



GWAHCA

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@TheHealthCareAcademy



@GWAHCA_WacoISD

Welcome

We are very excited that you have taken the first step in making your future college and career goals into reality.

The Greater Waco Advanced Health Care Academy has one purpose: to create an environment that encourages students to succeed after graduation. To that extent, your time here will be rigorous and will push you beyond any experience you've had before. At GWAHCA, you will learn nursing skills, social skills, and life skills that will last a lifetime.

GWAHCA brings together students of different cultures, backgrounds, and experiences. While our diversity is critical, we also need something to tie us together. Our Code of Conduct does not restrict our individuality. Instead, it serves as a reminder of what is expected from each and every member of our team.

Support Staff

Dr. McCall, Dean of GWAHCA

Mrs. Fetsko, Coordinator of HST Curriculum & Certifications

Mr. Ducklow, Career Counselor

Mrs. Marin, Campus Secretary

Faculty

Ms. Callaway, A&P Instructor

Mrs. Kelm, Pathophysiology Instructor

Mrs. Mock, Clinical Ethics Instructor

Mrs. Reisinger, Medical Math Instructor

Mrs. West, CCMA Instructor

Vacant, CNA Instructor

Ms. Lewis, CNA Instructor

Mr. Watkins, CNA Instructor

Ms. Contreras, Instructional Paraprofessional

Ms. Preston, Instructional Paraprofessional

Mission/ Vision

Mission

The Greater Waco Advanced Health Care Academy will create a rigorous learning environment that encourages student success in professions of healthcare. We will empower students to be successfully competitive and workforce-ready in our global society.

Vision

GWAHCA will be the co-curricular school of choice for students and families seeking an institution that:

1. Improves students achievement through career-centered learning
2. Increases student opportunities by offering a variety of technical-skilled trades
3. Provides students with expanded choices in educational opportunities
4. Creates professional opportunities and connections for students
5. Holds students accountable for meeting measurable outcomes in life skills and employability skills

Attendance & Participation

- The faculty believes that experiences in the classroom and laboratory/hospital/nursing home cannot be adequately duplicated if a student is excessively absent. Therefore, the program is designed to teach good work habits, such as regular attendance, as well as safe practices.
- While we provide a morning and afternoon cohort option, students must attend class as indicated on their schedule. This applies to all instructional dates including early release and test dates.
- When a student shows excessive absences or exhibits a pattern of chronic absences, parents and home campus contacts will be notified. Students at risk of losing high school credit will be subject to program dismissal.
- Students who must leave school during school hours must be signed out through the office. A student will not be permitted to sign themselves out without written parent consent, even if the student is 18 years old.
- Students are responsible for making up any missed work due to absences. Arrangements must be made with the instructor for make-up work. A missed test is to be taken the first day back to class.
- CNA attendance is required and collected for high school credit as well as state certification requirements. Students will be held accountable by both agencies to remain in compliance for course participation.

General Guidelines for Attendance

- Students are required to be in their assigned classes at the start time listed on the campus bell schedule.
- Simply being on campus (in the hall, restroom, cafeteria, etc.) does not meet the instructional requirements.
- Our classes start at 8:30am for the morning session and 12:35pm for the afternoon. All students are required to be in dress code and in class at the start time.

Attendance Recovery

Students who have 4 or more absences per a 9-week period will attend Saturday School 4-8 hours depending on didactic/clinical needed.

- If the student is in need of clinical hours (CNA), appropriate staff and locations will be secured in order for students to make up clinical time.
- If didactic (CNA) time is needed appropriate staff will be available on the designated Saturday to accommodate student make-up time.
- For non-CNA students, appropriate staff will be available on the designated Saturday to accommodate student make-up time needed

Excessive absences, as determined by GWAHCA administration, may result in an intervention plan or removal from the program.

Discipline Policy

Standards for Student Conduct:

Each student is expected to:

- Demonstrate courtesy, even when others do not.
- Behave in a responsible manner, always exercising self-discipline.
- Attend all classes, regularly and on time.
- Prepare for each class; take appropriate materials and assignments to class.
- Meet GWAHCA standards of grooming and dress.
- Obey all campus and classroom rules.
- Respect the rights and privileges of students, teachers, and other district staff and volunteers.
- Respect the property of others, including district property and facilities.
- Cooperate with and assist the school staff in maintaining safety, order, and discipline.
- Students who have been sent to a District Alternative Education Program, Juvenile Detention, or the Challenge Academy will immediately be dismissed from the Greater Waco Advanced Health Care Academy.

Conduct

The categories of conduct provided are: prohibited at school, in vehicles owned or operated by the district, and at all school-related activities, but the list does not include the most severe offenses.

Disregard for Authority:

Students shall not:

- Fail to comply with directives given by school personnel (insubordination).
- Leave school grounds or school-sponsored events without permission.
- Disobey rules for conduct in district vehicles.
- Refuse to accept discipline management techniques assigned by a teacher or dean.

Conduct

The categories of conduct provided are prohibited at school, in vehicles owned or operated by the district, and at all school-related activities, but the list does not include the most severe offenses.

Mistreatment of Others:

Students shall not:

- Use profanity, vulgar language, or any inappropriate verbal/ written exchange or make obscene gestures.
- Threaten a district student, employee, or volunteer, including off school property, if the conduct causes a substantial disruption to the educational environment.
- Engage in bullying, cyberbullying, harassment, or making hit lists.
- Release or threaten to release intimate visual material of a minor or a student who is 18 years of age or older.
- Engage in conduct that constitutes sexual or gender-based harassment or sexual abuse, whether by word, gesture, or any other conduct (exposure of private parts), directed toward another person, including a district student, employee, board member, or volunteer.
- Engage in conduct that constitutes dating violence.
- Participate in hazing.
- Cause an individual to act through the use of or threat of force (coercion).
- Commit extortion or blackmail (obtaining money or an object of value from an unwilling person).
- Record the voice or image of another without the prior consent of the individual being recorded or in any way that disrupts the educational environment or invades the privacy of others.
- Fight or scuffle.

Dress Code

Students are required to dress out in scrubs when they are in their clinical class (Health Science Theory, Practicum in Health Science and Pharmacology).

Students are only permitted to wear GWAHCA scrubs while on campus or during GWAHCA sponsored activities, to include:

- off-site clinical rotations,
- field trips, &
- community service as related to GWAHCA and/or HOSA

Students are not allowed to wear scrubs to Baylor Scott & White Hillcrest or Ascension Providence, unless they are participating in clinical rotations or specified by an administrator.

A neat and clean person feels good about himself/herself and provides a good example for others. Hygiene is the condition of cleanliness and health. Your personal hygiene/dress affects how others feel about you giving them care.

Uniform Policy/ Grooming

Girls' Dress and Grooming Code:

- Girls will not wear halters, tank tops, tops that expose any part of the midriff, low-cut dresses/tops, short-shorts or excessively tight clothing. The neck opening on any type of dress, shirt, or blouse may not exceed the equivalent of the second button below the collar.
- Hair must not be rolled, tied in a scarf, or covered by a hat, bandanna, or a cap. Hair must not be dyed to extremes and haircuts that are unusual or bizarre such as lines, numbers, and design shapes will not be allowed.
- Girls must wear brassieres or appropriate undergarments.
- Pierced earrings may be worn on the ear(s) only. All other body-piercing jewelry is prohibited.
- Skirts, dresses, and shorts must extend beyond the end of the student's fingertips when standing.
- No hoods or hoodies are allowed to be worn underneath the GWAHCA scrubs.

Boys' Dress and Grooming Code:

- Boys must wear shirts with sleeves. The neck opening on any type of shirt may not exceed the equivalent of the second button below the collar.
- Boys' haircuts must be neat and in good taste. Hair may not be dyed to extremes and haircuts which are bizarre or unusual will not be allowed.
- Mustaches and beards shall be acceptable if neatly trimmed.
- Pierced earrings may be worn on the ear(s) only. All other body-piercing jewelry is prohibited.
- Boys' hair shall not be tied up in a scarf, bandanna, or covered by a hat, a hood, cap or visor.
- No hoods or hoodies are allowed to be worn underneath the GWAHCA scrubs.

Clinical Rotations

Although attending clinicals is a required component of some of our certification programs, the clinical experience is a privilege, not a right. It is important that you remain professional at all times during your clinical experience. Failure to do so could result in you losing your privilege to attend clinicals, which would mean you would be ineligible to complete the program requirements to take the certification exam at the conclusion of the program.

- Students should be in their GWAHCA scrubs with their ID badge clipped above the waist. Your badge should never be flipped backwards or have stickers/designs added.
- Students should wear white/mostly white athletic-type or nursing shoes.
- Students are expected to wear a watch with a second hand. No smart watches are permitted.
- Hair should be pulled back away from the face and secured. No large headbands, wraps, hoods, etc. are allowed.
- Nails should be short and not extend over the tip of his finger. If painted, polish should not be chipped or cracked. **No artificial/acrylic nails are allowed.**
- Cell phones are **NEVER** permitted in the clinical locations. All cell phones and smart devices (airpods/smart watches/etc) will be secured in the classroom safe before leaving for clinicals. Failure to comply may result in immediate program dismissal.
- Behavioral issues such as disruptive behavior, disrespectful attitude, foul language, and inappropriate behavior will not be tolerated. Instances of this behavior may result in immediate program dismissal.

Electronic Device Policy

In-class:

Electronic devices are to be placed in the designated electronic device doc upon entry into each classroom, every class period. The electronic device will only be allowed outside of the doc when instructed by the teacher. Should a student fail to follow the in-class electronic device policy, the following disciplinary action(s) may occur:

- 1st Offense-Verbal warning
 - 2nd Offense-Electronic device safe for remainder of the period
 - 3rd Offense- Parent Contact/Electronic device safe for 3 weeks
 - 4th Offense-Conference with the Dean and electronic device safe for 6 weeks
 - 5th Offense-Conference with the Dean and electronic device safe for remainder of semester
 - 6th Offense-Conference with the Dean and electronic device safe for the remainder of the school year

*Note: After the 3rd offense the teacher will contact parent/guardian at each offense thereafter. The student will lose the privilege of using the docking station and their electronic device during class for any reason. Should the student need to participate in an activity that involves technology, a student laptop will be provided.



2024 - 2025 Bell Schedule

AM Session

Day	Period	
A Day	1st Period	2nd Period
	8:30a - 10:05a	10:10a - 11:45a
B Day	5th Period	6th Period
	8:30a - 10:05a	10:10a - 11:45a

PM Session

Day	Period	
A Day	3rd Period	4th Period
	12:35p - 2:10p	2:15p - 3:50p
B Day	7th Period	8th Period
	12:35p - 2:10p	2:15p - 3:50p

Bell Schedule

Breakfast/ Lunch & Food on Campus

Breakfast will be served at GWAHCA starting at 8:05 a.m. and will end at 8:25 a.m.

Lunch will not be available at GWAHCA.

Outside food is not allowed on campus or to be delivered to campus.

Food/Drinks are not allowed in classrooms, other than water.

Teacher Conference Period

Teacher conference times are from 4:00pm-4:45pm each day.

If you need a parent/teacher conference, please reach out to the teacher to schedule.

Program Requirements

First Year Program

Negative 10 Panel Drug Screening	Current Immunization Record
Negative TB Test	Clear Criminal Background Check
Flu Shot	Photo ID (provided by GWAHCA)
Proof Of Medical Insurance	COVID-19 Vaccine Series

Second Year Program

Negative 10 Panel Drug Screening	Current Immunization Record
Negative TB Test	Clear Criminal Background Check
Flu Shot	Photo ID (provided by GWAHCA)
Proof Of Medical Insurance	COVID-19 Vaccine Series
Valid CPR Certification	CNA Course Completion/Certification

Vaccination Clinics

GWAHCA, in partnership with Ascension Providence, will host an immunization clinic for all GWAHCA students. The dates for these clinics will be:

- September 3rd
- September 4th, &
- September 10th

The clinic will allow students to complete their urine drug screen, TB skin test, and flu shot at no cost. These items are required in order to be in compliance with program requirements.

Please note, participation is voluntary. If a student chooses to participate, they must have a permission form signed (by parent/guardian) for each service they want to participate in. Students may also choose to have these compliance items completed elsewhere, at their own cost.

Semester Exam Exemption Policy

Any eleventh grade student who meets the grade and attendance requirements listed below may be exempted from the final exam in each class for the **spring semester only**. Any twelfth grade student who meets the grade and attendance requirements listed below may be exempted from the final exam in each class **both fall and spring semesters**. The exemption applies to each class individually.

In lieu of taking the exam, students will be provided with alternate activities during their scheduled exam time. These alternative activities will be conducted on campus.

An actual grade average (unweighted) of eighty-five (85) or better for the semester in a particular class will be required.

A student may have no more than two (2) *excused* absences in the class for which the exemption is desired. Students with even one *unexcused* absence or one day of in-school or out-of-school suspension may not be exempted. Absence is defined as missing a specific class period, whether excused or unexcused, in-school suspension, or out-of-school suspension. A tardy of 10 minutes or more is considered an absence. Three unexcused tardies of less than ten minutes constitute an absence. The only absence exceptions are school-related business such as extra-curricular activities or field trips and bona fide, documented college or university visits for which all make-up work is completed. The teacher's record (grade book) is the final authority; therefore, any questions about school-related absences should be cleared up with the teacher as soon as possible after the absence.

Students who do not attend the alternate activities will be counted absent. If this absence exceeds the two (2) allowable excused absences for the grading period, or is an unexcused absence, the student's exemption will be revoked. The student will receive an *Incomplete* for all applicable subjects until the final examination(s) are taken.

A student who meets the exemption requirements for a class may choose to take the exam regardless of his/her grade in a particular class. However, if she/he takes the exam, the grade will be counted and averaged with the semester grades in order to determine the final course grade.

Students will be notified by each teacher of their exemption status the day prior to the first day of final exams. Absences will be counted through that day.

HOSA

HOSA “Future Health Professionals” is a international student-led organization run by and for students interested in pursuing careers in the health professions.

How Does HOSA Benefit Health Science Students?

Like any CTSO, HOSA provides its members with opportunities to grow their skills in order to have successful careers.

Being involved in an organization like HOSA, students quickly build soft skills like teamwork and communication skills. Additionally, students can take on leadership roles as officers at the local, state, or national level.

Along with interpersonal skills, HOSA helps students hone their hands-on healthcare skills through the HOSA Competitive Events Program.

Events are initially held at the regional level and students who qualify there can go on to compete at the state or national events.

GWAHCA HOSA members also have the opportunity to serve their local communities through many different volunteer events, blood drives, and community service.

Program Dismissal

It will be the discretion of the administration to recommend dismissal of a student who:

- has shown evidence of unsatisfactory practical performance,
- failure to follow the code of student conduct while in the classroom or clinical area,
- receipt of multiple disciplinary forms,
- excessive absences, or
- flagrant violations of GWAHCA policies.

If the student has an unresolved problem with his/her dismissal, then he/she may proceed with the academic grievance procedures, which can be found on the Waco ISD website under the “Parents & Students” tab.

GWAHCA Registration

If you have not completed the GWAHCA Registration Form, please remain in the cafeteria and we will walk you through instructions.

If you brought documents such as a birth certificate, social security card, and/or shot records, please stop at the front so we can make copies of those.