SUBJECT: Pre-licensure Nursing Student Clinical Absence and Tardiness

PURPOSE: To provide a uniform method by which to address clinical absences and tardiness by pre-licensure nursing students

EFFECTIVE FOR: Undergraduate nursing faculty and students

POLICY/PROCEDURE:

1. Tardiness is defined as arriving any time beyond the expected designated clinical start time.
   a. First occurrence of tardiness will result in the development of a clinical contract using a standardized form.
   b. Second occurrence of tardiness will be counted as a clinical absence. The student will be asked to leave the clinical unit. The student will be required to make up the clinical hours that were missed.
   c. Third occurrence of tardiness will result in clinical failure.

2. Absence is defined as any missed day of clinical.
   a. First occurrence of a clinical absence will result in the student being required to make up the clinical hours that were missed.
   b. Second occurrence of a clinical absence will result clinical failure.
   c. Exceptions will be considered by the Undergraduate APG committee on a case by case basis.