Joseph F. Sullivan Student Center Cell Phone Policy

I. Purpose:
To provide a procedure regarding the use of cell phones by students and the consequences of noncompliance with the procedure to ensure that the use of cell phones does not interfere with patient care in the Center.

II. Policy:
Student interns are permitted to use cell phones only during certain times. The use of cell phones should not interfere with patient care. No cell phones are permitted in the clinic.

III. Procedures:

A. Students are permitted to use cell phones only during the following times:
   a. Before defined internship hours.
   b. During a lunch break.
   c. After defined internship hours.
   d. An emergency situation with the permission of a supervisor.

B. Prohibited use of cell phones:
   a. The use of cell phones at any other time than those specified in Section III A.
   b. The sharing or postings of images taken or stored on cell phones during clinic hours or on clinic property without explicit information of a direct supervisor.
   c. The visible display of cell phones during regular clinic hours.
   d. The possession of cell phones that are not completely turned off during regular clinic hours.

C. Consequences for misuse of cell phones will follow the same procedure as other violations. First offenses will result in a verbal warning with documentation in the student file; second offenses will require written reprimand and signatures by both student and supervisor; third offenses will result in termination.
   a. If a student shares images taken in the clinic with a cell phone on the internet, this will fall under the “severe clause” of the violation policy and will result in immediate termination, regardless of prior offenses.

Print Name: ________________________________
Signature: ________________________________
Date: ________________________________

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