

**Nova Southeastern University
College of Osteopathic Medicine**

Policy:	Late Arrival to Rotation Site/Early Departure from a Clinical Rotation
COM Program/Degree:	Osteopathic Medicine Program/D.O.
Effective Date Issued:	July 12, 2022
Student Handbook Issue:	2021 - 2022 Academic Year

*The **Late Arrival to Rotation Site/Early Departure from a Clinical Rotation** policy has changed. The original policy, which can be found on page 145 of the 2021-2022 Student Handbook, is replaced with the following:*

b. Late arrival to Rotation Site

In the event a student expects to be unavoidably late to begin the rotation on the scheduled date at an assigned site, the student must seek written advance approval by email at clinicaleducation@nova.edu from the KPCOM Office of Clinical Education. In the event of an emergency, the student should call the dean's office at 954-262-1772. Failure to do so may result in unexcused absences.

In the event a student expects to be unavoidably late to any day of a scheduled rotation at the assigned site, the student must seek written advanced approval by email at clinicaleducation@nova.edu from the KPCOM Office of Clinical Education. Late arrivals, whether approved or unapproved, resulting in an arrival time later than 30 minutes after the start of the scheduled rotation, may be counted as absences in calculating the total allowable absences per rotation. However, any late arrivals, even arrivals less than 30 minutes after the start of any day of a scheduled rotation, can be deemed unprofessional and may be referred to the Student Progress Committee for further review.

c. Early Departure from a Clinical Rotation

A student may not leave his or her designated rotation before the scheduled end of the rotation without written advance approval by email at clinicaleducation@nova.edu from the KPCOM Office of Clinical Education.

A student may not leave his or her designated rotation on any day before the scheduled end of the day without the permission of the Director of Clinical Education and preceptor (not a resident). In the event

of an emergency, the student should call the dean's office at 954-262-1772. Early departure, whether approved or unapproved, resulting in a departure time earlier than 30 minutes before the scheduled end of the rotation, may be counted as absences in calculating the total allowable absences per rotation. However, any early departures, even departures less than 30 minutes before the scheduled end of the rotation, can be deemed unprofessional and may be referred to the Student Progress Committee for further review.