

## **POLICY AND PROCEDURE FOR ASSIGNMENT OF CLINICAL EXPERIENCE**

### **Policy Statement:**

The Surgical Technology Apprenticeship Program is designed to integrate on-the-job learning with academic instruction, providing apprentices with consistent, high-quality clinical experience. Clinical assignments are structured to ensure that all apprentices meet the required case and specialty exposure in alignment with accreditation standards and program competencies.

### **Procedure:**

- Apprentices will complete the majority of their clinical experience at their **original sponsoring employer site**, where they are employed as part of the apprenticeship model. This allows for continuity of instruction, real-time skills development, and consistent feedback from designated preceptors.
- To ensure comprehensive exposure to a full range of surgical specialties, apprentices **may be assigned to rotate** to other participating hospitals or clinical sites within the **program's sponsoring partnership network**. These rotations will focus on specific specialties or procedures that may not be available at the apprentice's primary site (e.g., open heart, pediatric, or trauma cases).
- **Rotations will be arranged on an as-needed basis**, determined through ongoing evaluation of each apprentice's clinical experience progress, case log review, and specialty exposure. The Program Director will coordinate with site preceptors and clinical education partners to facilitate these assignments, ensuring all scheduling, onboarding, and orientation requirements are met.
- All clinical assignments, including rotations, will be communicated in advance. Apprentices are expected to follow the policies and procedures of both their primary and any rotation sites, maintaining professional conduct and confidentiality at all times.

This structured, flexible clinical assignment model supports individualized learning while ensuring all program and accreditation standards are achieved.