




Title: Corrective Action Policy	
Written by: Curriculum Committee	
Date Initiated: 4/2007	Date Revised: 4/2010; 4/2014; 4/2016
Approved by:  _____ Chancellor	Governing Board Approval: _____ Date
_____ Date	_____ Date

PURPOSE

Quality health care education requires recognition of and adherence to established policies, procedures, regulations, practices and high standards of performance. Trinity College retains the authority to withdraw from class, clinical experience or observation area any students whose conduct may have a detrimental effect on themselves, the College, employees, patients, visitors, clients, or other students.

POLICY AND PROCEDURE

College administration, faculty, or staff may initiate corrective action when a student’s behavior or disregard for College policies and procedures warrants such action. Violations determined to threaten or cause imminent danger or harm, or are of such a serious nature that immediate action is required, may result in a student’s withdrawal from their course of study and/or dismissal from the College. In situations where unacceptable behavior can be effectively addressed through a corrective action plan, the following procedure will prevail:

- Verbal discussion and assessment of the situation and behavior (with written documentation on the corrective action form in a confidential file in possession of the Dean of Nursing and Health Sciences)
- Written corrective plan of action
- Assessment of improvement
- Verbal and written notification of warning
- Withdrawal from course of study
- Dismissal from the College.

The corrective action will depend upon the scope, seriousness, and/or repetitiveness of the violation. The number and sequence of corrective steps required may vary according to the seriousness of the offense.