

**ARMSTRONG COUNTY MEMORIAL HOSPITAL
SCHOOL OF RADIOLOGIC TECHNOLOGY
POLICY AND PROCEDURE MANUAL**

Policy Title: Student Services and Resources	Policy Number: 72 Page 1 of 2
Original Date: 11/16	Revision Date: 10/17, 2/18
Last Review Date: 6/18	

ACMH School of Radiologic Technology provides access to student services and resources that will support and assist in achieving student learning outcomes. These services and resources are of the utmost importance and the program promotes student achievement by providing various student services and resources.

Lockers

Lockers are provided for the students. These lockers are located within restroom facilities in the basement of the hospital. These lockers are in close proximity to the student's home timekeeper terminal and the radiology classroom. It is suggested that a lock be used on the locker.

Parking

As students of Armstrong County Memorial Hospital, the students are to park in a designated employee parking area, Parking Lot # 9. This lot gives the students easy access to their locker room and classroom. The students will be issued parking tags to hang in the rearview mirror of their vehicle, which indicates they are considered as an employee for parking purposes.

Computer Lab

The hospital's computer lab is available to the students for educational purposes. When the computer lab is not scheduled for a class or hospital instruction, the students are permitted to utilize the computers in the lab. Initial use of the computers in the lab is made through request to the program officials. This is for the establishment of log ins and passwords.

Grounds

There are multiple seating areas and picnic tables located outside of the hospital, but on the hospital grounds, that are available to the students. These areas can be utilized for studying before and after classes and lunch and supper breaks.

Chapel / Meditation Room

The hospital chapel is located on the third floor of the hospital and is open 24 hours per day. This chapel may be utilized for quiet reflection.

Employee Health Services

The Armstrong County Memorial Hospital employee health nurse is a certified occupational health nurse. This nurse is responsible for the health and safety of the students. The employee health nurse of ACMH will administer the immunizations to the

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students who are found to be non immune through screenings prior to the onset of education. These are provided free of charge to the students along with the annual influenza vaccination. The employee health nurse will also provide the annual fitting of the N95 mask.

If an injury occurs in the hospital during educational hours, the student will be referred to the employee health department. The nurse will then decide if the student should seek further treatment in the emergency department.

Personal Counseling Services

If a student presents with a personal concern, which they are requesting counseling and/or guidance, the program officials are available to the student. Through the program official's open door policy, the students should feel free to approach and discuss any concern with program officials. The confidential sessions may be for any reason (the program, didactic instruction, clinical assignments, or involving personal life issues).

If the student does not wish to meet with program officials, the student may contact the ACMH employee health nurse, who is certified in occupational health, for counseling and possible guidance to agencies or support services for assistance with this matter. The hospital extension for the employee health nurse is 8715. The content of the discussions will be confidential.

ACMH Rehab Gym

All students may have access to the equipment in the ACMH Rehab gym for their personal use beyond clinical and didactic assignments. If the student would like to utilize this opportunity, the student will notify the Educational or Clinical Coordinator of the program. This individual will take the student to the appropriate personnel in the Rehab department to sign them up and schedule them for orientation of the equipment. The cost of the use of the gym is \$5 per month and can be paid at the rehab check-in desk.

ACMH Cafeteria and Snack Bar

The students may purchase their meals and snacks at either of these locations. The student will benefit from the ACMH employee discount in the ACMH cafeteria. It is important to show the ACMH identification badge to confirm student status to the cashier. The student may utilize the cafeteria or vending areas.