



Administrative Procedure

Chapter 4 – Instructional Services

AP 4107.2 – HEALTH OCCUPATIONS – DIRECTED CLINICAL PRACTICE

This procedure outlines the required program components for Directed Clinical Practice at the San Diego Community College District Colleges City College, Mesa College, Miramar College, and the San Diego College of Continuing Education. This information provides a framework for all new and existing programs incorporating directed clinical practice.

1. Licensing and Accreditation:
 - a. Programs incorporating directed clinical practice must meet all licensing and accreditation requirements for their specific health occupation program.
2. Clinical Affiliation Agreement and Student Placement:
 - a. As outlined in AP 5160.1, a clinical affiliation agreement must be in place with a clinical facility and approved by the Board of Trustees prior to student placement within a directed clinical practice site.
 - b. Students enrolled in directed clinical practice courses are not required to have personal liability insurance but may be encouraged to do so if it is a professional practice within the occupation.
- II. Program Handbook: College programs incorporating directed clinical practice must provide faculty and students with a program handbook.
 - a. The program handbook must contain at minimum the following elements:
 - i. Program eligibility and application procedure
 - ii. Program course requirements including attendance, grading, and required forms
 - iii. Clinical placement procedures
 - iv. Procedures and requirements for insurance, emergencies, and injury
 - v. Due process and accommodations
 - vi. Student expectations and professional behavior (including attire, etc.)
 - vii. Faculty roles and responsibilities
 - viii. Roles and responsibilities of the Dean, Site Coordinator of Clinical Education, Director of Clinical Education, Clinical Instructor, and Student

Reference: Education Code Section 8826.5

Approved by
the Chancellor: September 22, 2023

Supersedes: New Procedure