

TYLER JUNIOR COLLEGE

RADIOLOGIC TECHNOLOGY PROGRAM APPLICATION FOR FALL, 2009

INTRODUCTION

****Some of the Radiography Faculty will not be available starting around the first of June. As a result, the dates for the first orientation and the interviews have been moved up (when compared to previous years). Grades for courses taken through TJC in the Spring Semester should be posted in plenty of time for students to acquire an updated official transcript to turn in for updates to the application. We cannot guaranty that grades and transcripts from other institutions will be available. However, a student providing verification of progress and likelihood of completion and passing from their instructor in the form of a SIGNED letter on institutional letterhead will be considered. In addition, the dates listed are tentative dates, subject to change.**

Thank you for your understanding.

Tyler Junior College offers a cooperative Program with area medical facilities which is designed to provide skilled technologists in Diagnostic Radiography. The Program is accredited by the Joint Review Committee on Education in Radiologic Technology (JRCERT). Graduates of the Program receive an Associate in Applied Science degree in Radiologic Technology and are eligible to apply for admission to take the certification examination administered by the American Registry of Radiologic Technologists (ARRT). After passing the ARRT examination, the graduate may apply for certification by the State of Texas.

A balanced curriculum of general didactic and clinical courses offers the student an opportunity for cultural development as well as occupational competence. Clinical instruction is given at East Texas Medical Center-Tyler, Jacksonville and Athens; Trinity Mother Frances Hospital-Tyler and Jacksonville; Trinity Clinic-Tyler; Trinity Manhattan Clinic-Tyler; University of Texas Health Center- Tyler; Palestine Regional Medical Center, Palestine; Medical Center at Terrell, Azalea Orthopedic and Sports Medicine Clinic, Texas Spine and Joint Hospital. **CLINICAL SITES WILL BE ASSIGNED BY THE CLINICAL COORDINATOR.**

The Program is a full 24-month program. The student will spend approximately 1800 clock hours at an assigned clinical education site (hospital or clinic). There is no monetary compensation given by the clinical site or by Tyler Junior College. Absences from clinical education (Practicum classes) are limited. If educationally valid and supervision is provided, students may be assigned clinical education hours on an early evening shift every six weeks and every sixth week-end (Saturday and Sunday) will be assigned as clinical education time. Seven weeks per calendar year are given as time off from clinical education. These times are assigned.

NOTE: If the student is assigned to a particular clinical site and that individual is deemed unacceptable by that site, the student will be counseled by the Clinical Coordinator and Department Chair, suspension or dismissal is the most likely result. Placement at another clinical site is will be decided by the Clinical Coordinator and Department Chair.

IN THE PAST FIVE YEARS, THE PROGRAM HAS HAD A PASS RATE OF THE ARRT EXAM OF 100%, A PROGRAM RETENTION RATE OF 74%, AND A GRADUATE EMPLOYMENT RATE OF 100%.

The program begins once a year--in the Fall semester only.

Every effort is made to assure accuracy of the information in this packet, but be aware that stipulations set forth are subject to change!

Tyler Junior College gives equal consideration to all applicants for admission, employment and participation in its programs and activities without regard to race, creed, color, national origin, gender, age, marital status, disability or veteran status.

Mission and Goals 2008

The Tyler Junior College Radiologic Technology program provides eligible candidates with learning resources that ensure qualified students develop the skills in accordance with the institutional mission. The program strives to instill into its students the value of life long learning to enhance personal growth and development of workplace, business and leadership skills.

Goal 1: Students of the Tyler Junior College Radiologic Technology Program will be clinically competent. Clinical competence will be demonstrated through production of quality radiographs, radiation safety and competent patient care.

Goal 2: Tyler Junior College Radiologic Technology students will learn to communicate effectively through interaction with patients, faculty and staff. Assignments will develop written communication skills.

Goal 3: Tyler Junior College Radiologic Technology Students will develop the critical thinking skills required to adjust to workplace conditions.

Goal 4: Tyler Junior College Radiologic Technology Students will demonstrate the professionalism required of medical personnel.

WHAT IS A STUDENT RADIOLOGIC TECHNOLOGIST OR RADIOGRAPHER?

Radiologic Technology students will have direct "hands on" exposure to radiographic examinations. Clinical education will begin during the first semester. Duties will include manipulating the equipment and administering patient care. All types of examinations are done: everything from a finger to a barium enema (an examination of the colon which involves giving the patient an enema with barium and taking radiographs). Radiologic Technology is very much a "patient oriented" profession. Students will be interacting with all types of patients and responsible for the safety of those patients, in addition to producing quality radiographs. The student will be required to handle the seriously ill or unreasonable patient in a professional manner.

Each student will learn to take radiographs in surgery while adhering to sterile procedure in the surgical suite. There will be trauma (accident) patients and high stress situations, such as in the emergency room and the intensive care units.

The typical schedule of a freshman radiography student for the Fall and Spring is eight clock hours at a clinical site (hospital) on Tuesdays and Thursdays, with classes on campus on Mondays, Wednesdays, and Fridays. During the eleven week Summer session, eight clock hours are spent at a clinical site on Mondays, Wednesdays, and Fridays, with classes on campus on Tuesdays. A two week, summer vacation will be assigned.

The typical schedule of a sophomore radiography student for the Fall and Spring is eight clock hours at a clinical site (hospital or clinic) on Mondays, Wednesdays, and Fridays, with classes on campus on Tuesdays and Thursdays. During the eleven week Summer session, eight clock hours are spent at a clinical site on Tuesdays and Thursdays, with classes on campus on Wednesday. A two week, summer vacation will be assigned.

If educationally valid and supervision is adequate, weekend and early evening hospital (clinical) hours may be assigned for all semesters. Students will be assigned semester rotations to other hospitals in the sophomore year. Students must be able to afford the time and money dictated to complete all requirements of the Program, both clinical and didactic. Due to a very demanding schedule, free time is limited. Since a "C" (at least 78%) average is required to pass each Radiologic Technology (RADR) course, study time is a priority. A *total commitment* to the Program is necessary to succeed.

After graduation, students will be eligible to apply for admission to take the certification examination administered by the American Registry of Radiologic Technologists (ARRT). After passing the ARRT examination, the graduate may apply for certification by the State of Texas. The starting salaries in East Texas after graduation range from \$17.50 per hour to \$20.00 per hour, depending on the geographic area. Advancement into one of the specialty areas (CT, Ultrasound, MRI, Cardiac Cath Lab, etc.) should result in a salary increase.

PLACEMENT POLICIES

Admission to Tyler Junior College does not imply or guarantee admission to a health science program. Health Science Programs have selective admissions. Students are selected by an Admissions Committee based on criteria such as: ACT scores, grade point averages, previous educational achievements, previous health care experience and health status. However, individuals **may** not be eligible to participate in the hospital or clinical environment or take the American Registry of Radiologic Technologists exam or to procure a Texas Department of State Health Services (DSHS), Office of Patient Protection (OPP) certification due to factors such as criminal history, being on parole or probation including deferred adjudication, past and present substance abuse, and physical and/or mental health. Contact the program's Department Chair if this applies to your situation. There are exceptions.

The number of students admitted each year is limited due to factors such as classroom, laboratory and clinical space, regulating agency requirements, and student-teacher ratios. Programs in the School of Allied Health and Nursing utilize a point system for placement. Points are awarded for the criteria established by each Program. The Admissions Committee considers ranking of the students according to points received and other factors listed above.

Applicants must meet the following requirements:

1. Successfully complete the THEA or an alternate examination, unless exempt or TSI (Texas Success Initiative) complete and be able to present successful scores by no later than May 25.
2. Complete an Admissions Application to Tyler Junior College, Admissions Office, by April 15, and **include all college official transcripts with the application**. This document that you are currently reading is NOT an application to TJC. It is an application to the program. Application to the program and to the college are two separate issues.
3. Be eligible for readmission to any college(s) previously attended.
4. Be eligible for readmission to any health science program(s) previously attended.
5. Provide documentation with the program application a Composite ACT (Assessment score only is needed. Assessment plus Writing is not required) score of 17 or higher, and an overall grade point average (GPA) of 2.5 or higher. Scores may be submitted no later than May 15.
6. Complete, in its entirety, the Health Science Program Admission Application, found in this packet. This application must be IN the Department Chair's office by April 15. If THEA or ACT scores are not available by the April 15 due date, INDICATE the dates that the test(s) will be taken. See "check-list"
7. Provide **official transcripts** of all colleges attended, including TJC (TJC's may be unofficial), to the department chair with the application. **By the end of the spring semester prior to fall entrance, applicants must have completed two college level science classes and on other , or one science and two others in order to apply.**
8. Attend a pre-admissions interview or orientation session near the end of May or first of June (Tentative date is Thursday, May 15, 2007 at 1 p.m.).
9. If applicable, provide an updated transcript which includes Spring course work or late test scores to the DEPARTMENT CHAIR by May 15. **Documents will be accepted at the meeting.**

The Admissions Committee evaluates applicants for the Radiologic Technology Program, and will make its selections in approximately the first week in June. The Committee will feel free to accept students with outstanding scholastic records and aptitudes prior to, and sometimes after, the June date, if conditions warrant individual consideration. A notice of acceptance, alternate, or rejection status will be sent to the applicants by the Dean of Admissions, after the Committee has made its selections. Applications of those not selected will be retained for thirty days ONLY after the fall semester starts. **APPLICANTS MUST SUBMIT NEW APPLICATIONS FOR EACH YEAR.**

ALL REQUIREMENTS AND POLICIES OF THE TYLER JUNIOR COLLEGE RADIOLOGIC TECHNOLOGY PROGRAM MUST BE MET BY THE DEADLINES TO BE CONSIDERED FOR PLACEMENT IN THE NEXT CLASS OR ON THE ALTERNATE LIST.

PROGRAM ADMITTANCE POLICIES

Please read the following policies related to admission and progression through the Radiologic Technology Program. Any questions related to these policies may be answered by calling the Department Chair of the Radiologic Technology Program at (903) 510-2596 or the Staff Coordinator at 903 510 2366.

If previously enrolled and dropped because of failure to pass Radiologic Technology courses, re-application is **usually** allowed only once. Having received a final grade of "D" or "F" constitutes failure to pass. This policy applies to completion of the course through any method, including transfer.

Students must repeat Biology 2401 and Biology 2402 (Anatomy and Physiology) if completed more than five years prior to the beginning of a projected entry date. Contact the Department Chair regarding alternatives or exceptions. Any Anatomy and Physiology course taken at another college or university must be approved for transferability by the TJC Admissions Office. The student must maintain a "C" or better in all required general education courses of the Radiologic Technology curriculum. This includes BIOL 2401, BIOL 2402 and ENGL 1301, etc.

Anyone convicted of a crime, or hospitalized/treated for mental illness or chemical dependency, should contact the Department Chair for advisement. Minor traffic violations or juvenile offenses are not an issue.

TESTING FOR APPLICATION TO THE PROGRAM

1. THEA scores (unless exempt) and ACT scores must be submitted. TSI Complete is accepted
2. All test scores must be documented.
3. THEA scores or TSI complete documentation, ACT scores, and all transcripts must be on file in the Tyler Junior College Admissions Office **in addition to** the copy required for submission to the Radiologic Technology Department Chair. The applicant is responsible for documentation to both parties.

Applications for placement into the Fall Radiologic Technology Program must be on file in the Department Chair's office by **April 15** to ensure consideration. All applications submitted by April 15 will be evaluated by the Admissions Committee. The student will be notified of status, on or about, June 15th. At the mandatory late May, the applicant will have an estimate of his or her pre-interview ranking.

Selection is based on a point-value system. The following items are evaluated for points:

1. ACT scores of 17 or above (science reasoning score is counted twice).
2. High school GPA or GED (if less than 15 hours college work is completed) or college GPA (if 15 hours or more of college work is completed by the end of the Spring semester prior to program start).
3. *Required GPA of at least 2.5. The GPA must include at least one of the required Program sciences and two other courses, or two science courses and one other course.
4. Extra points for grades in BIOL 2401, BIOL 2402, and Computer Science
Bonus points for either College Algebra, Elementary Physics or Medical Terminology 1&2
5. In-district Status
6. Previously awarded college degrees
7. **Documented** patient care related work experience (including EMS courses)
8. If applicant had applied the previous year
9. Interview Points (first 40-45 applicants with highest scores will be interviewed)

*It is highly recommended that all general education requirements be completed early, in order to concentrate solely on RADR courses. General education core courses are highlighted and underlined in the enclosed curriculum.

#In some cases, other college level science courses may be considered for points.

At least one college level science course (i.e. Biology 2401) and two other courses, or two science courses and one other course must be taken in order to accumulate the required GPA points to be counted toward admittance. It is very difficult to accumulate enough points for acceptance without science course points and required GPA points.

The applicant selected for tentative placement into the Radiologic Technology Program will receive a letter of notification and health forms from the Program Chair. **The applicant must submit to the Department Chair, within two weeks of the date of the letter, a written acceptance of placement.**

The applicant selected will be required to return physical examination and immunization forms signed by a physician, and Hepatitis B vaccination as soon as possible. Information regarding the drug screen and criminal background check will also be included. The deadline for submission of all completed health forms is August 1. Placement is dependent upon a full release by the physician to perform patient care and results of a drug screening and a criminal background check.

Failure of the student to submit to the Department Chair, within two weeks, the required letter stating that he/she accepts the position in the Program, will result in forfeiture of placement into the Program and that vacancy will be filled by the next alternate. If by the third week of June, you have received no correspondence from the Department Chair, **please call the Department Chair.**

Applicants not selected for the class will be notified in writing of potential placement status and/or other alternatives available at the time.

THE FOLLOWING STEPS MUST BE COMPLETED TO APPLY FOR PLACEMENT INTO THE RADIOLOGIC TECHNOLOGY PROGRAM:

1. Submit a general application to the Office of Admissions of Tyler Junior College prior to **April 15**, unless previously enrolled. (This is **not** an application to the Program.)
2. Take the **THEA** test early, if not **THEA exempt, passed or TSI completed**, so that scores will be available before April 15 (**May 15th** is the absolute deadline). An application and fees must be sent in order to take the test. Scores are available 4-6 weeks after test date. (Contact the TJC Testing Center now for complete information.)
3. Take the **ACT** examination (timing is important) so that scores will be available preferably before April 15 (**May 15th** is the absolute deadline for scores submission). An application and fees must be sent in order to take the test. Scores are available 4-6 weeks after test date. (Contact the TJC Testing Center now for complete information.)
4. Submit a program application, all signed forms (4), transcripts and test scores **to the Department Chair.**
5. If the applicant is a graduating high school senior, please submit an incomplete high school transcript at this time. A complete transcript must be furnished to the Program upon graduation (by May 15th).
6. Submit all college transcripts (official) It is the applicant's responsibility to up-date the application, if additional college work is completed. **You must submit your Spring transcript to the Department Chair to receive credit for this academic work and this must be done as soon as transcripts are available. Consideration of Spring work and/or ACT or THEA scores will end May 15th. ****
7. Individuals with an application on file will be notified of the scheduled date of an orientation meeting to be held in May. Attendance is mandatory. (Tentatively May 15, 2009, 1 p.m.) A second orientation at a local hospital **may** be required.
8. The first 40-45 people with the highest points will go through an interview process. Tentative dates for this are May 21 and 22, 2009, or May 28, 29, 2009.

READMITTANCE POLICY

Previous students who now wish to reapply, after having attended and left the Radiologic Technology Program, should call the Department Chair or refer to their *Radiologic Technology Student Handbook*. Military personnel who are in the program and called to active duty, will automatically be allowed back into the program and placed in the appropriate semester within one year of the honorable discharge date.

IMMUNIZATIONS

Texas Administrative Code, Title 25, Part 1, Chapter 97, Subchapter B, Rule 97.64 states that a student who is in a health science program which will involve direct patient contact, **MUST** have had all 3 Hepatitis B immunizations before the beginning of the second semester of the program.

This can present a **major** timing problem for students who are applying to the program.

TIMING:

The first immunization is given—the second is given one month later, and the third is to be given 5 months after the second one. So, this must be started six months before the end of the first semester of being in the program. A four month régime is available.

IT IS HIGHLY RECOMMENDED that anyone who is planning to apply to a health science program that has clinical rotations in the first or second semester get started on the Hepatitis B immunization series as soon as possible (now would work well). Radiologic Technology requires clinicals the first semester.

IF A STUDENT IS ACCEPTED TO THE PROGRAM AND CANNOT PROVE THAT THE TIMING FOR THE THIRD IMMUNIZATION WILL BE NO LATER THAN THE FIRST DAY OF THE SECOND SEMESTER, THAT STUDENT MAY NOT ENTER THE PROGRAM.

PROOF OF THE FIRST HEP B IMMUNIZATION ON OR BEFORE JUNE 15 IS REQUIRED.

There are other immunization issues, but they may be quickly resolved. The Hep B situation requires immediate attention. Immunization records will be required or re-immunization will be necessary.

IMPORTANT: Students choosing to use the TJC Health Center for health related services (i.e. physical examinations, TB skin test, and immunizations for measles/ mumps/ rubella (MMR), tetanus/diphtheria, and varicella (chicken pox), must present their “provisional acceptance” letter as proof of acceptance to an Allied Health and Nursing (AHN) program in order for any services to be performed at the TJC Health Center.

Students must also provide immunization records to the Health Center staff in order to obtain required vaccination updates.

Note: Due to the time required to complete the Hepatitis B vaccination series, it is important that the students start their series as soon as possible.

**RADIOLOGIC TECHNOLOGY
ADMISSION SELECTION POINT SYSTEM**

Students will be ranked by points accumulated. The students with the top 28 (approximately) points will be tentatively accepted into the program. Those ranked 29 through 48 will be considered alternates for any positions vacated before fall classes begin. The far right column can be used as a work sheet to calculate your estimated points.

FORMER EDUCATION:

POSSIBLE POINTS

Degree earned from a regionally accredited institution	B.S.	Maximum	3
AA degree must have 12 science credits	B.A.	Maximum	2
	A.A.S.	Maximum	1
	A.A.	Maximum	1

FORMER WORK EXPERIENCE:

MUST be hands on health care related		Maximum	6
<ul style="list-style-type: none"> • <i>A letter from your employer stating the date of hire and your daily responsibilities or tasks</i> • <i>Minimum 200 hours</i> (Letters of recommendation will not be accepted)			

CUMULATIVE GPA:

Points earned equals GPA multiplied by one		Maximum	4
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REQUIRED GPA

GPA of the seven (or less) non RADR classes multiplied x 4.	Maximum		16
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COMPLETED COURSES:

	<u>Anatomy & Physiology</u>	<u>Computer</u>	
Completed with a grade of:	A = 12 points	=4 points	
	B = 8 points	=2 points	
	C = 4 points	=0 points	
BIOL 2401 Anatomy and Physiology I		Maximum	12
BIOL 2402 Anatomy and Physiology II		Maximum	12
Computer Science Elective		Maximum	4

ACT:

Science Reasoning Score of 17 or higher multiplied by two	Maximum	72
Composite Score of 17 or higher multiplied by one	Maximum	36

RESIDENCE STATUS:

In district	Set	3
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COLLEGE LEVEL PHYSICS CLASS (with lab): A=3, B=2, C=1	Maximum	3
<u>OR</u> COLLEGE ALGEBRA <u>OR</u> MedTerm I andII		

APPLIED TO THE PROGRAM BEFORE:	Maximum	2
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INTERVIEW	Maximum	100
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After initial acceptance to the program, the applicant will document a physical exam, immunization records, and complete a drug screening and criminal background check.

APPLICANT'S CHECK LIST: SUBMIT BY APRIL 15
Must be IN the Department Chair's office, postmarks do not count!!!!

(Update your application with Spring transcripts or test scores by May 15)**

Before sealing your application, be certain you have included:

1. A completed program application. Every application must have every question answered. It **MUST** be signed and dated.
2. Placement scores. (THEA, if applicable, and ACT [Assessment only, the plus writing part is not needed] or the projected date of ACT or THEA testing date).
3. **Official** transcripts of all colleges that you have attended. **Non official** TJC transcripts will work.
4. **SIGNED** forms: Non academic requirements, release of liability form, records release form, unsafe or unprofessional behavior policy, pregnancy policy (females only) and the Allied Health and Nursing Admission Application. All of these forms are in this packet or are links at the end of the Application Packet link that is on the website. www.tjc.edu/radtech/radtech.htm , application to program, end of that page has links to all forms.
5. Be sure there are no "Holds" on your records at Tyler Junior College Holds (library fines)
6. Mark your calendar to *deliver* your updated Spring transcript to the **DEPARTMENT CHAIR** by May 15th. This is also the late deadline for ACT and THEA scores, if not already submitted. This is the only way you will get credit for your Spring work. Late (by May 15th) test scores will not adversely effect admission.
7. There will be a mandatory orientation meeting the middle of May. You will receive notification. Keep your address current with the Department Chair. If, by the first of May, you are not notified of the meeting **CALL** the Department Chair. (Probably May 15, 2009, 1:00 pm.
8. Submit to:

TYLER JUNIOR COLLEGE
Nathan Stallings
RADIOLOGIC TECHNOLOGY DEPARTMENT CHAIR
PO BOX 9020
TYLER, TEXAS 75711

For questions, please call or contact:

Nathan D. Stallings M.S., R.T.(R)
Radiologic Technology Department Chair
Room T-223 Pirtle Technology Building
Telephone: (903) 510-22596
Fax: (903) 510-2880 nsta@tjc.edu

OR

Sherry Haddock
T224 Pirtle Technology
904 510 2366
shad@tjc.edu