

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 application will be asked to complete an essay in our computer lab on the Hillsboro campus, and participate in an interview with the Program Director, Full-Time Faculty, various Jefferson College staff and Employer Partners. Students will receive a letter with specific dates and times and the essay topic.

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

- \_\_\_\_ BIO211 - Anatomy & Physiology I with Lab (B or higher)
- \_\_\_\_ BIO212 - Anatomy & Physiology II with Lab (B or higher)
- \_\_\_\_ ENG101 - English Composition I (C or higher)
- \_\_\_\_ MTH128 - Intermediate Algebra (C or higher)
- \_\_\_\_ BIT138, CIS122, CIS125, CIS133, EDU205 or PHY223 - (C or higher), or by exam
- \_\_\_\_ COL101 or GUD136 - Intro. To College or Mastering the College Experience (C or higher)

**Enroll in and complete three general education courses:**

- \_\_\_\_ HST103 or PSC102 - US History I or US & MO Govt. and Constitutions ( C or higher)
- \_\_\_\_ PHL203 - Medical Ethics (C or higher)
- \_\_\_\_ PSY101 or SOC101 - General Psychology or General Sociology (C or higher)

**Overall:**

- \_\_\_\_ 2.75 GPA for all college level course work

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

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### **Students with Disabilities**

Students with disabilities who are applying for admission to Jefferson College's Radiologic Technology Program can utilize support services offered by Disability Support Services by registering with the program coordinator. Students must provide documentation of their disability from a qualified professional in a timely manner to receive accommodations. An Assistive Technology Center is available for students who require adaptive technology and/or additional resources. If accommodations for a disability are needed, please contact the Disability Support Services Coordinator at (636)481-3169/797-3000, ext. 3169. TDD users may call (636)789-5772.

### **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 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 into the program, 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 Technologist" 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 person giving the direction is not facing the student or is wearing a surgical mask.

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- 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 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.
- Ability to see and discriminate between a variety of equipment visual alarms.
- Ability to observe demonstrations and patients close up 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.) in order 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.

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

### **Smell**

- Detect and distinguish 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 in order 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 solve - 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.

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- Have compassion, integrity, concern for others, interpersonal skills, interest and motivation.
- Monitor own emotions and 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.

**Ethical Behavior Eligibility Requirement**

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 in order to determine eligibility. Further information may be found on the ARRT web site in the handbooks for radiography certification.

Individual clinical sites may prohibit students to rotate through their facilities if a felony conviction is found on the background check, regardless of ARRT ethics board results/investigation.

Applicants should be aware of this limitation on certification and clinical site rotation prior to entering the Radiologic Technology Program. Practice of Deceit in the application procedure is cause for dismissal from the 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](http://www.arrt.org)

## **Jefferson College 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, sexual orientation, or veteran status, be subject to discrimination in employment or in admission to any educational program or activity of the College. 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 that he or she has been discriminated against in employment, student programs, or student activities.

The Americans with Disabilities Act Amendments Act (ADAAA) Coordinator for students is the Disability Support Services Coordinator, Office – Technology Center 101, (636)481-3169/797-3000, ext. 3169.

The College Coordinator of Title IX is the Vice President of Student Services, Office – Student Center 205, (636)481-3200/797-3000, ext. 3200.

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 the Vice President of Student Services, Office – Student Center 205, (636)481-3200/797-3000, ext. 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)481-3157/797-3000, ext. 3157.