

# Chadron State College's RHOP Program Handbook

The [CSC Student Handbook](#) supersedes all information provided in this handbook.

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## History of RHOP

The Rural Health Opportunities Program (RHOP) began at Chadron State College in 1990 in collaboration with the University of Nebraska Medical Center (UNMC) to increase health care practitioners in rural Nebraska. The Nebraska Legislature provided tuition waivers for pre-medical students, and since then, the program has expanded to include eleven pathways: Dental Hygiene, Dentistry, Medical Laboratory Science, Medicine, Nursing, Occupational Therapy, Pharmacy, Physical Therapy, Physician Assistant, Public Health (PHEAST), and Radiography.

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## Transfer Credit

All science courses must be completed at CSC, with no exceptions. Other college courses completed at different institutions may be credited on a case-by-case basis. Please consult your faculty advisor for verification.

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## RHOP Violation Policies

RHOP students are held to high standards of professional and academic ethics and are required to comply with all federal, state, and local laws. Any violation of these laws will result in consequences under the RHOP program's policies, regardless of the legal outcome. See Appendix I for Violation Levels and Consequences.

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## Professional Development

Health care professionals are expected to become leaders in their communities, and this process begins at CSC. Participation in social and/or service clubs, intramurals, college athletics, theater, and music is highly encouraged.

**Membership in the Health Professions Club is mandatory**, with full participation in yearly activities expected. These activities contribute to your professional development and should be included in your journals.

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## **Job Shadowing**

UNMC requires a minimum of eight hours of job shadowing per academic year in your chosen pathway, but more is highly encouraged. Medicine and physician assistant pathway students must complete 50% of their shadowing hours in family practice, internal medicine, or general surgery.

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## **Grades**

**Mid-term grade reports** are required each semester. Students must print their grade sheets from MyCSC, have them reviewed and signed by their faculty advisor, and turn them into the Dean of Business, Mathematics, and Science's office by the deadline:

- Fall Semester Deadline – November 1<sup>st</sup>
- Spring Semester Deadline – April 1<sup>st</sup>

**Semester grades** are managed by the Dean of Business, Mathematics, and Science, and submitted to UNMC. Students who do not meet academic performance standards will be placed on RHOP Academic Probation and must retake any courses with grades below standard. Failure to meet standards for a second semester may result in dismissal from the program. Each pathway has its own requirements, based on your science GPA and cumulative GPA.

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## **RHOP Probation, Dismissal, & Non-Compliance**

Students may be placed on probation for academic or behavioral issues. The parameters of academic probation follow the pathway standards (see Appendix II). Behavioral probation is determined on a case-by-case basis by the Health Professions Advisory Board.

Failure to fulfill obligations academically or behaviorally may result in dismissal from the RHOP program. Upon dismissal, any RHOP financial awards are null and void. The committee's decision is final.

Students will be considered non-compliant if they fail to attend mandatory meetings, submit mid-term grades, or turn in journals. Non-compliance must be remedied within 24 hours of notification of the Dean of Business, Mathematics, and Science. A second instance of non-compliance in the same semester results in RHOP Behavior Probation and requires a meeting

with the Dean of Business, Mathematics, and Science and the Health Professions Advisory Board.

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## **Journals**

A professional journal is required, documenting academics, professional development, extra-curricular activities, job shadowing, and volunteer activities. The journal must include participation details, hours, motivations, and professional growth. Journals must be submitted electronically each semester to [hpoffice@csc.edu](mailto:hpoffice@csc.edu) and are sent to UNMC along with semester grades by the Dean of Business, Mathematics, and Science.

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## **Participants & Alternates: Contracts and Matriculation**

Participants and alternates in the RHOP program are informed of their status in their signed contract, completed and returned the spring before matriculating at CSC. The Dean of Business, Mathematics, and Science holds copies of these contracts, which specify each student's pathway and expected year of matriculation to UNMC. Any request to defer this date must be petitioned to the Dean of Business, Mathematics, and Science and the appropriate UNMC liaison.

## **Participant Status**

Participants are guaranteed a seat in their chosen pathway at UNMC, provided they meet all program requirements. They have access to trainings, development seminars, one-on-one meetings with UNMC representatives, annual meetings, and more. Participants also receive a tuition waiver for up to 16 credit hours per long semester at CSC (excluding summers). The tuition waiver is revoked if you voluntarily or involuntarily leave the program.

## **Alternate Status**

Alternates share the same program requirements and access to trainings, development activities, and UNMC representatives as participants. However, there are two key differences:

- Alternates are not guaranteed admission to UNMC.
- Alternates do not receive the RHOP tuition waiver at CSC.

Alternates can still apply to UNMC and are eligible for other CSC scholarships. They receive priority consideration if a participant defers or leaves the program. Alternates must apply to UNMC like traditional applicants, but they may also apply to other professional schools. While meeting with UNMC representatives increases familiarity, it does not guarantee admission.

## **Professional School Application**

Participants must and alternates may apply to UNMC during their final year at CSC, fulfilling all application, examination (e.g., MCAT), and program requirements. Alternates apply through the traditional UNMC admissions process. All RHOP students must maintain UNMC standards (see checklists) and meet admission requirements to be considered for matriculation.

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## Resignation

Should a student choose to resign from RHOP, a formal letter of resignation must be submitted electronically to the [Health Professions office](#).

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## Faculty Academic Advising

*All class schedules and changes must be completed with your faculty advisor.*

### How to Work with Your Faculty Advisor:

Your faculty advisor is a mentor for both educational and career guidance. Regular communication with your faculty advisor is crucial for a successful experience. Below are guidelines for interacting with your faculty advisor:

- **When to see your advisor:**
    - Discuss any academic problems before they become crises.
    - Select and register for courses.
    - Add or drop courses.
    - Discuss academic progress and career options.
  - **How to see your advisor:**
    - Call or email to make an appointment.
    - If dropping by, try to visit during posted office hours and avoid the busiest times.
  - **What you should do with your advisor:**
    - Keep in touch regularly, not just during crises.
    - Make and keep appointments.
    - Come prepared with specific questions and necessary materials.
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## Health Professions Advisory Committee and Faculty Advisors

The Health Professions Advisory Committee includes the Dean of Business, Mathematics, and Life Sciences and Physical Sciences faculty. They meet as needed to discuss student progress, concerns, and program changes.

[Dr. Mathew Brust](#)

RHOP, Generalist Questions

<a href="#">Dr. Ann Buchmann</a>	Dental Hygiene, M.L.S., Nursing, Radiography
<a href="#">Dr. Clint Evrard</a>	Dentistry
<a href="#">Dr. Joyce Hardy</a>	Medicine, O.T., P.A., P.T.
<a href="#">Dr. Tim Keith</a>	Dentistry, Pharmacy
<a href="#">Dr. Mary Keithly</a>	Dentistry, Medicine
<a href="#">Dr. Jeffrey Kiiskila</a>	Medicine, Nursing, P.A., P.T.
<a href="#">Dr. Ryan Morgan</a>	Dean of Business, Mathematics, and Science
<a href="#">Dr. Rachelle Rider</a>	Medicine

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## Supplemental Instruction (PASS Leaders) & Free Tutoring

Peer tutoring is available for most subjects, and PASS leaders provide group study sessions for General Biology, Introductory Chemistry, College Chemistry, and Organic Chemistry. Attending at least one session a week is highly recommended to build a strong foundation in your courses.

Free tutoring is also available through [The Learning Lab](#) located at the [Reta E. King Library](#).

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## Tips for Academic Success

Guidelines for Reviewing Materials and Taking Tests:

1. Review important subject matter.
2. Listen for hints from the instructor before tests.
3. Predict possible test questions.
4. Reorganize the material into logical divisions.
5. Change your point of view for better understanding.
6. Know what key test words mean.
7. Check your answers carefully before submitting your test.
8. Review returned tests to avoid repeating mistakes.

Keys to Success:

- Take responsibility for your own learning.
- Be willing to go beyond what is presented in class.

- Embrace challenges and see mistakes as learning opportunities.
  - Engage actively in class and trust your professor's experience.
  - Prepare for class and help others to learn—teaching something is the best way to learn it well.
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## **APPENDIX I**

### **RHOP Violation Levels**

#### **Violation Levels**

The violation level will be determined by the severity of the incident, the individual's performance history, and their professional demeanor, as determined by the Health Professions Advisory Board.

RHOP students are required to self-report any potential violations, including academic, behavioral, misdemeanor, or felony investigations to the Dean of Business, Mathematics, and Science within 48 hours or by the next school day, whichever comes first; failure to self-report to the Dean escalates the offense to the next Violation Level.

#### **Level 1 Violation**

##### **Consequences:**

1. Participate in a substance abuse assessment, if appropriate.
2. May meet with the Health Professions Advisory Board or the Dean of Business, Mathematics, and Science to present a plan of action.
3. Placement on RHOP Warning.

#### **Level 2 Violation**

##### **Consequences:**

1. Participate in a substance abuse assessment, if appropriate.
2. Meet with the Health Professions Advisory Board to present a plan of action.
3. Placement on RHOP Probation for one calendar year, including maintaining a behavioral journal.
4. Meet with the Dean of Business, Mathematics, and Science once per semester.

#### **Level 3 Violation**

##### **Consequences:**

1. Removal from the RHOP program.
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## **APPENDIX II**

### **Pathway Standards**

Dental Hygiene

Dentistry

Medical Laboratory Science

Medicine

Nursing

Occupational Therapy

Pharmacy

Physical Therapy

Physician Assistant

Public Health (PHEAST)

Radiography