

Respiratory Care Advisory Board Meeting Minutes

Date: 10/7/2022

Time: 12:00 to 12:40

Location: Zoom

Attendance: Tanya McFadden, Susan Pearson, Jason Ramsey, Amy Murray, Amy Rinehart, Kim Leonard, Jan Burdick, Dr. Dykstra, Dr. Malin, Jessica Sturgill, Deb Chapman

Topic	Discussion	Action
Call to Order	Meeting called to order at 12:03 by Amy Reinhart	
FERPA	Amy Rinehart and Jan Burdick reached out to KVCC and thought the AB should meet to discuss questions that have come up over some recent incidents. Susan and Tanya shared that due to FERPA, the discussion will be limited to KVCC drug testing policies and cannot include individual students or circumstances.	
KVCC Health Career drug testing policies	The health career programs have several touch points where students are made aware that drug testing will be done. The three attached handouts, which are part of the student application process, were reviewed. Students sign that they understand the policy and give permission to be tested. Additionally, the drug testing policies are in the RCP Student handbook and students are reminded during new student orientation that a positive drug test will result in removal of the program.	
Drug Testing Process	Amy Murray, Health Careers Admission Coordinator, is trained and certified by Forensic Fluids to collect samples. Sample collection is a controlled process and chain-of-custody is strictly followed. Students are tested in small groups and closely watched during the sample collection step. They are given step-by-step instructions, and the students are the only person to touch their sample. The sealed samples are then taken to Forensic Fluids lab where they are tested. To rule out false positive results, any positive test is retested with a more thorough process which includes Liquid Chromatography Tandem Mass	

	Spectrometry. If the second test is below the threshold, it is considered negative and not reported. All positive results are then reviewed by their toxicologists and certified. The results are defensible in court. KVCC only receives positive results that have been verified. Dr. Dykstra commented that this is a solid process and is similar to how they did it in the military.	
KVCC Student Due Process	Following the KVCC handbook, students are given the opportunity to appeal the decision. This semester there was confusion that students thought the appeal process meant they could re-test.	Tanya will reach out to other colleges to inquire how their health programs handle drug testing and positive results.
Student Professionalism	Susan asked for a hospital manager/volunteer to speak to the 2 nd year class on professionalism. Despite numerous talks on professionalism, this class is demonstrating concerning behavior. Hearing directly from an employer what they want to see in their staff is a powerful tool, and hopefully will make an impact with this class. Amy Rinehart volunteered.	Sue & Amy will work out a date to come speak to the class.
Student Externs	To the best of everyone's knowledge, any RCP student that stops out of the program and is not currently enrolled in respiratory classes, will not be able to retain their student RT extern position at the hospital.	
Adjournment	12:40 p.m.	

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Adjournment	12:40 p.m.	

Respiratory Care Advisory Committee

Date: October 7, 2022

Time: 12:00 – 1:00 p.m.

Location Zoom Meeting ID: 998 3992 5117 Passcode: Amazing

- I. Call to Order – Amy Reinhart
- II. FERPA - Tanya & Susan
- III. KVCC Health Career drug testing policies - Tanya & Susan –(see handouts)
- IV. KVCC Student Due Process - Tanya
- V. Overview of drug testing sample collection process – Amy Murray
- VI. Overview of Forensic Fluids lab processing procedures – Amy Murray
 - A. Scientists & Toxicologists
 - B. Defensible in court
- VII. Professionalism guest speaker - Susan
- VIII. Is there an impact on the student extern position when a student stops-out of the RCP program, but intends on returning? - Tanya
- IX. Other
- X. Adjournment
- XI. Next meeting Friday November 18 from 9 a.m. to 11 a.m. at the Culinary Allied Health Building



DRUG SCREEN AUTHORIZATION FORM

Please print clearly

Name (Last, First, Middle): _____

Date of Birth (month/day/year): ____/____/____ **Gender:** Male ____ Female ____ Other ____

Valley ID #: V00 _____

I authorize facilities approved by Kalamazoo Valley Community College, to conduct a drug screen for any drug, alcohol or substance requested by Kalamazoo Valley Community College, and to release those results to Kalamazoo Valley Community College. I acknowledge that I will sign any documents or authorization required. I understand that individuals who do not pass, or refuse to take a drug screen will not be placed into the clinical component or rotation of any course which requires such clinical component or rotation, and will be removed from any such clinical component or rotation if already placed.

I acknowledge that as a condition of clinical agencies collaborating with Kalamazoo Valley Community College, the college requires all students enrolled in a Health Careers program to participate in drug testing. As a student in such a program, I voluntarily subject myself to such drug testing to take place initially at the outset of enrollment or as required during my enrollment by the college or clinical agency.

I also understand and agree that if I am arrested for or convicted of any drug or alcohol related offense, I will immediately inform the Dean of Health Careers. I understand that individuals who are arrested for or convicted of a drug or alcohol related offense, even if the individual has previously taken and passed a drug or alcohol screen, may at Kalamazoo Valley Community College's discretion, not be placed into the clinical component or rotation, or may be removed from any such clinical component or rotation if already placed.

I authorize Kalamazoo Valley Community College to release the results of my drug screen to any hospital facility or other partner healthcare agency which requests the results as part of fulfilling my education/training requirements, or assessing my qualifications for a clinical component or rotation.

I understand that completion of all clinical components or rotations is a graduation requirement, and that a degree will not be granted to those who do not successfully complete all clinical components or rotations.

Signature

Date

Kalamazoo Valley Community College Health Careers Application

Last Name	First Name	Middle Initial	Maiden Name
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Address	City	State	Zip Code
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V00

Valley ID Number	Home Phone Number	Cell Phone Number	Work Phone Number
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KVCC E-mail Address (This is the official notification method of the College)	Date Submitted
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Health Careers Program Choice (Check ONE):

<input type="checkbox"/> Dental Hygiene (AAS)	<input type="checkbox"/> Basic EMT (Certificate of Achievement)
<input type="checkbox"/> Medical Assistant Technology (Certificate/AAS)	<input type="checkbox"/> Emergency Medical Services (AAS) (Paramedic)
<input type="checkbox"/> Respiratory Care Practitioner (AAS)	

Requested Program Start Date:

Semester: _____ Year: _____

Last Prerequisite Was Completed (if applicable):

Month: _____ Year: _____

I **UNDERSTAND** my program plan and the requirements for acceptance into and completion of this Health Careers program. I have completed all portions of this application and have signed the Release Agreement.

I **UNDERSTAND** that my immunization information will be required after acceptance into the program and must be submitted by the assigned due date or my acceptance may be revoked.

I **ALSO UNDERSTAND** that the required Live Scan criminal background check and drug screen will both be done on campus **AFTER** I have been accepted into the program.

I **AGREE** to regularly check my KVCC e-mail account for information that is pertinent to my program.

I **AGREE** to retain my own copies of all immunization/health records that I submit and I **UNDERSTAND** that this important information may not be available from the Health Careers Office in the future.

I **WILL** notify both the general Admissions, Registration & Records Office (Room 9140) **AND** the Health Careers Admissions Office (Room 7464) of any changes in my address and/or phone number.

Signature	Date
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It is the policy of Kalamazoo Valley Community College not to discriminate on the basis of race, religion, color, national origin, sex, disability, height, weight or marital status in its programs, services, employment or activities.

The following person has been designated to handle inquiries regarding the nondiscrimination policies:

Executive Vice President for Instructional and Student Services

6767 West O Avenue, PO Box 4070, Kalamazoo, MI 49003-4070 | 269-488-4434



MARIJUANA (THC) IS
LEGAL IN MICHIGAN
**BUT NOT IN KALAMAZOO
VALLEY COMMUNITY COLLEGE'S
HEALTH CAREERS PROGRAMS.**

Students will be drug tested periodically throughout their program. Marijuana or THC, **in any form**, is not acceptable in any Health Careers program. If the drug screen panel is positive for THC, the student will be required to withdraw immediately from their Health Careers program for at least one full semester. A medical marijuana card does NOT constitute a legitimate prescription.

If you have questions about the policy, please contact the Health Careers Admissions Coordinator at healthcareers@kvcc.edu.

**Kalamazoo Valley Community College
Culinary and Allied Health Division
Clinical Handbook Policy Revision Form**

Initiation:	
Revision:	
Implementation:	Jan 9, 2023
Scheduled Review:	Jun 1, 2025

New Policy: Communication & Professional Conduct

Policy Revision Assigned to: Susan Pearson & Tanya McFadden

Replaces: New Policy

Related Policies: Ethics and Use of Electronics/Cell phone

Affected Documents:

- College: Health Careers Handbook
- Program: All Health Programs
- Class: All Health Career Programs

Proposed Wording:

COMMUNICATION

Part of your health care educational training includes demonstrating professional communication skills. While in the program, you are expected to maintain professional communication standards. Here are some examples of what is expected:

1. Professional and respectful tone and civility are used in communicating with fellow learners and the instructors, whether the communication is by electronic means, by telephone or face-to-face.
2. Written communication, both formal and informal, uses Standard English rather than popular online abbreviations and regional colloquialisms.
3. Interactions reflect a respectful tone in verbal communications and body language.
4. Spelling and grammar are correct.
5. Sending email from your KVCC email account, and include your full name

PROFESSIONAL CONDUCT

As future health care providers, professional conduct is expected in all interactions with classmates, instructors, the college, patients and clinical affiliates. Professional conduct is defined by the following characteristics and behavior.

**Kalamazoo Valley Community College
Culinary and Allied Health Division
Clinical Handbook Policy Revision Form**

1. **Respect:**
 - a. Embrace different cultures, ideas, opinions openly and without ridicule, anger or sarcasm.
 - b. Display good class citizenship by contributing actively to the learning of their classmates, initiating interesting discussions in class or helping students understand material outside of class.
 - i. Examples of poor citizenship behavior includes “hogging air time” with comments that are too long-winded, repetitive or irrelevant.
 - ii. Not allowing others a turn to talk.
 - c. Avoid behaviors that are disruptive to the teaching-learning process. This includes, but is not limited to using electronic devices and phones for conducting personal business during class time, sleeping during class, coming to class late, or talking and disrupting your classmates while the instructor is lecturing. Whenever possible, restroom breaks should be taken during the scheduled break time.
2. **Professional communication** – See communication standards in this handbook
 - a. Examples of unprofessional communication:
 - i. Argumentative
 - ii. Rolls eyes
 - iii. Cursing
 - b. Follows college, course and clinical affiliate rules for social media and online etiquette
3. **Integrity**- Is trustworthy and honest. Does not lie. Maintains academic honesty, which includes reporting acts of dishonesty
4. **Ethical Behavior** - Follows professional code of conduct and ethical behavior standards set forth by the program and the health care discipline
5. **Adaptability** – Is able to problem solve and make the necessary adjustments to a changing environment.
6. **Accountability** - Accepts constructive feedback without anger or sarcasm. Takes responsibility for their mistakes, and does not blame others.
7. **Professional Appearance** - Follows dress code standards set-forth by the program. Appearance should portray a positive and professional image. Clothing and hair should be clean and well groomed
8. **Dependability** – Is punctual. Properly notifies instructors of an absence before the start of class. Completes assignments or paperwork without having to be reminded. Follows through on commitments
9. **Emotional Control**- Remains calm and maintains composure even in challenging situations.
10. **Positive Attitude**- Promotes a healthy environment with a positive approach to all situations. Avoids sarcasm, gossip, anger and negative behavior.

Additional Comments or Notes:

criteria should reflect the affective evaluations of the programs.

**Kalamazoo Valley Community College
Culinary and Allied Health Division
Clinical Handbook Policy Revision Form**

Links to Include in Policy

Initial and Date:

DRAFT

Dress Codes and Clinical Uniforms

A clinical placement dress code has been established in recognition of the fact that the mode of dress does affect the establishment of rapport and working relationships with clients, patients, families, and colleagues. Students are expected to wear student uniforms during patient care activities unless a different policy is specifically defined by the clinical site or agency. Each program has its own specific requirements which are listed below.

Students must abide by any uniform or dress codes set by the clinical site at which they are training. Refer to individual program guidelines and class syllabi for more specific dress code and uniform policies.

General:

Students are expected to shower daily and use deodorant. They must project an image of good hygiene and cleanliness. Clothing should be clean, wrinkle free, and fit appropriately.

The KVCC name pin should be visible and worn at all times on the left upper chest area. No alterations should be made to the face of the name pin. Agency ID, if provided, should be visible and worn at all times. No alterations should be made to the face of the ID.

General Classroom Attire: Some programs require students to wear uniforms to class. If a uniform is not required the student is expected to dress clean and professionally. Generally, clothing should be washable to comply with infection control practices. This includes wearing properly fitted clothing that is not revealing. Clothing may not contain profanity, sexually explicit and/or discriminatory words or images.

Shoes: program specific color, leather, or other cleanable shoes (e.g., cross-training, tennis shoes, sneakers) that have no lettering or graphic designs other than brand. Styles such as clogs, mules with heel straps and crocs (without holes) are acceptable. Clogs or crocs covered with Jibbitz or other charms are also unacceptable. All faculty and students in clinical areas will wear hosiery or socks. Open toed shoes are unacceptable.

Hair must be clean, combed, and neat. Long hair should be tied back or up to avoid body fluid exposure, tangling hair in medical equipment or on patients, or the possibility that an aggressive patient could grab and pull hair. Hair should be clean, combed, neat (no messy bun style), and a natural occurring hair color with no extreme streaking, contrast, and arranged so it does not violate principles of medical or surgical asepsis. Hair accessories should be unobtrusive. Head and facial coverings are only allowed for religious purposes. Coverings and accessories must be washable to comply with infection control practices.

Facial hair including beards, sideburns and mustaches shall be clean and neatly trimmed. Beards will be of appropriate length to properly fit test respiratory precautions. Students unable to fit test due to facial hair must shave or be required to complete PAPR and provide the PAPR at their own expense.

Nails Nails should be trimmed to the fingertip and the cuticle clean. Clean neutral intact polish delete is acceptable. For infection control reasons, all nail applications including but not limited to artificial and nails with shellac (including acrylic, gel, sculptured and wrap nails, dipped/dip powder) are prohibited..

Makeup worn in moderation.

Because of **fragrance** allergies/sensitivities, students should refrain from using scented lotions, perfumes, colognes, personal hygiene, essential oils, use of tobacco

Jewelry: No jewelry will be allowed that poses a safety or health risk to employees or patients including dangling earrings and necklaces, loose bracelets or excessive jewelry. Rings, hoops or other jewelry worn in a non-traditional manner are not acceptable. Oral piercings are not acceptable. Stud inserts or stud piercings may be used for nose or eyebrow piercings. Flesh-colored, clear stud inserts or ball/gem may be used for other non-traditional piercings. In addition, gauged ears must have flesh-colored inserts and be no larger than 6mm or 1/4 inch. The use of a 'Band Aid' is not acceptable to cover a body piercing. Some programs do not allow jewelry at all in certain areas of the hospitals. The best practice is to not wear jewelry as it has to be removed often for handwashing or tucked out of sight for safety purposes.

visible **tattoo(s)** must not contain profanity, sexually explicit and/or discriminatory content, words or images. Tattoos containing such content must be appropriately concealed by clothing or band aids where appropriate. For infection control purposes, newly inked tattoos may be required to be concealed by band aids during the healing process.. Kalamazoo Valley Community College student identification badges should be worn at all times while in clinical, lab, and some classroom settings.

Smoking: It is never appropriate to smell like tobacco smoke while working with patients or performing clinical duties. Refer to the smoking policy in this handbook.

Note: If a change is made to the dress code policy by the program or an affiliate institution, students will be informed and will be expected to comply. Any attire not mentioned below is considered inconsistent with the dress code and therefore is not permitted.

Program Specific:

Respiratory Care:

RCP Student Uniform

- Lab coats are not required at this time; however, students may be required to wear short (hip length) white lab coats at some events. If required, the student will be given

notice. Lab coats must be worn over either dress clothes or approved scrubs. If the student prefers to wear a jacket over their scrubs it must be gray scrub material.

- Dress Clothes (worn for meetings and volunteer events) no denim, T-shirts, sweat pants, yoga pants, capri pants, cargo pants, and off-shoulder tops are allowed. Students may wear short sleeve "polo" type shirts.
- Scrubs (worn for hospital clinical)
- Scrubs are required for all hospital-based rotations.
- Students must purchase their own scrubs. Navy scrub pants or skirt and gray scrub top or optional gray scrub jacket.
- Students must wear KVCC name tags on their lab jackets. The clinical director will
- provide details on obtaining name tags.
- Students may be required to wear photo ID badges at certain clinical affiliates. Students
- may acquire these at the affiliate. The cost for the badges is the responsibility of the
- student
- In the interest of student and patient safety, students must wear rubber heeled and soled shoes. Tennis and/or running shoes are only acceptable if they are solid white, black, or gray and do not have visible emblems on their surface. Socks must be worn at all clinical affiliates.
- Required clinical accessories: Stethoscope and blue or black ink pen.
- Recommended items: bandage scissors and watch with second hand (that can be washed off).
- No long sleeves (below the elbow) are allowed in the Neonatal Unit at Spectrum & BMH.

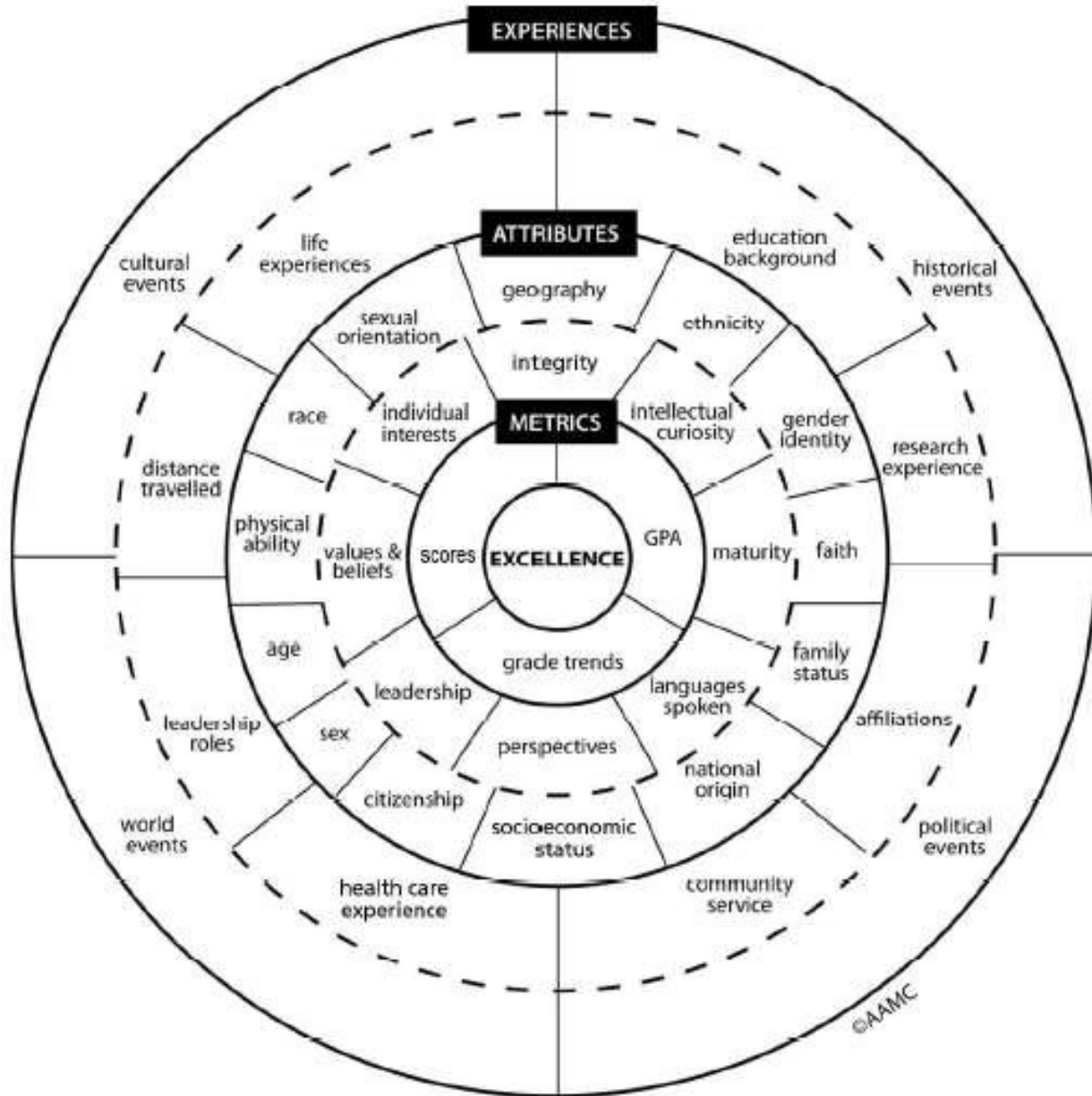
What is a Holistic Admission?

Holistic review, when used in combination with a variety of other mission-based practices, constitutes a “holistic admission” process.

Four Core Principles

1. Selection criteria are broad-based, are **clearly linked to school mission and goals**, and promote diversity as an essential element to achieving institutional excellence
2. A balance of applicant **experiences, attributes, and academic metrics (E-A-M)** is used equitably across the entire candidate pool (with supporting evidence)
3. Those who participate in the admissions process give **individualized** consideration to how each applicant may contribute to the school’s learning environment and to the profession
4. Race and ethnicity may be considered as factors when making admission-related decisions only when such consideration is narrowly tailored to achieve mission-related educational interests and goals **associated with student diversity**, and when considered as part of a broader mix of factors, which may include personal attributes, experiential factors, demographics, or other considerations

AAMC Experiences-Attributes-Metrics Model



Our values

Caring and Respect

- Foster a safe, dynamic learning environment
- Demonstrate positive regard for self and others
- Give and receive praise graciously
- Honor civility, service, collegiality, and social justice

Integrity

- Do the right things for the right reasons
- Ensure interactions are driven by our vision, mission and values
- Be responsible, accountable and ethical

Excellence and Quality

- Embrace change as an opportunity
- Pursue excellence and innovation
- Value learning and develop an environment of intellectual inquiry
- Share new ideas and expand the boundaries of knowledge

Humor and Well-Being

(Too much fun is just enough at Kalamazoo Valley)

- Nurture creativity, humor, and enjoyment of work and learning
- Promote a healthy environment for mind, body and spirit

Teamwork and Stewardship

- Work together to achieve our vision, mission and goals
- Commit to finding solutions

Mission Statement:
**Kalamazoo Valley Community College creates
innovative and equitable opportunities that
empower all to learn, grow and thrive.**

Holistic Admission Outcomes

- Promote nursing education to be more accessible
- Increase diversity of student body
- Maintain/increase NCLEX first-time board rates
- Adhere to ACEN 2023 Standards associated with equity
- Address needs of Community Health Needs Assessment
- Respond to mission, vision and goals of Kalamazoo Valley and key stakeholders
- Catalyst for change of other health career program admissions practices

Holistic Admission Overview (100 pts max)

- **Metrics (M) – 50%**
Prerequisite GPA (up to 50 pts with sliding scale)
- **Experiences (E)/Attributes (A) – 40%**
10 pts per response with 4 responses
- **Healthcare Experience – 5%**
5 pts max
- **Additional Criteria – 5%**
5 pts max

Prerequisite GPA (50 pts max)

Prerequisite GPA	Ranking Points
4.00	50
3.99 – 3.70	45
3.69 – 3.50	40
3.49 – 3.30	35
3.29 – 3.00	30
2.99 – 2.75	25
2.74 – 2.50	20
2.49 – 2.25	15
2.24 – 2.00	10

Experience and Attributes (40 pts max)

Life Experiences

College Values: Excellence and Quality (up to 10 pts)

Short Answer Question (100 words max): Why do you want to pursue a nursing career at Kalamazoo Valley? Please include any life experiences that have influenced your interest.

Values and Beliefs

College Values: Humor/Wellbeing, Caring and Respect (up to 10 pts)

Short Answer Question (100 words max): What personal qualities do you possess that make you feel you are suited to pursue a career in nursing?

Integrity

College Values: Integrity (up to 10 pts)

Short Answer Question (100 words max): How have you dealt with failure in the past? How will you deal with setbacks and/or mistakes when enrolled in the nursing program at Kalamazoo Valley Community College?

Perspectives/ Leadership

College Values: Teamwork and Stewardship (up to 10 pts):

Short Answer Question (100 words max): Please describe how teamwork can influence positive outcomes while being a part of a diverse and collaborative team?

Healthcare Experience (5 pts max)

Health Occupation License/certificate/non-credit training:

- 5 pts Bachelors (i.e. B.S Registered Dietician)
- 4 pts Associates (Paramedic)
- 3 pts License (LPN, EMT, CMA, RDA)
- 2 pts non-credit training (CNA, PCA, CDA, MFR, Phlebotomy)
- 1 pt non-formal experience (i.e. caregiver of family)

Additional Criteria (5 pts max)

- Lives within KVCC District (1 pt)
- 12 or more credits from Kalamazoo Valley (1pt)
- Kalamazoo Promise Recipient (1 pt)
- KVAAP (1 pt)
- Veteran (1 pt)
- First-generation College Student (1 pt)
- Early Middle College Student (1 pt)

Category (EAM Model /KVCC Values)	Unsatisfactory (0 pts)	Limited (3 pts)	Satisfactory (5 pts)	Exceeds Satisfactory (7 pts)	Exemplary (10 pts)
Values/Beliefs Caring and Respect	No response to the question. Describes no values or beliefs related to civility, service, and/or social justice.	Vague and limited response related to values/beliefs. Lack of supporting civility, service, and/or social justice.	Vague and limited response related to values/beliefs. Lack of supporting civility, service, and/or social justice.	Exceeds the standards of the holistic review committee for values/beliefs. Describes interest in civility, service, and/or social justice with insightful commentary and persuasive supporting evidence.	Reflects and emulates the nursing program's mission, vision, and values related to civility, service, and/or social justice. Commitment to civility, service, and/or social justice is an exemplar of the KVCC nursing student applicant. Excels in all aspects of values/beliefs.
Integrity	No response to the question. No supporting evidence for values of responsibility, accountability, and ethics.	Vague and limited response related to integrity. Lack of supporting evidence for values of responsibility, accountability, and ethics.	Meets the standards of the holistic review committee for integrity. Describes interest in values of responsibility, accountability, and ethics with adequate supporting evidence.	Exceeds the standards of the holistic review committee for integrity. Describes interest in values of responsibility, accountability, and ethics with insightful commentary and persuasive supporting evidence.	Reflects and emulates the nursing program's mission, vision, and values related to integrity. Commitment to integrity is an exemplar of the KVCC nursing student applicant. Excels in all aspects of responsibility, accountability, and ethics.
Perspectives/ Leadership Teamwork and Stewardship	No response to the question. Describes no interest in teamwork and being part of a diverse team.	Vague and limited response related to perspectives/leadership. Lack of supporting evidence describing interest in teamwork and being part of a diverse team.	Meets the standards of the holistic review committee for perspectives/leadership. Describes interest in teamwork and being part of a diverse team with adequate supporting evidence.	Exceeds the standards of the holistic review committee for perspectives/leadership. Describes interest with teamwork and being part of a diverse team with insightful commentary and supporting evidence.	Reflects and emulates the nursing program's mission, vision, and values related to perspectives/leadership. Importance of teamwork and stewardship is an exemplar of the KVCC nursing student applicant. Excels in all aspects of perspectives/leadership.

**Kalamazoo Valley Community College
Culinary and Allied Health Division
Clinical Handbook Policy Revision Form**

Initiation:	?
Revision:	
Implementation:	Jan 9, 2023
Scheduled Review:	Jun 1, 2025

New Policy: Social Media

Policy Revision Assigned to: S. Pearson

Replaces: New Policy

Related Policies:

Affected Documents:

- College: Allied Health Student Handbook
- Program: All Programs
- Class:

Proposed Wording:

SOCIAL MEDIA AND ELECTRONIC COMMUNICATION

Social Media has become part of our everyday lives. KVCC Health Careers Program faculty and staff believe that our students can be our best ambassadors for promoting our careers and our programs. We highly encourage positive and professional postings that do not violate any of the following:

Health Careers Social Media Policy

1. ~~Do not~~ use KVCC logos on any social media account without permission.
2. ~~DO not~~ post or comment on content that is in violation of HIPAA or FERPA.
3. ~~Do not~~ post content or otherwise speak on the behalf of the clinical agency or college unless approved by the instructor and clinical agency
4. Promptly report any identified breach of confidentiality or privacy to the instructor and appropriate authority within the clinical facility.
5. ~~Do not~~ transmit by way on any media, any patient-related information or images. In addition, ~~Do not transmit students are restricted from transmitting~~ any information that may be reasonably anticipated to violate patient rights to confidentiality or privacy or otherwise degrade or embarrass a patient.
6. ~~Do not~~ share, post, or otherwise disseminate any information, including images, about a patient or information gained in the student-patient relationship

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with anyone unless there is a patient care-related need to disclose the information or other legal obligation to do so.

7. Do not~~Net~~ take photos or videos of patients on personal devices, including cell phones. Follow employer policies for taking photographs or video of patients for treatment or other legitimate purposes using employer provided devices.
8. Do not~~Net~~ use the hospital affiliates hardware, software, network, blog, posting board or any other Social Media to create, send receive download, transmit store display or otherwise access or control personal Social media/Social Networking communications.
9. Do not~~Net~~ use any property, logos, and trademarks of any clinical affiliate on Social Media/Networking
10. Maintain professional boundaries in the use of electronic media. Online contact with patients or former patients blurs the distinction between a professional and personal relationship and is not permitted.
11. Do not~~Net~~ use Social Media/Networking to harass, threaten, slander, smear, disrespect, embarrass or offend fellow students, faculty, or employees of KVCC or the affiliate.

Violations of this policy may result in disciplinary action and/or dismissal. Hospital affiliates may pursue legal action when applicable.

Additional Comments or Notes:

Links to Include in Policy:

Initial and Date: