Grading and Evaluation of Students in the Clinical Setting

• Clinical Instructor training is required to be completed annually.
  - This is a program accreditation requirement.
  - The purpose is to ensure consistent grading of students across all clinical sites.
  - Grading forms will be kept on file at the KSU-Ashtabula Campus.

• Grading in the clinical site is done utilizing DataArc competencies.
  - These forms are available within the DataArc website @ www.dataarc.ws
  - Printed copies are available in the blue KSU Clinical Reference Binder at each site.

• Students are required to complete a set list of clinical competencies throughout the entire Respiratory Therapy Program in order to successfully complete their coursework and graduate.

• Students must only observe procedures or therapy at the clinical sites until after they are checked off in the laboratory setting on campus.

• Clinical competencies will be completed when the student has demonstrated that they are capable of providing the therapy on their own without instructor supervision.
  - The competency will be entered into DataArc as “Satisfactory”.

• Students may be asked to re-demonstrate any clinical competency they have obtained by an instructor at any time throughout the program.

• Clinical Instructors or preceptors will work individually with students on a skill/competency 3 times with the student.
  - If a student is struggling with the skill after these attempts, the Clinical Instructor will enter a clinical competency for this skill as “Major Unsatisfactory” into DataArc. Comments are required describing why the student is failing to progress on the skill.
  - The clinical instructor must immediately notify the Director of Clinical Education and/or Program Director of the student’s need for remediation.
• Remediation:
  o Students will be referred for remediation by their clinical instructor or preceptor if they repeatedly perform the same portion of a skill/competency incorrectly or if they repeat the skill and miss different steps each time they perform the skill/competency.
  o Students referred for remediation will be reinstructed by a program instructor, required to practice, and re-demonstrate laboratory competency.
  o Students will be given 1 attempt to re-demonstrate competency on campus with a program instructor within 2 weeks of reinstruction.
    ▪ Students unable to successfully complete a lab competency at this time will receive a clinical failure, resulting in a failing grade for the course and dismissal from the program.
  o Remediation documentation will be completed on campus and signed by the student and program instructor overseeing the remediation.
  o When returning to the clinical site after remediation, the student will have an additional 3 attempts to work on the skill and demonstrate clinical competence individually with a clinical instructor or preceptor.
    ▪ Successful completion of the skill should be entered into DataArc as a “Satisfactory” competency by the clinical instructor or preceptor.
    ▪ Unsuccessful completion of the skill following remediation will be entered into DataArc as a “Major Unsatisfactory” clinical competency. Comments are required describing why the student’s performance was unsatisfactory.
    ▪ Students unable to complete a clinical skill following remediation will receive a clinical failure, resulting in a failing grade for the course and dismissal from the program.
  o Remediation referrals that occur less than 2 weeks before the end of a semester will carry over for completion into the next semester.
    ▪ Clinical instructors or preceptors will make every effort to complete required competencies with students and make referrals prior to the last 2 weeks of the semester.
  o Students must complete all clinical competencies successfully to complete the program.
• Student Evaluation:

  o Students will be evaluated by a clinical instructor or preceptor 2 times per semester at their primary “base” clinical site.
    ▪ Approximately half way through the clinical rotation
    ▪ At the conclusion of the clinical rotation.
  
  o Clinical instructors or preceptors will complete both a “Daily” and “Affective” Evaluation in DataArc for each student at each evaluation time.
  
  o This is to provide more timely feedback to the students.