



Surgical Technology Program Disruptive Behavior Policy

Subject: Disruptive Behavior in the Class, Lab or Clinical setting

Definition: Disruptive behavior or misconduct is defined as physical or verbal behavior, including, but not limited to, actions, covert or overt, language and/or gestures that disrupt the learning experience, or indicate disrespect to fellow students, staff, and patients. Disruptive behavior will not be tolerated in the class, clinical or lab setting of the Surgical Technology Program.

Purpose: This policy is designed to emphasize the need for all individuals to treat others with respect, courtesy, and dignity and to protect all persons within the class, clinical or lab setting from behavior that does not meet that standard.

Level: Interdependent

Supportive Data: Common courtesy and respect for others is necessary in a professional or educational environment. Disruptive behavior should be documented, addressed, and resolved as soon as possible. Instructors, professional staff, facility employees, and students should report behavior that disrupts the smooth operation of the class, lab, or clinical setting and jeopardizes the educational process and/or patient care. The actions/behavior should be documented and a report of the incident should be given to the Program Director, instructor or preceptor for follow up action, if necessary.

ISSUE: Documentation of disruptive behavior

INTERVENTION: 1. Document

- a. date, place and time of questionable behavior
 - b. name of person/persons involved and how their presence affected the situation
 - c. circumstances precipitating the behavior/incident
 - d. description of questionable behavior
 - e. consequences, if any, of questionable behavior
 - f. action taken, including date, time, place, action and names of those intervening
2. Submit report to Program Director, instructor and/or other appropriate person in charge at the particular location where the incident occurred.

NOTES: Documentation is critical because it distinguishes between a single incident and a pattern of behavior. Use factual, objective language to describe the behavior as much as possible, specifically as it relates to the educational/professional situation.

ISSUE: Meeting with person/persons involved

- INTERVENTION:**
1. Program Director, Instructor or other appropriate person will meet with the perpetrator and/or instigator of the misconduct.
 - a. Emphasize how the behavior was inappropriate and/or disruptive
 - b. give individual a copy of the written policy and verbal warning
 2. If repetitive disruptive behavior/ misconduct continues to be a problem, a formal written report will be made to the appropriate school official and the official school policies will be followed.
 - a. initial approach should be non confrontational and is intended to help the individual recognize inappropriate behavior
 - b. emphasize that more formal action can be initiated

NOTES: It is not necessary to await several incidents before making a determination to meet with the individual/individuals involved. Smooth operation of class, lab or clinical settings and protection of others are of paramount concern. Based on the misconduct at issue, the steps may be truncated.

ISSUE: **Consequences of disruptive/inappropriate behavior.**

INTERVENTION: Depending on the type, nature and severity of the behavior involved, the person/persons involved will be reprimanded or dismissed from the class, lab or clinical setting.

NOTES: The severity of the situation and the determination of the outcome will be the responsibility of the Program Director. The Program Director will follow the policies of Edgecombe Community College.