

HTEC Code of Conduct

In an effort to maintain the highest academic standards for De Anza College, the HTEC Program, and this class, I agree to the following (initial after each statement):

- I will arrive for class on time, and I will not expect to leave class early_____
- I will be prepared at the beginning of class_____
- I will be attentive and courteous during class and lab_____
- I will turn off cell phones, pagers, and beepers upon entering the classroom_____
- I will not bring food or drink into the classroom_____
- I will be respectful when addressing the instructor and other students_____
- I will not talk to others while the instructor or another student has the floor_____
- All assigned work submitted for this course will be my original work, not group work_____
- I will perform all of my own ECGs from rooming the patient to escorting the patient volunteer from the room, according to the procedure for obtaining ECG measurement (separate document)
- _____ Once I perform an ECG on a patient volunteer, **I will maintain this ECG and attached paperwork in a safe and confidential manner.** I will not share it with anyone except the instructor, I will not scan, fax, or copy it in any way_____

Signature of Student_____

(printed name)_____

Date_____

This Code of Conduct will be initialed and turned in to the Instructor at the first class meeting.