


Name of Policy: <u>Student Education/Volunteers</u> Policy Number: 3364-137-PT-12 Department: Rehabilitation Services Approving Officer: Chief Operating Officer - UTMC Responsible Agent: Director Therapy Services Scope: Rehabilitation Services	 Effective Date: 12/1/2022 Initial Effective Date: 1/1990
<input type="checkbox"/> New policy proposal <input type="checkbox"/> Major revision of existing policy	<input checked="" type="checkbox"/> Minor/technical revision of existing policy <input type="checkbox"/> Reaffirmation of existing policy

(A) Policy Statement

The Rehabilitation Services Department will provide opportunities for student education.

(B) Purpose of Policy

To provide educational opportunities for students in a coordinated manner.

To ensure that students/volunteers meet specific standards.

To ensure that students have quality educational opportunities.

(C) Procedure

1. All student interns will be scheduled for their clinical internship experience via the Site Coordinators of Clinical Education (SCCE) of their respective disciplines within the Rehabilitation Services department. UT students will be given first priority for clinical placements.
2. Intake and orientation of the students/volunteers will be completed in the following manner:

A. Volunteers/Student – Professional Shadow Experience

People interested in volunteering at University Medical Center are referred to Volunteer Services. Following their orientation, safety/health and HIPAA tests, background check and immunizations, they are referred back to the appropriate discipline volunteer coordinator. Volunteers must comply with the Rehab Services dress code and follow all policies and procedures set forth in the Volunteer Manual. Records will be kept by Volunteer Services (V.S.) Volunteer hours must be tracked in the manner set forth by the policy established by the Volunteer Services Department.

B. Clinical Students (PT, OT, PTA, OTA, ATC)

Students assigned via their university for a clinical internship will be scheduled for the internship by the SCCE. Students will only be considered for an internship if there is a current contract with their educational institution. Students doing an internship are not considered volunteers. Rehab Services is responsible for orientation and record keeping. Students will complete an intake form (unless information is already provided by the school), provide proof of immunizations per school contract, complete orientation including a safety test and sign the confidentiality statement. Student delivery of direct patient care services will be provided within all applicable state or national practice acts. Each student intern will be assigned to a Rehabilitation Services therapist or therapist assistant, as appropriate, who will be designated as the student clinical educator.

C. Speech Clinical Students

Speech rotations and all documentation will be maintained by SLP supervising the individual students.

Approved by: _____ /s/ Alison Matson PT, DPT, NCS Director of Therapy Services _____ /s/ Christine Stesney-Ridenour, COO	8/3/23 Date	Review/Revision Date: 2/1994 11/1/2016 5/1996 11/2019 7/1997 12/2022 9/1999 10/2000 2/2002 9/2003 6/2004 7/2006 1/11/2010 7/2012 7/2013 7/2014
	2/11/2025 Date	Next Review Date: 12/1/2025
Policies Superseded by This Policy: 23-PT-12		