

Grievance / Due Process

West Virginia University Hospitals encourage and support a positive appeal process in the event a student feels a disciplinary, academic, clinical and/or policy decision was rendered unjustly or under capricious or arbitrary circumstances. Students who wish to appeal such decisions are to adhere to the following policy / guidelines:

Grievance / Appeal Process

Level I Administrative Director of Radiology

1. Students may initiate the appeal process by submitting, in writing, a request for appeal to their respective program director within 5 days after a decision has been rendered.
2. The program director will contact the Administrative director and will provide all relevant documentation necessary to review the appeal.
3. The Administrative Director will assemble an appeals committee and will arrange a conference with the student within 10 days after the receipt of the appeals request. The appeals committee should be composed of a minimum of 5 members to include, but not be limited to, program faculty, medical directors, managers, supervisors and/or technologists.
4. The Administrative Director will provide written documentation of the decision rendered by the appeals committee to the student within 3 days after the conference.

Level II Vice President of Clinical Operations / WVUH

1. In the event the student is not satisfied with the judgment rendered at Level I, student may appeal to Level II by submitting, in writing, to the Administrative Director, a request for a Level II appeal within 5 days after a Level I decision has been rendered.
2. The Administrative Director will contact the Vice President and will provide all relevant documentation necessary to review the appeal.
3. The Vice President will arrange a conference with the student within 20 days after the receipt of the appeal request.
4. The Vice President has the discretion to form an appeals committee or administer the appeal individually. However, as the final level of appeal, the Vice President cannot involve any individual directly associated with the program in the decision making process. This exclusion includes any program faculty, administrators, technologists and/or any other Radiology department personnel.
4. The Vice President will provide written documentation of the decision rendered to the student within 3 days after the conference.
5. In all cases, the decision rendered at Level II is final.

Reporting Routine Issues

The aforementioned appeals process is to be utilized for formal grievances of a substantial nature and not for minor complaints. For reporting routine issues, students should contact, in writing, a faculty member of their respective program. After consideration, a response will be issued directly to the individual or to the student body if applicable.

Non-Compliance Issues

The Imaging Science Education Programs sponsored by West Virginia University Hospitals are recognized by various accrediting agencies and are subject to rules and regulations as a condition of continued accreditation. In the event that a student has concerns or complaints regarding programmatic non-compliance, program officials encourage students to proactively report such issues; however, students should first seek resolution by following the internal grievance/ appeals process outlined above. Only in situations in which the internal process fails to produce a satisfactory resolution, should the student feel encouraged to contact the appropriate accrediting agencies listed below:

Radiography, Radiation Therapy, MRI

JRCERT
20 North Wacker Drive
Suite 2850
Chicago, IL 60606-2901
(312) 704-5300
www.jrcert.org

DMS & ECHO

CAAHEP
25400 US Hwy 19 N.
Suite 158
Clearwater, FL 33763
(727) 210-2350
www.caahep.org

Nuclear Medicine

JRCNMT
2000 W. Danforth Rd.
STE 130, #203
Edmund, OK 73003
(405) 285-0546
www.jrcnmt.org

Dietetic Internship

ACEND
120 South Riverside Plaza,
Suite 2190
Chicago, IL 60606
(312) 899-0040, X 5400
acend@eatright.org

State Authorization

WV Council for Community and Technical College Education
1018 Kanawha Boulevard, East - Suite 700 Charleston, WV 25301
Charleston, WV 25301 (304) 558-0265
Complaint link & information (<https://wvctcs.org/complaints/>)


Education Manager