

GRIEVANCE/DUE PROCESS

To provide guidance to the student, should they have a grievance with the School, Clinical assignment or sponsoring institution.

The student radiographer may grieve any action taken by the Program to the Grievance Committee.

Students are advised to verbally attempt to resolve action with clinical instructors and/or program officials. If resolution is not achieved, grievances must be made in writing and directed to the Director of Imaging Services within two (2) clinical days of the action. Depending on the violation, the student will assume normal duties or be suspended from the Program pending the review of the grievance. The Committee will render a decision within five (5) clinical days from the receipt of the written grievance. If the grievance has not been satisfactorily resolved, the student shall submit the written grievance to an employee relations coordinator of the Human Resource Department within three (3) clinical days of the meeting. The employee relations coordinator will make the final decision within five student clinical days.

If the individual is unable to resolve the complaint with program/institution officials or believes that the concerns have not been properly addressed, he or she may submit allegations of non-compliance to the JRCERT:

JRCERT
20 N. Wacker Drive, Suite 2850
Chicago, IL 60606-3182
Phone (312)704-5300
mail@jrcert.org
www.jrcert.org

Before submitting allegations, the individual must first attempt to resolve the complaint directly with program/institution officials by following the due process or grievance procedures provided by the program/institution. Each program/institution is required to publish its internal complaint procedure in an informational document such as a catalog or student handbook.