

#### Procedure for Appeals

Through a written submission, the student notifies the office of the Dean of the intent to appeal the debarment decision. The purpose of the Ad Hoc Appeals Committee is to receive and hear appeals pertaining to the decision made regarding unsafe clinical practice and/or debarment; to review the appeal; and to make the final decision regarding the debarment. The Ad Hoc Appeals Committee will be comprised of two faculty members of the student's department who are not involved in delivering the course in question, one student from the alternate Faculty of Health Studies Department and a faculty member from the other department in the Faculty of Health Studies. The Faculty members involved in the Ad Hoc Appeals Committee will be tenured/tenure track or in continuing appointments. The Chair of the Ad Hoc Appeals

Committee will be the selected member from the other department in the Faculty of Health Studies and be the non voting member.

The Dean's Office will provide all relevant documentation inclusive of Clinical/Lab Instructor documentation, Course Faculty documentation, the Dean's documentation and the student's written submission to the Chair of the Ad Hoc Committee within five (5) working days from notification of the student's appeal.

The Committee's decisions will be based on consideration of the codes of ethics and standards maintained by the appropriate professional body, as well as on other pertinent codes and standards, and on the Committee's assessment of harm and/or risk for harm.

The Committee may:

- Uphold the initial decision made by the Dean of the Faculty of Health Studies
- Issue written documentation to the student, with conditions established for continuance in the specific Health Studies course, and consequences described should those conditions not be met; or
- Initiate other actions as the Committee deems to be appropriate to address the situation.

The Ad Hoc Appeals Committee chair person will provide a written decision to the student, the Chair of the Department from which the student is enrolled and the Dean within ten (10) working days of receipt of official summary documentation.