

Bon Secours Health System, Inc.
Richmond Region
St. Mary's Hospital
Policy/Procedure

Policy Manual: School of Medical Imaging
Section: Student - Academic

Areas Affected: Students

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POLICY STATEMENT:

The faculty of the Bon Secours St. Mary's Hospital School of Medical Imaging provides academic and career advising to the students enrolled in the Radiologic Technology program. *This is not considered to be psychological advising or counseling.*

Advising:

Faculty advisors will be assigned to students and will meet with their group of students at least once per semester. Additional meetings will be at the discretion of the faculty member or as needed when prompted by a student request. Documentation of the meeting will occur on the appropriate form in the Student Information system (SIS) that will become a permanent part of their file.

The faculty advisor will have access to the student records for academic and career advising and will document record access in the (SIS). The faculty advisor will review the student records to monitor the student's progress toward completion of the graduation requirements. Course registration will be determined during meetings prior to the beginning of the next semester.

Students having issues related to the curriculum (didactic classes; clinical education) should contact their faculty advisor for assistance in problem solving.

Counseling:

Program faculty are available to talk with students experiencing personal and professional problems however faculty members are not qualified to provide formal counseling services. Bon Secours Richmond offers confidential counseling services to students and staff who require professional guidance. The Student Assistance Program (REACH) provides confidential counseling services and is offered at no fee to the student; however, the student is responsible for any fees associated with outside referrals for additional services.

More information about the Student Assistance Program (REACH) can be obtained in the program office or by calling 1-855-691-4941: 24 hours a day/7 days a week/365 days a year.

Website: <http://reachworklife.powerflexweb.com>

RESPONSIBLE PERSONS: Program Administration

Approved by:

Jody D. Crane, M.A.Ed., RT(R) (BD)

Dean

June 26, 2019



Signature

Title

Date

Approval History:

Committees and Dates: 6/2018

Faculty and administrative review in: 8/2008, 8/2009, 8/2010, 8/2011, 8/2012, 8/2013, 8/2014, 7/2015, 4/2017, 6/2018, 6/2019

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REFERENCES: None