

WSU RESPIRATORY THERAPY DEPARTMENT
OBTAINING CLINICAL FACULTY STATUS

Clinical preceptors of Respiratory Therapy students

This document contains information on how to obtain clinical faculty status and participate in the WSU tuition waiver program.

HOW MANY HOURS ARE REQUIRED?

There are 40 hours of volunteered time required to obtain clinical faculty status. This can be achieved in the following ways:

1. Keep a log of hours spent **mentoring students in the clinical site** and have these hours signed off by your immediate supervisor. Any WSU Respiratory Therapy student in any clinical rotation will count toward these hours.
2. Keep a log of hours spent in a **lab setting assisting the instructor** with educating students, observing their skills and passing them off when they become proficient. If you choose this option, an agreement must be made with the Respiratory Therapy Department specifying the dates and times you agree to assist in the lab. The instructor will depend on you to attend, therefore deviation from the scheduled dates you select will not be allowed. One sick call (in advance) is acceptable but further cancellations will result in voiding the agreement and no tuition waiver will be issued.
3. Other ways of accruing these hours must be approved by the Director of Clinical Education before they will be counted toward achieving clinical faculty status and tuition waivers. These will be considered on an individual basis.

WHEN CAN I USE THE TUITION WAIVER?

You must submit a log of your hours spent with students in either clinical or lab (or a combination of the two) with the proper signatures and a minimum of 40 hours before you can be considered to receive a tuition waiver. In most cases, these hours will need to be completed the semester prior to when you want to use the waiver. For example: If you want to attend Fall Semester '06 and use a tuition waiver, you must complete 40 hours and submit your time log during the previous semester which would be summer semester '06.

HOW LONG IS THE WAIVER GOOD FOR?

Once you have met the requirements to receive a tuition waiver, you may use it for the following semester. For example: If you earn the tuition waiver during the summer of '06, you can use your waiver in the fall of '06. **Exception:** If you earn the tuition waiver during a spring semester, you will have the option of using your waiver for either the following summer or fall semester. After which time the waiver becomes invalid and the clinical/lab hours must be repeated to earn another waiver.

HOW MANY HOURS CAN I EARN?

Only 6 semester hours can be earned at a time and only one tuition waiver can be used per semester. The tuition waiver cannot be split between two semesters. For example: You cannot use 3 hours one semester and 3 hours the next semester. You can begin earning your next tuition waiver during the semester in which you are currently using a previously earned tuition waiver.

HOW DO I APPLY FOR A WAIVER?

You must have a current Curriculum Vitae on file with the Respiratory Therapy Department and turn in the above log of preceptor hours. Please note that processing the waiver request takes approx. 2 weeks before it will be available for you to use toward your tuition balance.