

FACULTY OF HEALTH STUDIES

Subject:	Unsafe/Unprofessional Clinical/ Laboratory Practice	Date:	November, 2006
Department:	Faculty of Health Studies	Revised:	May 28, 2012/ Nov 25, 2019/ Sept 16, 2021/ April 7, 2022
Program:	Bachelor of Science in Psychiatric Nursing Bachelor of Nursing	Approved at HS Faculty Council:	March 27, 2023

DEFINITIONS:

Removal from clinical setting/laboratory setting: Student will be prohibited from attending identified clinical setting or laboratory setting due to unprofessional behaviour and/or unsafe practice. Removal from a clinical setting or laboratory may result in course failure.

POLICY:

This policy will be invoked when the student demonstrates unprofessional behaviour and/or unsafe clinical/laboratory practice. Refer to the Student Handbook to review the expectations for professional expectations and practice requirements. Unsafe clinical/laboratory practice is behaviour 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 behaviour, 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.
- 4) Students are expected to demonstrate professional behaviour throughout all clinical and laboratories. Refer to the Student Handbook to review the expectations for professional expectations and practice requirements.

A student may be removed from laboratories and/or the clinical setting for the remainder of the course, by action of the Dean of Health Studies, for unprofessional behaviour and/or unsafe clinical/laboratory practice. Once the removal process has been initiated, the student will not be allowed voluntary withdrawal from that course. This may result in course failure.

Initiation of Removal from Clinical Setting/Laboratory

- 1) The student is removed from the clinical setting/laboratory immediately upon unsafe practice and/or unprofessional behaviour.
- 2) The Clinical/Laboratory Instructor informs the Course Faculty within 2 business day that the student has been removed from the clinical setting/laboratory and consults with the Course Faculty regarding removal.
- 3) The Course Faculty discusses the relevant documentation (which may include Clinical Performance Evaluation Tools, emails etc) with the student within 4 business days of receipt of the notification. If warranted the student is notified verbally and in writing that the Unsafe/Unprofessional Clinical/Laboratory Practice 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 Unsafe/Unprofessional Clinical/Laboratory Practice Policy and the rationale for same within 2 business days upon meeting with the student.
- 5) The Course Faculty provides the Dean with a summary and supporting documentation outlining the rationale for the initiation of the Unsafe/Unprofessional Clinical/Laboratory Practice Policy within 2 business days upon meeting with the student.
- 6) The Dean's Office will initiate contact with the student within 2 business days and subsequently meet with the student within 4 business days. 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 within five (5) business days.
- 8) The student may appeal the decision within ten (10) business 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 decision.

The purpose of the Appeals Committee is to receive and hear appeals pertaining to the decision made regarding unsafe clinical/laboratory practice and/or unprofessional behaviour; to review the appeal; and to make the final decision regarding the removal from clinical/laboratory. The 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 representative appointed by the BUSU council and 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 Appeals Committee will be tenured/tenure track or in continuing appointments. The Chair of the 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/Laboratory Instructor documentation, Course Faculty documentation, the Dean's documentation, and the student's written submission to the Chair of the Appeals Committee within five (5) business days from notification of the student's appeal. The Chair of the Appeals Committee may request further documentation as necessary from the Dean's Office/Course Instructor.

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 Appeals Committee Chairperson 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) business days of receipt of official summary documentation.

If the student is dissatisfied with the outcome of the Faculty of Health Studies appeal committee's decision, they may appeal to the central University's Student Appeals Committee. Appellants may have a non voting support person of their choice present at all appeal proceedings and an invitation to consult BUSU for information, assistance, and support when preparing for an appeal.