

EAST ARKANSAS COMMUNITY COLLEGE

ASSOCIATE OF APPLIED SCIENCE RADIOLOGIC TECHNOLOGY PROGRAM



INFORMATION PACKET

2010

DEADLINE FOR RADIOLOGIC TECHNOLOGY APPLICANTS

May 31 for Fall Admission

All information must be received by May 31

If qualified applicant pool is not met by application deadline, the deadline may be extended at the discretion of the Restricted Enrollment Committee.

ASSOCIATE OF APPLIED SCIENCE RADIOLOGIC TECHNOLOGY PROGRAM

The Associate of Applied Science Degree in Radiologic Technology is a 78 credit hour program designed to produce competent, entry-level radiographers for the practice of diagnostic imaging. Students will be required to participate in both classroom and clinical settings. The program is designed to be completed in a 24-month period, which includes full-time course and clinical work.

Upon graduation, students will be eligible for the national credentialing examination offered through the American Registry of Radiologic Technologies.

ATTENTION

The East Arkansas Community College's Associate of Applied Science Radiologic Technology Program *Information Packet* presents the program and requirements in effect at the time of publication but is no guarantee that they will not be changed or revoked. However, adequate and reasonable notice will be given to students and prospective students affected by any changes. This Information Packet is not intended to state contractual terms and does not constitute a contract between the student or prospective students and the school.

East Arkansas Community College's Associate of Applied Science Radiologic Technology Program reserves the right to make changes as required in course offerings, curricula, academic policies, and other rules and regulations affecting students to be effective whenever determined by the School. These changes will govern current and formerly enrolled students. Enrollment of all students is subject to these conditions.

Criminal Background Checks

Prospective students seeking admission to the Associate of Applied Science Radiologic Technology Program at East Arkansas Community College should be aware that American Registry of Radiologic Technology (ARRT) Board shall have the right to reject the application of any individual for certification if the Board determines, in its sole and absolute discretion, that the individual does not meet the qualifications for the certification. All candidates must comply with the Rules of Ethics contained in the ARRT Standards of Ethics. One issue addressed by the Rules of Ethics is conviction of a crime – which includes a felony, gross misdemeanor, or a misdemeanor with the sole exception of speeding and parking violations. For further details, prospective students may access the website for the American Registry of Radiologic Technology (ARRT) at www.arrt.org.

Pregnancy Information

In compliance with state and federal radiation safety regulation, any female student in the Radiologic Technology Program who becomes pregnant should notify the Director of the Program. At this time, the student will be advised of the options for completing the program of study. If the student elects to continue in the program during her pregnancy, the student must have written permission from her physician to continue in the program and a second radiation dosimetry badge will be worn at the waist.

Published and issued annually by
East Arkansas Community College
Department of Allied Health Science
1700 Newcastle Road
Forrest City, AR 72335
Phone: (870) 633-4480
Fax: (870) 633-7222

NONDISCRIMINATION POLICY

East Arkansas Community College's Associate of Applied Science Radiologic Technology Program does not discriminate against any applicant/student and adheres to the College's Equal Opportunity, Affirmative Action, Non-discrimination policy. East Arkansas Community College is committed to provide equal opportunity through its employment practices, educational programs, admissions policies, scholarship and loan programs and services it offer to the community. The College will make personnel decision and offer programs that will foster educational opportunities without regard to race, color, national origin, age sex or disability of qualified handicapped persons.

STUDENTS WITH DISABILITIES

Students with disabilities who wish accommodations should contact the Coordinator located in Office Building 1. The admissions procedures for the Office for Students with Disabilities are as follows:

1. Student must provide the Office for Students with Disabilities Coordinator with appropriate documentation giving evidence of a bonafide disability.
2. If necessary, the student will sign a release of information form to obtain documentation of disability.
3. Student will fill out an application for disabled student services.
4. The Office for Students with Disabilities Coordinator will evaluate the needs of the student and inform him/her of accommodations, which will be provided.
5. The Student with Disabilities Coordinator will inform instructor, Student Support Services, or other College personnel as appropriate for necessary accommodations.

PLACEMENT ASSISTANCE

In the spring semester of each academic year, recruiters from various healthcare facilities within the surrounding area come to recruit the senior students enrolled in Allied Health Science programs.

ABILITIES REQUIREMENT POLICY

In order to achieve the Radiologic Technology curriculum objectives, a student must be able to:

1. Physically tolerate an 8-10 hour work day at a pace conducive to safe and effective clinical practice.
2. Stand and/or walk for prolonged periods of time in a clinical setting.
3. Walk up 2 flights of stairs and down 3 flights of stairs.
4. Lift and transfer patients to accomplish bed to chair and chair to bed transfers.
5. Lift at least 50 pounds using appropriate body mechanics.
6. Respond and react immediately to auditory instructions and requests.
7. Perform close and distance visual activities involving objects, paperwork, people, as well as discriminate depth and color perception.
8. Discriminate between sharp/dull and hot/cold when using hands.
9. Perform fine and gross motor movements with upper and lower extremities.
10. Communicate effectively, both orally and in writing.
11. Make appropriate decisions quickly and under stressful situations.
12. React in a calm and courteous manner when encountering hostile situations.
13. Perform multiple tasks simultaneously in order of priority.

Radiologic Technology Program

Mission Statement

The Radiologic Technology Program is an integral part of East Arkansas Community College and functions within the framework of the College. The program's mission statement and goals guide the faculty in providing quality educational opportunities.

The mission of the Radiologic Technology Program at East Arkansas Community College is to provide a highly comprehensive academic and clinical educational environment that culminates in the production of qualified entry-level radiographers who can function effectively as a member of the health care team. The program strives to provide the community with graduates who exhibit competent, professional, ethical, technical, communication, and critical thinking skills when rendering care. The faculty believes that the graduates will value and integrate learning and professional development as a lifelong process.

Goals

Upon completion of the program, the graduate will be able to:

1. Apply technical knowledge and clinical skills toward the practice of radiologic technology.
2. Utilize critical thinking and problem-solving skills in the practice of radiologic technology.
3. Communicate effectively in both oral the written form with patients, families, and all members of the healthcare team.
4. Perform all radiologic procedures and produce images of diagnostic value while providing quality patient care.
5. Conduct himself/herself in a professional manner according to ARRT Code of Ethics.
6. Continue professional growth and development by engaging in life-long learning activities.

ADMISSION REQUIREMENTS

To be eligible for admission, the applicant must:

1. Be 18 years of age before any clinical component.
2. Be admitted to East Arkansas Community College (see current East Arkansas Community College Catalog for application and admission procedure.)
3. Complete any required College developmental courses.
4. Complete all prerequisites with a minimum grade of "C" by the May 31st deadline.
5. Have a 2.5 grade point average (GPA) by the May 31st deadline.
6. Retake or challenge science and/or math courses over five years old beginning Fall 2005.
7. Take the Pre-Entrance Exam: (Total cost \$23.00)
 - a. Critical Thinking Entrance Exam

The Pre-Entrance Exam is provided by Assessment Technologies, Inc. and may be taken only once per academic year. The exam is a timed computerized test. A description of the pre-entrance exam is below.

- a. Critical Thinking Entrance Assessment exam is given to assess the student's ability to use the phases of the critical thinking process.

The Exam(s) are administered to applicants by computer on the campus of EACC. All exams are proctored. The applicant may register for this exam in the Allied Health Science Department and pay the fee at the cashier's office. The fee must be paid in advance of registering for the exam. Fees are non-refundable.

APPLICATION PROCESS

All applicants must:

1. Submit a Radiologic Technology Program Application. Applicants who misrepresent/omit information from the application form become ineligible for admission or subject to dismissal after admission has been granted.
2. Request official transcript(s) to be mailed to both the Registrar's Office and the Radiologic Technology program.

A. Registrar's Office
East Arkansas Community College
1700 Newcastle Road
Forrest City, AR 72335

B. Department of Allied Health Science
Radiologic Technology Program
1700 Newcastle Road
Forrest City, AR 72335

Transcripts must be sent from any college, university, vocational/technical and/or any other school(s) attended beyond high school or completion of a GED.

Note: Each transcript must be sent even if grades are recorded on another transcript. All transcripts must be mailed directly from the institution(s) to be considered official. All requested transcripts/information must be received by the application deadline.

3. Submit scores of the Pre-Entrance Critical Thinking Exam.
4. Submit a completed Clinical Observation Form.

OBSERVATIONAL EXPERIENCE

Prospective students are required to complete four (4) hours of observation in a designated radiology department to observe the various areas of radiology. The prospective student must complete the Clinical Observation Form and have the Director or a supervisor of the radiology department complete the evaluation portion of the form. This form is to be submitted to the Allied Health Science Department as part of the application process. If this portion is not completed, the prospective student's file will be incomplete and will not be considered for the program.

The prospective student would benefit greatly from at least three (3) hours of observation in the general radiography area. The remainder of the time could be used observing other specialty areas such as MR, CT, mammography or angiography.

When observing in the hospital setting, the following dress items should not be worn: Flip-flops or any open-toed shoes, t-shirts, shorts, warm-up suits, or jeans. NO piercings or tattoos should be visible. All clothing must be clean and pressed.

Any question as to appropriate attire or whether a clinical observation setting is acceptable should be directed to the Program Director at East Arkansas Community College BEFORE the observation takes place.

APPLICATION DEADLINE

Students are admitted to East Arkansas Community College's Associate of Applied Science Radiologic Technology Program once a year for Fall Admission.

DEADLINE FOR RADIOLOGIC TECHNOLOGY APPLICANTS

May 31 for Fall Admission

All information must be received by May 31

If qualified applicant pool is not met by application deadline, the deadline may be extended at the discretion of the Restricted Enrollment Committee.

APPLICATION REVIEW/NOTIFICATION

Applicants whose files are completed by the May 31st deadline will be considered by the Restricted Enrollment Committee for admission to the Radiologic Technology Program. Notification of the committee's action will be made by letter during the month of June. There is no provisional acceptance for applicants not meeting the minimum requirements. East Arkansas Community College's Associate of Applied Science Radiologic Technology Program does not maintain a waiting list for students who meet the minimum requirements but who are not offered admission.

ACCEPTANCE

Once an applicant has been accepted to East Arkansas Community College's Associate of Applied Science Radiologic Technology Program, the candidate must:

1. Accept in writing by the date indicated on the acceptance letter.
2. Obtain CPR certification. Certification **must be** by an American Heart Association Healthcare Provider and include Adult, Child, Infant, Conscious, Unconscious, and Choking. Certification must be obtained prior to registration and must be valid for the entire program of study.
3. Have the following required immunizations with statement of proof:
 - a. Hepatitis B (The first shot in a series of three must be completed prior to registration or a waiver must be signed. Shots #2 and #3 must be completed as prescribed.)
 - b. Tetanus (Must be within the last 10 years)
 - c. Measles, Mumps, Rubella (MMR)
 - d. Tuberculin Test (TB). Proof of a current, negative TB skin test (within the last 12 months) or a negative chest x-ray is a requirement for registration.
4. Submit proof of health insurance.
5. Submit proof of malpractice insurance.

CREDIT BY EXAMINATION OR EXPERIENCE

Students who possess knowledge for certain courses offered by the College may petition for credit by examination or experience. Credit may be earned by passing a comprehensive test prepared by either a commercial testing service (i.e. CLEP) or the Department of the College in which the credit is to be awarded. Credit for courses offered by EACC may also be granted upon related work experience. A maximum of 12 semester hours of college credit can be awarded through examination, experience or a combination of the two. Please see College Catalog for further information.

TRANSFER STUDENT POLICY

Students withdrawing from (“W”) or failing (“D” or “F”) the same radiologic technology course twice or two separate radiologic technology courses may be ineligible for transfer into the Associate of Applied Science Radiologic Technology Program, even if the student has already repeated one of the courses and received a grade of “C” or better.

To transfer into the radiologic technology program, the student must:

1. Meet all current admission and transfer requirements for East Arkansas Community College (see current College Catalog for requirements) Students on academic suspension from another institution will be eligible for admission only after having remained out of school for one semester (not including a summer term) or being eligible to return to the previous institution.
2. Submit official transcript(s) showing all college work. Request official transcript(s) to be sent to both the registrar’s office and the radiologic technology program.
3. Submit a letter of reference from the Dean/Director of the previous radiologic technology program, which includes a statement of eligibility to return.
4. Have an overall GPA of 2.5 and a grade of “C” or better in all required courses.
5. Submit an application to the radiologic technology program.
6. Take entrance exam and submit scores to the Department of Allied Health Science by the transfer application deadline.
7. Successfully complete a radiologic skills competency check-off with 90% accuracy. Skills list will be provided. Student will have one opportunity to successfully complete skills competencies.

Transfer Student Application Deadlines

Deadline to apply for the Fall Semester is May 31st.

Deadline to apply for the Spring Semester is October 1st.

Transfer Student Application Review/Selection/Notification

The transfer student whose file is completed by the deadline will be considered by the Restricted Enrollment Committee for admission into the Radiologic Technology Program. Notification of the Committee’s action will be made by letter one month after the application deadline. There is no provisional acceptance for applicants not meeting the minimum requirements. East Arkansas Community College’s Radiologic Technology Program does not maintain a waiting list for student who meet the minimum requirements, but who are not offered admission. Admission is contingent on space availability.

Transfer Student Residency

Transfer students must complete at least 18 radiologic technology credit hours in East Arkansas Community College’s Associate of Applied Science Radiologic Technology Program.

**Radiologic Technology Program
Curriculum Plan**

Pre-requisites			Semester Hours
BIO	2114	Anatomy and Physiology I	4
BIO	2134	Anatomy and Physiology II	4
ENG	1013	English Composition I	3
MTH	1113	College Algebra - or -	3
MTH	1213	College Mathematics	
SOC	2043	Introduction to Anthropology	3
Total			17

Radiologic Technology Curriculum First Year

Term I (Fall)			Semester Hours
HSC	1003	Medical Terminology	3
PHY	2013	Survey of Physics for Radiologic Technology	3
RAD	1103	Introduction to Radiologic Technology	3
RAD	1115	Radiographic Procedures I	5
RAD	1110	Clinical Practice I	0
Total			14

Term II (Spring)			Semester Hours
BUS	1603	Computer Fundamentals	3
RAD	1202	Radiologic Imaging	2
RAD	1215	Radiographic Procedures II	5
RAD	1210	Clinical Practice II	0
RAD	1222	Radiologic Science	2
Total			12

Term III Summer (10 weeks)			Semester Hours
RAD	1314	Radiographic Procedures III	4
RAD	1310	Clinical Practice III	0
Total			4

Radiologic Technology Curriculum Second Year

Term IV (Fall)			Semester Hours
ENG	1023	English Composition II	3
RAD	2113	Radiographic Pathology	3
RAD	2103	Radiation Protection	3
RAD	2116	Special Imaging Procedures	6
RAD	2110	Clinical Practice IV	0
Total			15

Term V (Spring)			Semester Hours
RAD	2203	Diagnostic Medical Imaging	3
RAD	2212	Seminar in Radiologic Technology	2
RAD	2220	Clinical Practice V	0
RAD	2228	Radiographic Medical Image Evaluation	8
Total			13

Total Credit Hours - Prerequisites	17
Total Credit Hours - Radiologic Technology	46
Total Credit Hours - General Education	12

Total Program Hours 75

CLOCK HOUR DEFINED

The clock hour is the basis for the unit of instruction. A clock hour is defined as a fifty-minute period. A credit hour is equivalent to one clock hour of classroom study or three hours of clinical practice per week.

HOURS OF COMMITMENT

The hours of commitment for students will be approximately forty (40) hours per week.

Radiologic Technology Program Course Descriptions

RAD 1103 Introduction to Radiologic Technology (3-0-3)

This course is an introduction to the basic aspects and principles of radiologic technology and the health care system including but not limited to radiation protection, patient care including human diversity, healthcare agency structure and function, radiology ethics and legal issues. Emphasis will be placed on effective patient and peer communication. **Prerequisites: BUS 1603, ENG 1013, HSC 1003, MTH 1113 or MTH 1013, and admittance to the Radiologic Technology Program. Pre or Corequisites: BIO 2114, PHY 2013, RAD 1115, and RAD 1110.**

RAD 1115 Radiographic Procedures I (3-6-5)

This course provides an investigation of the procedures used in patient positioning and radiation safety instruction for radiographic demonstration of anatomical parts of the chest, abdominal area, upper extremity, pelvic girdle, lower extremity, and shoulder girdle; and includes topographical anatomy, patient and part positioning, equipment selection and use, and patient-film orientation of radiographic anatomy. **Prerequisites: BUS 1603, ENG 1013, HSC 1003, MTH 113 or MTH 1013, and admittance to the Radiologic Technology Program. Pre or Corequisites: BIO 2114, HPY 2013, and RAD 1103. Corequisite: RAD 1110.**

RAD 1110 Clinical Practice I (0-9-0)

Supervised clinical experience emphasizing radiologic procedures of the chest, abdomen, and extremities. **Prerequisites: BUS 1603, ENG 1013, HSC 1003, MTH 1113 or MTH 1013, and admittance to the Radiologic Technology Program. Pre or Corequisites: BIO 2114, PHY 2013, and RAD 1103. Corequisite: RAD 1115.**

RAD 1202 Radiologic Imaging (2-0-2)

This course will provide the basics of radiologic image acquisition, processing, equipment, and quality control. Students will learn to evaluate the image quality standards and the individual factors that influence that image. Some topics include circuitry, the x-ray tube, image intensifiers, PAC, and image receptors. Critical thinking and communication skills will be emphasized. **Prerequisites: All required courses from Term I. Pre or Corequisites: BIO 2134, RAD 1222, RAD 1215, and RAD 1210.**

RAD 1215 Radiographic Procedures II (3-6-5)

This course provides an investigation of procedures used in patient positioning and radiation safety instruction for radiographic demonstration of anatomic parts of the axial skeleton, bony thorax, gastrointestinal system and urinary system. **Prerequisites: All required courses from Term I. Pre or Corequisites: BIO 2134, RAD 1202, and RAD 1222. Corequisite: RAD 1210.**

RAD 1210 Clinical Practice II (0-9-0)

Supervised clinical experience emphasizing radiographic procedures of the extremities and vertebral column. **Prerequisites: All required courses from Term I. Pre or Corequisites: BIO 2134, RAD 1202, and RAD 1222. Corequisite: RAD 1215.**

RAD 1222 Radiologic Science (2-0-2)

This course includes the theoretical basis for understanding the nature, production, characteristics and interaction of radiation with matter. Emphasis will be on the principles associated with radiation production and the clinical significance of these interactions in radiography. Critical thinking skills will be emphasized. **Prerequisites: All required courses from Term I. Pre or Corequisites: BIO 2134, RAD 1202, RAD 1216, and RAD 1210.**

RAD 1314 Radiographic Procedures III (2-6-4)

This course provides an investigation of procedures used in patient positioning and radiation safety instruction for alternative radiographic projections, pediatric radiography, geriatric radiography, arthrograms, myelograms, and trauma radiographic procedures. **Prerequisites: All required courses from Terms I and II. Corequisite: RAD 1310.**

RAD 1310 Clinical Practice III (0-9-0)

Supervised clinical experience emphasizing radiographic procedures of the cranium, gastrointestinal system, and genitourinary system, and refinement of radiographic skills in orthopedic, *chest, and abdomen*. **Prerequisites: All required courses from Terms I and II. Corequisite: RAD 1314.**

RAD 2103 Radiation Protection (3-0-3)

This course is a study of the principles and practices of safe application of radiation, in regards to personnel, patients, and the public. Emphasis will also be placed on the responses of biological systems to radiation and their acute and chronic affects. **Prerequisites: All required courses from Terms I, II, and III. Pre or Corequisites: HSC 2223, RAD 2116, and RAD 2110.**

RAD 2116 Special Imaging Procedures (3-10-6)

This course is designed to introduce sectional anatomy. The emphasis will be on the physical relationship between internal structures and may include the brain, spine, chest, abdomen, and pelvis. CT and mammography images will be to enhance the sectional anatomy content. Critical thinking and communication skills will also be emphasized. **Prerequisites: All required courses from Terms I, II, and III. Pre or Corequisites: HSC 2223, RAD 2103. Corequisite: RAD 2110.**

RAD 2110 Clinical Practice IV (0-10-0)

Supervised clinical experience emphasizing pediatric, geriatric, trauma, and advanced skeletal, cardiovascular, genitourinary, gastrointestinal radiographic procedures; and an introduction to various imaging modalities; and the refinement of orthopedic, gastrointestinal, and genitourinary procedures. **Prerequisites: All required courses from Terms I, II, and III. Pre or Corequisites: HSC 2223, RAD 2103. Corequisite: RAD 2116.**

RAD 2203 Diagnostic Medical Imaging (3-0-3)

This course will provide an overview of the production of images including, but not limited to, MRI, sonography, radiation oncology, nuclear medicine, and PACs. An emphasis is placed on the ever-changing dynamics of computers and their impact on the radiological sciences. This includes computer applications related to image acquisition, presentation, and storage. **Prerequisite: All required courses from Terms I, II, III, and IV. Pre or Corequisites: RAD 2218, RAD 2210, and RAD 2222.**

RAD 2212 Seminar in Radiologic Technology (2-0-2)

This course will prepare the radiologic technology student to sit for the American Registry of Radiologic Technology examination and effectively search for a job in radiography. **Prerequisites: All required courses from Terms I, II, III, and IV. Pre or Corequisites: RAD 2202, RAD 2227. Corequisite: RAD 2210.**

RAD 2220 Clinical Practice V (0-12-0)
Supervised clinical experience in elective clinical rotations and the demonstration of terminal clinical skills. **Prerequisites: All required courses from Terms I, II, III, and IV. Corequisites: RAD 2202, RAD 2227, and RAD 2212.**

RAD 2228 Radiographic Medical Image Evaluation (4-12-8)
This course is designed to place advanced emphasis on the application of knowledge, critical thinking skills, and communication skills when comprehensively analyzing diagnostic radiographic images. Also, emphasis will be on recognizing, evaluating, and correcting image problems. **Prerequisites: All required courses from Terms I, II, III, and IV. Pre or Corequisites: RAD 2202, RAD 2212. Corequisite: RAD 2220.**

COSTS OTHER THAN TUITION

(APPROXIMATE COSTS)

All costs are approximate and subject to change. All East Arkansas Community College students pay the same tuition rates subject to residency status as published in the Tuition and Fees section of the current East Arkansas Community College Catalog.

The following are approximate costs other than tuition for the Radiologic Technology Program by Term. These costs are approximate and may change.

Expense	Term I	Term II	Term III	Term IV	Term V
Textbooks	~\$350	~\$350	~\$100	~\$100	~\$100
Assessment Fee	\$50	X	X	X	\$50
Malpractice Insurance	\$50	X	X	\$50	X
Clinical Uniforms	~\$200	X	X	X	X
Radiation Dosimetry Badge	\$100	X	X	\$100	X
Identification Markers	\$15	X	X	\$15	X
Health Insurance	varies	varies	varies	varies	varies
Travel/Parking Fees for Clinical	~\$350	~\$350	~\$350	~\$350	~\$350
CPR Certification	\$35	X	X	X	X
Immunization Requirements	~\$250	X	X	X	X
Graduation Pictures	X	X	X	X	~\$40
EACC Radiologic Technology Pin	X	X	X	X	~\$50
ARRT Certification Exam	X	X	X	X	\$150
College Graduation Fee	X	X	X	X	\$25

X = No cost during that Term

~ = Approximate

FINANCIAL AID PROGRAMS

The Financial Aid Office at East Arkansas Community College seeks to provide financial assistance to any student who, without such support, could not attend the College. A comprehensive program of financial aid in the form of scholarships, loans, grants, and jobs is provided to qualifying students. (See current East Arkansas Community College Catalog for more information or the Financial Aid Office in the Betty Jo Hodges Building.)

ALLIED HEALTH SCIENCE SCHOLARSHIP

The George P. and Alice H. Walker Endowed Scholarship

Because of the caring attention given to members of this family, especially in their final days, this scholarship was established in 2004 through the estate of Mildred Sikes, daughter of George and Alice Walker and dedicated to the support of students at EACC pursuing an **Associate of Applied Science** degree in an Allied Health Field. It is expected that these students will become practicing health care professionals and provide care for many others over their lifetime. Awarded to a full-time sophomore student with a minimum 3.00 GPA, the award is \$1,000 per academic year to cover expenses of tuition, fees and books. Applications may be obtained from the EACC Financial Aid Office and must be submitted by May 15th.

Forrest City Medical Center Auxiliary Allied Health Scholarship

This scholarship is provided through a fund from the Hospital Auxiliary which is obtained by proceeds from the Gift Shop, Christmas tree lights, jewelry sales, bake sales and other projects of the Forrest City Medical Center Auxiliary. The amount and number of scholarships will be dependent upon money generated by the projects of the Auxiliary. The scholarship award will be for the academic year 2007 – 2008 and will be divided equally between the fall and spring semesters. The scholarship award will be held for the recipient in an account at East Arkansas Community College and will be used for tuition and expenses directly relating to the recipient's education in the allied health field. The scholarship recipient will not receive cash. Applications may be obtained in the Allied Health Science Department or at Forrest City Medical Center and must be submitted by July 31st.

CPR CERTIFICATION

Obtain CPR certification. Certification **must be** American Heart Association Healthcare Provider and include Adult, Child, Infant, Conscious, Unconscious, and Choking. Certification must be obtained prior to registration and must remain current for the entire program of study.

GRADING SYSTEM

The grading policy for all radiologic technology (RAD) courses is as follows:

1. The grading scale of all radiologic technology (RAD) courses is:
 - A – 92-100
 - B – 84-91
 - C – 78-83
 - D – 71-77
 - F – 70 and below
2. The minimum score to pass any radiologic technology (RAD) course is 78. Fractional parts of numerical grades will be rounded off to the nearest whole number according to mathematical principles (i.e. 77.5 will become 78).
3. Both a minimum average of 78 in theory and a satisfactory in clinical/campus lab required activity and assignment are required in order to pass any Radiologic Technology course. A satisfactory means that a student has achieved a minimum of 90% of all behaviors in clinical.
4. Failure of either the theory or clinical component of a radiologic technology (RAD) course results in the student repeating both the theory and clinical components.
5. Students will be given a computerized average of their grade after each exam so that there will be no question as to their academic standing.

TRANSPORTATION

Students are responsible for their own transportation to class, clinical settings, and any other function connected with the Radiologic Technology Program.

BOOKSTORE

Students may purchase radiologic technology (RAD) course textbooks from the bookstore at East Arkansas Community College. Phone Number (870) 633-4480 ext. 307.

RETENTION AND PROGRESSION POLICY

A student withdrawing from (“W”) or failing (“D” or “F”) the same radiologic technology course twice or two separate radiologic technology courses will be dismissed from the Radiologic Technology Program and may be ineligible for readmission, even if the student has already repeated one of the courses and received a grade of “C” or better.

To be allowed to remain or progress in the Associate of Applied Science Radiologic Technology (AASRT) Program, the student must:

1. Adhere to EACC and AASRT policies.
2. Earn a grade of “C” or better in all required general education courses (both prerequisite courses and those taken within the radiologic technology program of study) to progress to the next term.
3. Earn a grade of “C” or better in all radiologic technology theory courses to progress to the next term. A student earning a “D”, “F” or “W” in one radiologic technology course will be allowed to repeat that failed course once at the next available offering.
4. Receive satisfactory performance rating in all radiologic technology clinical courses. Any student who is denied clinical entrance to an institution may not continue in the radiologic technology program.
5. Adhere to the attendance and punctuality policies of East Arkansas Community College and the Radiologic Technology Program (classroom, clinical, and lab).
6. Maintain current American Heart Association for Healthcare Providers Certification for the entire program of study.
7. Maintain malpractice insurance and personal health insurance while in the Radiologic Technology Program. Proof of health insurance must be submitted at beginning of fall semester or upon readmission.
8. Complete the AASRT program within a period of 4 years from time of entry into the first RAD course.
9. Successfully complete the Radiologic Technology Comprehensive Predictor Exam during RAD 2212. The student will have three attempts to achieve a minimum national norm score on the comprehensive predictor exam prior to the end of RAD 2212. If unsuccessful after three attempts, the student will fail (“D” or “F”) RAD 2212 and be ineligible to graduate. In this case, the student should make an appointment with the Radiologic Technology Program Director for further advisement.

READMISSION POLICY

1. The student seeking readmission must reapply to East Arkansas Community College's Associate of Applied Science Radiologic Technology (AASRT) Program.
2. The student seeking readmission must meet all current criteria for admission, retention, and progression in the Radiologic Technology Program as outlined in the East Arkansas Community College Catalog.
3. Readmission is based upon space availability.
4. Any student who is denied clinical access for justifiable causes by the clinical facility will not be eligible for readmission into East Arkansas Community College's Associate of Applied Science Radiologic Technology Program.

WITHDRAWAL POLICY

Students who no longer wish to be enrolled in the Radiologic Technology Program must follow the Withdrawal Policies set forth in the current East Arkansas Community College Catalog.

GRADUATION POLICY

The Radiologic Technology Program subscribes to East Arkansas Community College's requirements for graduation (see current College Catalog for graduation information).

DISMISSAL POLICY

Violation of classroom or clinical policies and procedures or personal misconduct will result in disciplinary actions and can result in immediate dismissal from the Radiologic Technology Program and the College. Actions subject to discipline include, but are not limited to: conduct dangerous to others, disorderly conduct, disruption of teaching in classroom or clinical settings, misuse of or damages to property, misuse of documents or identification cards or violations of state or federal laws. See also the Student Misconduct Policies and Procedure in the College Catalog. Procedures for disciplinary action and/or dismissal from the Radiologic Technology Program and appeal procedures are listed in the Radiologic Technology Student Handbook.

Violation of the specific policies listed below may result in dismissal from the program:

1. Any student failing (grade D or F) or Withdrawing from the same course twice or two separate radiologic technology courses may be dismissed from the Radiologic Technology Program and may be ineligible for readmission even if the student has already repeated one of the courses and received a grade of "C" or better.
2. Students dismissed from the Radiologic Technology Program for disciplinary reasons, as outlined in the Radiologic Technology Student Handbook, will be ineligible for readmission into the College's Radiologic Technology Program.
3. Students must maintain current certification in CPR (American Heart Association Healthcare Provider), malpractice, and health insurance for the entire program of study. Failure to do so will result in dismissal.

ACADEMIC GRIEVANCE PROCEDURE

The Radiologic Technology Program subscribes to East Arkansas Community College academic grievance procedure. Recognizing that both students and faculty have rights regarding academic matters, East Arkansas Community College sets forth an academic grievance procedure.

The procedure serves the purpose of:

1. Providing the student with redress and due process.
2. Protecting faculty rights in freedom of instruction.
3. Providing a mechanism for problem solving.
4. Achieving an equitable resolution of the grievance as quickly as possible.

The following steps are to be followed regarding student academic grievance:

1. The student meets with the faculty member regarding any problem. The student and faculty member should discuss the problem thoroughly and attempt to reach an agreement.
2. If an agreement cannot be reached between the students and faculty member, the appropriate division chairperson is contacted by the student. The student, faculty member, and the division chairperson are to meet together to thoroughly discuss the problem and attempt to attain a solution.
3. If a solution is not reached, the student may formalize the grievance by putting it in writing, including conditions giving rise to the grievance, names of parties involved, and the remedy requested. The written grievance is submitted to the Vice President for Academic Affairs. The Vice President first determines if previous steps in the process have been followed by the student and explains to the student the remaining steps in the process. The Vice President notifies the faculty member and the respective division chairperson that a grievance has been filed and supplies a copy of the written grievance to the faculty member and the respective division chairperson. The issues of the grievance are thoroughly discussed in an attempt to reach an understanding and agreement. Within 48 hours (excluding holidays/weekends) after receiving the student's written grievance the Vice President for Academic Affairs will render a decision.
4. If an agreement is not reached, the student may contact the chairperson of the Academic Grievance Committee. The Academic Grievance Committee will be composed of one division chairperson, two faculty members, one student, and one student affairs staff member. Division chairperson, instructors, or students who are parties in the grievance may not serve as members of the Committee. The Committee is a standing committee, members of which shall be appointed by the College president at the beginning of each academic year. The President shall also appoint a corresponding set of alternate members. The Committee will meet to review all relevant information regarding the grievance. Witnesses may be called as needed. Only the student and faculty member involved are to be present during the committee hearing; however, if witnesses are to be called by the parties the Committee chairperson must be notified 24 hours prior to the hearing. The Committee renders a written decision, including its findings and recommendations within 48 hours of the hearing (excluding holidays and weekends).
5. The student or instructor may request a procedural review by the College President. The original grievance and final report of the Academic Grievance committee are submitted to the College president who reviews the information submitted. Within 48 hours (excluding holidays and weekends) after the President receives the information, the President will render a decision regarding the Committee's adherence to College and committee policy and procedure based on the written information submitted.
6. The President has the option to remand the Committee's findings to the Committee for further consideration.
7. The Grievance procedure must be initiated and completed prior to the end of the term succeeding the term in which the incident occurred (excluding summer terms).

ADDENDUM TO PAGE 40 OF THE STUDENT HANDBOOK

**STUDENTS WHO FAIL TO MEET THE
MINIMUM REQUIRED
COMPOTENCIES DURING THE
SEMESTER WILL ATTEND
CLINICALS WITH THE CLINIICAL
INSTRUCTOR DURING THE WEEK
OF FINALS OF THAT SEMESTER.
THE CLINICAL SITE WILL BE
CHOSEN AT THE DISCREATION OF
THE INSTRUCTOR.**