



Faculty Guidebook

Student demonstrates underperformance or unsafe practice (actual or risk) for the first time

Instructor to continue monitoring performance.
Instructor to offer feedback regularly

Behavior changes. No additional concerns with practice.

Instructor offers verbal feedback. Follow up with written feedback/warning sent via Blackboard message
Student must acknowledge reading and receiving feedback via email prior to next clinical day to return
Consider contacting faculty navigator depending on student/faculty factors

Concerns persist despite feedback OR student demonstrates global underperformance (many concerns that demonstrate limited improvement)

Instructor to consult Faculty Navigator
Initiate Performance Improvement Plan (PIP)

Offer student the choice to withdraw from the course or to stay in course under conditions of the PIP

Student WD

Student chooses to WD from clinical course.
Instructor to complete the post-performance improvement plan summary for student file
Student to meet with AD

Student signs PIP
Email copy to AD and Chair

Instructor/student to meet minimum weekly
Feedback occurring regularly and may come from a variety of sources
Faculty to use in-situ remedial activities to supplement learning

Discontinue PIP when student consistently performs at expected level
Student remains in clinical course
Instructor completes post-improvement plan summary for student and submits a copy for the student file

Is the student consistently meeting course requirements?
Has there been sufficient growth to ensure student will exit the course at the level expected for their year/sequence?
Have there been no new student practice concerns since initiation of the PIP?

Yes

No

Student removed from the clinical course
Faculty to inform AD
Instructor completes the post-performance improvement plan summary for student and submits a copy for the student file
Student to meet with AD