

Division of Physician Assistant Studies

Student Employment Policy

Purpose

The purpose of this policy is to outline the program's policy regarding student employment while enrolled in the physician assistant education program at West Virginia University.

Policy Statement

The WVU physician assistant studies program is a full-time obligation and students are strongly discouraged from seeking outside employment while enrolled. Attendance is mandatory for all scheduled academic activities (classes, labs, clinical experiences, and interprofessional education sessions). Employment responsibilities cannot be used to justify absences or problems with academic performance. Last minute changes to a course schedule may at times occur at the discretion of the course instructor of record. Missing any required class session or IPE event due to an employment obligation will be considered an unexcused absence and may result in a professionalism warning or other sanction. To avoid conflicts with program obligations, students are encouraged to schedule work duties for weekends or University holidays.

Students in the physician assistant studies program are not permitted to work in any capacity for the program and may not substitute for or function as instructional or clinical faculty or staff.

During supervised clinical practice experiences, students are not permitted to substitute for clinical or administrative staff. Students who are asked to perform duties which they believe are outside of the clinical learning experience must notify the Director of Clinical Education immediately.

Students with specific prior knowledge, experiences, and/or skills may volunteer to share their knowledge and skills during classroom or laboratory sessions. No student will be allowed, however, to provide formal instruction or to participate in summative evaluation of students in the physician assistant studies program. Students are not permitted to be the primary instructor or instructor of record for any component of the physician assistant studies curriculum.

Applicable 6th Edition ARC-PA Standards

A3.01 Program policies are published, readily available, and consistently applied to all students, principal faculty, staff, and the program director regardless of their location.

A3.02 The program publishes, makes readily available, and consistently applies a policy that PA students are not required to work for the program.

A3.03 The program publishes, makes readily available, and consistently applies a policy that PA students do not substitute for or function as: a) instructional faculty b) clinical or administrative staff

Approved: November 2019

Revised: October 5, 2022, January 2026

Next Review: January 2027