

Southern Connecticut State University  
Department of Communication Disorders

Departmental Student Remediation Panel  
Clinical Remediation Referral Protocol  
Revised October 5, 2017

Students who continue to present at risk for failing, despite having received initial remedial support in academic courses or clinical practica, will be referred by the course or clinical instructor to the Departmental Student Remediation Panel (SRP). The Student Remediation Panel will be comprised of the Graduate Program Director, the referring faculty or clinical instructor, an additional faculty or clinical instructor, and the Clinic Director. The purpose of the SRP is to provide support to academic faculty, clinical instructors, and students in: (1) early identification of failing academic or clinical performance; (2) development of remediation plans to foster student success, (3) determining program continuance or termination. The SRP provides support for the student in the form of a plan designed to aid the student in the successful completion of academic coursework and/or clinical activities. Remediation options may include, but are not limited to: modifying the student's academic planned program; adjusting the student's clinical assignments; modifying activities of clinical instruction; recommending assistance through the university's writing center; and/or suggesting counseling through the University counseling services.

**Referrals to the Department Student Remediation Panel:**

Academic faculty and clinical staff may refer a student who is struggling with academic coursework or clinical practicum to the SRP for review at any time. A student must be referred to the SRP for review under the following conditions.

1. Mid-term referral of students experiencing difficulty in academic courses  
At mid-term each semester, the Chair of the Department (who is also chair of the ASC) requests to be informed by faculty of any students who are experiencing difficulty in academic courses or a clinical practicum. A student who is demonstrating a substantial pattern of difficulty will be referred to the Student Remediation Panel.

2. Referral of students experiencing difficulty in clinical practicum  
Students who receive or are in danger of receiving a grade below B minus in a clinical practicum, or about whom faculty or clinical instructor(s) have expressed substantial concerns that have not been resolved through initial remediation, are referred to the SRP.

**Procedures for Referring a Student with Poor Clinical Performance:**

The initial report of a student demonstrating poor clinical performance will be completed by the Clinical Instructor who first notices the problem. Ideally, the initial identification of students who are at-risk for failing practicum will occur before midterms in the CMD

560 practicum. This does not prohibit identification later or in a different practicum. “Failing a practicum” is defined as a letter grade of C+ or below in one’s major or minor area of study. A failing grade in a practicum will constitute an automatic referral by the Clinical Instructor to the Departmental Student Remediation Panel. To initiate the referral process, the Clinical Instructor will complete the following steps:

- Complete the *Clinical Remediation Referral* (see attached) for the purpose of meeting the student and informing the student of the Clinical Instructor’s concerns, actions, and referral to the Clinical Support Panel.
- The student will be given a copy of the Clinical Instructor’s critique, and the student will sign the *Clinical Remediation Referral* notice that will be sent to the panel prior to the SRP’s scheduled meeting.

The Departmental Student Remediation Panel will convene as needed, and will be comprised of:

- Clinic Director (constant)  
Chairperson; call meetings, maintain records, facilitate meetings, write summary report of the panel.
- Graduate Advisor (constant)
- Faculty Clinical Instructor (constant)  
Provides input solely on clinical issues.
- Staff Clinical Instructor (optional), to be invited by referring Clinical Instructor, if so desired.
- Referring Clinical Instructor
- Audiology Faculty (as needed).

At the Panel’s meeting, the Panel will review all referrals by:

- Meeting with referring Clinical Instructor.
- Listen to the Clinical Instructor’s oral summary of concern, actions taken to resolve concerns, and results of said actions.
- Review Clinical Instructor’s referral question (request) and suggestions

The Panel will discuss concerns and questions and clarify issues as needed.

The Panel will develop a Remediation Plan (RP) designed to assist the referred student in strengthening performance in areas of concern through directed self-study, adjustments to clinical assignments, and adjustments to clinical supervision. All modifications and adjustments will not exceed the typical amount of programmatic resources available to a student enrolled in clinical practicum.

The Panel chairperson will place the original copy of the Clinical Remediation Referral and the Summary Report containing the RP in the student’s confidential departmental file. The Panel Chairperson will give two copies of the Panel’s Summary Report and RP to the referring Clinical Instructor, who will meet with the student, review the Panel’s

Summary Report and recommendations, and discuss strategies for implementing the plan. The student will be given a copy of the panel's written summary.

**Follow-up Review:**

Before the end of the term, the Panel Chair should present the names and profiles of students with student remediation plans to the faculty during a scheduled faculty meeting.

The referring clinical Clinical Instructor(s) will report back to the SRP Chair by the end of the term in which a referral was made regarding the student's progress in completing all components of the RP and in remediating concerns that prompted the referral. The student will receive a final grade for the practicum, based on the grading protocol for that practicum course. If the student receives a grade of B- or better, s/he will pass the practicum and the RP will be concluded.

If the student receives a failing final practicum grade of C+ or below, s/he will have the option of repeating the same practicum in a subsequent semester. The student's RP will continue to be in effect, and the student's progress will be reviewed by the panel at the next midterm to determine student's progress and to determine the possible options for future management. Continuation or modification of the RP or recommendation for dismissal from the program will be made based upon the input of the faculty and staff, after reviewing the suggested options presented by the SRP. If a student receives two failing grades in any combination of clinical practica, they will be terminated from the program.

The above format is available for use by both on-campus clinical instructors and off-campus practicum coordinators. If an off-campus Clinical Instructor (non-SCSU) notices a problem, s/he will report it to the SCSU coordinator who will then implement the CCD-CMD protocol described above.