

JEFFERSON COLLEGE

Radiologic Technology Program

ADMISSION REQUIREMENTS

Applicants to the program will be required to complete an application packet prior to being considered for the program. Each new cohort of students will be accepted for the fall semester after the spring application period. After the application deadline, all applications will be reviewed, and students will be notified if they have made it to the second phase of the application process.

Students invited to the second phase of the application will be asked to complete research questions and schedule a pre-Rad coaching session with program faculty (in person or zoom) to go over the submitted application. Students will receive an email with specific dates and times and the essay topic after the coaching session.

Enroll in and complete the six prerequisite courses (A&P within five years at the time of application, all other courses within 10 years):

- ____ BIO 211 - Anatomy & Physiology I with Lab (B or higher)
- ____ BIO 212 - Anatomy & Physiology II with Lab (B or higher)
- ____ ENG 101 - English Composition I (C or higher)
- ____ MTHn128 - Intermediate Algebra (C or higher)
- ____ Either CIS 125 or EDU 205 - Computer Literacy, coursework, or exam (C or higher)
- ____ COL 100, COL 101 or COL 136- Intro. To College or Mastering the College Experience (C or higher). This course may not be required for students who have previously completed college credits.

Enroll in and complete three general education courses:

- ____ HST 103, HST 104 or PSC 102 - US History I or US & MO Govt. and Constitutions (C or higher)
- ____ PHL203 - Medical Ethics (C or higher)
- ____ PSY 101 or SOC 101 - General Psychology or General Sociology (C or higher)

Overall:

- ____ 2.75 GPA for all college level coursework

Currently, the Radiography Program does not accept the transfer of Radiology specific coursework from other programs into the curriculum. Credits may be eligible for elective credit as assigned by the college. Please see an Academic Advisor for more information regarding transfers of credit.

Students with Disabilities

Students with disabilities can utilize support services offered by the Accessibility Resource Office (ARO) by completing an application packet with the ARO. Students must provide current documentation of their disability from a qualified professional in a timely manner to receive accommodation as they are not retroactive to the beginning of the semester. An Assistive Technology Center is available for students who require adaptive technology and/or additional resources. **If accommodation for a disability are needed, please contact Linda Ladendecker-Corley, Accessibility Resource Office Coordinator, at (636) 481-3169/797-3000, ext. 3169. TTY users dial 711.**

Non-Discrimination Policy

It is the policy of Jefferson College that no person shall, on the basis of age, ancestry, color, creed, disability, genetic information, marital status, national origin, race, religion, sex, gender identity or expression, sexual orientation, or veteran status, be subject to discrimination in employment or in admission to any educational program or activity of the College. Note: If accessibility services are needed, contact the Accessibility Resource Office, ASII Room 303, (636) 481-3158 or aro@jeffco.edu. (7 days advance notice required for sign language interpretation services).

In compliance with Federal Rules and Regulations, Jefferson College has adopted a procedure for resolving complaints of discrimination. The procedure is available to any Jefferson College [student, employee, or applicant](#) who feels they have been discriminated against in employment, student programs, or student activities. For matters involving sexual harassment, please refer to the Jefferson College Title IX Sexual Harassment Procedure and Grievance Process for [students](#) and [employees](#).

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- The Americans with Disabilities Act Amendments Act (ADAAA) Coordinator for students is the Accessibility Resource Office Coordinator, Office — ASII Room 303, (636)481-3158.
- The College Coordinator of Title IX is Dr. Kimberly Harvey-Manus — Student Center 205, kharvey@jeffco.edu, (636)481-3200. The College Coordinator of Title IX is responsible for any alleged discrimination or harassment that relates to sex or gender, including, but not limited to sexual harassment, sexual discrimination and sexual misconduct complaints.
- Students with concerns regarding any alleged discriminatory act or occurrence falling within the provisions of any of the Federal Rules and Regulations other than Title IX or ADAAA as specified above may contact Dr. Kimberly Harvey-Manus — Student Center 205, kharvey@jeffco.edu, (636)481-3200.
- Employees, applicants, or other individuals with concerns regarding any alleged discriminatory act or occurrence falling within the provisions of any of the Federal Rules and Regulations other than Title IX or ADAAA as specified above may contact the Director of Human Resources, Office — Administration 133-E, (636)481-3157.

Reports may be made in person, verbally, by phone, in writing through mail or electronic mail, through the College's [Maxient reporting portal](#) (found in MyJeffco or at <https://www.jeffco.edu/non-discrimination-policy>), or any other manner that delivers the information to the appropriate Coordinator at any time.

Ethical Behavior Eligibility Requirement

Felony / Misdemeanor Charges: If you have any felony or misdemeanor charges, you are advised to contact the Radiology Director for more information prior to submitting your application. The Radiologic Technology Program's clinical sites may not allow students in their facilities if a felony conviction is found on their background check, regardless of ARRT ethics board results/investigation.

The American Registry of Radiologic Technologists (ARRT) ethical behavior eligibility requirements specify that every applicant for certification must "be a person of good moral character and must not have engaged in conduct that is inconsistent with the ARRT Rules of Ethics," and they must "agree to comply with the ARRT Rules and Regulations and the ARRT Standards and the ARRT Standards of Ethics."

One issue addressed by the Rules of Ethics is the conviction of a crime, including a felony, a gross misdemeanor, or a misdemeanor, with the sole exception of speeding and parking violations. All alcohol and/or drug related violations must be reported. Conviction as used in this provision includes a criminal proceeding where the individual enters a plea of guilty or nolo contendere. All potential violations must be investigated by the ARRT to determine eligibility. Further information may be found on the ARRT web site in the handbooks for radiography certification.

Applicants should be aware of this limitation on certification and clinical site rotation prior to entering the Radiologic Technology Program.

If you have concerns regarding your eligibility to sit for the ARRT examinations, please contact the ARRT at: The American Registry of Radiologic Technologists

1255 Northland Drive

St. Paul, MN 55120

(651) 687-0048 www.arrt.org

Essential Qualifications for Admission and Continuance

All individuals, including persons with disabilities, who apply for admission to the radiologic technology program, must be able to perform specific essential functions with or without reasonable accommodation.

The following outlines the abilities and behavioral characteristics necessary for the student to be admitted to, continue in, and graduate from, the radiologic technology program at Jefferson College. These are standards of admission.

The applicant should carefully review the essential qualifications for the program and ask questions if not familiar with the activities or functions listed. The applicant must decide if he or she has any limitations that may restrict or interfere with the satisfactory performance of any of the requirements. It is ultimately the applicant's responsibility to meet these essential qualifications if accepted into the program.

Prior to admission, signed documentation from a health care practitioner will be required for continuance in the program, as well as a signed understanding of the essential qualifications from the student.

These requirements are consistent with the employment requirements of our clinical education sites and can be found online at <http://www.onetonline.org/> under the "Radiologic Technologists" job description.

Any candidate not meeting the following criteria will be denied admission into the program:

Hearing

- Able to hear and understand patients and staff; assess and monitor patient sounds.
- Communicate and interact with patients, staff, and families from a variety of cultural backgrounds.
- Follow verbal instructions.
- Use a stethoscope to hear heart and breath sounds.
- Detect and discriminate between sounds of normal conversation.
- Able to hear verbal directions when the person giving the direction is not facing the student or is wearing a surgical mask.
- Ability to hear sounds of a variety of equipment alarms and monitors. Hear faint body sounds (for example: blood pressure sounds).

Mobility

- Possess sufficient functional strength and mobility to support and move patients.
- Be able to remain in a standing position for 90 minutes.
- Be able to move quickly from place to place to perform patient care.
- Support and transfer patients safely from bed/table to wheelchair, wheelchair to bed/table, and modify patient position on table or in bed.
- Move in and out of treatment areas.
- Respond to emergency situations in a timely manner.
- Reach equipment and parts of the patient's body. Reach above shoulder height to manipulate equipment. Reach below waist level to manipulate equipment. Bend, stoop and squat.

Visual

- Able to monitor and assess patient and equipment function; to provide safe and effective care.
- Read written instructions/orders.
- Read fine print, monitors, and gauges.
- Differentiate between subtle differences in shades of gray (i.e. radiographic densities such as metal density, water density, fat density, and air density).
- Chart (write) procedures and observations legibly in a permanent medical record, manually or electronically.
- Ability to see and discriminate between a variety of equipment and visual alarms.
- Ability to observe demonstrations and patients close and at a distance to learn skills and to gather patient data (e.g., observe a patient's gait, appearance, posture, breathing, etc.).
- Use of depth perception.
- Use of peripheral vision.

Motor Skills (fine and gross)

- Perform multiple motor tasks simultaneously.
- Fine and gross motor skills sufficient to handle equipment and provide safe and effective patient care; steady arm and hand movements while manipulating objects or assisting patients.
- Be able to lift 50 pounds.
- Move, adjust, and manipulate a variety of x-ray equipment (including the physical transportation of portable x-ray machines weighing up to 200 lbs.) to arrange and align the equipment with respect to the patient and image receptor according to established procedure and standards of speed and accuracy.
- Carry up to 20 lbs.
- Prepare equipment and materials for administration of contrast media and other fluids. Manipulate a syringe and needle to prepare medications and perform venipuncture.
- Prepare equipment to suction patients and adjust gauges.
- Lift and transport oxygen cylinders; attach regulators; move in and out of treatment areas.
- Push/pull hospital beds, transport patients.
- Lift at least 25-100 pounds (in assisting in patient transfer) and move patients safely.
- Perform airway management and CPR.
- Squeeze with fingers.
- Enter data into a computer (usually done by typing).

Physical Endurance

- Maintain physical tolerance (stand/walk) for an entire assigned shift (typically 8 or 10 hours).
- Able to tolerate leaded apparel for extended periods of time (Up to 90 minutes.).

Tactile

- Able to assess a patient's response to therapy tactilely.
- Distinguish textures, degrees of firmness, temperature differences, pulse rate, vibrations and strength.

Smell

- Detects and distinguishes odors from client and environment.

Communication

- Able to communicate in English, orally and in writing, with patients and members of the health-care team using correct grammar, punctuation, and spelling.
- Verbal communication must be clear and easily understood.
- Able to read and comprehend written material in English.
- Communicate verbally in an effective manner to explain and direct patients as it relates to their examinations and to physically place patients in proper positions for the examination according to established procedure and standards of speed and accuracy.

Intellectual, Cognitive and Critical Thinking

- Problem solves- able to measure, calculate, reason, analyze, synthesize, integrate and apply information.
- Use long-term and short-term memory.
- Identify cause-effect relationships.
- Plan/control activities for others.
- Sequence information.

Behavioral and Social

- Possess the emotional health required to use their intellectual abilities fully, such as exercising good judgment, promptly completing all responsibilities attendant to the diagnosis and care of patients, and developing mature, sensitive, and effective relationships with patients and other healthcare workers.
- Candidates must be able to deal effectively with the stresses encountered in nearly 40 hours of class work per week in addition to family and life demands.
- Able to adapt to changing environments, to display flexibility, and to learn to function in the face of uncertainties and ambiguities inherent in the clinical problems of many patients.
- Have compassion, integrity, concern for others, interpersonal skills, interest, and motivation.
- Monitor your own emotions and be able to keep emotional control.

Ethical Standards

- Demonstrate professional demeanor and behavior and must perform in an ethical manner in all dealings with peers, faculty, staff and patients.