POLICY NAME	ATTENDANCE POLICY						
RESPONSIBILITY For Development/Review	University Admin	Dept. Chair Program Director	Academic Director	Clinical Director	Faculty	Medical Director	Administrative Secretary
APPROVED BY:	Faculty						
DATE CREATED:	5/17/2013						
DATE REVISED:	2/14/2024						
REVIEWED: Annually	2/14/2024						
SUPPORTIVE DOCUMENTS:	DPAS Student and Policy Handbooks DPAS Preceptor Handbook						
OCCURANCE	Daily Weekly Monthly Quarterly Yearly As Needed						
PURPOSE	To define and publish expectations of didactic and clinical attendance policy						

POLICY:

DIDACTIC:

The DPAS curriculum is rigorous, therefore classroom attendance and participation ...

	CLINICAL
	Students are expected to be on time and plan their schedules in accordance with rotations. In the event of an emergency illness that results in a missed rotation day, students are required to notify the Preceptor and Clinical Director as soon as possible. The first communication can be voicemail or email, but must be followed with direct personal communication within 24 hours.
	Extended absences due to illness or injury must be excused by a health care provider. Extended absences are defined as two or more days. Missed time must be remediated and extended absence may require repeating the rotation. Personal emergencies will be dealt with by the Clinical Director and as needed the Department Chair/Program Director.
	Students who have an unexcused absence while on a rotation will have grade consequences resulting in a dropped letter grade for the final grade. Repetitive unexcused absences and tardiness is unprofessional behavior and grounds for disciplinary action, failure of the rotation and/or dismissal from the program.
	Requests for an excused absence while on a rotation are required to be submitted in writing to the Clinical Director at least two weeks in advance for consideration.
	Recall day attendance is mandatory. An unexcused absence will result in failure of the rotation.
OTHER NOTES:	