Clinical Affiliate Information Packet

Thank you for your interest in becoming a Washburn University Medical Dosimetry Clinical Affiliate! Medical dosimetrists are essential members of the radiation oncology team, and our program offers students the opportunity to learn through a thoughtfully designed curriculum that combines the flexibility of online coursework with the depth of hands-on clinical training. Your willingness to share your time and provide support to medical dosimetry students is truly invaluable.

You will find the following information in this packet:

- → Medical Dosimetry program description and curriculum
- → Clinical site requirements
- → Clinical preceptor qualifications and responsibilities
- → Instructions for applying to become a Medical Dosimetry Clinical Affiliate
- → A list of the AAMD *minimum* required treatment planning competencies
- → A copy of the *Application for Clinical Affiliation*
- → A sample Affiliation Agreement

After you review the packet, if you have questions or would like more information, please feel free to contact me. I look forward to working with you!

Talk soon!

Mandy

Amanda Lisher, MS, CMD
Medical Dosimetry Program Director
amanda.lisher@washburn.edu
Office: 785-670-3103

About the Program

Washburn University's Medical Dosimetry program is a 44-credit hour, **online** Master of Science degree designed to be completed over 14 months (4 consecutive semesters). This intensive program combines rigorous academic coursework with hands-on clinical training to prepare students for a career in medical dosimetry. The program's application deadline is February 1 each year; applications for clinical affiliation are reviewed throughout the year as they are submitted.

The program begins in the summer semester with two foundational didactic courses that will prepare students to begin clinical practice. Starting in the fall semester, in addition to online coursework, students will spend approximately 32 hours each week in clinical training, gaining practical experience under the supervision and guidance of qualified radiation oncology professionals.

The Medical Dosimetry curriculum is fast-paced and academically demanding. Due to the intensity of both the coursework and clinical requirements, students are strongly discouraged from maintaining outside employment during the program. Full commitment to the program is essential to ensure academic success and professional readiness.

Program Mission

The Medical Dosimetry Program at Washburn University provides quality education and support to develop medical dosimetrists who are confident, competent, and compassionate radiation oncology professionals.

Program Outcomes

Program Effectiveness

Medical dosimetry faculty and program affiliates will:

1. Provide a comprehensive medical dosimetry curriculum that prepares graduates to pass the national certification exam
2. Ensure a supportive clinical experience that prepares graduates to serve the radiation oncology community as a practicing medical dosimetrist
3. Model a commitment to lifelong learning and service to the profession

Program Student Learning Outcomes

Medical dosimetry students will:

1. Demonstrate **clinical competence** and treatment planning abilities
2. Demonstrate professional written and verbal **communication skills**

3. Apply **critical thinking** to complex treatment plans and clinical situations
4. Demonstrate **professionalism** and a commitment to lifelong learning

Accreditation

Washburn University is accredited by the Higher Learning Commission; a Commission of the North Central Association of Colleges and Schools. The Medical Dosimetry program is currently an applicant program (seeking initial accreditation) with the:

Joint Review Committee on Education in Radiologic Technology (JRCERT)
20 North Wacker Drive, Suite 2850
Chicago, Illinois 60606-3182
(312) 704-5300
Email: mail@jrcert.org

Medical Dosimetry Program Admission Requirements

The Medical Dosimetry program is open to students who have completed a bachelor's degree in a health or science field. Experience in radiation therapy is highly preferred but not required. Other applicable courses of study include physics, biology, mathematics, computer science, and radiologic sciences. Applicants must have a minimum overall GPA of 3.0 (on a 4.0 scale).

Prerequisite Coursework:

- Human Biology (BI100 or equivalent)
- Human Anatomy & Physiology (BI250 & BI230 or equivalent), lab *not* required
- College Algebra (MA116 or equivalent) or higher
- Radiation Physics
- Medical Terminology (AL141 or equivalent)
- Introductory Writing (EN100 or equivalent)
- Communication (any course in verbal or public speaking)
- 8+ hours of documented on-site observation in Medical Dosimetry
    - It is recommended that the observation be completed at your first choice for a clinical site, if possible

Applicants who are actively working to meet the admission requirements may still be considered for admission. However, final acceptance is contingent upon fulfilling all requirements before the program begins.

Program Curriculum

The Medical Dosimetry program curriculum is designed for students who have a working understanding of radiation therapy, radiation physics, radiation safety, and basic patient care techniques. Students who do not have prior experience in these areas must contact the program director to discuss program readiness.

Master of Science in Medical Dosimetry 44 Credit Hours	
First Summer (June-July):	
AL630: Foundations of Radiation Oncology	3 cr
AL632: Cross-sectional Anatomy in Medical Dosimetry	3 cr
Semester total:	*6 cr*
Fall (August-December):	
AL634: Oncology Principles I	3 cr
AL636: Radiation Oncology Treatment Planning I	4 cr
AL638: Radiation Physics	3 cr
AL640: Ethics & Professionalism in Medical Dosimetry	2 cr
AL660: Medical Dosimetry Clinical I	4 cr
Semester total:	*16 cr*
Spring (January-May):	
AL644: Oncology Principles II	3 cr
AL646: Radiation Oncology Treatment Planning II	4 cr
AL648: Research Methodology in Medical Dosimetry	3 cr
AL650: Quality Improvement in Radiation Oncology	2 cr
AL665: Medical Dosimetry Clinical II	4 cr
Semester total:	*16 cr*
Second Summer (June-July):	
AL670: Medical Dosimetry Clinical III	3 cr
AL675: Medical Dosimetry Capstone	3 cr
Semester total:	*6 cr*

Clinical Site Information

Washburn Medical Dosimetry is a newly established and growing program. At this time**, it is the applicant's responsibility to identify and secure a clinical site** that meets the

program's accreditation and educational requirements and will agree to host them for the duration of their clinical training. We sincerely appreciate your interest in supporting medical dosimetry students and helping Washburn expand our network of affiliated clinical partners.

Establishing a clinical affiliation takes a considerable amount of time; it is important that the process is initiated as soon as possible. Medical Dosimetry program faculty are available to provide guidance, answer questions, and assist with verifying clinical site eligibility. Please contact the program director, Amanda Lisher, at 785-670-3103 or amanda.lisher@washburn.edu if you have questions.

Please note that **a clinical affiliation or informal agreement with a clinical site does not guarantee a student's admission to the program**. Admission decisions are made during the program application review process, and **clinical sites make the final determination each year regarding whether they will host a student**.

Clinical Site Requirements

Before students can begin the Medical Dosimetry program, Washburn must have confirmation of a suitable clinical site, and all necessary affiliation paperwork must be completed. Once it is determined that a clinical site meets the requirements, the Medical Dosimetry program faculty will coordinate the completion of affiliate contracts and other clinical paperwork.

To be a Medical Dosimetry affiliate, a clinical site must:

- ✓ Be accredited by a JRCERT-approved organization (a list of JRCERT-approved accreditors can be found at https://www.jrcert.org/wp-content/uploads/2024/05/Clinical-Setting-Accreditors-List.pdf)
- ✓ Provide a treatment planning workstation for student use
- ✓ Generate treatment plans for a wide variety of cancer sites
    - A list of the *minimum* required treatment planning competencies is included with the attachments at the end of this document; clinical sites must be able to educate and assess students' ability to plan these sites
- ✓ Offer opportunities for students to observe one or more advanced procedures (examples include stereotactic treatments, total body irradiation, brachytherapy, protons, etc.)
- ✓ Have a supervising CMD (clinical preceptor) **on-site** at least 16 hours per week
    - If the CMD is off-site, there must be a way for students to communicate and screen share (Zoom, Teams, etc.) during regular clinical hours

- If the supervising CMD is off-site, students must be supervised by another certified medical dosimetrist, physicist, radiation therapist, or physician

Clinical sites must have the following equipment:

- ✓ At least one linear accelerator capable of both photon and electron treatments
  - The site must treat a wide variety of anatomical sites on a routine basis; daily patient census on the treatment machine should be 20+ on average
- ✓ Access to virtual simulation (computer treatment planning software)
- ✓ Necessary equipment to perform interstitial and intracavitary brachytherapy procedures
  - If the primary clinical site does not perform brachytherapy procedures, it is possible to observe at another location, if that department is willing to host a student and serve as a clinical site for the brachytherapy rotation; a brachytherapy rotation is *mandatory*
- ✓ Access to CT simulation and the fabrication of immobilization devices
- ✓ Electronic medical records

Clinical Preceptor

Clinical sites must have one qualified person willing to serve as the clinical preceptor. The clinical preceptor is the primary contact person and student supervisor for the Medical Dosimetry program. The clinical preceptor does NOT have to be on-site at all times, but must be available to students via phone or computer if they are working remotely. Clinical preceptor **training will be provided** by the Medical Dosimetry program faculty prior to students entering the clinic.

While clinical preceptors play a key role in educating medical dosimetry students, they are not solely responsible for clinical training. **To ensure a comprehensive and high-quality clinical experience, each site must have an adequate number of qualified clinical staff available to participate in instruction and supervision.** This includes certified medical dosimetrists, medical physicists, medical oncologists, and other relevant professionals who can contribute to the student's learning and development.

Clinical preceptor qualifications:

- ✓ Must be licensed through the MDCB
- ✓ Must have at least 2 years of experience as a CMD
- ✓ Must be comfortable providing supervision, instruction, evaluation, and constructive feedback to medical dosimetry students

Clinical preceptors will be required to submit a current resumé and proof of MDCB certification. A template for the clinical preceptor resumé can be found on the JRCERT website at https://www.jrcert.org/wp-content/uploads/2024/03/Template-for-Clinic-Preceptor.pdf. Please note that educational history should also be included in the resumé.

Clinical preceptor responsibilities include:

- ✓ Maintaining knowledge of the program mission and goals
- ✓ Understanding clinical objectives, the clinical evaluation system, and how to assess clinical competence
- ✓ Providing students with clinical instruction and supervision
- ✓ Participating in student assessment (clinical and professional evaluations)
- ✓ Maintaining knowledge of and enforcing program policies

Program policies and expectations will be clearly communicated with clinical sites and preceptors through the Medical Dosimetry Program Manual, Clinical Handbook, and program communications. Prior to the start of the fall semester, preceptor training will be provided to prepare clinical instructors for their role in supervising and supporting student learning. Program faculty are always available to answer questions and assist clinical preceptors as needed.

Application for Clinical Affiliation

Establishing a clinical affiliation involves a formal legal agreement between your institution and Washburn University, which must be completed through an official affiliation agreement. Additionally, the site must be recognized by the JRCERT as an approved clinical location **before** the student can begin the program. This approval process may take several months, so it is important to begin early.

Steps to Become a Medical Dosimetry Clinical Affiliate

1. Verify that staff in your department are willing to provide training and support for a medical dosimetry student
2. Review the *Application for Clinical Affiliation* included with the attachments, begin to gather information required to answer the questions
3. Identify a person willing to serve as the clinical preceptor
4. When you are ready, fill out the online *Application for Clinical Affiliation*
    a. **The application can be accessed by clicking this link:** https://forms.office.com/r/4nfG04nJRN, or you can copy and paste the link into your web browser

5. Investigate your institution's onboarding process for students who will be completing clinicals in radiation oncology
    a. *All* students who are accepted to the Medical Dosimetry program:
        i. Must provide proof of health insurance coverage and must maintain coverage throughout the duration of the program
        ii. Must complete a physical exam and submit documentation showing proof of immunizations
        iii. Must complete a criminal background check and a 10-panel drug screen
        iv. Must have and maintain CPR certification throughout the duration of the program
6. Once your *Application for Clinical Affiliation* is processed, the program faculty will request the following additional information:
    a. Clinical preceptor resumé and proof of MDCB certification
    b. Documentation that shows proof of your institutional accreditation
    c. Onboarding requirements *in addition to* those already required by the program
7. If your site is approved as an affiliate, Medical Dosimetry program faculty will begin securing the Affiliation Agreement and will request clinical site recognition by the JRCERT—both items must be in place before students can begin clinicals

Thank you!

Again, thank you for your interest in becoming a Washburn Medical Dosimetry clinical affiliate. We look forward to receiving your application!

Washburn University Medical Dosimetry
Applied Studies Building
1700 SW College Avenue
Topeka, KS 66621

Amanda Lisher, MS, CMD
Assistant Professor/Program Director
amanda.lisher@washburn.edu
785-670-3103

MEDICAL DOSIMETRIST CLINICAL COMPETENCIES

To the extent possible, students should complete some practice cases and competencies on actual patients.

MINIMUM REQUIRED COMPETENCIES
Head and Neck
Primary Brain (3D Conformal or IMRT/VMAT)
Primary Head and Neck (Bilateral Nodes) IMRT/VMAT
Thoracic
Lung (3D Conformal or IMRT/VMAT)
Esophagus (IMRT/VMAT)
Intact Breast Tangentials
Chest Wall Tangentials/VMAT with Supraclavicular and Axilla Fields
Abdomen
Abdomen (e.g. Pancreas, GE Junction) (3D Conformal or IMRT/VMAT)
Para-aortic or Nodal Irradiation (3D Conformal or IMRT/VMAT)
Pelvis
3 Field Pelvis with Wedges
4 Field Pelvis
Prostate (IMRT/VMAT)
Pelvis and Nodes SIB (IMRT/VMAT)
Extremities
Limb Melanoma/Sarcoma (3D Conformal or IMRT/VMAT)
Brachytherapy
Interstitial Implant
Intracavitary Implant
Other
Craniospinal Irradiation
Palliative (Brain, Spine, etc.)
Lymphoma
Electron Beam Planning
Fusion (MRI, PET, etc.)
Re-Irradiation or Composite Planning
Stereotactic Body Radiation Therapy (SBRT)

ADDITIONAL RECOMMENDED ACTIVITIES
Total Body Irradiation (TBI)
Proton Treatment Planning
Stereotactic Radiosurgery
Total Skin Electron Irradiation (TSEI)
Prone Breast

WASHBURN
MEDICAL
DOSIMETRY

Application for Clinical Affiliation

Applicants should ensure that their prospective clinical site meets the required criteria and can provide adequate support before submitting the Application for Clinical Affiliation. Establishing a clinical affiliation involves a formal legal agreement between the site and Washburn University, which must be completed through an official affiliation agreement. Additionally, the site must be recognized by the JRCERT as an approved clinical location before the student can begin the program. **This approval process may take several months, so it is important to begin early.**

The Application for Clinical Affiliation may be submitted at the same time as the Medical Dosimetry program application. However, it is strongly recommended that students submit it as soon as a clinical site agrees to host them.

Please note that **a clinical affiliation or informal agreement with a clinical site does not guarantee admission to the program**. Admission decisions are made during the program's application review process, and **clinical sites make the final determination each year regarding whether they will host a student**.

* Required

Clinical Site Information

1. Institution Name: *

2. Institution Address: *

3. Radiation Oncology Department Administrator's Name and Credentials: *

4. Radiation Oncology Department Administrator's Email Address: *

5. Radiation Oncology Department Administrator's Business Phone Number: *

6. Does the Radiation Oncology Department Administrator want to receive program updates that are shared with clinical preceptors? *

- ◯ Yes
- ◯ No
- ◯ Other

7. Will Medical Dosimetry students be spending time at any satellite or secondary clinical locations? *

- ◯ Yes
- ◯ No
- ◯ Maybe

8. Please include the name and address for all satellite or secondary clinical locations:

Clinical Site Requirements

9. The Joint Review Committee on Education in Radiologic Technology requires Medical Dosimetry clinical sites to be accredited by a JRCERT-approved organization. Please select the organization that accredits the institution: *

- ◯ Accreditation Association for Ambulatory Health Care, Inc. (AAAHC)
- ◯ Accreditation Commission for Health Care, Inc. (ACHC)
- ◯ American College of Radiation Oncology (ACRO)
- ◯ American College of Radiology (ACR)
- ◯ American Society for Radiation Oncology (ASTRO/APEx)
- ◯ Center for Improvement in Healthcare Quality (CIHQ)
- ◯ DNV Healthcare, Inc.
- ◯ Healthcare Facilities Accreditation Program (HFAP)--now part of ACHC
- ◯ National Urgent Care Center Accreditation (NUCCA)
- ◯ The Joint Commission (TJC)
- ◯ Urgent Care Association (UCA)
- ◯ United States Nuclear Regulatory Commission
- ◯ This institution is not accredited
- ◯ Other

10. How many megavoltage linear accelerators (with photon and electron capabilities) are in use in the department? *

11. Does the department perform interstitial and intracavitary brachytherapy procedures? *

- ◯ Yes
- ◯ No
- ◯ Other

12. Brachytherapy treatment planning competency is a required part of the Medical Dosimetry curriculum. If students are not able to observe and participate in brachytherapy procedures at the primary clinical location, where will they acquire brachytherapy experience?

13. A list of the minimum required treatment planning competencies is available in the Medical Dosimetry Program Application Packet. Does the department serve a sufficient volume and variety of patients to allow students the opportunity to practice and achieve competency in the listed areas? *

- ◯ Yes
- ◯ No
- ◯ Maybe

14. If you answered 'maybe,' what concerns do you have about the department's ability to provide students with adequate treatment planning experience?

15. Is there physical space, including a treatment planning workstation (computer), available for students to use **at all times** while they are on-site? *

- ◯ Yes
- ◯ No

16. What treatment planning software is used in the department? Please list all applicable programs. *

17. Is there a treatment planning license available for student use? *

- ◯ Yes
- ◯ No

18. Will Medical Dosimetry students be able to participate in department meetings, including chart rounds? *

- ◯ Yes
- ◯ No
- ◯ Maybe

19. If you answered 'maybe,' what concerns do you have about the student's ability to participate in department meetings, including chart rounds?

20. Will Medical Dosimetry students be able to access patient charts, to review physician documents, pathology, treatment notes, etc.? *

- ◯ Yes
- ◯ No
- ◯ Maybe

21. If you answered 'maybe,' what concerns do you have about the student's ability to review patient charts?

22. Is your department currently affiliated with another Medical Dosimetry program? *

- ◯ Yes
- ◯ No

23. If you answered 'yes,' please provide the name of the Medical Dosimetry program your department is affiliated with and the number of students that are placed at your facility each year. Please explain how you will handle clinical placement requests from more than one academic program at your facility. *

Clinical Preceptor

Clinical sites must have one qualified person willing to serve as the Clinical Preceptor. The Clinical Preceptor is the primary contact person and student supervisor for the Medical Dosimetry program. The Clinical Preceptor does NOT have to be on-site at all times, but must be available to students via phone or computer if they are working remotely. Clinical preceptor **training will be provided** by the Medical Dosimetry program faculty prior to students entering the clinic.

Clinical Preceptor Qualifications:

- Must be certified by the MDCB (or equivalent)
- Must have at least two years of experience as a CMD
- Must be comfortable providing instruction, evaluation, and supervision

Clinical Preceptor Duties:

- Provide students with clinical supervision and instruction
- Evaluate students clinical and professional competence
- Maintain current knowledge of Medical Dosimetry program goals, clinical objectives, and curriculum
- Be familiar with Medical Dosimetry program policies and procedures
- Maintain competency in the profession, demonstrate expertise, and participate in ongoing professional development through continuing education

*Clinical preceptors will be asked to submit a resumé to the program director after the affiliate application has been reviewed.

24. Clinical Preceptor Name and Credentials: *

25. Clinical Preceptor Email Address: *

26. Clinical Preceptor Business Phone Number: *

Clinical Staff

While Clinical Preceptors play a key role in educating Medical Dosimetry students, they are not solely responsible for clinical training. To ensure a comprehensive and high-quality clinical experience, each site must have an adequate number of qualified clinical staff available to participate in instruction and supervision. This includes certified medical dosimetrists, medical physicists, and other relevant professionals who can contribute to the student's learning and development.

27. How many radiation oncologists does the department serve? *

28. How many certified medical physicists are in the department? *

29. How many certified medical dosimetrists are in the department? *

30. Please explain any additional physical or professional resources in the department that are available to Medical Dosimetry students: *

Washburn Affiliation Agreement

Before a student can be placed at a clinical site, there must be an approved and recognized affiliation agreement between Washburn University and the clinical site. ***This process takes a considerable amount of time, as agreements work their way through the necessary reviews and approvals. It is important that Medical Dosimetry faculty know the correct person at your institution to contact for affiliation agreements.***

31. Who is the person who handles contracts and/or affiliation agreements at the institution? *

32. What is the contact person's email address? *

33. What is the contact person's business phone number? *

34. Is there anything the Medical Dosimetry program faculty should know before contacting this person (work hours, preferred contact method, etc.)?

35. Does the institution have an existing affiliation contract with Washburn University? *

- ◯ Yes
- ◯ No
- ◯ Maybe

36. If the institution has an existing (or possible) affiliation contract with Washburn University, what department has the agreement (radiologic technology, respiratory therapy, nursing, etc.)?

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WASHBURN UNIVERSITY
SCHOOL OF APPLIED STUDIES
DEPARTMENT OF ALLIED HEALTH
MEDICAL DOSIMETRY PROGRAM
SAMPLE AFFILIATION AGREEMENT

This agreement and understanding entered into by and between Washburn University of Topeka, 1700 SW College, Topeka, KS 66621, hereinafter referred to as "University", and _____, hereafter "Facility", to memorialize the agreement of the parties concerning use of Facility as a clinical education site for Radiation Therapy students enrolled at University.

In consideration of the mutual promises hereinafter set forth, the parties agree as follows:

1. PURPOSE

   The purpose of this Agreement is to secure Facility as a site to provide clinical education in medical dosimetry and to set forth the respective obligations of the parties.

2. TERM

   THIS AGREEMENT shall become effective _____ and this agreement shall remain in force unless and until either Washburn University of Topeka or _____ _____request that it be terminated or modified at which time if modification is desired by either party, a new agreement will be prepared for approval necessary by both parties. This Agreement may be renewed by written approval of both parties.

3. TERMINATION

   Either party may terminate this Agreement by providing the other party written notice of termination. Thirty days after receipt of notice of termination, this Agreement shall terminate as though such date were originally fixed as date of termination; provided, however, such termination shall not adversely affect medical dosimetry student learners who are currently enrolled in the Medical Dosimetry Program at Facility. University shall be the sole judge as to whether a student under this program is being affected adversely for the purpose of termination. The provisions of Section 8 shall survive the termination of the Agreement.

4. MUTUAL RESPONSIBILITIES

   a. It is mutually agreed by and between the parties that there will be no costs, direct or Indirect, charged to the University by Facility or the Facility by University for the use of clinical facilities under this Agreement; provided, however, the Facility agrees to pay for reasonable travel expenses of faculty for a site visit that the Facility requests. In the event that a student issue arises the University and Facility agree to make every effort to resolve student issues via email, telephone, and/or teleconference. If a student issue remains unresolved after such efforts, the University and the Facility shall agree to a site visit. Reasonable travel expenses of faculty for a site visitation shall be the responsibility of the Facility.

   b. University and Facility agree that students will not be scheduled for more than 40 hours each week, including didactic and clinical instruction.

c. University and Facility will abide by the pregnancy policy developed for the medical dosimetry students.

5. UNIVERSITY RESPONSIBILITIES

a. University assumes responsibility for offering an educational program in medical dosimetry as set forth by accrediting agency guidelines.

b. University will provide the faculty for the Medical Dosimetry Program who are qualified according to accrediting agency guidelines.

c. University will develop and establish learning competencies and objectives and practical clinical competencies to be reached by student participating in the clinical education under this Agreement.

d. All medical record information is confidential, and University faculty and students will maintain the confidentiality of the information received during students' clinical education.

e. University will consult with Facility's staff contact person, appointed by University faculty in agreement with Facility, on the status of each student and his/her clinical education experience at Facility.

f. University faculty and students will abide by existing rules and regulations of Facility insofar as they may pertain to their clinical education experience at Facility.

g. University will provide professional liability coverage in the amounts of $1,000,000 per occurrence and $3,000,000 per aggregate for all medical dosimetry students.

h. Each medical dosimetry student will be required by University to have a physical examination prior to entrance into the program. The student's medical records will be on file with the Medical Dosimetry Program. A copy of student's medical records shall be provided to Facility on written request.

i. Documentation of each student's health insurance coverage will be on file with the Medical Dosimetry Program. A copy of student's policy will be provided to Facility upon written request.

j. Upon request by Facility, in writing, to remove a student from the clinical program for a reasonable cause related to the need for maintaining an acceptable standard of patient care, the University shall immediately comply with such request.

6. FACILITY RESPONSIBILITIES

a. Facility will use its best efforts to maintain standards which make the educational site eligible by accrediting agencies.

b. Facility will provide University faculty reasonable access to treatment planning programs and supplies necessary for instruction.

c. Facility will provide clinical education in all phases of treatment planning, quality

assurance, and radiation protection.

d. Facility will provide the faculty and students with access to the charts of the patients for whom they are providing care.

e. Facility will provide qualified medical dosimetrists and medical physicists to provide instruction to, and direct supervision of, the medical dosimetry students.

f. Facility will designate a Certified Medical Dosimetrist (CMD) with a minimum of two years of employment as a medical dosimetrist and the ability to provide quality instruction, supervision, and evaluation of medical dosimetry students. This individual will be the main contact for the University.

g. Facility will provide a radiation detection device for each individual student. Facility shall review and maintain radiation exposure reports for each student. Facility shall discuss, with the student and University faculty, any interval radiation exposure report that is above the appropriate dose equivalent limits as designated by the Facility's policy.

h. Facility will provide students and faculty with locker facilities and cafeteria services, if available.

i. Facility will provide reasonable parking space for students and faculty.

j. This agreement does not constitute an employee/employer relationship between Facility and the students. While assigned for clinical education, the students will have the status of learners and will not replace Facility staff medical dosimetrists. The responsibility for treatment planning will be retained by the staff medical dosimetrists of Facility.

k. Facility will provide a written evaluation of each student's clinical progress according to the policy and procedure of University.

l. Upon written notice by University of an allegation made by a participating student of sexual harassment/sexual abuse by an employee of the Facility, the Facility shall follow its existing procedures to investigate such claims and shall take whatever actions appropriate and necessary to protect the complaining student and other University students at the Facility during and after the investigation process.

7. HIPAA COMPLIANCE

The parties acknowledge that Facility is a "covered entity" as is defined in the Health Insurance Portability and Accountability Act of 1996 ("HIPAA") and the regulations regarding the privacy and security of individually identifiable health information promulgated at 45 C.F.R. parts 160 and 164, and is required to protect the privacy and security of protected health information of persons to whom it provides health care services. To the extent the university students have access to protected health information by virtue of their participation in the university's Medical Dosimetry Program at Facility, the parties agree that such students will be considered part of Facility's "workforce" for HIPAA compliance purposes only. Such students shall be subject to and abide by facility's policies and procedures governing the use and disclosure of such protected health information by Facility and its staff. Facility shall train such students regarding the requirements of its policies and procedures. Notwithstanding the foregoing, University shall

educate such students regarding their obligations to protect the privacy, security, and confidentiality of all individually identifiable health information and the fundamental requirements of HIPAA. Nothing in this agreement is intended or shall be deemed to create an employer-employee relationship or a business associate relationship between Facility and University.

8. NON-DISCRIMINATION

The parties agree that no person shall be denied participation in the clinical experience on account of race, color, sex, sexual orientation, marital or parental status, religion, disability or handicap, or any basis prohibited by federal, state or local law or University's equal education opportunity statement.

9. HOLD HARMLESS

University will indemnify and hold harmless Facility, its employees, agents, directors, officers, and trustees, from and against any and all claims, actions, liability, damages or demands (including settlements, judgments, court costs and attorney fees) arising out of this Agreement, caused by, resulting from negligent or acts or omissions, related to the providing of professional health care services, of University, its students, faculty or agents; provided however, that the extent of University's indemnification and hold harmless obligations are subject to and limited by the Kansas Tort Claims Act (Sections 75-6101 *et seq.* K.S.A.). Facility will indemnify and hold harmless University, its governing board, officers, agents and employees, from and against any and all claims, actions, liability, damages or demands (including settlements, judgments, court costs and attorney fees) arising out of this Agreement, caused by, resulting from negligent or acts or omissions of Facility related to the providing of professional health care services, its employees, agents directors, officers and trustees.

10. INTERPRETATION

This Agreement shall be interpreted in accordance with the laws of the State of Kansas.

11. VALIDITY

If any provision of this Agreement shall, for any reason and to any extent, be held invalid or unenforceable, the remainder of the Agreement shall not be affected thereby, but rather shall be enforced to the greatest extent permitted by law.

12. WAIVER

No waiver of a breach of any provision of this Agreement will be construed to be a waiver of any other breach of this Agreement, whether of a similar or dissimilar nature.

13. AGREEMENT COMPLETE

This Agreement contains the entire understanding of the parties and supersedes all prior agreements. This Agreement may not be amended or modified except by mutual written agreement.

14. NOTICE

Any notice required or permitted to be given shall be in writing and shall be effective if sent by certified mail, return receipt requested:

To University at:	To Facility at:
Amanda Lisher	_____
Program Director	_____
1700 SW College	_____
Topeka, KS 66621	
	Attn: _____

In WITNESS HEREOF, the duly authorized representatives of the parties have set their hand on the date so noted.

FOR THE UNIVERSITY:		**FOR THE FACILITY:**	
_____	_____	_____	_____
Dr. JuliAnn Mazachek President Washburn University	Date		Date
_____	_____	_____	_____
Dr. Zach Frank Dean, School of Applied Studies Washburn University	Date		Date
_____	_____	_____	_____
Amanda Lisher, MS, CMD. Medical Dosimetry Program Director Washburn University	Date		Date