

MISREPRESENTATION POLICY

Policy Number: 3.3.117

Date: 11/20/2021

Middle Tennessee School of Anesthesia (MTSA) operates with integrity in all matters. Any representative of MTSA is responsible for assuring that the actions and activities conducted on behalf of the School promote such an environment.

Any representative of MTSA is prohibited under Federal regulations from making any false, erroneous, or misleading statements with respect to the:

- Nature of the educational program
- Nature of financial charges
- Employability of graduates

This Misrepresentation Policy addresses the U.S Department of Education regulations, 34 CFR § 668.71 through 668.75, regarding the prohibition of misrepresentation to students and others about the Middle Tennessee School of Anesthesia. Violations of the regulations may result in fines up to \$25,000 per occurrence (20 USC § 1094(c) (3)).

The below definitions outline the scope of the regulations:

- Misrepresentation is defined as any false, erroneous or misleading statement made by the school, or one of its representatives, either directly or indirectly to a student, prospective student, family of either, any member of the public, accrediting agency, state agency, or US Department of Education. This includes dissemination of a student endorsement or testimonial made under duress or because the school required the student to provide the endorsement to participate in the program,
- Misleading statements are those that have the likelihood or a tendency to deceive or confuse the person to whom they are made. A statement is any communication whether it is made in writing, visually, orally, or through any other means of communication,
- Substantial misrepresentation is misrepresentation on which a person could reasonably be expected to rely, or has reasonably relied, to that person's detriment.

PROCEDURE

MTSA strives to provide accurate, honest and clear information in print, online, broadcast media or oral presentations. The School will make every effort to avoid misrepresentation to students and others in any form of dissemination. The website and other published information are reviewed, at least annually and any updates are approved through School committees. This policy is reviewed annually with MTSA representatives.

Reporting: Concerns about possible misrepresentation are to be reported to MTSA's Human Resources.

Enforcement: Any violation of this directive is a serious offense. Administration will work with the Human Resources Department to take appropriate disciplinary action based on the totality of circumstances, including but not limited to the nature and extent of any violation, to ensure that violations are not repeated.