
Policy Name: Student Technology Requirements
Policy Number: ADM 10.04
Title of Policy Owner: Director of IT
Policy Type: RHEI/Shared Services BSMCON SCHS SOMI
Approved by: RHEI Leadership Team
Effective Date: 6/7/2023
Version: 2.0
Policy Status: Approved

I. Policy

It is the policy of Bon Secours St. Mary's Hospital School of Medical Imaging (SOMI) that enrolled students are required to have a personal laptop to bring to class daily. Students enrolled in SOMI are also required to have off-site printing capabilities.

II. Purpose

The purpose of this policy is to ensure students are able to:

- Participate in daily class activities including interactive participation, examinations, etc.
- Maintain contact with School faculty and staff
- Access Student Information System (SIS)
- Access Learning Management System (LMS)
- Complete clinical requirements: Trajecsys
- Complete Course requirements: Clover Learning, RadReview

III. Scope

This policy applies to all SOMI students.

IV. Definitions

None

V. Policy Details

Internet

Students must have access to regular, reliable, and stable Internet connection and should maintain anti-virus/malware protection software on their devices. Students' laptops must be compatible with all SOMI technical requirements. See Attachment A: Student Technology Requirements.

Computer and Software Requirements

These requirements define the minimum computing platform necessary for use during the enrollment at the School. The requirements also define the hardware, software, and operating system configurations that will allow a student to

successfully complete course requirements. See Attachment A: Student Technology Requirements for specifics.

Backups and External Drive Requirements

Students are expected to appropriately secure and back-up their data on a continual basis. Students are responsible to maintain the integrity of their data to prevent academic penalties. The use of external storage devices (thumb drives and external hard drives) on Bon Secours hardware is prohibited due to security precautions.

Anti-Virus/Malware Protection

Student devices must include a current anti-virus/malware protection software that is maintained and kept current. Hackers are targeting education and healthcare institutions at an alarming rate. It is imperative that students take measures to ensure all data remains protected and precautions are in place to avoid the spread of electronic viruses.

[Technology Requirements](#) details may be found on the School's website.

VI. Attachments

None

VII. Related Policies

None

VIII. Disclaimers

Nothing in this policy creates a contractual relationship between Bon Secours St. Mary's Hospital School of Medical Imaging (SOMI) and any party. SOMI, in its sole discretions, reserves the right to amend, terminate or discontinue this policy at any time, with or without advance notice.

IX. Version Control

Version	Date	Description	Prepared by
1.0	4/20/2020	Initial Policy	CDDAA
1.1	2/1/2022	New Template & Revisions	CDDAA
1.2	8/1/2023	New Template & Revisions	CDDAA