



**NORTH CAROLINA COMMUNITY COLLEGE SYSTEM**

*Peter Hans*  
*President*

22 May 2018

**IMPORTANT INFORMATION**

**MEMORANDUM**

**TO:** Members of the State Board of Community Colleges  
Community College Presidents  
Boards of Trustees Chairs  
Community College Chief Academic Officers, Chief Admissions Officers, Basic Skills Directors, Business Officers, Continuing Education Officers, Customized Training Directors, Distance Learning, Chief Financial Officers, Financial Aid Officers, Planners, Public Information Officers, Registrars, Student Development Administrators, & Other Interested Parties

**FROM:** Q. Shanté Martin, *NCCCS General Counsel*

**RE:** **Proposed Adoption of 1D SBCCC 300.9 – “Clinical Practice”**

On 18 May 2018, the State Board of Community Colleges (“SBCC”) voted to initiate rulemaking to adopt 1D SBCCC 300.9 – “Clinical Practice.” The SBCC is initiating the rulemaking process to adopt this proposed rule to provide structure by enabling colleges to effectively provide clinical experiences to students and to align Workforce Continuing Education requirements in this area to those existing in curriculum programs. This action addresses the deletion of 1G SBCCC 200.94(d) and supports the efforts to move program specific rules and definitions to the appropriate chapters within the State Board Code.

**The proposed adoption is published on the NC Community College System's website, [www.nccommunitycolleges.edu](http://www.nccommunitycolleges.edu), under "State Board Code."** For your convenience, a copy of the proposed rule is attached to this memorandum. Please post a copy of the proposed rule in prominent places so that all individuals affected by the proposed changes will be informed.

Any member of the public has the right to submit written comments on the proposed rule. Please note that any person who submits a public comment on behalf of their community college should comply with their college’s local process for submitting comments on a proposed rule. **Written comments on the rule must be received by no later than 5:00 p.m. on June 21, 2018.** Any member of the public has the right to request a hearing on the proposed rules. **Requests for a hearing must be received by no later than 5:00 p.m. on June 5, 2018.**

Written comments and requests for hearing shall be directed to the following address: Q. Shanté Martin, 200 W. Jones Street, 5001 Mail Service Center, Raleigh, NC 27699-5001 or by email to [publiccomments@nccommunitycolleges.edu](mailto:publiccomments@nccommunitycolleges.edu). Thank you for your attention to this matter.

**CC18-019**  
**E-mail Copy**

Attachments



# State Board of Community Colleges Code

## Notice of Proposed Rulemaking Form

Date: 22 May 2018

<b>Title, Chapter, Subchapter, and Rule Number of Rule Proposed to be Adopted, Amended, or Repealed</b>	Adopt 1D SBCCC 300.9 – “Clinical Practice”
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Specify whether the SBCC proposes to adopt amend, or repeal a rule:

Adopt (new rule)	Amend (change existing rule)	Repeal (delete entire rule)
X		

<b>Rationale for proposed adoption, amendment or repeal:</b>	<p>Request to Amend, 1G SBCCC 200.94 by removing subparagraph (d) Extension Student Work Experience and Clinical Practice and replace with 1D SBCCC 300.9 Clinical Practice and 1D SBCCC 300.10 Work-based Learning.</p> <p>The existing language within 1G SBCCC 200.94(d) is no longer responsive to the clinical and work-based learning requirements that colleges require to respond to student and industry needs.</p> <p>The adoption of 1D SBCCC 300.9 and 1D SBCCC 300.10 will create structure to enable college to effectively provide clinical and work-based learning experiences to students and to align Workforce Continuing Education requirements in these areas to those existing in curriculum programs.</p> <p>This action also supports the efforts to move program specific rules and definitions to the appropriate chapters within the State Board Code.</p>
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<b>Proposed Effective Date of Rule</b>	August 1, 2018
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1                                   **STATE BOARD OF COMMUNITY COLLEGES**  
2                                   **TITLE 1 – COMMUNITY COLLEGES**

3  
4                                   **CHAPTER D.   EDUCATION**

5  
6                                   **SUBCHAPTER 300.   CONTINUING EDUCATION**

7  
8   **1D SBCCC 300.9   Clinical Practice**

9   (a) Definition. Clinical practice is a structured, staff-directed learning experience in a  
10   health occupation related course designed to develop job skill proficiency.

11   (b) Clinical practice is only approved for health occupation related courses listed in the  
12   Combined Course Library that have a clinical component detailed in the course  
13   description approved by the State Board of Community Colleges.

14   (c) A qualified faculty member, clinical instructor, or preceptor, as defined by the program  
15   related approving body, shall supervise clinical practice.

16   (d) Clinical hours per course section shall not exceed a licensing agency or accrediting  
17   body requirements.

18   (e) Clinical experience shall earn budget FTE at the 100 percent rate for student  
19   membership hours. Colleges shall report these hours consistent with standards set  
20   forth in 1G SBCCC 200.94.

21   (f) Colleges must maintain standardized documentation for the clinical portion of the  
22   class for each student. Documentation shall include at a minimum the following:

23   (1) Total number of clinical hours required for licensing or accreditation;

24   (2) Schedule with date and times of clinicals;

25   (3) Name of the student;

26   (4) Name and signature of faculty member, clinical instructor, or preceptor responsible  
27   for the clinical supervision.

28   (5) If the clinical experience is offered as non-regularly scheduled as defined in 1G  
29   SBCCC 200.94(b), the documentation shall include clinical dates and hours of  
30   actual attendance and total number of clinical hours completed.

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1D SBCCC 300.9 is proposed for adoption as follows:

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*History Note: Authority G.S. 115D-5;*

*Eff.* \_\_\_\_\_.

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