

Aiken Technical College
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2019-2020

ASSOCIATE DEGREE IN RADIOLOGIC TECHNOLOGY APPLICATION

Aiken Technical College
Radiologic Technology
Admission Information for Fall 2019

Associate in Applied Science: Major in Radiologic Technology

The Associate in Applied Science with a major in Radiologic Technology prepares students to perform radiologic procedures and provide patient services for imaging modalities. The Radiologic Technology Program is accredited through the Joint Review Committee on Education in Radiologic Technology, 20 N. Wacker Drive, Chicago, Illinois 60606.

Application Timeline:

Application Deadline	*Semester to Start Program*
May 31, 2019	**Fall 2019 (August)**

General Requirements (all required documents must be attached for consideration)

- Applicants must have completed the following prerequisites with a grade of "C" or better prior to submitting application:
  - AHS 102 Medical Terminology
  - BIO 210 Anatomy and Physiology I
  - BIO 211 Anatomy and Physiology II
  - ENG 101 English Composition
  - MAT 110 College Algebra
  - PSY 201 General Psychology
  - SPC 205 Public Speaking
  - Humanities/Fine Arts Elective
- Credit is awarded for eligible Advanced Placement (AP) coursework, provided valid proof is provided of successfully passing the related AP exam. Credit is also awarded for non-ATC exemption exams such as CLEP or DANTES. **No admissions points are awarded for high school AP credit or for successful completion of a CLEP or DANTES examination.**
- Students must have a minimum 3.0 cumulative grade point average (GPA) **(considering all academic course work, including prerequisites, within the last 10 years).** Cumulative GPA will be calculated by ATC personnel upon receipt of application in accordance with the Health Sciences Division guidelines for GPA calculation.
- Student must attend a mandatory information session with the Radiologic Technology Department faculty and complete the required 8-hour job shadow experience. Questions about this requirement should be directed by email to Ms. McRavin (mcravinm@atc.edu) or Ms. Reese (reeset2@atc.edu).
- Once admitted, students will be required to complete and pass a **criminal background check** and **drug screening** (fee required). Depending on the results of the background check and drug screening, a student may not be able to participate in clinical and will be withdrawn from the program.
- Once admitted to the program, students must **submit documentation** for each of the following:
  - A physical exam (College form to be provided)
  - 2-step TB skin test or chest X-ray
  - Hepatitis B vaccine series with antibody titer, or declination statement
  - Proof of current immunizations
  - Current CPR certification (available at ATC/fee required)
- Once admitted, students must purchase **liability insurance** (cost will be added to tuition and fees).
- Applicants whose first language is not English must submit official TOEFL scores. A minimum score of 78 on the TOEFL iBT exam is required to be eligible to apply to the program. English as a Second Language (ESL) courses are strongly recommended.

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Radiologic Technology Curriculum

Course Number	Course Name	Semester Credit Hours
General Education (29 Credits)		
BIO 210	Anatomy and Physiology I	4
BIO 211	Anatomy and Physiology II	4
ENG 101	English Composition I	3
MAT 110	College Algebra	3
PSY 201	General Psychology	3
SPC 205	Public Speaking	3
AHS 102	Medical Terminology	3
Humanities/Fine Arts	Elective from the Course List	3
Major Course Requirements (62 Credits)		
RAD 101	Introduction to Radiography	2
RAD 102	Radiologic Patient Care	2
RAD 110	Radiographic Imaging I	3
RAD 115	Radiographic Imaging II	3
RAD 121	Radiographic Physics	4
RAD 130	Radiographic Procedures I	3
RAD 136	Radiographic Procedures II	3
RAD 155	Applied Radiography I	5
RAD 167	Applied Radiography II	7
RAD 201	Radiation Biology	2
RAD 205	Radiographic Pathology	2
RAD 230	Radiographic Procedures III	3
RAD 235	Radiography Seminar I	1
RAD 256	Advanced Radiography I	6
RAD 268	Advanced Radiography II	8
RAD 278	Advanced Radiography III	8
	Total Semester Credit Hours	88

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The deadline for Fall 2019 admission is May 31, 2019 by 1:00 p.m.
Please submit this form to the Enrollment Services Center, Room 152
Application MUST be typed.

Name (Please print):_____ Date: _____

Student ID:_____(required)

Address: _____

City:_____ County:_____ State:_____ Zip: _____

Phone:_____ Cell Phone: _____

Email: _____

Application Checklist

☐ Copies of unofficial transcripts from all previous colleges attended (including ATC) are attached. List below all colleges attended:

_____

_____

☐ The following prerequisite courses must be completed prior to submission of this application. Grades for these courses must be "C" or better to be considered, and **the courses must have been completed within the last 10 years**.

Course	Semester/Year	Grade	College	Attempt
AHS 102				
BIO 210				
BIO 211				
ENG 101				
MAT 110				
PSY 201				
SPC 205				
Humanities/Fine Arts				

☐ Cumulative GPA is 3.0 or higher **(considering all academic course work, including prerequisites, within the last 10 years)**

Unofficial GPA:_____(calculated by student)

Official GPA:_____(calculated by College personnel)

☐ TOEFL scores are attached (if English is not your first language)

The deadline for Fall 2019 admission is May 31, 2019 by 1:00 p.m.

All required documentation must be attached for consideration.

Aiken Technical College
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Scoring
Matrix

Radiologic Technology applicants will receive points toward based on the following criteria:					
			Point Value	Points Earned	
1. **Pre-requisite courses completed (1st or 2nd attempt):**					
First attempt	BIO 210	Grade of A:	3		
		Grade of B:	2		
	BIO 211	Grade of A:	3		
		Grade of B:	2		
	ENG 101	Grade of A:	3		
		Grade of B:	2		
	MAT 110	Grade of A:	3		
		Grade of B:	2		
Second attempt	BIO 210	Grade of A:	2		
		Grade of B:	1		
	BIO 211	Grade of A:	2		
		Grade of B:	1		
	ENG 101	Grade of A:	2		
		Grade of B:	1		
	MAT 110	Grade of A:	2		
		Grade of B:	1		
2. **Prerequisites completed (1st attempt):**					
	AHS 102	Grade of A or B:	1		
	PSY 201	Grade of A or B:	1		
	SPC 205	Grade of A or B:	1		
	Humanities/Fine Arts Elective	Grade of A or B:	1		
3. **Aiken County resident** (one point if applicable)			1		
4. **Completed more than 18 credits at ATC** (one point if applicable)			1		
5. **Earned degree(s)** (one point for each as applicable)					
		Master's Degree	1		
		Bachelor's Degree	1		
		Associate's Degree	1		
6. **Job Shadow Experience (8 hours) Evaluation Form**			20		
7. Radiology Information Session			4		
		Maximum Points	**45**	**Total**	0

Application has been reviewed by a representative of the Enrollment Services Center:

Signature:_____ Date: _____

Application has been received by the Radiologic Technology Department:

Signature:_____ Date: _____

Application has been reviewed by the Radiologic Technology Department:

Signature:_____ Date: _____

Aiken Technical College Radiologic Technology Program
Waiver and Release of Liability

In consideration of the risk of injury while participating in Radiology Job Shadow ("the activity"), and as consideration for the right to participate in the activity, I hereby, for myself, my heirs, executors, assigns, or personal representatives, knowingly and voluntarily enter into this waiver and release of liability and hereby waive any and all rights, claims or causes of action of any kind whatsoever arising out of my participating in the activity, and do hereby release and forever discharge Aiken Technical College and Affiliate Organizations, located at 2276 Jefferson Davis Highway, Graniteville, SC 29829, their affiliates, managers, members, agents, attorneys, staff, volunteers, errors, representatives, predecessors, successors and assigns, for any physical or psychological injury, including but not limited to illness, paralysis, death, damages, economical or emotional loss, that I may suffer as a direct result of my participation in the aforementioned activity, including traveling to and from an event related to this Activity.

I am voluntarily participating in the aforementioned activity and I am participating in the activity entirely at my own risk. I am aware of the risk associated with traveling to and from as well as participating in this activity, which may include, but are not limited to, physical or psychological injury, pain, suffering, illness, disfigurement, temporary or permanent disability (including paralysis), economic or emotional loss, and death. I understand that these injuries or outcomes may arise from my own or others negligence, conditions related to travel, or the condition of the activity location(s) nonetheless, I assume all related risk, both known or unknown to me, of my participation in this activity, including travel to you, from and during this activity.

I agree to indemnify and hold harmless Aiken Technical College and Affiliate Organizations against any and all claims, suits or actions of any kind whatsoever for liability, damages, compensation or otherwise brought by me or anyone on my behalf, including attorney's fees and any related costs, if litigation arises pursuant to any claims made by me or by anyone else acting on my behalf. If Aiken Technical College and Affiliate Organization(s) incurs any of these types of expenses, I agree to reimburse Aiken Technical College and Affiliate Organizations.

I acknowledge that Aiken Technical College and Affiliate Organization(s) and their directors, officers, volunteers, representatives and agents are not responsible for errors, omissions, acts or failures to act of any party or entity conducting a specific event or activity on behalf of Aiken Technical College and Affiliate Organization(s).
I acknowledge that this activity may involve a test of a person's physical and mental limits and may carry with it the potential for death, serious injury, and property loss. The risks may include, but are not limited to, those caused by terrain, facilities, temperature, weather, lack of hydration, condition of participants, equipment, vehicular traffic and actions of others, including but not limited to, participants, volunteers, spectators, coaches, event officials and event monitors, and/or producers of the event.

I acknowledge that I have carefully read this waiver and release and fully understand that it is a release of liability. I expressly agree to release and discharge Aiken Technical College and Affiliate Organization(s) **and all of its affiliates, managers, members, agents, attorneys, staff, volunteers, heirs, representatives, predecessors, successors and assigns, for any and all claims or causes of action and I agreed to voluntarily give up or waive any right that I otherwise have to bring a legal action against** Aiken Technical College and Affiliate Organization(s) **for personal injury or property damage.**

To the extent that statute or case law does not prohibit releases for negligence, this release is also for negligence on the part of Aiken Technical College and Affiliate Organization(s), its agents, and employees. In the event that I should require medical care and treatment, I agree to be financially responsible for any costs incurred as a result of such treatment. I am aware and understand that I should carry my own health insurance. In the event that any damage to equipment or facilities occurs as a result of my or my family's willful actions, neglect or recklessness, I acknowledge and agree to be held liable for any and all costs associated with any actions of neglect or recklessness.

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This agreement was entered into without duress or coercion, and is to be interpreted as an agreement between two parties of equal bargaining strength both the Participant, _____, and Aiken Technical College and Affiliate Organization(s) agree that this agreement is clear and unambiguous as to its terms, and that no other evidence will be used or admitted to alter or explain the terms of this agreement, but that it will be interpreted based on the language in accordance with the purposes for which it is entered into. In the event that any provision contained within this Release of Liability shall be deemed to be severable or invalid, or if any term, condition, phrase or portion of this agreement shall be determined to be unlawful or otherwise unenforceable, the remainder of this agreement shall remain in full force and effect, so long as the clause severed does not affect the intent of the parties. If the court should find that any provision of this agreement to be invalid or unenforceable, but that by limiting said provision it would become valid and enforceable, then said provision shall be deemed to be written, construed and enforced as so limited. In the event of emergency, please contact the following person in the order for presented:

Emergency Contact **Contact Relationship** **Contact**

I, the undersigned participant, affirm that I am of the age of 18 years or older, and that I am freely signing this agreement. I certify that I have read the statement, and I fully understand its contents and that this release cannot be modified orally. I am aware that this is a release of liability in a contract and that I am signing it of my own free will.

Participant's Name:

Participant's Address: _____

Signature: _____Date:_____

Witness: _____ Date: _____

Date Job shadow will be conducted: _____

Location(s) Job Shadow will be conducted: _____

Time(s) Job Shadow will be conducted: _____

ATC Program Official Signature: _____ Date: _____

Potential shadow locations and contacts to schedule:

Aiken Regional Medical Center and Southside Imaging Center contact Ms Carole Groomes -803-641-5060 carole.groomes2@uhsinc.com.
Carolina Musculoskeletal Institute contact Ms. Tracy Chitwood -803-293-1447 (shadowing can be scheduling by any technologist at this facility)
If you find a location other than the three mentioned please ensure that you get it approved by the ATC Radiology faculty PRIOR to shadowing (provide ATC faculty with location and a contact number or email for the person that approved the activity. You are required to shadow a total of (8) hours. Four hours (4) will be conducted in a hospital setting (ARMC) and four (4) hours will be conducted shadowing in an outpatient facility (SS Imaging and CMI). Please do not wait until the last minute to schedule your appointment to shadow (sites limit daily intake of students allowed to shadow).
***Note: This waiver must be received and signed before Job Shadow Date. If ATC has not acknowledged receipt of this waiver, you may not participate in the activity. Contact for waiver: Ms McRavin 803-508-7445 mcravinm@atc,edu or Ms. Reese 803-508-7474; (reeset2@atc.edu)

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Prospective Student Observation Form

Student Name (please print):_____
Name of Facility: _____
Name of Contact Person Scheduling Observation: _____
Date of Observation: _____
Arrival Time: _____ Technologist Signature: _____
Departure Time: _____ Technologist Signature: _____

Please write a brief description of your observation time. Please tell what you observed in the way of examinations performed, equipment used, etc. You may visit the different modalities but most of your time should be spent in the diagnostic department, since that will be the academic tract you will follow in the Radiologic Technology Program at Aiken Technical College. One form should be used for each four (4) hour observation. Two observations must be completed and turned in with the application check sheet on or before the application deadline.

Signature of Observing Student: _____

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Students applying for the ATC Radiologic Technology Program should pass the following technical standards:
To participate in the clinical externship, applicants must possess additional non-academic skills. These technical standards are consistent with expected duties a radiographer operating in the medical field. Applicants are required to have:

- Ability to communicate orally and in writing with patients and other healthcare personnel, and the ability to follow verbal and written directions.
- Ability stand for long periods of time
- Ability to lift and transfer patients in excess of 100+ pounds to and from the imaging table.
- Ability to move, adjust, and manipulate equipment to perform imaging procedures.
- Ability to review and evaluate patient images to determine quality of image.
- Ability to communicate orally and in writing with patients, doctors, and other personnel, and the ability to follow written and verbal directions.
- Ability to use proper discretion and judgment in dealing with patients, family members, and others.
- Ability to work well with others and maintain a high level of professionalism, tact and enthusiasm.
- Ability to think critically, clearly and rationally. Students under the influence of mind altering drugs, including those prescribed by a physician will not be allowed in clinical practice while under prescribed medications. Doing so could affect decision making abilities and could jeopardize patient care.

Aiken Technical College Radiologic Technology Program does not discriminate in admissions on the basis of race, sex, national or ethnic origin, age, religion or handicap.

IMPORTANT NOTICE
The Aiken Technical College Radiologic Technology Program as well as all other Health Science Programs requires criminal background checks and drug screenings prior to admittance into the program. This is at student expense. Failure to pass one or both could result in non-acceptance to the program. Applicants with prior felony convictions and misdemeanors may not be allowed in the clinical sites or allowed to sit for the National or State exams in Radiology. If an applicant is found guilty of an offense while in the program they could also be dismissed from the program. Background checks and urinalysis ordered through https://www.castlebranch.com/ (Package code to use when ordering: AZ88). This should be ordered immediately after receiving and accepting an offer for a seat in the program.

FELONY CONVICTIONS and MISDEMEANOR OFFENSES
Graduates of the ATC Radiologic Program are considered candidates to sit for the American Registry of Radiologic Technologists (ARRT) National Certification Board Examination. Candidates must comply with the "Rules of Ethics" contained in the American Registry's "Standards of Ethics." Convictions, plea of guilty to or a plea of NoLo contendere to a crime which is either a felony or is a misdemeanor must be investigated by the ARRT in order to determine eligibility prior to being allowed to sit for the certification exam. Applicants who have been convicted of, or plead guilty to or plead NoLo contendere to a crime are highly encouraged to contact the ARRT standards of ethics committee and complete an ethic review pre-application prior to seeing enrollment in the Radiologic Technology Program. There is a cost associated with this application. This is highly encouraged because graduates that do not pass the ethics review will not be allowed to sit for the certification exam.

Things you should do prior to attending an information session:

- Review the history of x-ray
- Review the ATC RT program manual (policies and procedures)
- Google ARRT, ASRT and JRCERT
- Complete your 8 hour shadow experience
- Visit the careers section on the ASRT. Org website
    1. View the career video and information found at www.ASRT.org website.
    2. Click on careers at the top of the page. (Read “Explore Careers” and What Do Radiologic Technologists Do).
    3. Click on the career video heading and watch Intro to Radiologic Technology and the radiography section. Note: There are other sections you may be interested in as well. If the videos in the link do not work on your computer you can find them on Vimeo.

RADIOLOGY TECHNOLOGY PROGRAM

Order of Application Process

____ 1. Complete pages 3 and 4 then print application

____ 2. Make 2 copies of the observation page and the shadowing evaluation form (you will need 1 each per job shadowing site)

____ 3. Set up appointment date/time for observation (job shadowing) - 8 total hours. The below are the only sites available for shadowing:

- (4-hrs)CMI- POC-Ms Tracy Chitwood-803 293 1447 (any technologist will be able to schedule you)
- (4-hrs)Aiken Regional-POC-Ms Carole Groomes - 803-641-5060, M-F 8-4:30. She can also be reached by email Carole.Groomes2@uhsinc.com

____ 4. Once appointment has been made, student **MUST** have the Job Shadow form (p.6) signed by program faculty **PRIOR** to participating in the job shadowing. Contact: Ms Mcravin (mcravinm@atc.edu) or Ms Reese (reeset2@atc.edu)

___ 5. Upon completion of job shadowing; applicant will need to attend one of the mandatory information sessions (dates/time/location-posted on website)

****Applicant CAN attend information session prior to shadowing****

- Applicant will bring packet to information session. Observation forms will be signed at this time. (if applicable)

____ 6. Once completed, applicants may turn in packet, with signature, to Enrollment services.

Information sessions starts November 8th, see website for additional dates

Application Deadline: May 31, 2019 for Fall 2019 start

**PLEASE READ APPLICATION IN ITS ENTIRETY **

Aiken Technical College
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RADIOLOGIC TECHNOLOGY PROGRAM
PROSPECTIVE STUDENT SHADOW EVALUATION FORM

Please assist us by providing feedback on the Student Visitation.
Check the appropriate response; if answering "No", please explain. Please provide any feedback in the comments section.

****FORM WILL BE PICKED UP BY FACULTY****

Student Name _____ **Date of Visit** _____
Facility Visited _____

	YES	NO
1. Did the student arrive on time?	_____	_____
2. Did the student stay for the agreed amount of time?	_____	_____
3. Do you feel the student was dressed appropriately?	_____	_____
4. Did the student display a professional manner?	_____	_____
5. Did the student seem interested (ask questions, etc)?	_____	_____
6. If "yes" to #5, were the questions appropriate and meaningful?	_____	_____
7. Did the student relate well to the technologists and other employees?	_____	_____
8. Was the student courteous and polite?	_____	_____

How would you rate the visit overall Excellent (2) Satisfactory (1) Poor (0)

Comments/Suggestions: