VCU College of Health Professions

Student Handbook for Clinical Education

VCU Department of Radiation Sciences 2025-2026

Table of Contents

Introduction

Clinical education is the cornerstone of all the programs in the VCU Department of Radiation Sciences. Clinical education provides students the opportunity to learn from professional practitioners, apply the theoretical knowledge of the classroom in real-life situations, and challenge themselves to achieve the highest level of skill, knowledge, patient care, and professional behavior.

During the clinical education experiences, it is important to realize and remember that the Radiology, Radiation Therapy, Nuclear Medicine, and Diagnostic Medical Sonography Departments in all health care settings are service departments that provide service to patients, medical staff, and the community. The goal of clinical education is to practice patient care, procedural skills, and teamwork skills to develop into a professional practitioner. It is expected that students will strive to provide nothing short of excellent patient care and develop a strong sense of professional responsibility. Therefore, clinical education does not confine itself to improvements in knowledge and skill; it also includes attention to attitude, conduct, interpersonal skills, and the demonstration of responsibility and dependability.

So that everyone can work towards the same clinical goals clearly and reasonably, the following policies have been established. It is the student's responsibility to be fully aware of the policies and information explained here, as well as those in the Department's Student Handbook and the syllabus for each clinical course. If you have any questions or concerns regarding the clinic, please contact your Clinical Coordinator.

Role of Clinical Coordinator

The Clinical Coordinator is a faculty member who is given the responsibility for the organization, supervision, and coordination of the clinical education in each of the affiliate facilities.

This responsibility includes, but is not limited to:

- Establishing clinical policies, guidelines, and objectives.
- Serving as a liaison between the academic program and clinical personnel.
- Maintaining communication between the facilities.
- Assisting the Clinical preceptor/supervisor as needed.
- Integrating and relating curriculum objectives for the classroom and clinical portions to make the education experience as relevant as possible.
- Observing, counseling, and advising the students in the clinical environment.
- Objectively evaluating each student's clinical progress.
- Ensuring that students receive an educationally sound clinical experience

Roles of Clinical Instructors/Supervisors/Preceptors

Clinical Preceptor: Radiography
Clinical Preceptor: Radiation Therapy
Affiliate Educational Supervisor (AES): Nuclear Medicine
Clinical Supervisor: Sonography

In each clinical facility, one or more technologists/therapists/sonographers are designated to be the Clinical Instructor/Supervisor. In addition to their responsibilities related to the day-to-day operation of the department, these individuals are responsible for the supervision of students during their clinical education.

This includes, but is not limited to:

- Assuring that student assignments are made to qualified technologists/therapists/sonographers according to the schedule/guidelines provided by the Program.
- Objectively completing Clinical Instructor/Supervisor evaluations and competency evaluation forms as needed; being available to review evaluations completed by other technologists/therapists as needed.
- Being available to instruct, assist, and advise students in clinical situations.
- Orienting the student to the clinical facility/area.
- Ensuring that students receive an educationally sound clinical experience
- Enforcing the policies and guidelines set forth by the Department, Program Director, and Clinical Coordinator

Department of Radiation Sciences – Nuclear Medicine Technology Program Clinical Plan

Sophomore Year

Summer CLRS 303	8 hrs/wk for 7 weeks (wks 4–10) (Wednesday.)	-learn about rotation areas & procedures - become familiar with the main affiliates - assist with patient movement and care - gain an understanding of some procedures

Junior Year

Fall CLRS 393	16 hrs/wk for 15 weeks (Tuesday, Thursday)	-participate (supervised) in all imaging areas - develop strong patient care practices - learn daily quality control (QC) procedures - practice radiopharmaceutical handling & QC - learn and practice vital signs assessment - begin focus on imaging competencies
Spring CLRS 394	16 hrs/wk for 15 weeks (Tuesday, Thursday)	- practice (supervised) general exams - increase focus on imaging competencies - perform advanced instrumentation QC - improve patient communication skills - demonstrate venipuncture competency - increase practice of patient throughput skills - begin practice of PET/CT imaging - increase familiarity with radiopharmacy
Summer CLRS 395	32 hrs/wk for 10 weeks (Monday, Tuesday, Thursday, Friday)	- independently perform common exams - fully integrate angio-catheter placement skills - begin learning less common exams - further practice PET/CT imaging and QC - practice radioiodine therapies - increase focus on procedural competencies

Senior Year

Fall CLRS 493	24 hrs/wk for 15 weeks (Monday, Wednesday, Friday)	-perform all exams and therapies - further develop PET/CT proficiency with direct and indirect supervision - approach completion of competencies - focus on developing professional - develop advanced cardiac interviewing skills independence
Spring CLRS 494	24 hrs/wk for 15 weeks (Monday, Wednesday, Friday)	- perform all exams with indirect supervision - complete any remaining competencies - fine-tune abilities toward professional - learn 12-lead ECG placement & assessment development and independence - present the capstone case study to future peers - attend special CT assignments - learn about physician reporting of exams

Department of Radiation Sciences – Radiation Therapy Clinical Plan

Sophomore Year

Summer CLRS 305	8 hrs/wk for 5 weeks (wks 3 – 8) (Wed.)	- familiarize oneself with clinical area - learn about image acquisition - assist with transfer of patients (wheelchair, stretcher, etc.) -observe and participate in a variety of treatment techniques - follows ALARA principles

Junior Year

Fall CLRS 393	16 hrs/wk for 15 weeks (Tuesday, Thursday)	- practice and gain competence in treatment setup & delivery - gain experience in patient care - successfully perform competency exams (7) -gain experience in image acquisition - follows ALARA principles
Spring CLRS 394	16 hrs/wk for 15 weeks (Tuesday, Thursday)	- practice and gain competence in treatment setup & delivery -gain experience in image acquisition - practice and gain competence in CT simulation procedures - gain experience in patient care - successfully perform competency exams (10) - follows ALARA principles
Summer CLRS 395	32 hrs/wk for 10 weeks (Monday, Tuesday, Thursday, Friday)	- practice and gain competence in treatment setup & delivery - practice and gain competence in CT simulation procedures - gain experience in patient care - successfully perform competency exams (18) -gain experience in image acquisition -Complete linear accelerator and CT simulator QA - participate in dosimetry - follows ALARA principles

Senior Year

Fall CLRS 493	24 hrs/wk for 15 weeks (Monday, Wednesday, Friday)	- practice and gain competence in treatment setup & delivery principles - practice and gain competence in CT simulation procedures - gain experience in patient care -participant in brachytherapy/TBI/TCNS/SRS/SBRT - successfully perform competency exams (12) - participate in dosimetry - follows ALARA
Spring CLRS 494	24 hrs/wk for 15 weeks (Monday, Wednesday, Friday)	- practice and gain competence in treatment setup & delivery - practice and gain competence in simulation procedures - gain experience in patient care - successfully perform competency exams (5-10) -participant in brachytherapy/TBI/TCNS/SRS/SBRT - participate in dosimetry -follows ALARA

Department of Radiation Sciences - Radiography Program Clinical Plan

Sophomore Year

Spring CLRS 294	8 hrs/wk for 5 weeks Fridays	- familiarize oneself with the clinical area - Begin to gain competence in basic exams - assist with transfer of patients (wheelchair, stretcher, etc.) - follows ALARA principles -observe and participate in a variety of treatment techniques
Summer CLRS 295	12 hrs/week for 10 Weeks ½ Day on Wednesday and Friday	-Learn about image acquisition and processing -practice and gain competence in general exams -practice mobile and fluoroscopy -follows ALARA principles

Junior Year

Fall CLRS 393	16 hrs/wk for 15 weeks (Tuesday, Thursday)	- practice and gain competence with general exams - gain experience in patient care - -practice mobile and fluoroscopy - follows ALARA principles
Spring CLRS 394	20 hrs/wk for 15 weeks (Tuesday, Thursday, 1/2-day Friday)	- practice and gain competence with general exams -practice mobile and fluoroscopy - gain experience in patient care - follows ALARA principles
Summer CLRS 395	32 hrs/wk for 10 weeks (Monday thru Thursday)	- practice and gain competence in general, fluoroscopy, mobile, and OR Exams - gain experience in patient care - Experience advanced practice (See Page 39, Advanced Practice Guidelines) - follows ALARA principles

Senior Year

Fall CLRS 493	24 hrs/wk for 15 weeks -Monday 15-week rotation diagnostic radiography -Wednesday and Friday, advanced practice* or diagnostic radiography)	- practice and gain competence in general, fluoroscopy, mobile, and OR Exams - gain experience in patient care - Experience advanced practice (See Page 39, Advanced Practice Guidelines) - follows ALARA principles - *CT, MRI, Vascular/Interventional Radiology, Cardiac Cath Lab, Mammography, Diagnostic Radiography, Radiation Safety
Spring CLRS 494	24 hrs/wk for 15 weeks -Monday 15-week rotation diagnostic radiography -Wednesday and Friday, advanced practice* or diagnostic radiography	- practice and gain competence in general, fluoroscopy, mobile, and OR Exams - gain experience in patient care - Experience advanced practice (See Page 39, Advanced Practice Guidelines) - follows ALARA principles - *CT, MRI, Vascular/Interventional Radiology, Cardiac Cath Lab, Mammography, Diagnostic Radiography, Radiation Safety

Department of Radiation Sciences – Sonography Program Clinical Plan

Sophomore Year

Summer	8 hrs/week for 6 weeks (Wednesdays)	- tour and become familiar with the clinic environment - practice proper disinfectant techniques and room setups - begin to identify human anatomy on sonographic images (Cognitive Domain) - practice patient transfers and transporting patients (Psychomotor Domain) - establish compassionate patient interaction skills (Affective Domain) - No competencies required this semester*
Course Correlation: CLRS 300 (Intro to Sonography)		

Junior Year

Fall	16 hrs/week for 15 weeks (Tuesdays, Thursdays)	- practice and gain competence in abdominal clinical protocols - practice and gain competence in manipulating the ultrasound machine - gain experience in patient care - successfully perform competency exams (minimum of 4) - practice and gain competence in correlating findings with other imaging modalities
Course Correlation: CLRS 393 (Clinical Education I), CLRS 301 (Sonography Physics and Instrumentation I), CLRS 311 (Abdominal Sonography I)		
Spring	16 hrs/week for 15 weeks (Tuesdays, Thursdays)	- practice and gain competence in abdominal and/or OBGYN and/or pediatric clinical protocols - practice and gain competence in manipulating the ultrasound machine - gain experience in patient care - successfully perform competency exams (minimum of 5) - practice and gain competence in correlating ultrasound findings with other imaging modalities
Course Correlation: CLRS 394 (Clinical Education II), CLRS 329 (Obstetric and Gynecologic Sonography I), CLRS 313 (Abdominal Sonography II), CLRS 302 (Sonography Physics and Instrumentation II)		
Summer	32 hrs/wk for 10 weeks (Mondays, Tuesdays, Thursdays, Fridays)	- showing competence in abdominal clinical protocols - practice and gain competence in OBGYN and/or pediatric clinical protocols - showing competence in manipulating the ultrasound machine - demonstrating proper patient care - successfully perform competency exams (minimum of 6) - practice and gain competence in correlating ultrasound findings with other imaging modalities
Course Correlation: CLRS 395 (Clinical Education III), CLRS 339 (Obstetric and Gynecologic Sonography II), CLRS 325 (Professional Seminar)		

Senior Year

Fall	24 hrs/week for 15 weeks (Mondays, Wednesdays, Fridays)	- showing competence in abdominal and/or OBGYN clinical protocols - showing competence in pediatric clinical protocols - showing competence in manipulating the ultrasound machine - demonstrating proper patient care - successfully perform competency exams (minimum of 7) - practice and gain competence in correlating findings with other imaging modalities
Course Correlation: CLRS 493 (Clinical Education IV), CLRS 401 (Intro to Peds), CLRS 404 (Ultrasound Pathology and Preliminary Writing)		
Spring	24 hrs/week for 15 weeks (Mondays, Wednesdays, Fridays)	- competent in abdominal, OBGYN, and pediatric clinical protocols - proficient in manipulating the ultrasound machine - demonstrating compassionate and proper patient care - proficient in correlating ultrasound findings with other imaging modalities - successfully perform competency exams (minimum of 8)
Course Correlation: CLRS 494 (Clinical Education V), CLRS 488 (Senior Seminar)		

Clinical Appearance and Presentation

Students are expected to maintain a neat and professional appearance at all times. The image presented to patients has a direct impact on their perceptions. If the student's presentation is unacceptable, they will be dismissed from the clinic to correct the problem, and the time missed will be deducted from the semester's clinical hours.

Uniform

The Department of Radiation Sciences' uniform consists of:

- Uniforms are specially ordered from Jet Scrubs. The website for ordering is www.vcuscrubs.com. Uniforms are delivered to the department for pickup by the student.
- Nuclear Medicine students must order a lab coat
- Lab coats (short or long) are recommended for Radiography, Radiation Therapy, and Sonography students, but not required**
- Shoes must be conservative in nature. Non-slip soles/non-noise-producing shoes are required. Tennis shoes and clogs are allowed. Bright colors are to be avoided. Clogs must have a closed heel. No Crocs allowed.
- A plain, all-white, gray, or all-black long or short-sleeved t-shirt or turtleneck may be worn beneath the top.
- Sweaters or jackets may not be worn in the clinical setting.
- Fleeces and vests purchased through Jet-Scrubs may be worn. They must be embroidered with the students' name and all department information.

When participating or observing in a clinical area *anytime outside of your scheduled clinical rotations or program-approved activities,* students may not present themselves as a VCU Radiation Sciences student (other than when working for VCUHS – see Part-time Employment in Health Care). Students may **not** wear their student uniform, use their student ID, or carry a radiation dosimeter. (Students working for VCUHS may wear the same dosimeter.) Students are **not** covered by the professional liability insurance that is provided by VCU.

Identification – Students must wear the following at all times:

- Current personal radiation dosimeter at the collar or collar and ring (NM)
- VCU ID **or** appropriate hospital ID above the waist
    - Check with the Clinical Coordinator regarding which ID is required and how to obtain it

Personal Appearance and Hygiene

- make-up, jewelry, perfume/cologne, and scented hair products must be minimal and unobtrusive
- long hair must be up off the collar or pulled back. No unnatural hair color (i.e., blue, pink, green, silver). Students shall be clean-shaven or have neatly trimmed facial hair.
- facial jewelry (other than earrings) is unacceptable (hoop or hanging earrings are unacceptable)
- tattoos on the neck and/or face have to be covered. Visible tattoos should not be offensive in nature. If rotating at a Bon Secours facility, all tattoos should be covered.
- gum chewing is unacceptable
- NO artificial nails or overlay; fingernails must be neatly trimmed (no more than ¼ inch from the fingertip); NO nail polish
- Uniforms should be laundered regularly
- Undershirts must be tucked in
- Students should not present at the clinic with offensive body odor. Proper hygiene is expected.
- When in the hospital for non-clinical assignments, dress should be professional

Attendance Policy

The basic premise of clinical education is gaining experience; attendance at clinical assignments is essential. **Students are expected to attend all clinical assignments as scheduled; time should be missed only due to illness and/or emergency**. Illness or emergencies occasionally make it impossible to attend clinical assignments; the first 8 hours missed each semester do not impact the clinical grade, BUT are counted as overall missed clinical time per semester.

Please note that the attendance policies above apply regardless of the reason, except for long-term absences (more than two or three consecutive clinical days), or specific leaves identified below. Extended absence (only applicable to non-elective medical conditions) is addressed later in this policy section.

Standard Absence: Individual clinical course impacts

CLRS 294		
Clinical Hours Missed		**Impact on Course Grade**
0 to 4 hours		no deduction, counsel
5 - 8 hours		- 1 letter grade
> 8 hours		Automatic fail

CLRS 295		
Clinical Hours Missed		**Impact on Course Grade**
0 to 8 hours		no deduction, counsel
9 hours to 16 hours		- 1 letter grade
> 16 hours		Automatic fail

CLRS 393 and CLRS 394

Clinical Hours Missed		Impact on Course Grade
0 to 8 hours		no deduction
9 hours to 16 hours		- 2.5 points, counsel
17 hours to 24 hours		- 1 letter grade
25 hours to 32 hours		- 2 letter grades
> 32 hours		Automatic fail

CLRS 395, 493, and CLRS 494		
Clinical Hours Missed		**Impact on Course Grade**
0 to 8 hours		no deduction
9 hours to 16 hours		- 1 point
17 hours to 24 hours		- 2.5 points, counsel
25 hours to 32 hours		- 1 letter grades
33 hours to 40 hours		- 2 letter grades
> 40 hours		Automatic fail

Please note that the attendance policy immediately above applies regardless of the reason for any short-term absences (up to three consecutive clinical days), except for specific leaves identified below. Extended absence (only applicable to non-elective medical conditions) is addressed below. Students **must** be in good standing academically and clinically when faculty consider extended absences.

Planned absences (Unavoidable)

If one knows in advance that they will be unable to attend a clinical assignment (i.e., a scheduled doctor appointment, court hearing, etc.), a **Clinical Leave form** (in Trajecsys) should be filled out and submitted to the assigned preceptor as far as possible to provide notification of the absence. Please remember the clinical leave form must be acknowledged in Trajecsys by the clinical supervisor/instructor. Missed clinical time does count against the student.

Court Appearance / Jury Duty

Students who must go to court (due to summons, subpoena, jury duty, etc.) at a time that conflicts with classroom or clinical instruction should contact their Clinical Coordinator and/or didactic course instructors as early as possible, providing official documentation. Time missed due to court may impact classroom or clinical grades.

Military Service Leave

Students who have military orders must submit a written request for leave to their clinical coordinator, along with a copy of the orders.

Clinical courses: Up to two weeks of clinical time per academic year will be excused without penalty. Make-up time is not required if the student is up-to-date with clinical competency requirements. Military leave lasting more than two weeks will be considered on a case-by-case basis.

Interview/Hospital Orientation/Graduate School Entrance Exams/Board Exams

During the Junior and Senior clinical education courses, a total of 16 hours (over all five semesters) are available for radiation sciences-related job/school interviews, Graduate school entrance exams, or hospital orientation. Time missed for the interview/exam/orientation will not affect the clinical grade. To utilize this time, a Clinical Leave form must be completed in Trajecsys as soon as a known date/time is established. The **Clinical Leave form** must be acknowledged by the Clinical Supervisor/Instructor and Clinical Coordinator before the time is missed. Students will be notified if their time is approved

Educational Meeting Leave

Time missed for attendance at educational meetings may be excused if approved beforehand in accordance with the following procedure. If you wish to miss time to attend a professional education meeting (related to the radiation sciences), you may request leave by filling out a **Clinical Leave form in Trajecsys**. The form should be filled out completely, signed by the appropriate people, and **acknowledged by the Clinical Coordinator at least a week in advance** of the beginning of the requested absence. You will be notified when your request has been considered; approval is not automatic. Students must be in good academic and clinical standing. Approved Educational Leave time will not affect your clinical hours.

Educational Leave for CPR

Students **MAY** use educational leave to renew their required CPR certification (only the scheduled CPR class time; **up to four hours** if approved), only if certification is ***NOT*** expired. Students must be responsible for maintaining their CPR certification, and it should not lapse. A clinical leave form must be submitted to the department before missing a clinic (within 24 hours of missing a clinical day). If a student's CPR certification has expired, then ***they will not be allowed to attend the clinic***, and the time missed until CPR recertification is obtained counts as time missed from the clinic.

Religious Observances

It is the policy of VCU to accord students, on an individual basis, the opportunity to observe their traditional religious holidays. However, since clinical education experience cannot be reasonably accommodated fairly, time missed counts against the total hours missed from clinical education. Students are still responsible for turning in a clinical leave request form prior to absence.

Infectious Disease Absences

If a student suspects an infectious disease, follow the instructions below

- All students should contact the Student Health during **regular business hours**; call Student Health at **804-828-8828** for a phone appointment and testing recommendations.

https://health.students.vcu.edu/about/updates/

Unplanned Absences

If illness or an emergency causes a student to be **absent** (or leave early) from a clinical assignment, they must **email radsciclinic@vcu.edu before the start of their clinical assignment or before 8:00 a.m., whichever is earlier, *and* log into Trajecsys to clock out as absent.**

When emailing, include:

1) Full name,

2) that you will be absent, or leaving early

3) their program, and

4) **the location of the clinical assignment.**

5) Indicate absent in Trajecsys

If at any time a student is absent from a clinical assignment and fails to appropriately notify the Department (email or submission of a completed Clinical Leave form), time missed will be doubled.

Arriving late

Arriving after the assigned start time is considered tardy. If a student is going to be more than 7 minutes late to the clinic, they must **email radsciclinic@vcu.edu before the start of their clinical assignment.** The message should include an estimated arrival time.

The student should **again email radsciclinic@vcu.edu the Department office upon arrival at the clinic**, if the estimated arrival time changes, **or** if it is determined that one will not be able to attend the clinic.

Clock-in procedures in Trajecsys should be followed upon arrival at the clinic, including comments regarding the late arrival.

Scheduled time

If a student wants or needs to be in the clinic outside their scheduled time, clinical coordinator approval is required.

Tardies

Late is late. All late arrivals between **1 and 14 minutes** late will be counted as a tardy, and 0.25 points will be deducted from the student's overall clinic grade for the third, and each subsequent tardy. Late arrivals of 15 minutes or more will be considered missed time. Time exceptions must be used for any late clocks when a computer is not available or anything extenuating circumstances. Five (5) time exceptions are allowed per semester, after five (5) each will count as an individual tardy.

Leaving early

The only reason for a **student needing to leave early** from a clinical assignment (without a previously submitted Clinical Leave form) is an illness or emergency. If one needs to leave in this situation, **be sure to notify the**

Department radsciclinic@vcu.edu and notify the clinical preceptor/supervisor. Time missed will count against clinical hours. Failure to follow the proper procedure for notifying the Department will be treated as tardy.

If the CI/CS or Department faculty asks for student to leave early because they are unable to actively participate in the clinical assignment, the hours missed will count against clinical hours. **Be sure to notify the Department (radsciclinic@vcu.edu) before you leave.**

The CI/CS has the option of occasionally letting students leave early (no more than 2 hours early) only when all patients are done, or the area has been very slow for an extended time. Students should clock out accurately in Trajecsys by entering a Time Exception with a note that **MUST** include the name of the technologist/therapist who released the student and the reason why they were released early. Time missed will not count against clinical hours. If, for any reason, when students are released more than 2 hours early, they **must** notify the Department of radsciclinic@vcu.edu and the clinical coordinator.

In extraordinary situations, Department faculty may contact students and allow them to leave early. Time missed will not count against clinical hours.

PLEASE NOTE: The emails received at radsciclinic@vcu.edu should **only be used for reporting**

clinical absences, tardiness, and when leaving early.

IMPORTANT NOTE: **The Department of Radiation Sciences must know when a student will not be in their assigned area (wherever that may be). A completed Clinical Leave form should be done in Trajecsys, be sure that the Clinical Coordinator acknowledges it.**

Geolocation

Location services are required on students' mobile phones for clocking in and out. Repeated offenses of noncompliance will result in 8 hours of missed time PER OFFENSE.

Failing to Clock in or out

There will be a 0.25-point deduction, after the second incidence, from the student's overall clinic grade for each incident of neglecting to clock in or out on Trajecsys. (See the *Student Handbook for Clinical Education* concerning documenting clock-in/-out problems due to computer access.)

Patterns of Absenteeism

Missed time that is recognized as a pattern of absenteeism is unprofessional behavior and will be adversely reflected on the student's Clinical Coordinator Evaluation

Extended Absence

For Clinical Education Courses CLRS 295 and higher

Planned or Unexpected Extended Absence Exceeding 25% of Clinical Course Hours During the Withdrawal Period

A planned or unexpected continuous absence *due to a non-elective medical condition* that exceeds 25% of the semester's clinical education course hours requires that the student delay the clinical education sequence by one semester. Students in this situation should contact their academic adviser and Clinical Coordinator for

guidance as soon as they know they will have such an absence. A doctor's release is necessary to return to the clinic.

For example, if, during the first 10 weeks of the fall semester (CLRS 493), a senior student requires surgery that results in a planned absence of 4 weeks (12 days, 96 hours), this is 27% (96/360) of the scheduled course hours. The student will withdraw from CLRS 493. CLRS 493 will be taken in the spring semester and CLRS 494 in the summer semester.

Planned or Unexpected Extended Absence Exceeding 25% of Clinical Course Hours Following Withdrawal Period

The implications of a continuous absence, *due to a non-elective medical condition*, exceeding 25% of the semester's clinical education course hours **and** following the withdrawal period, will be determined by the Department faculty on a case-by-case basis. Students should contact their academic adviser and Clinical Coordinator for guidance as soon as they know they will have such an absence. A doctor's release is necessary to return to the clinic.

Extended Absences for 25% or less of clinical course hours

The implications of a continuous absence, *due to a non-elective medical condition*, that exceeds two or more consecutive clinical days (CLRS 295, 393, 394*) **or** exceeds three consecutive clinical days (CLRS 394**, 395, 493, 494) but is no more than 25% of the semester's clinical education course hours, will be determined by the Department faculty on a case-by-case basis. Students should contact their academic adviser and Clinical Coordinator for guidance as soon as they know they will have such an absence.

Note: Time missed for all extended absences that are **not** due to non-elective medical conditions will affect the clinical grade as a Standard Absence.

* NM and Radiation Therapy only
** Radiography only

Maintaining Trajecsys

The Department must keep a thorough and accurate record of clinical work. Please keep this in mind and make a dedicated effort to complete the required Trajecsys clinical records accurately and in a timely fashion. If competencies are not sent, they cannot be included in the final grade or master competency list. Failure to clock in or out of Trajecsys, will negatively impact one's grade. Clocking in and out procedures are to be done at the direction of individual clinical coordinators; this can include which computers are used to clock in/out with and if students can use their phones to do so. It is important to leave notes for your clinical coordinator if any abnormal situations occur. The comment section is available in the time exception function, if students need to make a comment about clocking in or out and/or leaving early. Falsification of clinic documentation, including competencies and time reporting, will be reported to the Honor Council and may result in a penalty to include dismissal.

Clinical Course Grading

All clinical education courses (CLRS 294, 295, 393, 394, 395, 493, 494) use the following grading scale. "C" is the minimum passing grade for these courses.

Grading scale

A	100 - 96	C*	89 - 85	*(minimum passing grade)
B	95 - 90	D	84 - 80	
		F	below 80	

In addition to the Clinical Grade

One point added to the final grade for perfect attendance (including no more than 2 tardy clock-ins)

Clinical Status

Regarding clinical status, students may be satisfactory, on clinical probation, suspended from clinic, or dismissed. Dismissal means that the student is dismissed from the program for failing to complete the clinical course satisfactorily. Please refer to the Student Handbook regarding Academic Status.

When Clinical Behaviors are of Concern

Failure to demonstrate professional attitudes and skills, or a lack of sufficient clinical progress, may result in clinical or administrative probation and/or suspension. If improvement is not demonstrated, dismissal may subsequently follow.

When Dangerous Infractions Occur

Serious infractions that could jeopardize the health or safety of faculty, staff, patients, or students will result in immediate action that may result in dismissal.

Dismissal from Clinical Site(s)

The Radiation Sciences faculty are committed to ensuring that each student encounters a variety of clinical experiences. Should a student be dismissed from a clinical site, or if a site or health system requests that a student not be placed at that site, the student may be required to travel outside of the Richmond area to other clinical locations. Dismissal from a clinical site is grounds for probation.

Verbal and/or written warnings

Faculty can give students a documented verbal/written warning prior to probation. Verbal/written warnings are meant to allow students to correct behaviors and/or missed clinical time to avoid probation. Verbal/written warnings are given at the discretion of the department faculty. Faculty may choose to implement a performance improvement plan. If there is no improvement, probation is warranted.

Probation

Probation **WILL NOT** be extended to future semesters. Students will be dismissed if past probation infractions are not corrected. If a student is placed on probation, they will automatically lose membership in the department honor society and become ineligible for department scholarships. If probation occurs before admittance into the honor society, then membership invitation will not be extended.

Supervision Policies

POLICY REGARDING STUDENT SUPERVISION DURING NUCLEAR MEDICINE PROCEDURES

It is the policy of the Program in Nuclear Medicine Technology that during clinical education assignments, students will perform imaging procedures subject to the following guidelines:

1. **Until the student has satisfactorily completed the procedure competency examination for a specific type of procedure, s/he will participate in that type of procedure under the *direct supervision* of a certified nuclear medicine technologist.**

Direct supervision means:

a. The technologist reviews the request to determine if the procedure is within the student's ability, given his/her level of achievement

b. The technologist evaluates the condition of the patient to determine if caring for the patient is within the student's ability, given his/her level of achievement

c. The technologist is physically present during the procedure, including:

- radiopharmaceutical preparation, dose calculation, identification, administration (where permitted), and disposal.
- Handling or administration of adjunctive medication
- Gamma camera or PET/CT manipulation
- Any activity that includes ionizing radiation or radioactive materials

d. The technologist reviews and approves the results

2. **After satisfactorily completing the procedure competency examination for a specific type of procedure, the student may independently perform that same type of procedure with *indirect supervision*.**

- **Indirect supervision** means:

the technologist is immediately available to assist the student should any difficulty arise. Immediately available means that the technologist is present adjacent to the room or location where the procedure is being performed (within shouting distance).

POLICY REGARDING STUDENT SUPERVISION DURING RADIATION THERAPY PROCEDURES

It is the policy of the Program in Radiation Therapy that during clinical education assignments, students will perform clinical procedures subject to the following guidelines:

1. Students must always carry out radiation therapy clinical procedures under the ***direct supervision*** of a certified radiation therapist.

Direct supervision means:

- The therapist is physically there for the entire procedure

- The radiation therapist determines if the treatment technique is within the student's ability, given his/her level of achievement

· The radiation therapist evaluates the condition of the patient to determine if caring for the patient is within the student's ability, given his/her level of achievement

· The radiation therapist is present and verifies the patient, patient position, and treatment site ***before*** treatment delivery

· The radiation therapist reviews and approves all portal images

· The radiation therapist verifies that all information is documented accurately

- Supervising students using the closed-circuit monitors is NOT acceptable

POLICY REGARDING STUDENT SUPERVISION DURING RADIOGRAPHIC PROCEDURES

It is the policy of the Program in Radiography that during clinical education assignments, students will perform imaging procedures subject to the following guidelines:

1. Until the student has satisfactorily completed the Basic Level Competency requirements for a study, s/he will carry out those radiographic exams under the *direct supervision* of a certified radiographer.

Direct supervision means:

A. The radiographer reviews the request to determine if the exam is within the student's ability, given his/her level of achievement.

B. The radiographer evaluates the condition of the patient to determine if caring for the patient is within the student's ability, given his/her level of achievement.

C. The radiographer is present during the performance of the examination, especially when the exposure is made.

D. The radiographer reviews and approves the images.

2. After satisfactorily completing the Basic Level Competency requirements for the examination, the student may independently perform that radiographic procedure with *indirect supervision*.

Indirect supervision means:

The radiographer is immediately available to assist the student should any difficulty arise arise. Immediately available means that the radiographer is present adjacent to the room or location where a radiographic procedure is being performed (within shouting distance); this applies to all exams, including those done on Mobile, in the O.R. and E.R.

3. All unsatisfactory images must be repeated under direct supervision, in the presence of a certified radiographer.

POLICY REGARDING STUDENT SUPERVISION DURING SONOGRAPHY PROCEDURES

An ARDMS or ARRT registered sonographer will oversee and guide the day-to-day performance of sonography students by providing direct, partial, and/or indirect supervision (listed below).

Clinical Supervisors/Sonographers are responsible for educating students in the field of Sonography as it relates to the field in a broad sense and to their area of expert knowledge. It is the responsibility of the clinical supervisor to evaluate how the student is scanning, recognize the student's bedside professionalism, and inform the clinical coordinator or program director of correctable concerns so that the student can have continual

progression as a diagnostic medical sonography student. Clinical supervisors are responsible for grading student evaluations (quarterly/clinical supervisor) and providing constructive feedback that will aid in the development of a student's skills and mindset. Clinical supervisors will also be responsible for signing off on daily student case logs and attending the clinical supervisor continuing education seminar provided by the program (when applicable). Completion of evaluations by the clinical supervisors in a timely manner when requested by the program will be imperative.

· ***Direct Supervision*** will provide the student with an opportunity to observe and participate
o Sonographer will be present during the entire procedure
§ Applies to Intro to Sonography course students, Abdominal Sonography I students, and/or Obstetric and Gynecologic Sonography I course students.
§ Usually applies to junior-level students.

· ***Partial supervision*** will provide the student with an opportunity to perform the procedure if it has been deemed to be within the student's capacity to perform.
o Sonographer will periodically check on the student's progress during the exam
o Assist with the exam as requested by the student or at the discretion of the sonographer
§ Depending on the student's scanning performance and competence, this may apply to Abdominal Sonography I course students, Abdominal Sonography II course students, and or Obstetric and Gynecologic Sonography I or II course students.
§ Usually applies to junior-level students who have completed ½ - 2½ semesters.

· ***Indirect supervision*** will provide the student with an opportunity to perform the examination in its entirety without being supervised.
o Sonographer should be available as needed
o The Sonographer will scan before or after the student has completed the exam
§ Based on our expected progression of our students, this should be applicable to all senior-level students who have completed at least 3 semesters.

All students should refer to their clinical course syllabi regarding specific procedures and requirements to complete competency exams and what procedures to take when students fail a competency requirement.

VCU Alcohol and Drug Policy

It is the policy of Virginia Commonwealth University that the unlawful or unauthorized manufacture, distribution, dispensation, possession, or use of alcohol and illicit drugs by employees and students on University property or as part of any University activity is prohibited. Any employee or student who violates this policy is subject to disciplinary action up to and including termination of employment, expulsion from the University, referral for prosecution, and/or referral for satisfactory participation in an appropriate evaluation or rehabilitation program.

The purpose of this policy is to protect the health, safety, and welfare of members of the University community and the public being served by the University.

Refer to the VCU Alcohol and Drug Policy for additional information.
https://policy.vcu.edu/doctract/documentportal/08DA32A63EDBC03643AC76578A0275BB

Sexual Harassment

All students, patients, faculty, employees, and visitors have a right to an environment free from any type of discrimination, including sexual harassment. Sexual harassment is prohibited, and such conduct will result in disciplinary action up to and including dismissal. Any person making false accusations will be disciplined.

Definition: Sexual Harassment is a violation of Section 703 of Title VII Civil Rights Act of 1964 and is defined as: Unwelcome sexual advances, request for sexual favors, and other verbal or physical conduct of a sexual nature constitute sexual harassment when (1) submission to such conduct is made either explicitly or implicitly a term or condition of an individual's status, (2) submission to or rejection of such conduct by an individual is used as the basis for decisions affecting such individual, or (3) such conduct has the purpose or effect of substantially interfering with an individual's performance or creating an intimidating, hostile, or offensive environment.

Any person who believes they are being sexually harassed should politely but firmly confront whoever is doing the harassing by stating firmly that the behavior is not acceptable and request that the person cease the harassing behavior. If the behavior continues, the student should report the behavior immediately to the Clinical Coordinator.

Refer to the VCU policy regarding sexual harassment as outlined at
https://equity.vcu.edu/title-ix/.

Employment During and Immediately Following Educational Program

Part-time Employment
Employment during the program needs ongoing evaluation (by you) so that it does not interfere with the primary goal of completing the program. The weekly hours involved in semesters that include clinical courses can make outside employment especially difficult. Please remain aware that excessive outside employment hours can interfere not just with the time available for studying and assignments but also with one's health.

Part-time Employment in Health Care
For all modalities:
If employed in any aspect of health care during the educational period, you should realize that this is employment and is outside the scope of the educational program (such as student worker positions). All such work is an arrangement between the employer and student. The student is under the supervision of the employer. Hours of employment may not interfere with assigned classes and clinical assignments.

Students are not allowed to wear apparel or other identification from the Department except for clinical education rotations assigned as part of their coursework.

For all modalities except Diagnostic Medical Sonography:
Personnel monitoring devices issued by the Department are to be used ONLY in conjunction with clinical education courses and/or employment at VCU Health System. If one accepts employment elsewhere that requires a personnel monitoring device, it must be provided by the employing institution. DO NOT wear one's outside employment ID during scheduled clinical hours.

Virginia Licensure

It is the law in Virginia that one must be licensed if employed as a radiologic technologist, unless employed by a licensed hospital. Currently, this law applies to radiographers, radiation therapists, and nuclear medicine technologists. Students do not need to be licensed while in the healthcare setting as students.
The **Virginia Board of Medicine** regulates radiologic technologists and should be contacted **for more information and/or application materials**. There are fees involved for all categories of licensure.

Virginia Board of Medicine
Perimeter Center
9960 Mayland Drive, Suite 300
Henrico, Virginia 23233-1463
(804) 367-4600

Part-time student positions for Radiography students: Students may be offered part-time job opportunities in Radiology departments during the second half of their program. If a student is employed by any organization other than a licensed hospital, they must have a Radiologic Technologist-Limited license if performing exams using equipment producing ionizing radiation. To qualify for this license, one must meet a certain number of educational hours and pass a test.
Job opportunities for ARRT-registered Radiographers (second modality or completion students): Unless your employer is a licensed hospital, the student must apply for and obtain a license as a Radiologic Technologist before starting a job. Employment (in Virginia) by a temporary placement agency requires licensure.
New graduates:

- Graduates seeking employment (in Virginia) outside of a licensed hospital, and have not yet passed their ARRT exam, must first apply for and obtain a "traineeship" from the Virginia Board of Medicine.
- Employment (in Virginia) by a temporary placement agency requires licensure.
- If one plans to practice in another state, consult the Program Director or the Department Chair for guidance.

Requirements for Success in the Clinical Setting

Device and Social Media Policy

Students may not use social networking media to disclose or discuss patient issues and/or staff/workplace/university matters. Use of social media to discuss clinic issues and/or staff demonstrates a lack of professional behavior. Disclosing patient information using social media is a breach of the law stated in the Health Insurance Portability and Accountability Act (HIPAA).

Students will also refrain from the use of any social media, even for strictly personal use, during scheduled clinical hours. Students may be placed on clinical probation if they fail to follow this policy.

Purpose: This policy ensures professionalism, patient safety, and a focused learning environment during clinical rotations.

Policy Statement: Students participating in clinical rotations are prohibited from using personal devices (cell phones, Apple Watches, iPads, etc. during clinic rotations, except in designated break areas.

Guidelines:

1. Devices must be **turned off** or set to silent mode and not visible while in patient care/tech work areas.
2. No personal calls, texting, or social media use during clinical hours.
3. Device use is only permitted in designated break areas and during scheduled breaks.
4. Emergency exceptions: If a personal emergency arises, students must step away to a non-patient area and notify their clinical instructor.
5. Educational exceptions: Students may use their cell phone to clock in to Trajecsys if computers in the clinical area are not available.
6. Violation consequences: Students who violate this policy will be issued a written warning from the Clinic Coordinator or Program Director. Further violations may result in clinic probation or dismissal. See Clinic Status

Security & Confidentiality: Students must NEVER take photos, videos, or audio recordings in clinical settings. Any breach of patient confidentiality will result in immediate disciplinary action, in accordance with HIPAA guidelines and program policies. By adhering to this policy, students demonstrate professionalism, maintain patient confidentiality and safety, and ensure a high standard of clinical practice.

HIPAA Testing and Clinical Orientation

The Health Insurance Portability and Accountability Act (HIPAA), was enacted by Congress in 1996. One purpose of the act is to protect health information by establishing transaction standards for the exchange of health information, security standards, and privacy standards for the use and disclosure of individually identifiable health information.

Students must demonstrate their knowledge and understanding of HIPAA requirements at various clinical affiliates. Tests are taken online (VCUHS) or with written tests provided by the Clinical Coordinator. Affiliates may require testing for other Orientation content areas as well.

Immunizations

Radiation Science students will follow published university immunization guidelines for health science students before they are allowed to register for classes. Additionally, students will receive yearly tuberculosis testing (PPD) and an annual influenza vaccination before November 1.

All information must be on record at VCU Student Health Services, and a copy of the up-to-date immunization record must be on file in the Department of Radiation Sciences.

PPD testing is available at University Student Health Services or may be obtained elsewhere and reported to Student Health. **www.students.vcu.edu/health**

CPR Certification

All students are required to be certified in cardiopulmonary resuscitation (CPR). Students must obtain **American Heart Association BLS Provider, Red Cross CPR for Healthcare Providers, or a faculty-approved equivalent certification**. Each student will be required to present documentation of CPR certification to the Clinical Coordinator/Onboarding Specialist before their first clinical assignment for evaluation and then as requested by the Clinical Coordinator/Onboarding Specialist. It is the student's responsibility to maintain certification throughout program enrollment. **Students who are not appropriately CPR certified will not be allowed in any clinical site. Please communicate with your Clinical Coordinator if you have questions about appropriate certifications. It is advised to maintain a CPR card on your person or easily accessible on your cell phone for random audits that may occur.**

Insurance

Liability (malpractice) Insurance

Students are covered by professional liability insurance during **scheduled** clinical education coursework. This coverage is provided through the University at no charge.

Personal Health Insurance

The University Student Health Service (USHS) offers health care for the treatment of acute and chronic illnesses (not emergencies).

Services offered by USHS are limited and typically do not cover injuries sustained during participation in clinical rotations. Please call the USHS (828-9220) for further information on emergency room visits.

If a student is injured during a scheduled clinical assignment, contact the USHS office for treatment and/or a referral. **Clinical affiliates will not provide free medical services.**

Please note that **there is an additional fee for USHS services during the summer semester or when the student carries a part-time load**.

Students are strongly encouraged to have health insurance coverage beyond the services offered by USHS. If a student is not covered by a plan, information about getting coverage is available from University Student Health Services at https://health.students.vcu.edu/health-insurance/.

During a clinical assignment, in the case of any incident/injury involving a student and/or a patient, the student should take appropriate emergency measures. All such incidents should be promptly reported to the Clinical Instructor for that affiliate or, in his/her absence, to the area supervisor. The Clinical Instructor (or Supervisor) should be consulted when an incident report is filed out and/or non-emergency actions are taken.

Background Check and Drug Screening Policy

College of Health Professions Policy

VCU policy does not require students to undergo criminal background checks, drug screenings, credit checks, or the like as a condition of acceptance or enrollment. However, the clinical affiliates with which the University contracts to provide such clinical experiences do require criminal background checks, health screenings, or drug screens as a condition of allowing students to participate in the clinical experience. Therefore, the Department of radiation sciences requires a background check and drug screening before the start of the program. Additionally, some affiliates may require retesting periodically. Affiliates may also require credit checks, RealID, Department of Motor Vehicles records check, review of professional disciplinary records, registry searches of certain types of sex offenders, and/or verification of Social Security Numbers or legal residency. **You must maintain copies of your background check and drug screen to supply directly to clinical sites upon request.**

Students assigned to a clinical rotation at a clinical facility are personally responsible for completing the required checks or screening and assuring that results are obtained by the facility that asks for them. Students will also be required to bear the costs of such tests. It will be the decision of the clinical affiliate whether the student will be allowed to participate in the clinical activities. Virginia Commonwealth University does not assume any responsibility for obtaining or evaluating the results of a criminal background check, drug screen, or other check, maintaining the records of results, or for delivering them to clinical sites. Students may not request to be assigned only to those sites that do not require such checks. Students who refuse to undergo a criminal background check or drug screen, or other checks needed, may not be able to be placed at another facility and, consequently, may not be able to complete program requirements and graduate. The University will make reasonable efforts to place all enrolled students in clinical training.

Students are also reminded that certification boards for certain occupations and professions may deny, suspend, or revoke a certification, or may deny the opportunity to sit for an examination, if an applicant has a criminal history or is convicted or pleads guilty or *nolo contendere* to a felony or other serious crime. Students should consult the certification board of their intended profession for further information. Successful completion of a program of study at VCU's College of Health Professions does not guarantee licensure, the opportunity to sit for a licensure examination, certification, or employment in the relevant occupation.

Professional Conduct – How to Succeed in Clinic

The student is expected to display professional behaviors at all times, including attention to the following rules and guidelines:

- Respect all patient care and treatment information as privileged and confidential. Remember HIPAA.
    - Must recognize the need to maintain proper, ethical, legal standards of health care and maintain good patient care and communication at all times.
    - Cell phones may not be visible to clinical staff or patients. If you feel the need to check for messages during clinical hours, it should not be done in clinical and/or patient care areas. Cell phones should also be silenced. Headphones are not allowed. Personal phone calls should not be made during clinical hours unless it is an absolute emergency (this includes calls from Apple Watches, etc.).

    - In case of an emergency, and the student cannot be contacted via text messages on their personal phone, the department may be called at 804-828-9104, and assistance may be provided. DO NOT have persons call the clinical area.
    - No smoking, vaping, or smokeless tobacco use is permitted during clinical hours.
- Avoid congregating in work/patient areas, waiting for classmates.
- When no procedures are being done in the assigned area:
    - Pleasure reading is **prohibited**
    - Look for non-procedural activities, such as cleaning, stocking, etc.
    - Check with the CI/CS to see if a temporary assignment is available.
    - Do not expect someone to find you when patients arrive.
- Fraternizing is prohibited with technologists and patients.
- Eating and drinking are not allowed in patient or clinical areas.
- Personal conversations should be kept to a minimal volume.
- Students should not challenge the technologist/therapist in the presence of a patient. Any questions should be asked with respect and in an appropriate manner.
- Records (school and patient) must be accurate and honest.
- Sleeping is not allowed during clinical hours.
- Students may not refuse to deliver care based on a patient's race, gender, sexual preference, socioeconomic status, culture, religion, and/or medical diagnosis.

The student must also demonstrate patterns of professional behaviors that follow the legal regulations, standards of radiology and radiation oncology care, and ASRT and NMTCB Codes of Ethics (see Addenda).

- Students may not refuse an assignment based on the patient's race, culture, religious preference, or medical diagnosis. Must display stable mental, physical, and emotional behavior(s).
- Acts of omission or commission in the care of patients are not allowed, such as but not limited to: physical abuse; placing in hazardous positions, conditions, or circumstances; mental or emotional abuse; contrast media, radiopharmaceutical, or pharmacological agents' administration errors.
- Interpersonal relationships with supervisors, staff, peers, or faculty must not result in miscommunication, disruption of patient care, or excessive negativity.
- Students must provide concise, accurate written and verbal communication at all times.
- Students must provide appropriate patient care; you must report questionable patient care practices.
- Students must not attempt activities without adequate orientation, theoretical preparation, or appropriate assistance.
- Dishonesty or failure to "own up" to incompetent, inappropriate, or patient endangerment behavior is unacceptable.
- Students must follow instructions while at the clinical site.

Make a Positive First Impression

- Be on time; Be interested; Be positive
- Smile and make eye contact with technologists/therapists and others in the area
- Learn their names and speak to them
- From the beginning, **get involved** (avoid sitting around, even if everyone else is)
    - Go into the room when the technologist/therapist does

    - Look at the equipment when the technologist/therapist is setting it
    - Watch what the technologist/therapist does to set up the room
- Help the technologist/therapist set up the room.
    - Ask to call for the patient; know the proper identification process.
    - Talk to the patient; make eye contact.
    - Help the patient (wheelchair, standing, getting on the table, etc.)
    - Learn how the paperwork/computer system works.
- Look at paperwork/charts and see if you can figure them out.
- If the clinical area is busy the entire time, look for any way you can be of help, especially in the room with the patient or equipment.
- Do not leave in the middle of an exam/treatment helping, unless instructed to do so
- Take the initiative, which means taking part in the activities without waiting to be specifically asked.
- Try to be as involved in each case as possible; ask questions, so there is an increased level of participation with the very next exam. Ask questions, but be tactful. Exercise care in asking questions in front of patients.
    - When the technologist/therapist asks the question: "Would you like to do this _____?" **TRANSLATION**: I am offering you an opportunity; are you interested enough in this work to take advantage of it? The answer is always "Yes", even if you have to say something like "Yes, but will you walk me through it?" or "Yes, but I've never seen this before. Can you show me how it's done?"

Getting to Clinical Sites

During the course of the program, students will have the opportunity to experience a variety of clinical sites with different patient populations, procedures, equipment, and working environments. Arrive on time, **students need reliable transportation and knowledge of how to reach their clinical site**.

Resolving Clinical Education Issues.

To resolve a clinical issue appropriately, the student should first address it with the person involved in the issue. Professional conduct requires following the chain of command!
When in doubt, discuss with your clinical coordinator!

The Chain of Command is as follows

1. The Staff Technologist/Therapist with whom you are working
2. Instructor/Supervisor/AES/Preceptor
3. Program Clinical Coordinator, Dept. of Radiation Sciences
4. Program Director, Dept. of Radiation Sciences
5. Department Chair, Dept. of Radiation Sciences
6. College of Health Professions Associate Dean for Academic Affairs and Student Success

*For course grade appeals, refer to the VCU Radiation Sciences Student Handbook (Appeals)

Safety in the Clinical Setting

Communicable Disease or Injury

If injured during a scheduled clinical assignment, contact the USHS office (804-828-9220) for treatment, advice, and/or a referral. (Please note that the student is responsible for any charges incurred from a health care provider.) When Student Health clinics are closed for any reason, a designated staff member is available for phone consultation if an urgent medical problem arises. **The on-call medical provider can be reached at 804-828-8828 or 804-828-9220.**

If sick or suffering an injury that would prevent active participation in clinical education, one should follow the call-out and/or leave-early procedures. This is particularly true if a student has a fever or other obvious signs or symptoms, or if you have been diagnosed with or suspect a disease that could be transmitted to a patient. If there is a question as to whether one should attend a clinical assignment, it should be discussed with department faculty before reporting to a clinical assignment. **Do not contact the Clinical Instructor/Supervisor at the clinical site.**
If, at any time, one is instructed not to participate in the clinic by the faculty or the Clinical Instructor/Supervisor, time missed will affect clinical hours. **It is unacceptable to attend but not actively participate in a clinical assignment.**

Standard Precautions - Prevention of Transmission of Communicable Disease

Since health history and examination cannot identify all people with HIV or other pathogens, blood and body fluid precautions should be consistently used for all people.

All students shall utilize the following guidelines.

- Use appropriate barrier precautions to prevent skin and mucous membrane exposure when contact with blood or body fluids is anticipated.
    - Gloves must be worn for touching blood and body fluids, mucous membranes, or non-intact skin; for handling soiled items or surfaces with blood or body fluids; and for performing venipuncture. Change gloves and wash hands after contact with each person.
    - Masks and protective eyewear must be worn during procedures likely to generate droplets of blood or other body fluids to prevent exposure to mucous membranes of the mouth, nose, and eyes.
      **The student is responsible for knowing their particulate mask size
    - Gowns or aprons must be worn during procedures likely to generate splashes of blood or other body fluids to prevent skin exposure.
- Wash hands and other body areas immediately if contaminated with blood or other body fluids. Wash your hands immediately after removing gloves. (See Blood and Body Fluid Exposure section.)
- To prevent needle stick/injection injuries, needles must not be recapped, bent, broken, or manipulated by hand. After use of disposable needles, syringes, blades, and other sharp items, place them in a puncture-resistant container. (Nuclear Medicine students may be required to recap radiopharmaceutical needles using special devices and techniques—seek instruction from your supervising technologist regarding this).

- Mouthpieces, resuscitation bags, or other ventilation devices should be used to decrease transmission of infection during mouth-to-mouth resuscitation.
- Students with exudative lesions or weeping dermatitis should refrain from all direct care until the condition resolves.

Blood and Body Fluid Exposure

First, ALWAYS CALL VCU MEDICAL CAMPUS STUDENT HEALTH 804-828-9220 (SEE BELOW FOR AFTER HOURS)
As a student in the Radiation Sciences Department, one is required to participate in clinical education coursework. Any occupational exposure to blood and/or body fluid should be treated with medical urgency and evaluated by a specially trained health care practitioner. **If medications are prescribed to treat exposure to HIV, the optimal start time is within one to two hours of that exposure**. Please report all exposures to MCV Student Health so they can provide you with appropriate care and follow-up for these injuries.

STUDENTS ROTATING AT VCU HOSPITALS
If a student experiences a blood or body fluid exposure, they should:
1. IMMEDIATELY WASH THE SITE FOR 5 MINUTES with soap and water or flush eyes with normal saline or tap water for 15 minutes (remove and discard contact lenses)
2. REPORT THE INJURY TO YOUR ON-SITE CLINICAL INSTRUCTOR/DEPARTMENT SUPERVISOR IMMEDIATELY.
3. IMMEDIATELY OBTAIN A MEDICAL HISTORY ON THE SOURCE PATIENT AND HAVE BLOOD SPECIMENS DRAWN: HIV, Hepatitis B Surface Antigen, Hepatitis C antibody & Hepatic panel. (Previously drawn labs are acceptable if dated in the past 30 days; the source patient's verbal assurance of being disease-free is not acceptable in any situation.)
4. Call VCU Student Health, 828-9220, as soon as possible after treatment of the injury site.
5. Complete incident report form (as appropriate for each location)
6. CONTACT YOUR DEPARTMENT OF RADIATION SCIENCES CLINICAL COORDINATOR (or Program Director if Coordinator is unavailable).

Injury during work hours Monday – Friday, 8 a.m. – 4:30 p.m.
VCU Campus Student Health
(804) 828-9220
1000 East Marshall Street, Room 305

Injury after work hours, weekends, and holidays
Post Exposure Prophylaxis (PEP) Team: From an outside phone — Dial 804-828-0951, then dial 4508 and leave your call back number. This is available from 4:30 pm to 8:00 am
The PEP Team will provide immediate phone counseling and medications if warranted, and then report to MCV Student Health the next work day for labs and follow-up.

STUDENTS ROTATING OUTSIDE OF VCU HOSPITALS
If a student experiences a blood or body fluid exposure, he/she should:
1. IMMEDIATELY WASH THE SITE FOR 5 MINUTES with soap and water or flush eyes with normal saline or tap water for 15 minutes (remove and discard contact lenses)
2. REPORT THE INJURY TO YOUR ON-SITE CLINICAL INSTRUCTOR/DEPARTMENT SUPERVISOR IMMEDIATELY so he/she can locate the facility's protocol for non-employees.
3. ALWAYS CALL VCU STUDENT HEALTH 804-828-9220 (SEE BOTTOM OF PAGE 26 FOR AFTER HOURS INSTRUCTIONS)

4. Complete incident report form (as appropriate for each location)
5. CONTACT YOUR DEPARTMENT OF RADIATION SCIENCES CLINICAL COORDINATOR (or Program Director if Coordinator is unavailable).

Pregnancy Policy

Pregnancy should be reported to the student's academic advisor and clinical coordinator as soon as possible. This does not constitute a formal declaration of pregnancy (see next paragraph). Your decision regarding continuance or withdrawal should be based on your place in the curriculum and your health. If you elect to remain, the educational program requirements remain as specified. There may be limited modifications of the clinical experience. If you elect to withdraw due to pregnancy, you may be re-admitted without prejudice, provided you are in good standing at the time of withdrawal and pending space availability.

Formal "Declaration of Pregnancy" with the University through the office of Safety and Risk Management is optional. If one chooses not to declare the pregnancy, no special radiation limits are placed. If, however, one chooses to "declare" the pregnancy, limits are placed on the radiation dose to the unborn child. Once a student has declared her pregnancy, she also has the right to withdraw her declaration of pregnancy (undeclared) in writing at any time. Information about prenatal radiation safety, including the regulation and the form for "Declaration of Pregnancy," is available at the VCU Safety and Risk Management website at https://srm.vcu.edu/media/srm/assets/radiation-safety/VoluntaryDeclarationofPregnancy.pdf.

Radiation Exposure Monitoring and Reports

Regular monitoring of radiation exposure provides information necessary to protect the individual and the surrounding community from possible hazards associated with the use of radioactive materials and/or radiation-producing devices. Personnel dosimeters for monitoring radiation exposure include badges (all students) and rings (Nuclear Medicine students only).

Obtaining the Initial Dosimeter(s)

In order to obtain a badge or badge and ring, each student must take the **Radiation Safety Training Test prior to the end of the semester** preceding the start of clinical education (entry-level programs) or prior to starting clinic (all other clinical students). The material and open-book test(s) are available through the Department Credentialing Specialist.

Keeping Up with Dosimeter(s)

Nuclear Medicine (NM) students' dosimeters are issued monthly, while all Radiography (R) and Radiation Therapy (RT) students are issued quarterly (January, April, July, and October). Note that (Sonography students are not issued dosimeters.) Students are required to wear the appropriate dosimeter(s) for clinical rotations as well as appropriate lab classes. Near the beginning of every month

(NM) or quarter (R and RT), new dosimeters will be placed in each student's mail slot in the back hall of the third floor of the College of Health Professions Building. (This will be announced via email.) Students are to pick up the new dosimeters and return their expired ones to their individual mail slots for pick up by the Department Badge Coordinator. This exchange must be made by the 7th of the month following the previous dosimeter's expiration. The prompt return and review of radiation badges are important for student safety as well as in meeting federal regulations.

Please note: Unless otherwise instructed, do not turn in your current dosimeter(s) until new ones have been distributed.

The following standards have been established:

- **Students must wear the current monitoring device when in the clinic/lab.**
- Failure to do so will result in the student being considered out of uniform and will have to leave the clinic to correct the problem. **Time missed will affect clinical hours.**
- If a dosimeter is lost, the student must immediately:
    - Notify the Department Badge Coordinator.
    - Go to the VCUHS Office of VCU Safety and Risk Management and obtain a temporary dosimeter.
- Failure to turn the dosimeter in by the 7th will result in the student being notified (by e-mail) and not allowed to attend clinical assignments until the dosimeter is returned (to the student's mail slot). **Time missed will affect clinical hours.**
- Turning in dosimeters after the deadline may result in a fee being assessed ($25). **Payment of these fees will be the student's responsibility and will be considered a financial obligation to the Department.**

Checking Dosimetry Reports

Reports of radiation exposure (Radiation Dosimetry Reports) are obtained by the Department quarterly and will be reviewed in a clinical seminar or through a verification process established by your program faculty. The Office of Safety and Risk Management also issues individual annual reports to students, and these will be placed in the Department mailbox. Permanent records are maintained by VCU Safety and Risk Management. All dosimeter exposure reports will be distributed electronically through **DocuSign**. Students are required to review, acknowledge, and sign the reports upon receipt. This process ensures timely verification and compliance with radiation safety requirements. Students must monitor their email regularly and complete DocuSign actions within **three business days** of notification. Assure that you are aware of your exposures and keep them as low as reasonably achievable (ALARA). If your exposures are higher than desirable or if you have questions about your exposure, you should see your Clinical Coordinator. Information can be found at the VCU Safety and Risk Management website at https://srm.vcu.edu/labs--research/radiation-safety/ **or, more specifically, the "Program for Maintaining Occupational Radiation Exposure at Medical Institutions ALARA Program" can be accessed at https://srm.vcu.edu/media/srm/assets/radiation-safety/2021_ALARA_Program.pdf.**

Students can also personally access their dosimetry reports online. Instructions for this are distributed upon the initial issuance of each student's dosimeter. Instructions are also available from the Department badge coordinator.

MRI Safety

Students will be properly oriented to the MR environment before clinical placement, including safety training and screening for magnetic field or radiofrequency hazards. Screening forms are to be kept on file in the department, and the student is to notify their clinical coordinator should their status change at any time.

Ethical Principles of the Professions

ARRT Code of Ethics

1. The Registered Technologist acts professionally, responds to patient needs, and supports colleagues and associates in providing quality patient care.
2. The Registered Technologist acts to advance the principal objective of the profession to provide services to humanity with full respect for the dignity of humankind.
3. The Registered Technologist delivers patient care and service unrestricted by the concerns of personal attributes or the nature of the disease or illness, and without discrimination on the basis of race, color, creed, religion, national origin, sex, marital status, status with regard to public assistance, familial status, disability, sexual orientation, gender identity, veteran status, age, or any other legally protected basis.
4. The Registered Technologist practices technology founded upon theoretical knowledge and concepts, uses equipment and accessories consistent with the purposes for which they were designed, and employs procedures and techniques appropriately.
5. The Registered Technologist assesses situations; exercises care, discretion, and judgment; assumes responsibility for professional decisions; and acts in the best interest of the patient.
6. The Registered Technologist acts as an agent through observation and communication to obtain pertinent information for the physician to aid in the diagnosis and treatment of the patient and recognizes that interpretation and diagnosis are outside the scope of practice for the profession.
7. The Registered Technologist uses equipment and accessories, employs techniques and procedures, performs services in accordance with an accepted standard of practice, and demonstrates expertise in minimizing radiation exposure to the patient, self, and other members of the healthcare team.
8. Registered Technologist practices ethical conduct appropriate to the profession and protects the patient's right to quality radiologic technology care.
9. The Registered Technologist respects confidences entrusted in the course of professional practice, respects the patient's right to privacy, and reveals confidential information only as required by law or to protect the welfare of the individual or the community.
10. The Registered Technologist continually strives to improve knowledge and skills by participating in continuing education and professional activities, sharing knowledge with colleagues, and investigating new aspects of professional practice.
11. The Registered Technologist refrains from the use of illegal drugs and/or any legally controlled substances that result in impairment of professional judgment and/or ability to practice radiologic technology with reasonable skill and safety to patients.

SNMMI-TS Code of Ethics

The Principles (SNMMITS Code of Ethics) listed below are not laws, but standards of conduct to be used as ethical guidelines by nuclear medical technologists. These Principles were adopted by the Technologist Section and the Society of Nuclear Medicine and Molecular Imaging at the 2004 Annual Meeting. They are standards of conduct to be used as a quick guide by nuclear medicine technologists.

Principle 1: The Nuclear Medicine Technologist will provide services with compassion and respect for the dignity of the individual and with the intent to provide the highest quality of patient care.

Principle 2: The Nuclear Medicine Technologist will provide care without discrimination regarding the nature of the illness or disease, gender, race, religion, sexual preference or socioeconomic status of the patient.

Principle 3: The Nuclear Medicine Technologist will maintain strict patient confidentiality in accordance with state and federal regulations.

Principle 4: The Nuclear Medicine Technologist will comply with the laws, regulations, and policies governing the practice of nuclear medicine.

Principle 5: The Nuclear Medicine Technologist will continually strive to improve their knowledge and technical skills.

Principle 6: The Nuclear Medicine Technologist will not engage in fraud, deception, or criminal activities.

Principle 7: The Nuclear Medicine Technologist will be an advocate for their profession.

Code of Ethics for the Profession of Diagnostic Medical Sonography (ARDMS)

This Code of Ethics aims to promote excellence in patient care by fostering responsibility and accountability among diagnostic medical sonographers, thereby maintaining and elevating the integrity of the profession. It serves as a guide and framework for addressing ethical issues in clinical settings, business practices, education, and research.

1. Foster and encourage an environment where ethical issues are discussed, evaluated, and addressed.
2. Help the individual diagnostic medical sonographer identify ethical issues.
3. Provide ethical behavior guidelines for individual diagnostic medical sonographers and their employers.

Principle I: To promote patient well-being, diagnostic medical sonographers shall:

A.	Provide information to the patient about role, credentials, and expertise.
B.	Provide information to the patient about the purpose of the sonography examination, procedure, or associated task within the scope of practice.
C.	Respond to the patient's questions, concerns, and expectations about the sonography examination, procedure, or associated task according to the scope of practice.
D.	Ensure patient safety when the patient is in the sonographer's care.

E.	Respect the patient's autonomy and the right to refuse the examination, procedure, or associated task.
F.	Recognize the patient's individuality and provide care in a non-judgmental, non-discriminatory, and equitable manner.
G.	Promote the patient's privacy, dignity, and well-being to ensure the highest level of patient care.
H.	Maintain confidentiality of acquired patient information per national patient privacy regulations and facility protocols and policies.

Principle II: To promote the highest level of competent practice, diagnostic medical sonographers shall:

A.	Obtain appropriate diagnostic medical sonography education and clinical skills to ensure competence.
B.	Achieve and maintain specialty-specific sonography certifications/credentials. Sonography certifications/credentials must be awarded by a national sonography certifications/credentialing body that is accredited by a national organization that accredits certifications/credentialing bodies (i.e., Institute for Credentialing Excellence (ICE)/National Commission for Certifying Agencies (NCCA) or the American National Standards Institute (ANSI)/ANSI National Accreditation Board (ANAB)).
C.	Uphold professional standards by adhering to defined technical protocols and diagnostic criteria established by peer review and institutional research.
D.	Maintain continued competence through lifelong learning, which includes ongoing education and acquisition of specialty-specific credentials.
E.	Perform medically indicated sonography examinations, procedures, and associated tasks ordered by a licensed physician or their designated healthcare professional per the supervising physician, facility policies and protocols, or other requirements of the jurisdiction where performed.
F.	Protect patients and study subjects by adhering to oversight and approval of investigational procedures, including documented informed consent.
G.	Maintain professional accountability and standards by committing to self-regulation through adherence to professional conduct, self-assessment, and peer review, ensuring the highest patient care and safety standards.
H.	Acknowledge personal and legal limits, practice within the defined scope of practice, and assume responsibility for actions.
I.	Be accountable and participate in regular assessments of sonography protocols, equipment, examinations, procedures, and results. Note: This may be accomplished through facility accreditation.

Principle III: To promote professional integrity and public trust, diagnostic medical sonographers shall:

A.	Be truthful and promote appropriate communications with patients, colleagues, healthcare professionals, and students.
B.	Respect the rights of patients, colleagues, students, and yourself.
C.	Avoid conflicts of interest and situations that exploit others or misrepresent information.
D.	Accurately represent experience, education, and credentialing.
E.	Promote equitable access to care for the patient.
F.	Communicate and collaborate with fellow sonographers and healthcare professionals to create an environment that promotes communication, respect, and ethical practice.
G.	Understand and adhere to ethical billing and coding practices, if applicable.
H.	Conduct all activities and agreements legally and transparently in compliance with federal and state laws and rules/regulations, as well as facility policies and protocols.
I.	Report deviations from the Code of Ethics per facility policies and protocols, and if necessary, to the appropriate credentialing organization for compliance evaluation and possible disciplinary action.

Technical Standards for Admission and Graduation

The VCU Department of Radiation Sciences is responsible for providing education without regard to disability while ensuring that academic and technical standards are met. Academic standards are met by completing the curriculum for the Bachelor of Science Degree in Clinical Radiation Sciences. Technical standards represent the essential non-academic requirements that a student must demonstrate to successfully participate in the Radiation Sciences degree program.

An applicant and candidate for the BS in Clinical Radiation Sciences degree must have demonstrated aptitude, abilities, and skills in the following categories: sensory, communication, physical/mobility, cognitive, and behavioral/social. All students admitted/completing the program must meet, with or without reasonable accommodation, the following technical standards:

Sensory

- Observe patients and equipment operation during procedures, as well as read the patient's reports and medical information
- Receive verbal communication from patients and members of the healthcare team
- Assess the health needs and/or status of people directly or through the use of monitoring devices
- Visual acuity to see objects beyond 20 ft. and within 20 inches
- Visual depth perception and the ability to distinguish color to safely manipulate equipment

- Accurately observe and distinguish subtle visual and auditory changes in the patient, health professional, and equipment
- Tactile (touch) sensitivity to obtain information from patients by palpation and other diagnostic maneuvers

Communication

- Communicate effectively and efficiently with faculty, fellow students, health care providers, patients, and their families, in English, in both written and verbal forms
- Effectively communicate verbally under limited time constraints

Physical/Mobility

- Lift, transfer, and/or move patients from a wheelchair/stretcher to a treatment table.
- Lift, move, reach, or push equipment
- Manual dexterity and ability to bend/stretch
- Hand/eye coordination to operate equipment while observing patients.
- Strength and stamina to wear 10-20 pounds of lead protective aprons and patient protective equipment during procedures.
- Manipulate small objects with fingertips or adaptive devices
- Dexterity to position equipment 6 feet above the ground
- Physical strength to lift 30-35 pounds shoulder height and push and pull at least 100 pounds
- Stand or walk for prolonged periods of time as required in the clinical setting
- Physically bend, crouch, or stoop for long periods of time in the clinical setting
- Safely maneuver in the clinical setting (for example, within small spaces)

Cognitive

- Comprehend and execute verbal and written communications in English
- Measure, calculate, reason, analyze, and synthesize to solve problems
- Recall, understand, and apply basic scientific principles and methods

Behavioral/Social

- Adapt and function effectively in stressful, changing, and uncertain environments
- Provide physical and emotional support to the patient during procedures and be able to respond quickly to situations requiring basic life support and emergency care of the patient in the absence of, or until the physician arrives.
- Tolerate and function effectively under stress, time constraints, and distracting conditions for prolonged periods
- Demonstrate integrity, responsibility, tolerance, and respect
- Adapt to changing environments and display flexibility in the practice setting

Accommodation

VCU is committed to ensuring accessibility and equal access to its academic programs and provides reasonable accommodation to students with disabilities, as set forth in the university's policy on Accessibility and

Reasonable Accommodation. A student seeking accommodation related to technical standards must contact the VCU Division for Academic Success: https://das.vcu.edu/

Honor Code, ADA, and Calendar

Honor Code and Student Conduct

Students are responsible for being familiar with and adhering to the VCU Honor Code and student conduct policy as outlined at http://www.students.vcu.edu/policies.html.

ADA Policy

Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990 require VCU to provide academic adjustments or accommodations for students with documented disabilities. Students seeking academic adjustments or accommodations must self-identify with the Coordinator of Services for Students with Disabilities on the appropriate campus. After meeting with the coordinator, students are encouraged to meet with instructors to discuss their needs and, if applicable, any laboratory safety concerns related to their disabilities.

Please refer to the VCU policy regarding Non-discrimination based on Disability as outlined at https://vcu.public.doctract.com/doctract/documentportal/08DA32A63EDBBCF97D763F03A8321CE2.

Academic Calendar

The Department of Radiation Sciences abides by the VCU academic calendar for the MCV campus (see http:www.vcu.edu/academiccalendars/

Advanced Practice Program in Radiography

The Radiography program offers advanced practice opportunities for eligible seniors. This is an opportunity for seniors to explore advanced modalities and expand their skill base to earn American Registry of Radiologic Technologists (ARRT) post-primary certification.

Current advanced practice encompasses didactic and clinical courses in cardiac interventional, computed tomography, magnetic resonance, mammography, and vascular-interventional radiology. The following CLRS didactic classes are required in addition to clinical courses/rotations:

- Cardiac interventional: 206, 403, 420, 421
- Computed tomography: 206, 403, 408, 410
- Magnetic resonance: 206, 403, 406, 492
- Mammography: 405
- Vascular-intervention radiology: 206, 403, 420, 421

These classroom and clinical experiences are approved by the ARRT as meeting their structured education and clinical experience requirements for post-primary certification. However, the completion of ARRT requirements for advanced practice modalities, registry eligibility, and/or employment is not guaranteed. Advanced practice placement is not guaranteed, and each student will be considered for placement individually.
Policies and procedures regarding radiography advanced practice are listed in the *Clinical Handbook*.

Resources:

· ARRT post-primary exams: https://www.arrt.org/pages/earn-arrt-credentials/initial-requirements/postprimary-requirement
· VCU's CLRS courses: http://bulletin.vcu.edu/azcourses/clrs/

Clinical Sites

The following clinical sites are used by one or more programs in the Department of Radiation Sciences; once at the site, the student will need to locate the appropriate department/area. Addresses are provided below.

Parking restrictions make it easier for patients and volunteers to park closer to the facility. Parking restrictions must be observed.

Bon Secours Cancer Institute at Reynolds
6605 West Broad St.
Suite G201
Henrico, VA 23230

Bon Secours – St. Francis
13710 St. Francis Boulevard
Midlothian, VA 23114

Bon Secours – St. Mary's
5801 Bremo Road
Richmond, VA 23226

Bons Secours – Memorial Regional Medical Center
8260 Atlee Rd
Mechanicsville, VA 23116

Bon Secours Short Pump Emergency Center
12320 W Broad St.
Henrico, VA 23233

Bon Secours--Southside Medical
210 Medical Park Blvd
Petersburg, VA 23805
Nuclear Medicine: 200 Medical Park Boulevard
Petersburg, VA 23805

Bon Secours Westchester Emergency Center
601 Watkins Centre Pkwy,
Midlothian, VA 23113

Chesapeake Regional Medical Center
744 Battlefield Blvd N
Chesapeake, VA 23320

Chippenham Hospital
7101 Jahnke Road
Richmond, Virginia 23225

Greengate (OB)
3400 Haydenpark Ln
Henrico 23233 (3rd floor)

Hampton University Proton Therapy Institute
40 Enterprise Parkway
Hampton, VA 23666

HCA Outpatient Services – Chesterfield Imaging Center
13636 Hull Street Road
Midlothian, VA 23112

HCA Outpatient Services – Independence Park Imaging Center
4200 Greybull Dr.
Richmond, VA 23233

Henrico Doctors – Forest Campus
1602 Skipwith Road
Richmond, VA 23229

Henrico Doctors – Parham Campus
7700 East Parham Road
Richmond, VA 23294

INOVA Alexandria
4320 Seminary Road
Alexandria, VA

INOVA Fairfax
8081 Innovation Park Drive
Fairfax, VA 22031

INOVA Fair Oaks (Radiation Oncology Dept)
3580 Joseph Siewick Drive
Fairfax, VA 22033

INOVA Lorton (OB)
9321 Sanger St Suite 102, Lorton, VA 22079

INOVA Loudoun (Radiation Oncology Dept)
44035 Riverside Pkway #100
Leesburg, VA

INOVA Potomac (Radiation Oncology Dept)
2280 Opitz Boulevard
Woodbridge, VA

James River Cardiology
445 Charles H Dimmock Parkway, Suite 100
Colonial Heights, VA 23834

James River Cardiology-Ashlake/Chesterfield
7300 Ashlake Parkway, Suite 100
Chesterfield, VA 23832

Johnston-Willis Hospital
1401 Johnston-Willis Drive
Richmond, Virginia 23235

Johnston-Willis Commonwealth Perinatal Services
1051 Johnston Willis Dr, Suite 110, North Chesterfield, VA 23235

Mary Washington Hospital
1001 Sam Perry Blvd.
Fredericksburg, VA 22401

Mary Washington MFM
1300 Hospital Dr #200, Fredericksburg, VA 22401

Massey Cancer Center (VCUHS)
1001 E Leigh St
Richmond, VA 23298

Massey Cancer Center at Hanover Medical Park
8222 Meadowbridge Road
Mechanicsville, Virginia 23116

Middle Peninsula Cancer Center (Gloucester)
7544 Medical Drive
Gloucester, VA 23061

MCV Hospital
1200 E. Marshall Street
Richmond, VA 23298

OrthoVirginia- Ortho on Call
Westbury- 8901 D Three Chopt Rd, Richmond, VA 23229
Hanover - 9369 Atlee Road Unit #3107, Mechanicsville, VA 23116
Short Pump- 12216 West Broad Street 4B-5, Henrico, VA 23233
MRI at Henrico Parham- 7650 East Parham Road, Richmond, VA 23294

Patient First – Parham
2205 N. Parham Road
Richmond, VA 23229

Richmond Veterans Administration Medical Center (VAMC)
1201 Broad Rock Boulevard
Richmond, Virginia 23249

Riverside-Williamsburg Cancer Center
3901 Treyburn Drive
Williamsburg, VA 23185

Riverside Regional Medical Center
500 J. Clyde Morris Blvd.
Newport News, VA 23601

Riverside Walter Reed Hospital
7547 Medical Dr
Gloucester, VA 23061

Sentara Hampton Careplex
3000 Coliseum Drive, Suite 104
Hampton, VA 23666

Sentara Martha Jefferson Hospital
500 Martha Jefferson Dr,
Charlottesville, VA 22901

Sentara Martha Jefferson Outpatient Care Center at Proffit Road
3263 Proffit Road
Charlottesville, VA 22911

Sentara Princess Anne
1950 Glenn Mitchell Drive, Suite 102
Virginia Beach, VA 23456

Sibley Memorial Hospital
5255 Loughboro Rd NW
Washington, DC 20016

Spotsylvania Regional Medical Center
4600 Spotsylvania Parkway
Fredericksburg VA 22408

Spotsylvania Commonwealth Perinatal Services
4604 Spotsylvania County Pkwy, Suite 303, Fredericksburg, VA 22408

TriCities Hospital
411 West Randolph Road
Hopewell, VA 23860

UVA Health System
1240 Lee Street
Charlottesville, VA 22903

VCU Health Tappahannock Hospital
618 Hospital Road
Tappahannock, VA 22560

VCU Short Pump Pavilion (NOW Center)
11958 West Broad Street
Henrico, VA 23233

VCU AOP
1001 E Leigh Street
Richmond, VA 23219

VCU Children's Hospital of Richmond (CHoR)
1000 E Broad Street
Richmond, VA 23219

VCU Colonial Orthopedics:
325 Charles H Dimmock Pkwy STE 100
Colonial Heights, VA 23834

VCU Stony Point
9000 Stony Point Parkway
Richmond, VA 23235

VCU Stony Point(OB)
9105 Stony Point Dr, Richmond, VA 23235

VCU Sports

1300 West Broad Street
Richmond, VA 23298

VCU Community Health: South Hill, VA-Radiation Therapy Only
FYI: This is an outpatient center, and not located at the main hospital.
750 Lombardy St.
South Hill, VA 23970

VCU Community Health: South Hill, VA-All other modalities
1755 N. Mecklenburg Avenue
South Hill, VA 23970

Virginia Cardiovascular Specialists
6120 Harbourside Centre Lp
Midlothian, VA 23112

Virginia Heart
2901 Telestar Ct
Falls Church, VA 22042