

**University Hospital/UT Health**  
**Histotechnology Training Program**  
**Criteria of Passing, Failing, & Progression in the Program**

Trainees will be continuously evaluated and informed of absences, clinical rotation evaluations, and grades. Rules and regulations for professional behavior, laboratory policies, and lecture and clinical rotations will be continuously followed. Any of these policies that are not followed will be discussed with the trainee and can be documented by the Program Director. A copy of the documentation will be given to the trainee. All documentation will be kept in the trainee's permanent file kept under lock and key.

1. Trainees will be continuously informed of their grades throughout the year. Failure to keep the required GPA for progression in the program will be considered for immediate dismissal. Trainees can have access to any of their test scores and clinical rotation evaluations.
2. **Verification of absences** will be required; extenuating circumstances will be evaluated on an individual basis. Absences over 5 days (40 hours) can be considered for immediate dismissal of the trainee.
3. **Absences occurring without notification to the laboratory may result in dismissal of the trainee.** Trainees must exhibit work ethics that are acceptable to the professional laboratory setting.
4. Satisfactory completion of clinical rotation experience is mandatory for all trainees. The clinical facility has the right to remove a trainee and thus terminate the clinical experience if they are not satisfied with the trainee's attitude, attendance, unethical behavior, or academic performance in their facility. Trainees can be dismissed from the Histology Program at any time if patient care is compromised due to a trainee's negligence handling patient cases.