

Allegany College of Maryland
STUDENT & LEGAL AFFAIRS – Title IX

INFORMATION: MEDICALLY NECESSARY ABSENCES GUIDANCE FOR FACULTY AND STUDENTS

Guiding Title IX Principle:

Students are responsible for their own health and should always consult a qualified health care provider if a health or medical condition interferes with the students' ability to attend class or participate in an essential class function. Medically necessary absences shall be excused with documentation from a qualified health care provider who affirms the absence is medically necessary; students are responsible for contacting the instructor about completing any missed work.

Faculty/Academic Programs are responsible for

- providing attendance policies for the course/program;
- complying with the College's Academic Regulations and other relevant policies;
- providing information about the academic and technical standards that are essential to the educational purpose or objective of a program or class (ie., essential functions), as well as any risks to health/safety or hazardous materials (including chemicals, tools, equipment, etc.) that will be used in the course/program, to which students may be exposed, and which present a known or reasonably foreseeable risk to health and safety;
- referring students who disclose medical/health conditions that could adversely impact their learning to Academic Access & Disability Resources to request accommodations, and
- developing a plan with the student and/or Academic Access & Disability Resources who contacts the Instructor regarding missed work, clinical hours, and other academic requirements. Plan options include but are not limited to course work extensions, testing extensions, incomplete grade(s), and "X" grades. In some circumstances, a student's only recourse is to medically withdraw from a class/program. If the student returns in accordance with program guidelines, the student will return to the same academic and extracurricular status as before the medical leave began to the greatest extent possible.

Students are responsible for

- attending class in accordance with the course syllabus/program requirements and the Academic Regulations;
- completing course/program content and meeting the learning objectives for each course/program;
- course content including assignments, quizzes, tests, group projects, labs, clinical site hours, and other academic and technical standards that are essential to the educational purpose or objective of a program or class (ie., essential functions);
- communicating directly with the Instructor (and clinic/intern site supervisor) about absences;
- contacting the instructor to develop a plan for making up missed work, clinical hours, and other academic requirements;
- contacting Academic Access & Disability Resources to request accommodations if the student has a medical/health conditions that could adversely impact their learning, and
- their own health. Students should always consult a qualified health care provider if a health or medical condition interferes with the students' ability to regularly attend class or to participate in an essential class/program function.

Medically necessary absences shall be excused with documentation* from a qualified health care provider who affirms the absence is *medically necessary*.

*The instructor reserves the right to reject questionable documentation and/or to require the student to provide supplemental verification that any absence was medically necessary. Any student who submits fraudulent documentation may be referred to the Dean of Student & Legal Affairs for disciplinary action – in addition to appropriate academic consequences (e.g., not excusing the absence, not permitting make-up work, diminished grade, or other appropriate instructional measure).

Related Guidance:

Not every illness or injury needs medical attention/documentation, so students would be wise to attend every class in case they develop a medical condition that requires them to miss class. These provisions apply to major medical events or *bona fide* health conditions where attendance is simply not possible. Routine medical appointments should be scheduled at a date/time that do not conflict with classes and related academic obligations/requirements.

Students who can participate without medically documented restriction(s) shall be permitted to do so. Students who have health/medical concerns related to the academic and technical standards or to health/safety risk or hazardous materials should consult their own qualified health care provider about participation in the course/program. who choose to participate in a class or program activity against the advice of a qualified health care provider shall be permitted to do so at their own risk.

Students whose pregnancy/childbirth require learning accommodations should contact Academic Access & Disability Resources *and* the Title IX Coordinator.

*Academic Regulations: See Student Handbook

Optional by Program/Instructor

STUDENT CERTIFICATION:

I have read this document and have been given information about the academic and technical standards that are essential to the educational purpose or objective of a program or class (ie., essential functions) of the class/program as well as any hazardous materials (including chemicals, tools, equipment, etc.) that will be used in the course/program, to which students may be exposed, and which present a known or reasonably foreseeable risk to health and safety. I have been given an opportunity to ask questions, and I understand the information that has been provided.

I understand that it is my responsibility to consult a qualified health care provider about this information and about my ability to participate in the course/program if I currently have or later develop a medical/health condition that could (1) compromise my ability to successfully complete the course/program as written or (2) endanger my health/medical condition*. If I am unable to fully participate in this course/program for medically necessary reasons, I understand it is my responsibility to supply documentation from a qualified health care provider. If I choose to participate without consulting a qualified health care provider or against the provider's advice, I understand that I am assuming any risk knowingly and voluntarily. It is also my responsibility to contact Academic Access & Disability Resources if I have a health/medical condition for which I request accommodations.

*Including pregnancy/childbirth.

If my medical/health situation changes and if my program requires me to provide updated health/medical information because of that change, I will provide that information.

Allegany College of Maryland and faculty/staff are not responsible for any death, injury, illness, disease, disability, or impairment which results from my participation in the course/program. Allegany College of Maryland reserves the right to remove me from a course/program if my health/safety or the health/safety of others is endangered based upon my behavior or conditions created by my behavior which cannot be addressed via an individualized assessment for accommodations, the Code of Student Conduct, and/or other institutional process.

Student Signature _____ Date ____/____/____
