**Student**

**Clinical Education Quick Facts**

* **Contact your preceptors prior to your rotation. Seniors-2 weeks; Jr’s & Soph’s 1 week**
	+ **Find out if they have any special requirements or rules (how many students at one time, appropriate attire, adherence to dress code in student handbook is a minimum, etc.…). Verify the schedule with them. Sanford has a Maximum of 2 students per Site(including Sophomore’s for observation)**
	+ **Use proper etiquette – Hi my name is... I am a U of Mary Student on your rotation.**
	+ **Sophomores and juniors contact the senior on your rotation. They should be able to help with scheduling & questions.**
* **No rotation jumping without approval (going to another assigned rotation). Requests need to be approved by CEC (Ray) and the site preceptor.**
* **Experience sheets need to be turned in by 4pm Monday of each week and must be signed by your Preceptor. CEC must be notified if No Events are obtained prior to the end of the week. If zero events/hours are recorded, the CEC must sign. The CEC will sign for those special circumstances when you were unable to obtain the preceptors signature.**
	+ **Sanford is now requiring documentation of specific hours that students follow their staff. You need to document who the Preceptor is for all events (print their Name in the appropriate slot – this is for all experiences).**
* **If you have to miss a scheduled rotation day – you must immediately notify the Clinical Education Coordinator and Preceptor. You will need to find a replacement from your class.  The Preceptor has the final say if replacement is needed.**
* **Seniors are expected (required) to cover their assigned rotations before the start of the school year and over holidays. Seniors are in charge of scheduling and making sure all events are covered. (In the event that your rotations overlap, you are allowed to stay with the current one, but you need to work with the other’s to ensure coverage)**
* **Juniors and sophomores are not required to cover events before school starts or over Holidays, but are encouraged to if they are available.**
* **Work with your fellow students to develop a schedule**
* **Sophomores – 2-3 events per week average (4-10 hours per week)**
* **Juniors – 3-4 events per week average (12-18 hours per week)**
* **Seniors – 4-5 events per week average (15-20 hours per week)**
* **Must have 1 day off per week**
* **Proper dress code per student handbook. Handbook is posted on Canvas.**
* **Name tags need to be worn and visible while gaining experience as an ATS.**
* **No site should go uncovered.**
* **Student and Preceptor contact info is posted on Canvas.**
* **If you are an in-season Athlete, you should have at least 2 events per week as a sophomore & 3 events per week as a Junior or Senior (goal is get at least 12hrs/week as a junior and 15 hours/week as a senior.**
* **Athletic Training Students, who are also athletes, are not allowed to gain clinical experiences with their sport. This includes rotations and ATR experiences.**