UTAH VALLEY UNIVERSITY
Policies and Procedures

POLICY TITLE	Establishment and Governance of Healthcare and Counseling Clinical Programs	**Policy Number**	612
Section	Academics	**Approval Date**	April 29, 2021
Subsection	Instruction and Curriculum	**Effective Date**	April 29, 2021
Responsible Office	Office of the Provost/Academic Affairs	**Date of Last Review**	July 2024

1.0 PURPOSE

1.1 This policy sets forth the procedures to establish, administer, and govern healthcare and counseling clinical programs. It also addresses the management of specific risks associated with clinical programs.

2.0 REFERENCES

2.1 UVU Policy 613 *Undergraduate Academic Standards*

2.2 UVU Policy 661 *Graduate Admissions and Continuation*

3.0 DEFINITIONS

3.1 Clinical program: An academic program that requires a healthcare or counseling clinical component. For the purposes of this policy, a clinical program encompasses both a didactic component and a clinical component. For graduate clinical programs, all courses in the program are considered a part of the didactic or clinical component of the program. For undergraduate clinical programs, courses taught by clinical faculty as well as labs, skills training, and simulations are considered part of the didactic or clinical component of the program.

3.2 Director of clinical program: Individual with overall responsibility for both the didactic and clinical components of a specific clinical program.

3.3 Director of clinical education: Individual responsible specifically for providing support and oversight of preceptors and students in the clinical component of a program. This individual might also be known as the field education director. In some clinical programs, the director of clinical program also fulfills this role.

3.4 Preceptor: An experienced, credentialed, and state-licensed clinical practitioner who supervises, trains, and mentors students in clinical settings.

3.5 UVU Director of Clinical Studies: Individual with overall university oversight and responsibility for all university healthcare and counseling clinical programs.

4.0 POLICY

4.1 This policy establishes the authority of university entities charged with the development and administration of clinical programs.

4.2 The Clinical Education Council (CEC) establishes common university clinical requirements. Clinical programs may establish additional requirements for their clinical programs' students and faculty based on specialized accreditation requirements and/or expectations of the profession or clinical site providers.

5.0 PROCEDURES

5.1 Clinical Education Council

5.1.1 The function of the Clinical Education Council (CEC) is to establish common university clinical requirements and to oversee and monitor all aspects of clinical education.

5.1.2 The UVU Director of Clinical Studies shall serve as chair of the Clinical Education Council.

5.1.3 The Provost's designee shall serve as an ex officio member of the Clinical Education Council

5.1.4 Each clinical program shall have its director of clinical program serve as a voting member of the Clinical Education Council.

5.1.5 The Clinical Education Council shall include one clinical student representative, who shall be appointed by the UVU Director of Clinical Studies.

5.2 Oversight Function of the Clinical Education Council (CEC) Monitoring of Clinical Education

5.2.1 The CEC shall perform the following functions:

5.2.1.2 Review clinical programs as part of the University's program review process (a subcommittee of the CEC, including a representative of the reviewed program, may perform the review);

5.2.1.3 Review clinical program accreditation reports, clinical program accrediting body findings, and clinical program responses to the accrediting body findings (a subcommittee of the CEC, including a representative of the reviewed program, may perform the review);

5.2.1.4 Recommend university policies related to clinical programs;

5.2.1.5 Approve guidelines for clinical programs;

5.2.1.6 Mentor faculty and departments developing new clinical programs;

5.2.1.7 Establish committees, as needed, to further clinical education;

5.2.1.8 Complete special assignments as directed by the UVU Director of Clinical Studies;

5.2.1.9 Review and approve the University's clinical education faculty handbook;

5.2.1.10 Review and approve the University's clinical preceptor handbook;

5.2.1.11 Review and approve the University's clinical education student handbook; and

5.2.1.12 Review and provide feedback on individual clinical program student handbooks.

5.2.2 The CEC and UVU Director of Clinical Studies, in consultation with the Office of General Counsel, shall approve clinical program guidelines. The UVU Director of Clinical Studies shall share these guidelines with clinical program directors and shall publish the guidelines on the appropriate university website.

5.2.3 To the extent that the CEC guidelines conflict with clinical program accreditation standards, external clinical site or their governing body regulations or guidelines, or with federal or state laws or regulations governing the clinical program, the accreditation standards, laws, or regulations may take precedence over CEC guidelines.

5.3 Clinical Education Coordination Committee

5.3.1 The Clinical Education Coordination Committee shall review and make recommendations for improving relationships with clinical sites and improving a student's experience during the clinical component of a student's education.

5.3.2 The Clinical Education Coordination Committee consists of the directors of clinical education from all clinical programs.

5.3.3 The UVU Director of Clinical Studies shall serve as the chair of the Clinical Education Coordination Committee.

5.4 Preceptors

5.4.1 Preceptors must be credentialed and state licensed to practice their specialization.

5.4.2 In certain clinical programs, full-time clinical program faculty may also serve as preceptors.

POLICY HISTORY		
April 29, 2021	New policy approved.	UVU Board of Trustees
July 21, 2025	Non-substantive change made to update Policy 510 to 661 and 521 to 613	UVU Policy Office