



Department of Allied Health Science

Mission Statement

The Department of Allied Health Science is an integral part of East Arkansas Community College and, as such, functions within the framework of College's values, goals, and objectives. The faculty believes that the programs within the Allied Health Science Department help improve community health care within eastern Arkansas.

The following policy applies to ALL Allied Health programs at East Arkansas Community College:

Criminal Background Checks/Drug Screening Policy

Clinical sites are now requiring criminal background checks and drug screens before students are allowed to come for the clinical rotation. Therefore, students will be required to obtain these and present the results to the facility. The student will be responsible for the cost. The clinical facility will be responsible for accepting or declining students based on the results of the criminal background checks and drug screens.

If the clinical facility refuses a student based on criminal background checks and/or drug screens, the College will seek, if possible, to find another facility for the student's clinical experience. The corresponding clinical component for each class is mandatory. If the student is unable to fulfill the clinical requirement, the student will be dropped from the program.

Certificate of Proficiency Medication Assistant Program

The Medication Assistant Program is designed to educate qualified individuals to administer certain nonprescription and legend drugs in long term care facilities under the supervision of a licensed nurse. East Arkansas Community College offers a Certificate of Proficiency in Medication Assistant. Once accepted, students will be required to participate in classroom, laboratory, and clinical settings. The program is designed to be completed in one semester.

Upon graduation, students are eligible to make application to take the certification examination offered by the Arkansas State Board of Nursing.

Mission Statement

The Medication Assistant Program is an integral part of East Arkansas Community College and functions within the framework of the College Mission. The mission of the Medication Assistant Program is to provide academic and clinical environments that will provide graduates with the knowledge to function as entry-level medication assistants and as a member of the healthcare team. The

program strives to provide the community with graduates who exhibit competent, professional, ethical, and communicative skills when administering medications. The faculty believe that the graduates will pursue learning as a life long process.

Program Goals

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

1. Integrate medication principles when administering medications to individuals in a long term care facility.
2. Practice within the legal and ethical framework of the standards for medication assistant.
3. Communicate therapeutically and effectively in both oral and written style with clients, families, significant others, and health care providers.
4. Function as part of the healthcare team.

Admission Requirements

To be eligible for admission, the applicant must:

1. Be admitted to East Arkansas Community College.
2. Be currently listed in good standing on Arkansas' certified nurse aide registry.
3. Maintain registration on Arkansas' certified nurse aide registry continuously for a minimum of one (1) year.
4. Complete at least one (1) continuous year of full-time experience as a certified nurse aide in Arkansas.
5. Be currently employed at a nursing home.
6. Take the reading skills placement test of the Asset scoring 43 or above or the Compass scoring 82 or above.

Application Process

All applicants must submit:

1. An application for Medication Assistant program.
2. Applicants who misrepresent/omit information from the application form become ineligible for admission or subject to dismissal after admission has been granted.
3. Scores of Asset or Compass testing.
4. Proof of current certification as a certified nurse aide.
5. Letter from employer indicating one (1) continuous year of full-time experience as a certified nurse aide in a nursing home in Arkansas.

Application Deadlines

Students are admitted to East Arkansas Community College's Medication Assistant Program once a year for Spring Admission DEADLINE FOR MEDICATION ASSISTANT APPLICANTS

November 15 for Spring Admission

All information must be received by November 15

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

Application Review/Notification

Applicants whose files are complete by the deadlines will be considered by the Restricted Enrollment Committee for admission to the Medication Assistant Program. Notification of the committee's action will be made by letter two weeks after the deadline. The number of students admitted will vary according to resources and space available.

Acceptance

Once an applicant has been accepted to East Arkansas Community College's Medication Assistant program, the candidate must:

1. Accept in writing by the date indicated on the acceptance letter.
2. 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
3. Submit proof of health insurance.
4. Provide proof of malpractice insurance while in the Medication Assistant Program.

Readmission

1. The student seeking readmission must reapply to East Arkansas Community College's Medication Assistant Program.
2. Readmission is based upon space availability.
3. Any student denied clinical access for justifiable causes by the clinical facility will not be eligible for readmission to East Arkansas Community College's Medication Assistant Program.
4. Any student, who has been dismissed from the Medication Assistant Program with a grade of 'D', 'F', or 'W' (Withdrawn), may seek readmission once. If a student has been unsuccessful in the Medication Assistant Program twice, the student may seek readmission after a period of one (1) year from last entrance into the Medication Assistant Program.

Progression

In order to progress in the Medication Assistant Program, the student must:

1. Earn a grade of 'C' or better in all general education courses.
2. Earn a grade of 'C' or better in the medication assistant course.
3. Receive a satisfactory performance rating in the medication assistant clinical course.
4. Adhere to the attendance and punctuality policies of East Arkansas Community College and the Medication Assistant Program (classroom, clinical, and laboratory settings).
5. Maintain current certification in CPR, malpractice insurance, and health insurance.

Curriculum Plan

BUS 1343	Computer Keyboarding I	or
BUS 1373	Computer Keyboarding II	or
BUS 1603	Computer Fundamentals	3
HSC 1003	Medical Terminology	3
MED 1016	Medication Assistant	6
MED 1010	Clinical for Medication Assistant	0
Total		12

Students accepted into the Medication Assistant Program may take MED 1016 (Medication Assistant) and MED 1010 (Clinical for Medication Assistant) without taking the general education courses for the Certificate of Proficiency.

Medication Assistant Program Course Descriptions

MED 1016 Medication Assistant (4-6-6)

This course will present information on medication principles, medication safety, and medication administration. Also, communication and documentation requirements will be covered. Ethical and legal issues will be explored as well as the responsibilities and certification renewal process for a medication assistant-certified. **Pre or Corequisites: BUS 1343 or BUS 1373 or BUS 1603 and HSC 1003. Corequisite: MED 1010, Malpractice Insurance Fee \$15.**

MED 1010 Clinical for Medication Assistant (0-6-0)

The student will apply the concepts from the Medication Assistant course and demonstrate safe administration of medications to clients in a nursing home setting. **Pre or Corequisites: BUS 1343 or BUS 1373 or BUS 1603 and HSC 1003. Corequisite: MED 1016.**

Graduation Policy

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

Withdrawal Policy

Students who no longer wish to be enrolled in the Medication Assistant Program must follow the Withdrawal Policy set for in the current East Arkansas Community College Catalog.

Costs Other Than Tuition

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 Medication Assistant Program. These costs are approximate and may change.

<u>Item</u>	<u>Cost</u>
Textbooks	~ \$250
Malpractice Insurance	\$15
Uniforms, etc.	~\$50
Health Insurance	varies
Immunization Requirements	~ \$150
Certification Examination	\$71
Licensure Fee for Arkansas	\$35
~ = approximate	

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 Medication Assistant 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.

Violation of the specific policies listed below may result in dismissal from the Medication Assistant Program:

1. Any student failing (grade "D" or "F") or Withdrawing ("W") from the course twice will be dismissed from the Medication Assistant Program. The student may seek readmission according to the Readmission Policy.
2. Students dismissed from the Medication Assistant Program for disciplinary reasons, as outlined in the Medication Assistant Student Handbook, will be ineligible for readmission into the East Arkansas Community College's Medication Assistant 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 placing a hold on grades and/or dismissal from the Medication Assistant Program.

Technical Certificate Health Professions

This three semester program is appropriate for students who are interested in an allied health career. The Certificate in Health Professions will provide students with the preliminary background necessary for opportunities in allied health professions. Credits received within this certificate may be applied toward the Associate of Science degree for the College's programs within the Allied Health Science Department.

Curriculum Plan

Term I	Semester Hours
BIO 2114 Anatomy and Physiology.....	4
ENG 1013 English Composition I	3
MTH 1113 College Algebra -or-	
MTH 1013 College Mathematics.....	3
HSC 1003 Medical Terminology.....	3
Total 13	
Term II	Semester Hours
BIO 2134 Anatomy and Physiology II.....	4
BIO 2504 Microbiology -or-.....	4
PHY 2013 Survey of Physics for RT.....	3
HSC 1113 Nutrition.....	3
PSY 1003 General Psychology.....	3
Total 13-14	
Term III	Semester Hours
PSY 2003 Developmental Psychology.....	3
SOC 1013 Sociology -or-	
SOC 2043 Anthropology.....	3
BUS 1603 Computer Fundamentals.....	3
HSC 1023 Pharmacology.....	3
Total 12	
Total Program Hours.....38-39	

Certificate of Proficiency Medical Professions Education

This 18 credit hour program provides a more seamless pathway to health care occupations for students enrolled at the College. It will benefit students in Career Pathways programming and students enrolled in the Secondary Career Center.

Curriculum Plan

	Semester Hours
HSC 1303 Introduction to Medical Professions I.....	3
HSC 1313 Introduction to Medical Professions II.....	3
HSC 1323 Medical Procedures I.....	3
HSC 1333 Medical Procedures II.....	3
HSC 1213 Human Biology.....	3
HSC 1223 Human Diseases.....	3
Total Program Hours18	

Health Science Course Descriptions

HSC 1003 Medical Terminology (3-0-3)

This course will provide the student basic knowledge of medical language to allow him or her to recognize and understand medical terms. Prefixes, suffixes and root words are covered to provide a basis from which the student may build or recognize new medical terminology.

HSC 1023 Pharmacology (3-0-3)

The course is designed to give the student an up-to-date look at the pharmacological aspects of drugs. Students must learn and apply principles of pharmacology to safely administer medications and to educate clients and caregivers to effectively manage a therapeutic drug regimen. Along with drug therapy, teaching-learning and critical thinking will be integrated.

HSC 1101 Math for Nurses (1-0-1)

This course is designed to help students in calculating drug dosages. The basic skills in calculating dosages will be presented. Measurement systems, the metric system, apothecary and household systems will be discussed. All routes will be done. Emphasis of the course is on the mathematical skills essential for the integration of pharmacological computations mandatory for safe, effective administration of medications to client/families.

HSC 1303 Introduction to Medical Professions I (3-0-3)

Experiences in the Introduction to Medical Professions course are designed to provide students with basic information and skills needed for a career in the health care field. In this comprehensive semester course, emphasis is given to the development of competencies related to Career and Technical Education Student Organizations (CTSOs), medical history and events, health care systems, health care careers, qualities of a successful health care worker, medical ethics, and legal responsibilities, and nutrition and health.

HSC 1313 Introduction to Medical Professions II (3-0-3)

The course provides students with a general overview of the more crucial content areas of the Medical Professions Education program core courses. Areas covered are: Medical terminology, medical math, human growth and development, process of disease, and employability skills needed within the health care field. This course is recommended for students who will to have the opportunity to take any additional Medical Professions Education program courses.

HSC 1113 Nutrition (3-0-3)

This course is an introduction to nutrition, including nutritive value of foods, factors influencing body food requirements, and the importance of promoting health and preventing disease. The body physiology in relation to total nutritional needs will also be studied. Emphasis is on the nutritional requirements throughout the human life cycle with attention to cultural and other individual needs. Application of the basic food groups and diet therapy will provide the student with a clinical focus.

HSC 1213 Human Biology (3-0-3)

Designed to provide students with a basic overview of the human body, this class will include instruction in cell structure and function, body systems and functions, and principles of inheritance.

HSC 1223 Human Diseases (3-0-3)

Intended as a one-semester pathophysiology course, the health science course provides an introduction to the essential concepts of human diseases and related laboratory tests.

HSC 1323 Medical Procedures I (3-0-3)

This course allows students to develop specific skills needed in the health professions. Emphasis is given to the development of competencies related to the following areas: safety, infection control, vital signs, CPR and first aid medical math abbreviations, and charting.

HSC 1333 Medical Procedures II (3-0-3)

The Medical Procedures expanded course focuses on the specific skills needed in several different areas of entry-level positions in health care. The different skill areas addressed are: dental assisting, laboratory assisting, medical assisting, nurse assisting, physical therapy assisting, and veterinary assisting.

HSC 2123 Healthcare Law and Ethics (3-0-3)

This course will present legal guidelines and requirements for healthcare. Medical ethics and related issues will also be presented. Emphasis will be on confidentiality and performance within the legal and ethical boundaries of healthcare. Also federal and state healthcare legislation and regulations will be discussed.

HSC 2223 Pathophysiology (3-0-3)

The focus of pathophysiology is the abnormal functioning of diseased organs. The course will include descriptions of causes, signs and symptoms, diagnostic tests, and treatments dealing with patient care.

Prerequisite: BIO 2114

Emergency Medical Technology - Paramedic Program

If a student has been convicted of a crime, the Arkansas Department of Health, Division of Trauma and Health Systems will make the final determination to allow a student to take the National Registry of Emergency Medical Technology-Paramedic Program Exam.

East Arkansas Community College's Emergency Medical Technology-Paramedic Program offers two tracks: an Associate of Applied Science in Emergency Medical Technology-Paramedic and a Technical Certificate in Emergency Medical Technology-Paramedic. Once accepted, students will be required to participate in both classroom and clinical settings. The program is designed to be completed in eighteen (18) months, based on full time enrollment, exclusive of vacation time.

The EMT-Paramedic Program is for currently certified Arkansas EMT's who wish to advance to the Paramedic level.

Upon graduation, students are eligible to challenge the National Registry of EMT-Paramedic's certifying exam. This exam is required to work in Arkansas as an EMT-Paramedic.

Philosophy

The Emergency Medical Technology - Paramedic Program is an integral part of East Arkansas Community College and functions within the framework of the College Mission. The program prepares the graduate who, upon successful completion of the National Registry of Emergency Medical Technicians Exam, helps meet the emergent and non-emergent out-of-hospital healthcare needs of the citizens of Eastern Arkansas. The Program promotes economic development by preparing the graduate to implement injury prevention activities and administer emergency care that reduces death, disability, and healthcare costs, thereby increasing the standard of living for the community as a whole.

The faculty of East Arkansas Community College, Emergency Medical Technology - Paramedic Program, believe:

Every individual is worthy of dignity and respect and has the right to receive prompt emergency medical care and appropriate out-of-hospital healthcare.

Emergency medical care is defined by the individual and is classified as either an emergency or urgency. An emergency is any threat to life that requires prompt medical attention in an attempt to preserve life. Urgencies involve those aspects of healthcare, while necessary for adequate and appropriate care, are not considered to be immediate threats to life.

As an out-of-hospital provider of care, the graduate is able to determine appropriate interventions through the application of the pathophysiological principles of trauma and medical systems.

As a member of the Allied Health System, the graduate will be self-motivated with a strong work ethic and assume responsibility for all present and future learning.

Emergency Medical Technology is a necessary part of the Allied Health System and is broad in its scope. The members of this profession provide the community with an invaluable extension of the Allied Health Care System in bringing emergency healthcare into the homes and businesses of individuals in need of immediate lifesaving treatment.

Program Objectives

Upon completion of the program of study, the graduate is prepared to:

1. Integrate pathophysiological principles and assessment findings to formulate field impressions and implement treatment plans for patients who present with trauma and/or medical disease processes.
2. Apply for and take the certifying exam administered by the National Registry of Emergency Medical Technicians – Paramedic.
3. Perform as an entry-level paramedic within the established “Scope of Practice” as defined by the Department of Transportation’s National Standard Curriculum.
4. Assume responsibility for pursuing future learning opportunities.

5. Function as a patient advocate within the Allied Health System by providing competent out-of-hospital care.
6. Communicating effectively with patients, family members, and receiving- facility healthcare professionals.

Admission Requirements

To be eligible for admission, the applicant must:

1. Be admitted to East Arkansas Community College (see current East Arkansas Community College Catalog for application and admission procedure).
2. Complete any required College developmental courses.
3. Possess current Arkansas EMT certification or be in the testing process for initial certification or reciprocity. Students may enter the program but are not allowed to begin clinical hours until Arkansas EMT certification is obtained.
4. Take the required entrance exam. Critical Thinking Entrance (Total \$20.00) and submit scores.
5. Submit an Emergency Medical Technology Paramedic (EMT-Paramedic) Application. Applicants who misrepresent/omit information from the application form become ineligible for admission or subject to dismissal after admission has been granted.
6. Request official transcript(s) to be mailed to both the registrar’s office and the EMT-P program. Transcripts must be sent from any college, university, school of nursing, 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.

Application Deadline

Students are admitted to East Arkansas Community College’s Emergency Medical Technology-Paramedic Program once a year for Fall Admission.

Deadline for EMT-Paramedic 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/Selection/ Notification

Applicants whose files are completed by the May 31st deadline will be considered by the Restricted Enrollment Committee for admission to the EMT-Paramedic 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 EMT-Paramedic 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 the East Arkansas Community College's EMT-Paramedic Program, the candidate must:

1. Accept in writing by the date indicated on the acceptance letter.
2. 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.
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. Provide proof of malpractice insurance while in the EMT-Paramedic Program.
6. Report to the Director of the EMT-Paramedic Program, any convictions of a crime. Information will be reported to Arkansas Department of Health. Failure to report the conviction could result in immediate suspension and/or dismissal from the EMT-Paramedic Program. The Arkansas Department of Health, Division of Trauma and Health Systems will make the final determination to allow a student to take the National Registry of Emergency Medical Technology-Paramedic Exam.
7. Attend a mandatory EMT-Paramedic orientation. Failure to attend will result in rescinding of acceptance.

Retention and Progression

To be allowed to remain or progress in the EMT-Paramedic Program, the student must:

1. Adhere to EACC and EMT Paramedic Program policies and procedures.
2. Achieve a "C" or better in all required general education courses in order to successfully complete the program.
3. Earn a grade of "C" or better in all EMT courses to progress to the next term. Students unsuccessful ("D" or "F") in an EMT course will be unable to progress in the program.
4. Take the unsuccessful ("D" or "F") course at the next available course offering. If unable to take the next available course offering, the student will be dismissed from the program. The student will be eligible to apply for readmission to the program (see Readmission Policy).
5. Complete and return all required forms and data records for each clinical application and field internship course.
6. Successfully complete the Skill Competency Manual for each clinical application course during the respective term.
7. Successfully complete the ACLS component in Traumatology II to progress to Traumatology III.
8. Successfully complete the Skill Competency Manual for Field Internship during Term IV in order to graduate.
9. Comply with all clinical facility rules and regulations.
10. Successfully complete the "Paramedic Final" including both written and practical skills during EMT 2023. The student will have three attempts to achieve a minimum norm score on the Paramedic Final prior to the end of EMT 2023. If unsuccessful, after three attempts, the students will fail EMT 2023 and be ineligible to graduate. In this case, the student should make an appointment with the Director of Paramedic Program for further advisement.
11. Repeat all EMT courses in Term IV, if unsuccessful in one course within Term IV.
12. Submit the College's "Intent to Graduate" form to Registrar's Office, pay the graduation fee, and complete the degree audit by the October deadline before the application to sit for the National Registry Exam will be submitted and be eligible to graduate.
13. Apply for readmission as first time entering student if unsuccessful in two (2) EMT-Paramedic courses.

Readmission Process

1. Students seeking readmission to the EMT-Paramedic Program should make an appointment with the Director of EMT-Paramedic Program.
2. Readmission is based on space availability.
3. Students may repeat only one unsuccessful EMT course. Students unable to repeat the unsuccessful EMT course at the next available course offering must apply for readmission as first time entering students and meet current admission requirements.
4. Students who are unsuccessful in two (2) EMT-Paramedic courses must apply for readmission as first time entering students and meet current admission requirements.
5. Any student who is denied clinical facility access for justifiable causes by the clinical facility will not be eligible for readmission to EACC's EMT-Paramedic Program.

Costs Other Than Tuition

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 East Arkansas Community College Catalog. The following are additional costs for students seeking admission or currently enrolled in the EMT-Paramedic Program.

The Criminal Background and Drug Screen for clinics will be approximately \$100 annually in August.

Costs Other Than Tuition for EMT-Paramedic

Expense	Term I	Term II	Term III	Term IV
Uniforms, Shoes, Stethoscope, Penlight, etc.	~\$200.00	X	X	X
Malpractice Insurance	\$80	X	\$80	X
Immunization Requirements	~\$250.00	X	X	X
Travel Expenses to Clinical	~\$50	~\$50	~\$50	~\$50
Health Insurance	varies	varies	varies	varies
ACLS Card Fee	X	\$2.50	X	X
Textbooks	~\$450.00	~\$275.00	~\$60.00	~\$60.00
Certification Fee (State)	X	X	X	\$10.00
Testing Fee (National)	X	X	X	~\$50.00
Criminal Background Check(s)	X	X	X	~\$44.00
College Graduation Fee	X	X	X	\$25.00
FISDAP	\$55.00	X	X	X

~ = Approximate

Associate of Applied Science Degree Emergency Medical Technology-Paramedic

Curriculum Plan

Term I (Fall)			Semester Hours
BIO	2014	Anatomy & Physiology for EMT-P.....	4
MTH	1053	Intermediate Algebra.....	3
HSC	1003	Medical Terminology.....	3
EMT	1001	Emergency Medical Systems.....	1
EMT	1017	Traumatology I.....	7
EMT	1010	Clinical Applications of Traumatology I.....	0
			Total 18

Term II (Spring)			Semester Hours
CHE	1013	Introduction to Chemistry.....	3
ENG	1013	English Composition I.....	3
EMT	1028	Traumatology II.....	8
EMT	1020	Clinical Applications of Traumatology II.....	0
EMT	2303	Pharmacology for EMT-P.....	3
EMT	1131	Prehospital Assessment Techniques.....	1
			Total 18

Term III (Summer) Semester Hours

EMT	2037	Traumatology III.....	7
EMT	2030	Clinical Applications of Traumatology III.....	0

Summer I (5 weeks)

BUS	1603	Computer Fundamentals.....	3
-----	------	----------------------------	---

Summer II (5 weeks)

ENG	1023	English Composition II	
- or -			
BUS	2013	Technical Communication.....	3
			Total 13

Term IV (Fall) Semester Hours

SPE	1003	Introduction to Oral Communication.....	3
PSY	1003	General Psychology.....	3
EMT	2023	Concepts of Paramedic Care Management.....	3
EMT	2043	Traumatology IV.....	3
EMT	2046	Field Internship.....	6
			Total 18

Total Credit Hours – EMT.....39

Total Credit Hours – General Education.....28

Total Program Hours.....67

Technical Certificate Emergency Medical Technology-Paramedic

Curriculum Plan

Term I (Fall)			Semester Hours
BIO	2014	Anatomy & Physiology for EMT-P.....	4
HSC	1003	Medical Terminology.....	3
EMT	1001	Emergency Medical Systems.....	1
EMT	1017	Traumatology I.....	7
EMT	1010	Clinical Applications of Traumatology I.....	0
			Total 15

Term II (Spring)		Semester Hours
EMT 1028	Traumatology II.....	8
EMT 1020	Clinical Applications of Traumatology II	0
EMT 2303	Pharmacology for EMT-P.....	3
EMT 1131	Prehospital Assessment Techniques.....	1
		Total 12

Term III (Summer 10 weeks)		Semester Hours
EMT 2037	Traumatology III.....	7
EMT 2030	Clinical Applications of Traumatology III.....	0
		Total 7

Term IV (Fall)		Semester Hours
EMT 2023	Concepts of Paramedic Care Management...	3
EMT 2043	Traumatology IV.....	3
EMT 2046	Field Internship	6
		Total 12
Total Credit Hours – EMT		39
Total Credit Hours – General Education.....		7
Total Program Hours.....		46

Certificate of Proficiency

Emergency Medical Technology-Basic

In this one semester course, students will develop EMT-Basic skills and competencies, along with theory, that will enable successful program completers to take the National Registry examination for EMT-B certification. Completion of this course and certification exams will enable graduates to be eligible for employment.

Term I		Semester Hours
EMT 1007	Emergency Medical Technician Basic (EMT-B)	7
		Total 7

Course Descriptions

EMT 1001 Emergency Medical Systems (1-0-1)

This course is an introduction to the EMS community. Topics covered include the well being of the paramedic, medical-legal concerns, ethical issues, therapeutic communications, and life-span development.

EMT 1007 Emergency Medical Technician Basic (EMT-B) (5-6-7)

The student will develop EMT-B skills and competencies, along with theory that will enable successful program completers to take the National Registry examination for EMT-B certification. Students must meet all requirements as set forth by the Arkansas Department of Health Guidelines including, but not limited to, a practicum as an ambulance 3rd rider, and special auto extrication training. Students must make a minimum course grade of 70% to be eligible to take the National Registry exam. Students under that age of 18 may enroll in the course but are not eligible to take the National Registry exam until they reach the age of 18. Malpractice Insurance fee \$65.

EMT 1017 Traumatology I (4-9-7)

This course deals with mechanisms of injuries to the head, chest, abdomen, and musculoskeletal trauma. General principles of pathophysiology are also studied. Introduction to field internship, Phase I, is included in this course. **Prerequisites:** Arkansas Basic EMT Certification; **Pre or Corequisites:** EMT courses from Term I; **Corequisites:** EMT 1010. FISDAP fee \$55.

EMT 1010 Clinical Applications of Traumatology I (0-9-0)

This course provides clinical experience in the hospital performing trauma assessments and administration of intravenous fluid therapy. Introduction to field internship, Phase I, is included. **Corequisite:** EMT 1017.

EMT 1028 Traumatology II (5-9-8)

Emphasis is on cardiovascular and respiratory systems. Assessment and management of cardiac and advanced airway management are studied. Also, field internship, Phase II, is discussed. **Prerequisites:** All EMT courses from Term I. **Pre or Corequisites:** EMT courses from Term II; **Corequisite** EMT 1020. ACLS card fee \$2.50

EMT 1020 Clinical Applications of Traumatology II (0-9-0)

This course provides clinical rotations for training in the assessment and management of cardiac and respiratory patients. Procedures in medication administration, ACLS protocol, and advanced airway management skills will be performed. Field internship, Phase II, clinical component is also included. IV therapy and trauma assessments will continue to be required. **Corequisite** EMT 1028

EMT 1131 Prehospital Assessment Techniques (1-0-1)

This course presents the techniques for conducting a comprehensive physical examination for patients presenting in the prehospital environment. Critical thinking skills and clinical decision making will also be discussed

EMT 2023 Concepts of Paramedic Care Management (3-0-3)

In this course, case studies will be presented in which students will apply theoretical concepts and practical skills in the management and delivery of pre-hospital patient care. The content areas incorporated in this course will be cardiac emergencies, medical emergencies, OB/GYN/Pediatrics, operations management, trauma, and airway and breathing. A practical skills final exam will be administered. The Paramedic Final (standardized written exam) will be given at the completion of this course. Students must be successful on both practical skills and paramedic written final to pass the course and graduate. **Prerequisites:** All required EMT courses from Term I, II, and III **Corequisites:** EMT course from Term IV

EMT 2037 Traumatology III (4-9-7)

This course deals with assessment and treatment of patients experiencing gynecological and obstetric problems, as well as neonatal, pediatric and geriatric emergencies. Also studied are hematological, renal, neural and endocrine conditions, and mental challenged patients. Acute interventions for the chronic care patient will be included in this course. Also, field internship, Phase III, is discussed. **Prerequisites: All EMT courses from Terms I and II; Pre or Corequisites: EMT courses from Term III; Corequisite EMT 2030**

EMT 2030 Clinical Applications of Traumatology III (0-9-0)

This course provides clinical rotations for training in the assessment and management of gynecological, obstetrical, neonatal, pediatric and geriatric patients. Students will also assess and manage patients with hematological, renal, endocrine and behavioral emergencies. Field internship, Phase III, clinical component is also included. All skills and assessments previously learned will continue to be required. **Corequisite EMT 2037**

EMT 2043 Traumatology IV (3-0-3)

Topics studied in this course include environmental, neural, anaphylaxis, and poisoning emergencies. Also studied are hazardous materials, crime scene awareness, rescue operations, medical incident command, patients with physical challenges, assessment based management, and review and preparation for national paramedic boards. **Prerequisites: All EMT courses from Terms I, II, and III; Corequisites: EMT courses from Term IV**

EMT 2303 Pharmacology for EMT-P (3-0-3)

This course covers drug laws, indications and administration of emergency drugs, along with mathematical calculation of dosages.

EMT 2046 Field Internship (0-20-6)

This field internship, Phase IV, requires students to complete 300 clock hours. Students will be required to complete 50 clock hours as a team member and 250 clock hours as a team leader. Students will assess and manage patients in the field under the supervision of paramedic preceptors. All skills and assessment previously learned will continue to be required. **Corequisites: EMT courses from Term IV**

Nursing Program

Important Message Regarding Licensure Criminal Background Checks

Prospective students seeking admission to the Associate of Applied Science Nursing Program at East Arkansas Community College should be aware that each first-time applicant for a nursing license issued by Arkansas State Board of Nursing must undergo a state and national criminal background check conducted by the Arkansas State Police Department and the Federal Bureau of Investigation. The Arkansas State Board of Nursing shall refuse to issue an individual license to practice nursing if that individual has pleaded guilty or nolo contendere to, or been found guilty of any offenses outlined in Subchapter 3, Section 17-87-312, subsection of the Arkansas Nurse Practice Act. For further details, prospective students may access the website for the Arkansas State Board of Nursing at www.arsbn.org.

Therefore, graduation from East Arkansas Community College, Associate of Applied Science Nursing Program does not guarantee eligibility to take the licensing exam (NCLEX-RN).

Philosophy

The Associate of Applied Science Nursing Program is an integral part of East Arkansas Community College and derives its philosophy from the mission and goals of the college. The philosophy guides the nursing faculty in providing quality educational opportunities.

We, the faculty of East Arkansas Community College, Associate of Applied Science Nursing Program, believe:

Each individual is unique, innately worthy of respect and dignity, and has the ability to contribute creatively to the environment. The individual is viewed as multifaceted with physiological, psychological, sociocultural, and spiritual components. The individual's behavior is motivated by a set of basic human needs and has the ability to adapt to environmental changes as they progress through the life span.

The environment is an aggregate of all internal and external dimensions affecting the health and self care abilities of all individuals.

Health is a dynamic state of harmony and balance between individuals and their environments. Health is defined by the individual and reflects the individual's physical, psychosocial, and spiritual well-being along the health-illness continuum.

Nursing is a profession incorporating knowledge and principles of the humanities and sciences. Nursing functions independently, dependently, an interdependently with other health care providers to assist individuals and their families in meeting health care needs and achieving an optimal level of functioning in a racially, culturally, and ethnically diverse community. Nursing practice is based on standards and ethics formulated by the profession and implemented through the nursing process. Nursing encourages a holistic, interactive approach requiring a

commitment to the value of caring, communication, collaboration, theoretical knowledge, critical thinking and clinical competence for implementation of the nursing process.

Teaching/learning is an active reciprocal process, which involves the teacher and learner. This process is directed toward achievement of desired competencies. Teaching/learning facilitates the application of knowledge and provides an environment that enhances mutual trust, motivation, creativity, critical thinking and clinical decision making. Learning is a continuous life-long process. The student's personal and professional growth is enhanced by assuming responsibility and accountability for the acquisition of knowledge and skills. The assessment of outcomes is used to determine student progress and to assist in program improvement.

The graduate is prepared to practice in the roles of provider of care, manager of care, and member within the discipline of nursing.

As a provider of care, the graduate is able to make appropriate decisions based on data from a variety of perspectives, the needs of the individual, and the constraints of professional and institutional practice. The graduate is able to determine appropriate therapeutic nursing interventions through the application of nursing knowledge and implementation of the nursing process.

As a manager of care, the graduate is able to understand and effectively use written, oral, and non-verbal communication in interactions with individual, families, and other health care team members, and the public. By incorporating knowledge of economic, legal and ethical considerations, the graduate addresses the needs of a diverse community of health care consumers.

As a member within the discipline of nursing, the graduate acquires knowledge, skills, and attitudes necessary to make reasoned judgments through the development of critical thinking skills. These skills are necessary in an environment of rapidly expanding knowledge, reduced resources, and increased professional accountability. The graduate is prepared to pursue higher educational opportunities within the discipline of nursing.

Program Objectives

Upon completion of the program of study, the graduate is prepared to:

1. Incorporate knowledge and principles from the sciences and humanities into nursing practice.
2. Function as part of the interdisciplinary health care team in selected health care settings with culturally diverse clients, families and communities across the life span.
3. Communicate therapeutically and effectively with clients, families, significant others, and other health care providers.
4. Provide evidenced based, clinically competent nursing care utilizing critical thinking and clinical decision making within the framework of the nursing process.

5. Function as a beginning practitioner, client educator, leader and manager of nursing care to clients along the health-illness continuum and in a variety of health care settings.
6. Practice within the legal and ethical framework of the standards of professional nursing.
7. Assume responsibility and accountability for seeking life-long learning opportunities for professional growth.

Admission Requirements

To be eligible for admission, the applicant must:

1. Be admitted to East Arkansas Community College (see current East Arkansas Community College Catalog for application and admission procedure.)
2. Complete any required College developmental courses.
3. Complete all prerequisites with a minimum grade of "C" by the May 31st deadline. (Beginning in 2005, credit for science and math courses must be no older than 5 years.)
4. Have a 2.8 grade point average (GPA) on prerequisites for all applicants by the May 31st deadline.
5. Take the Pre-Entrance Nursing Exams (Total cost \$50.00).
 - a. Critical Thinking Entrance
 - b. PSB Test
6. Students who were previously enrolled in any nursing or allied health program at any institution and withdrew from ("W") or received a "D" or "F" in any two nursing or allied health courses or who twice withdrew ("W") or received "D" or "F" in any nursing or allied health course may seek admission to the Associate of Applied Science Nursing Program only after a period of four years from the first admission to a previous nursing program or other allied health program. Students must meet all current admission requirements and begin in Term I of the Traditional Track.

The Pre-Entrance Exams are provided by Assessment Technologies, Inc. and Psychological Services Bureau, Inc. and these tests **may be taken only once per academic year**. These are timed computerized tests. A description of the Pre-Entrance Exams is below.

- A. Critical Thinking Entrance Assessment exam is a non-nursing assessment given to assess the student's ability to use the phases of the critical thinking process.
- B. The PSB test is a nursing school aptitude exam that is comprised of five separate tests that measure abilities, skills, knowledge, and attitudes important for success in a nursing

program. The five tests consist of academic aptitudes (verbal, arithmetic, and nonverbal), spelling, reading, comprehension, information in the natural sciences, and vocational adjustment index.

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

Application Process

All applicants must:

1. Submit a Nursing Application to the Department of Allied Health Science. 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 nursing program. Transcripts must be sent from any college, university, school of nursing, 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 Nursing Exams to the Department of Allied Health Science.

Application Deadline

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

Deadline For Nursing 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 31 deadline will be considered by the Restricted Enrollment Committee for admission to the nursing program. Notification of the committee's action will be made by letter during the month of June. Meeting all criteria and submitting an application does not guarantee admission into the Nursing Program. The number of students admitted will vary according to resources and space available. There is no provisional acceptance for applicants not meeting the minimum requirements. East Arkansas Community College's Associate of Applied Science Nursing 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 Nursing Program, the candidate must:

1. Accept in writing by the date indicated on the acceptance letter.
2. 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.
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. Provide proof of malpractice insurance while in the Nursing Program.

Costs Other Than Tuition

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 Nursing Program by Term. These costs are approximate and may change.

Expense	Term I	Term II	Term III	Term IV	Term V
Textbooks	~\$250	~\$250	~\$100	~\$300	~\$200
Assessment Fee	\$100	\$100	\$100	\$100	\$100
Malpractice Insurance	\$50	X	\$50	X	X
Uniforms/Stethoscope/Shoes/Watch	~\$250	X	X	X	\$50
Nursing Bag (Laboratory Supplies)	~\$75	X	X	X	~\$25
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 Nursing Pin	X	X	X	X	~\$20-90
Nightingale Lamp	X	X	X	X	~\$20
NCLEX-RN	X	X	X	X	\$200
Licensure Fee for Arkansas	X	X	X	X	\$75
Temporary Permit (optional)	X	X	X	X	\$25
Criminal Background Check for Licensure (State and Federal)	X	X	X	X	\$44
College Graduation Fee	X	X	X	X	\$25

The Criminal Background and Drug Screen for clinicals will be approximately \$100 annually in August.

Retention/Progression Policy

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

1. Adhere to EACC and AASN policies.
2. Earn a grade of “C” or better in all required general education courses (both prerequisite courses and those taken within the nursing program of study) to progress to the next term.
3. Earn a grade of “C” or better in all nursing theory courses to progress to the next term.
4. Complete the following steps if a grade of “D”, or “F”, or “W” is earned in one nursing course:
 - a. Take the ATI (Assessment Technology Institute) Content Test and attain an ATI Proficiency Level I or higher. The ATI test will cover content presented in the last nursing course successfully completed. Cost of the test is \$20.00 each (subject to change).
 - b. The ATI test must be taken by the end of the fall semester if a student fails or withdraws from a spring nursing course; the ATI test must be taken

by the end of the spring semester if a student fails or withdraws from a summer or fall nursing course.

- c. After earning an ATI Proficiency Level I or higher on the ATI test, the student can then reenroll in the failed or dropped nursing course at the next available course offering.
- d. Students failing or withdrawing from a nursing course can only reenroll in that course once.
5. Receive satisfactory performance rating in all nursing clinical courses. Any student who is denied clinical entrance to an institution may not continue in the nursing program.
6. Adhere to the attendance and punctuality policies of East Arkansas Community College and the nursing program (classroom, clinical, and lab).
 7. Maintain current certification in CPR (American Heart Association Healthcare Provider) malpractice insurance and personal health insurance while in the nursing program. Proof of health insurance and current CPR must be submitted at beginning of fall semester or upon readmission. Failure to do so may result in placing a hold on grades and registration and/or dismissal from the nursing program.
 8. Complete the AASN program within a period of 4 years from time of entry into the first NUR course, for traditional students, and within 2 years for LPN Accelerated Track students.
 9. Score a Proficiency Level I on the proctored ATI Content Mastery Exams at the end of each designated nursing course. Students will have two opportunities to achieve the Proficiency Level I. Remediation will be mandatory between the 1st and 2nd testing opportunities. If unsuccessful after the second opportunity, the student will receive no higher grade than ‘D’ in the course and will not be able to progress. The student must follow the Retention/Progression Policy for returning to take the nursing course at the next available offering.
 10. Successfully complete the ‘RN Comprehensive Predictor’ during NUR 2242. The students will have one opportunity to achieve a Proficiency Level I on the ‘RN Comprehensive Predictor’ prior to the end of NUR 2242. If unsuccessful after one opportunity, the student will receive no higher grade than ‘D’ in NUR 2242 and be ineligible to graduate. In this case, the student should make an appointment with the Director of Nursing for further advisement.

Transfer Student Policy

Students withdrawing from (“W”) or receiving a “D” or “F” in the same nursing course twice or two separate nursing courses may seek admission to the Associate of Applied Science Nursing Program after a period of four years from the first admission to a previous nursing program. Students must meet all current admission requirements and begin in

Term I of the traditional track or Term III of the accelerated track. Transfers are on space availability after meeting all other transfer requirements.

Transfer Requirements

To transfer into the nursing 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. Meet all current nursing program requirements.
3. Pass a drug calculation competency test with a score of 90% or higher. Sample drug calculation problems will be provided. Student will have one opportunity to successfully complete drug competency test.
4. Successfully complete a skills competency check-off with 90% accuracy. Skills list will be provided. Student will have one opportunity to successfully complete skills competencies.
5. Successfully complete the ATI (Assessment Technology Institute) Content Mastery test(s) and attain an ATI Proficiency Level I or higher. Cost of the test(s) is \$20.00 each (subject to change).

Transfer Student Application Deadlines

Deadline to apply and meet all Transfer Requirements for Term II is October 1st and for Term III is May 31st.

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 Nursing Program. Notification of the Committee's action will be made by letter one month after the application deadline.

There is no provisional acceptance for applications not meeting the minimum requirements. East Arkansas Community College's Nursing Program does not maintain a waiting list for students who meet the minimum requirements, but who are not offered admission. Admission is contingent on space availability.

Transfer Student Residency

Transfer students must complete all 2000 level nursing (NUR) courses in East Arkansas Community College's Nursing Program.

Associate of Applied Science Nursing Program TraditionTrack

Curriculum Plan

Nursing Prerequisites		Semester Hours
BIO 2114	Anatomy & Physiology I.....	4
BIO 2134	Anatomy & Physiology II.....	4
BIO 2504	Microbiology.....	4
ENG 1013	English Composition I.....	3
MTH 1113	College Algebra -or-	
MTH 1013	College Mathematics.....	3
Total		18

Term I (Fall)		Semester Hours
PSY 1003	General Psychology.....	3
HSC 1023	Pharmacology.....	3
NUR 1015	Fundamentals of Nursing.....	5
NUR 1010	Clinical Applications of Fundamentals of Nursing.....	0
Total		11

Term II (Spring)		Semester Hours
PSY 2003	Developmental Psychology.....	3
ENG 1023	English Composition II.....	3
HSC 1113	Nutrition.....	3
NUR 1025	Medical Surgical Nursing I.....	5
NUR 1020	Clinical Applications of Medical Surgical Nursing I.....	0
Total		14

Term III (Summer II)		Semester Hours
NUR 2044	Mental Health Nursing.....	4
NUR 2040	Clinical Applications of Mental Health Nursing.....	0
Total		4

Term IV (Fall)		Semester Hours
SOC 1013	Introduction to Sociology -or-	
SOC 2043	Introduction to Anthropology.....	3
BUS 1603	Computer Fundamentals.....	3
NUR 2164	Maternal Child Nursing.....	4
NUR 2160	Clinical Applications of Maternal Child Nursing.....	0
NUR 2134	Medical Surgical Nursing II.....	4
NUR 2130	Clinical Applications of Medical Surgical Nursing II.....	0
Total		14

Term V (Spring)		Semester Hours
NUR 2264	Nursing Leadership & Management.....	4
NUR 2260	Clinical Applications of Nursing Leadership & Management....	0
NUR 2242	Nursing Concepts & Intervention.....	2
NUR 2254	Medical Surgical Nursing III.....	4
NUR 2250	Clinical Applications of Medical Surgical III.....	0
Total		10

Total Credit Hours – Prerequisites.....	18
Total Credit Hours - Nursing.....	32
Total Credit Hours – General Education.....	21
Total Program Hours.....	71

Readmission Policy

1. The student seeking readmission must reapply to East Arkansas Community College's Associate of Applied Science Nursing Program.
2. The student seeking readmission must meet all current criteria for admission, retention and progression in the Nursing 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 in East Arkansas Community College's Associate of Applied Science Nursing Program.
5. Any student who has been dismissed from the nursing program with a grade of "D", "F", or "W" (Withdrawn) from the same course twice or two separate nursing courses may seek readmission after a period of four years from the first admission to the traditional track nursing program and two years for the accelerated track. However, students must meet all current admission requirements and begin in Term I of the traditional track or Term III of the accelerated track.

Graduation Policy

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

Withdrawal Policy

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

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 Nursing 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 Nursing Program and appeal procedures are listed in the Nursing 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 nursing courses will be dismissed from the Nursing Program. The student may seek

readmission according to Readmission Policy.

2. Students dismissed from the Nursing Program for disciplinary reasons, as outlined in the Nursing Student Handbook, will be ineligible for readmission into the East Arkansas Community College's Nursing 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 placing a hold on grades and registration and/or dismissal from the nursing program.

LPN/LPTN To Associate of Applied Science Nursing (AASN) Accelerated Track

This track is designed to enable qualified LPN/LPTN applicants who aspire to become professional nurses to do so within a minimum period of time and with a minimum duplication of course content and credits. Graduates may apply to take the National Council License Examination for Registered Nurses (NCLEX-RN).

Admission Requirements and Application Process LPN/LPTN Accelerated Track

To be eligible for admission to the LPN/LPTN Accelerated Track, the applicant must:

1. Have graduated from an Arkansas approved or out-of-state board of nursing approved PN/PTN program
2. Have a current, unencumbered Arkansas or multi-state LPN/LPTN license and submit proof (copy of License).
3. Be admitted to East Arkansas Community College (see current East Arkansas Community College Catalog for application and admission procedure.)
4. Complete all prerequisites with a minimum grade of "C" by end of Spring Semester. ***Beginning in 2005, credit for Math and Science courses must be no older than 5 years.**
5. Have a 2.5 grade point average (GPA) by end of Spring Semester.
6. Submit a Nursing Application to Department of Allied Health Science. Applicants who misrepresent information from the application form become ineligible for admission or subject to dismissal after admission has been granted.
7. Take the Pre-Entrance Exams (Total cost \$50.00) and submit scores to Department of Allied Health Science. (Fees are non-refundable.)
 - a. Critical Thinking Entrance
 - b. PSB Test

The Pre-Entrance Exams are provided by Assessment Technologies, Inc. and Psychological Services Bureau, Inc. and these tests **may be taken only once per academic year**. These are timed computerized tests. A description

of the Pre-Entrance Exams is below.

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

B. The PSB test is a nursing school aptitude exam that is comprised of five separate tests that measure abilities, skills, knowledge, and attitudes important for success in a nursing program. The five tests consist of academic aptitude (verbal, arithmetic, and nonverbal), spelling, reading comprehension, information in the natural sciences, and vocational adjustment index.

8. Submit Validation of Work Experience (A letter from current supervisor indicating work experience). Work experience as an LPN/LPTN must be in accordance with chart below:

<u>Time</u>	<u>Validation of Recent Work Experience</u>
0-6 Months Post Graduation-	None required
6-12 Months Post Graduation-	500 Hours
12-24 Months Prior to Admission-	1000 Hours

9. Request official transcript(s) to be mailed to both the registrar's office and the nursing program.

Transcripts must be sent from any college, university, school of nursing, 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.

Application Deadline

LPN/LPTNs are admitted to East Arkansas Community College's Associate of Applied Science Nursing Program Accelerated track once a year for Summer Admission.

Deadline For LPN/LPTN Applicants

March 31 for Accelerated Track

All information must be received by March 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

LPN/LPTN applicants, whose files are completed by the March 31 deadline, will be considered by the Nursing Restricted Enrollment Committee for admission to the nursing program. Notification of the committee's action will be made by letter during the month of April. East Arkansas Community College's Nursing Program does not maintain a waiting list for students who meet the minimum requirements, but who are not offered admission. Applicants are admitted on space available.

Acceptance

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

1. Accept in writing by the date indicated on the acceptance letter.
2. 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.
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. Provide proof of malpractice insurance while in the Nursing Program.

Residency Requirement

LPN/LPTN accelerated track students must complete all 2000 level nursing (NUR) courses in East Arkansas Community College's Nursing Program in order to graduate.

**Associate of Applied Science
Nursing Program
LPN/LPTN Accelerated Track**

Curriculum Plan

Nursing Prerequisites		Semester Hours
BIO 2114	Anatomy & Physiology I.....	4
BIO 2134	Anatomy & Physiology II.....	4
BIO 2504	Microbiology.....	4
ENG 1013	English Composition I.....	3
ENG 1023	English Composition II.....	3
MTH 1113	College Algebra -or-	
MTH 1013	College Mathematics.....	3
PSY 1003	General Psychology.....	3
PSY 2003	Developmental Psychology.....	3
HSC 1113	Nutrition.....	3
Total		30

Term III (Summer I)		Semester Hours
NUR 1904	Role Transition for LPN/LPTNs.....	4
NUR 1900	Clinical Applications of Role Transition for LPN/LPTNs....	0
HSC 1023	Pharmacology.....	3
Total		7

Term III (Summer II)		Semester Hours
NUR 2044	Mental Health Nursing.....	4
NUR 2040	Clinical Applications of Mental Health Nursing.....	0
Total		4

Term IV (Fall)		Semester Hours
SOC 1013	Introduction to Sociology -or-	
SOC 2043	Introduction to Anthropology.....	3
BUS 1603	Computer Fundamentals.....	3
NUR 2164	Maternal Child Nursing.....	4
NUR 2160	Clinical Applications of Maternal Child Nursing.....	0
NUR 2134	Medical Surgical Nursing II.....	4
NUR 2130	Clinical Applications of Medical Surgical Nursing II.....	0
Total		14

Term V (Spring)		Semester Hours
NUR 2264	Nursing Leadership & Management.....	4
NUR 2260	Clinical Applications of Nursing Leadership & Management....	0
NUR 2242	Nursing Concepts & Intervention.....	2
NUR 2254	Medical Surgical Nursing III.....	4
NUR 2250	Clinical Applications of Medical Surgical III.....	0
Total		10

Total Credit Hours – Prerequisites.....	30
Total Credit Hours - Nursing.....	26
Total Credit Hours – General Education.....	9
Total Credit Hours - Escrow Account.....	6
Total Program Hours.....	71

Nursing Credits For Previous Learning

After successful completion of NUR 1904, six (6) hours of nursing credit will be held in escrow until completion of the nursing program.

Costs Other Than Tuition

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 LPN/LPTN Accelerated Track by Term. These costs are approximate and may change.

Expense	Term III Summer I	Term III Summer II	Term IV	Term V
Textbooks	~\$250	~\$100	~\$300	~\$200
Assessment Fee	\$100	\$100	\$100	\$100
Malpractice Insurance	\$50	X	X	X
Uniforms/Stethoscope/Shoes/Watch	~\$250	X	X	\$50
Nursing Bag (Laboratory Supplies)	~\$25	X	X	~\$25
Health Insurance	varies	varies	varies	varies
Travel/Parking Fees for Clinical	~\$50	~\$350	~\$350	~\$350
CPR Certification	~\$35	X	X	X
Immunization Requirements	~\$250	X	X	X
Graduation Pictures	X	X	X	~\$40
EACC Nursing Pin	X	X	X	~\$20-90
Nightingale Lamp	X	X	X	~\$20
NCLEX-RN	X	X	X	\$200
Licensure Fee for Arkansas	X	X	X	\$75
Temporary Permit (optional)	X	X	X	\$25
Criminal Background Check for Licensure (State and Federal)	X	X	X	\$44
College Graduation Fee	X	X	X	\$25

The Criminal Background and Drug Screen for clinicals will be approximately \$100 annually in August.

Retention and Progression, Dismissal, Readmission, and Graduation Policies

LPN/LPTN students will be held to same guidelines for retention and progression, dismissal, readmission, and graduation as traditional track students.

Course Descriptions

NUR 1015 Fundamentals of Nursing (3-6-5)

This course will present the different pathophysiological and psychopathological mechanisms or processes of the individual. Emphasis will be on human health promotion, growth and development, nursing diagnosis, and the nursing process. **Prerequisites:** BIO 2114, BIO 2134, BIO 2504, ENG 1013, MTH 1013 or MTH 1113, and admittance to the Nursing Program. **Prerequisites or Corequisites:** PSY 1003, HSC 1023, NUR 1010 **Assessment fee \$100**

NUR 1010 Clinical Applications of Fundamentals of Nursing (0-6-0)

The student will practice nursing skills in the laboratory after demonstration, readings, and applying theoretical concepts. The students will then apply the nursing process and nursing diagnoses to clients in the clinical setting. Beginning level recognition of pathophysiology and psychological concepts will be utilized to care for clients. Care plans will be done to help the student in applying these concepts. **Prerequisites:** BIO 2114, BIO 2134, BIO 2504, ENG 1013, MTH 1013 or MTH 1113, and admittance to the Nursing Program. **Corequisite:** NUR 1015

NUR 1025 Medical-Surgical Nursing I (3-6-5)

This course will integrate principles and concepts from the physical sciences, social sciences, and nursing as they relate to the individual and families throughout the life cycle. Emphasizes the prevention of illness, restoration of health during acute and chronic physical illness, and preservation of dignity in death. **Prerequisites:** All required courses from Term I. **Pre or Corequisites:** PSY 2003, HSC 1113, NUR 1020, ENG 1023. **Assessment fee \$100**

NUR 1020 Clinical Applications of Medical Surgical Nursing I (0-6-0)

The student applies concepts from Medical Surgical I when caring for individuals and families in the hospital setting. Plans of care will be developed, using the nursing process. Integrations of nutrition, growth and development will be done. **Prerequisites:** All required courses from Term I. **Corequisites:** NUR 1025

NUR 1904 Role Transition for LPNs/LPTNs (4-1-4)

This course allows the LPN/LPTN with current licensure and experience in nursing to develop necessary skills and knowledge to use as a base for transition to professional nursing. The course will review content in foundations of nursing and cover content in health assessment and care for lower acuity level clients in the medical surgical setting. Upon successful completion of this course, the LPN/LPTN will enter the 2000 level nursing courses. **Prerequisites:** Admission to the nursing program, a "C" or better in the following general education courses: BIO 2114, BIO 2134, BIO 2504, ENG 1013, ENG 1023, MTH

1013 or MTH 1113, HSC 1113, PSY 1003, PSY 2003 and maintenance of a 2.5 GPA or better. **Corequisites:** HSC 1023 and NUR 1900. **Assessment fee \$100**

NUR 1900 Clinical Applications of Role Transition for LPNs/LPTNs (0-1-0)

The student will have simulated and actual opportunities to apply principles and skills used in the transition from the LPN/LPTN to the professional role of a registered nurse. Emphasis will be placed on the nursing process, physical assessment skills, client education, and care of acute and chronically ill clients. **Prerequisites:** Admission to the nursing program, a "C" or better in the following general education courses: BIO 2114, BIO 2134, BIO 2504, ENG 1013, ENG 1023, MTH 1013 or MTH 1113, HSC 1113, PSY 1003, PSY 2003 and maintenance of a 2.5 GPA or better. **Corequisites:** NUR 1023 and NUR 1904.

NUR 2044 Mental Health Nursing (2-6-4)

This course introduces the student to the theories of emotional health and restoration of health during acute and chronic emotional/behavioral illness. Emphasis will be on critical thinking, growth, and development, psychosocial/cultural diversity, communications and therapeutic interventions. **Prerequisites:** All required courses from Terms I and II. **Corequisite:** NUR 2040 **Assessment fee \$100**

NUR 2040 Clinical Applications of Mental Health Nursing (0-6-0)

This course gives the student an opportunity to apply principles of psychiatric/mental health nursing with clients and families. Special populations, cultural diversity, and risk factors of clients experiencing emotional illness will be emphasized. **Prerequisites:** All required courses from Terms I and II. **Corequisite:** NUR 2044

NUR 2134 Medical-Surgical Nursing II (2-6-4)

This course builds upon Medical-Surgical I and focuses on the chronic illness phases of the disease process. Rehabilitative stages will be emphasized. The life cycles issues of individual with chronic illness will be presented. The nursing process and critical thinking skills with case presentations will be utilized. **Prerequisites:** All required courses from Terms I, II and III. **Pre or Corequisites:** NUR 2130, NUR 2164, SOC 1013 or SOC 2043, and BUS 1603 **Assessment fee \$100**

NUR 2130 Clinical Applications of Medical-Surgical Nursing II (0-6-0)

This course further expounds upon Medical-Surgical II with emphasis on rehabilitative care. Identification of skills based upon scientific principles for nursing practice with clients will be the focus. **Prerequisites:** All required courses from Terms I, II and III. **Corequisite:** NUR 2134

NUR 2164 Maternal Child Nursing (2-6-4)

This course will explore the concepts of childbearing and childrearing. It will focus on health promotion, family structures, and cultural diversity. The traditional role of the maternal and child nurse must expand to meet the challenges that changes and new technology are posing. With these concepts the student will use the nursing process in working with clients from birth through adolescence. **Prerequisites: All required courses from Terms I, II and III. Pre or Corequisites: NUR 2130, NUR 2134, NUR 2160, SOC 1013 or SOC 2043, BUS 1603.**

NUR 2160 Clinical Applications of Maternal Child Nursing (0-6-0)

This course accompanies NUR 2164 and focuses on giving nursing care to client sin the pediatric and maternity settings. Students will provide care using the theoretical principles of maternal and child health. **Prerequisites: All required courses from Terms I, II and III. Corequisite: NUR 2164.**

NUR 2242 Nursing Concepts and Intervention (2-0-2)

This course is designed to further understand the concepts of environment and health in client care through core presentation, discussion, and content review. The nursing process will be utilized by the student through problem-solving and critical thinking skills in applying nursing interventions to client situations. **Prerequisites: All required courses from Terms I, II, III and IV. Pre or Corequisites: NUR 2264, NUR 2260, NUR 2254, and NUR 2250.**

NUR 2254 Medical-Surgical Nursing III (2-6-4)

This course is designed to introduce complex knowledge and skills applicable to the nursing care of an acute adult with multiple complex problems and the critically ill adult client experiencing alterations in the cardiac, respiratory, circulatory, and renal systems. The course builds on and reinforces previous knowledge and skill. The focus is on complex pathophysiology and in-depth principles of the nursing process. The course reinforces ethical and legal implications, health promotion and maintenance, emotional, spiritual, physical, psychosocial integrity and developmental talks of the adult. **Prerequisites: All required courses from Terms I, II, III and IV. Pre or Corequisites: NUR 2250, NUR 2264, NUR 2260, NUR 2242.**

Assessment fee \$100

NUR 2250 Clinical Applications of Medical-Surgical Nursing III (0-6-0)

This course is to be taken concurrently with NUR 2254. This course provides the student with the opportunity to apply theoretical principles when caring for the adult medical-surgical clients with complex disorders affecting the cardiac, respiratory and renal systems. The clinical course emphasizes the rehabilitative aspect of the client with com-

plex disorders. **Prerequisites: All required courses from Terms I, II, III and IV. Corequisites: NUR 2254.**

NUR 2264 Nursing Leadership & Management (3-3-4)

This course is designed to give the student a broad understanding of where nursing has been in the past, where it is today, and where it is going in the future. Content will include influences affecting nursing practice and the education that is needed to practice in entry-level staff positions. The entry-level nurse manages client care directly and is responsible for making critical decisions based upon available resources and cost-effective plans. To succeed as a staff nurse, client care management skills are essential. Additional roles of the entry-level nurse include coordinating interdisciplinary groups, prioritizing client needs, understanding the role of economics, politics, culture, legal an ethical aspects and accepting accountability for delegating tasks. **Prerequisites: All required courses from Terms I, II, III and IV. Corequisites: NUR 2260, NUR 2242, NUR 2254 and NUR 2250.**

NUR 2260 Clinical Applications of Nursing Leadership & Management (0-3-0)

This course accompanies NUR 2264 and focuses on giving and managing the nursing care to clients in the hospital setting. Students will provide and coordinate client care under the supervision of nurse manager or charge nurse. Since all nurses are involved in coordinating care, leadership and management principles are a part of the core competencies needed by nurses to function in a complex health care environment. **Prerequisites: All required courses from Terms I, II, III and IV. Corequisite: NUR 2264.**

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 Technologists.

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 certi-

fiction. All candidates must comply with the Code 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 Technologists (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.

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 believe that the graduates will value and integrate learning and professional development as a lifelong progress.

Program 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: Critical Thinking Entrance Exam (Cost \$20.00).

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. 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. Complete an Observational Experience and submit the completed Observational Form.

Observational Experience

Prospective students are required to complete 4 hours in a radiology department to observe the various areas of radiology. The prospective students must complete the Observational Form and have the Director of the Radiology Department or a supervisor sign the evaluation portion of the form. This form is to be completed and submitted 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.

When observing in the hospital setting, the following dress items should not be worn: flip-flops or any open-toed shoe, t-shirts, shorts, warm-up suits, or jeans. NO piercings or tattoos should be visible.

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 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 31 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.

Costs Other Than Tuition

All cost 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.

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

The Criminal Background and Drug Screen for clinicals will be approximately \$100 annually in August.

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

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 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.

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).

Transfer Student Policy

Students withdrawing from ("W") or receiving a "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 Sciences 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.

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.

Radiologic Technology Program Curriculum Plan

Prerequisites			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	
MTH	1013	College Mathematics.....	3
SOC	2043	Introduction to Anthropology.....	3
Total			17

Radiologic Technology 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

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

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, RAD 1110. **Assessment fee \$50**

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 1113 or MTH 1013, and admittance to the Radiologic Technology Program. **Pre or Corequisites:** BIO 2114, PHY 2013, RAD 1103. **Corequisite:** RAD 1110.

Dosimetry Badge fee \$100, Marker fee \$15

RAD 1110 Clinical Practice I (0-6-0)

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, 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, 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, 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, RAD 1222. **Corequisite:** RAD 1210.

RAD 1210 Clinical Practice II (0-6-0)

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, 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 1215, 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 and trauma radiographic procedures. **Prerequisites:** All required courses from Terms I and II. **Corequisite:** RAD 1310.

RAD 1310 Clinical Practice III (0-6-0)

Supervised clinical experience emphasizing radiographic procedures of the cranium, gastrointestinal system, and genitourinary system, and refinement of radiographic skills in orthopedic. **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:** RAD 2113, RAD 2116 **Corequisite:** RAD 2110. **Dosimetry Badge fee \$100, Marker fee \$15**

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:** RAD 2113, RAD 2103. **Corequisite:** RAD 2116.

RAD 2113 Radiographic Pathology (3-0-3)

This course is designed to introduce theories of disease causation and the pathophysiologic disorders that compromise healthy systems. Etiology, pathophysiologic responses, clinical manifestations, radiographic appearance, and management of alterations in body systems will be presented. **Pre or Corequisites:** RAD 2103, RAD 2116, RAD 2110

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

A study of advanced radiologic procedures of the skeletal, cardiovascular, genitourinary, and gastrointestinal systems. An emphasis will be on pharmacology, basic techniques of

venipuncture, the administration of contrast medias, and the radiological equipment used during these procedures. Critical thinking and communication skills will also be emphasized. **Prerequisites: All required courses from Terms I, II, and III. Pre or Corequisites: RAD 2113, RAD 2103. Corequisite: RAD 2110.**

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. Corequisite: RAD 2220**

RAD 2220 Clinical Practice V (0-12-0)

This clinical practice will consist of supervised clinical experiences in selected and specialized clinical rotation areas. The student will demonstrate advanced radiographic skills. **Prerequisites: All required courses from Terms I, II, III, and IV. Pre or Corequisites: RAD 2203, RAD 2212. Corequisite: RAD 2228.**

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

The study of the production of images including, but not limited to MRI, CT, sonography, radiation oncology, nuclear medicine, and angiography. 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 2228, RAD 2210, RAD 2212. Assessment fee \$50**

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. Prerequisites: RAD 2203, RAD 2212 Corequisites: RAD 2220.**

Associate of Applied Science Medical Assisting Technology Program

Program Description

The Medical Assisting Technology Program will educate individuals to perform administrative and clinical tasks in a healthcare setting. Administrative tasks may include but not be limited to answering telephones, greeting patients, updating and filing patient's medical records, filling out insurance forms, handling correspondence, coding, scheduling appointments, arranging for hospital admission and laboratory services, and handling billing and bookkeeping. Clinical tasks may vary according to State law but may include but not be limited to taking medical histories, obtaining and recording vital signs, explaining treatment procedures, preparing patients for examination and assisting the physician during the examination, performing basic laboratory procedures and electrocardiograms, disposing of contaminated supplies, and sterilizing medical instruments.

Based on Arkansas laws, there are procedures that a medical assistant cannot perform, such as administering medications and performing specialized treatments.

Disclaimer

The medical assisting technology program curriculum does not prepare the student to become a nurse, paramedic, or radiologic technician OR to apply to take the licensing and/or certification exams for nursing, paramedic, or radiologic technician.

Admission Requirements

To be eligible for admission, the applicant must:

1. Be admitted to East Arkansas Community College (see current East Arkansas Community College Catalog for application and admission procedure.)
2. Complete any required College developmental courses.
3. Complete all prerequisites with a minimum grade of "C" by the May 31st deadline.
4. Have credits for science, math and computer fundamentals no older than 5 years.
5. Have a 2.5 grade point average (GPA) by the May 31st deadline.
6. Take the Pre-Entrance Critical Thinking Exam (Cost \$20.00 and subject to change).

The Pre-Entrance Exams are provided by Assessment Technologies, Inc. and may be taken only once per academic year. This is a timed computerized test. The Critical Thinking Entrance Assessment exam is a non-nursing assessment given to assess the student's ability to use the phases of the critical thinking process.

The ATI, Inc. exam is administered to applicants by computer on the campus of EACC. The exam is proctored. The applicant may register for the exam in the Allied Health

Science Department after paying the fee at the cashier's office. Fee is non-refundable.

Application Process

All applicants must:

1. Submit a Medical Assisting Technology Application to the Department of Allied Health Science. 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 medical assisting technology program.
 - A. Registrar's Office
East Arkansas Community College
1700 Newcastle Road
Forrest City, AR 72335
 - B. Department of Allied Health
Medical Assisting 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 score of the Pre-Entrance Critical Thinking Exam to the Department of Allied Health Science

Application Deadline

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

**Deadline for Medical Assisting
Technology Applicants**

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 31 deadline will be considered by the Restricted Enrollment Committee for admission to the medical assisting technology program. Notification of the committee's action will be made by letter during the month of June. Meeting all criteria and submitting an application does

not guarantee admission into the medical assisting technology program. The number of students admitted will vary according to resources and space available. There are no provisional acceptance for applicants not meeting the minimum requirements. East Arkansas Community College's Associate of Applied Science Medical Assisting 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 Medical Assisting Technology Program, the candidate must:

1. Accept in writing by the date indicated on the acceptance letter.
2. 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.
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. Provide proof of malpractice insurance while in the medical assisting technology program.

Associate of Applied Science Medical Assisting Technology Program

Curriculum Plan

Prerequisites	Semester Hours
BIO 2114 Anatomy and Physiology I	4
BIO 2134 Anatomy and Physiology II.....	4
HSC 1003 Medical Terminology.....	3
ENG 1013 English Comp I.....	3
MTH 1113 College Algebra	3
Total	17

Term I	Semester Hours
BUS 1603 Computer Fundamentals.....	3
PSY 1003 General Psychology	3
MAT 1012 Introduction to Medical Assisting.....	2
ENG 1023 English Comp II.....	3
BUS 1353 Basic Filing/Records Management.....	3
Total	14

Term II		Semester Hours
PSY 2003	Developmental Psychology.....	3
BUS 2013	Technical Communication	3
HSC 2123	Healthcare Law and Ethics.....	3
HSC/MAT 1043	Coding and Insurance Processing.....	3
Total		12

Term III		Semester Hours
HSC 1023	Pharmacology.....	3
MAT 2034	Medical Assisting Procedures I.....	4
MAT 2030	Clinical Applications of Medical Assisting Procedures I.....	0
Total		7

Term IV		Semester Hours
BUS 2423	Machine Transcription.....	3
BUS 2483	Medical Office Management.....	3
MAT 2044	Medical Assisting Procedures II.....	4
MAT 2040	Clinical Applications of Medical Assisting II.....	0
Total		10

Term V		Semester Hours
SOC 2043	Introduction to Anthropology.....	3
MAT 2062	Professional Concepts of Medical Assisting.....	2
MAT 2052	Medical Assisting Procedures III.....	2
MAT 2054	Medical Assisting Externship.....	4
Total		11

Total Credit Hours – Prerequisites	17
Total Credit Hours – Medical Assisting	24
Total Credit Hours – General Education	18
Total Credit Hours – Business	12
Total Program Hours	71

Course Descriptions

MAT 1012 Introduction to Medical Assisting Technology (2-0-2)

This course is designed to introduce students to field of medical assisting technology. Emphasis will be placed on fundamental procedures of medical assisting, including hand washing, autoclaving principles, sterilizing techniques, disposing of biohazardous materials, standard universal precautions, communication techniques, and first aid. **Prerequisites:** BIO 2114, BIO 2134, ENG 1013, HSC 1003, MTH 1113. **Pre or Corequisites:** BUS 1353, BUS 1603, ENG 1023, PSY 1003

HSC/MAT 1043 Coding and Insurance Processing (3-0-3)

This course will present information on how to apply managed care policies and procedures, third party guidelines, and complete insurance claim forms. Also, students will be instructed in how to perform procedural coding and diagnostic coding. **Prerequisites:** All required courses from Term I. **Pre or Corequisites:** BUS 2013, HSC 2123, PSY 2003.

MAT 2034 Medical Assisting Technology I (3-4-4)

This course will present information on patient care and documentation. Emphasis will be placed on performing telephone and in-person screening, obtaining vital signs, obtaining and recording patient history, preparing patients for examinations and treatments, assisting with routine and specialty examinations, maintaining medication and immunization records, and following-up on test results. **Prerequisites:** All required courses from Term II. **Pre or Corequisites:** HSC 1023, MAT 2030

MAT 2030 Applications of Medical Assisting Technology I (0-4-0)

This course will provide students the opportunity to apply the acquired skills of performing telephone and in-person screening, obtaining vital signs, obtaining and recording patient history, preparing patients for examinations and treatments, assisting with routine and specialty examinations, maintaining medication and immunization records, and following-up on test results in the clinical setting. **Prerequisites:** All required courses from Term II. **Pre or Corequisites:** HSC 1023, MAT 2034

MAT 2044 Medical Assisting Technology II (3-4-4)

This course will present information on operational functions and specimen collection. Emphasis will be placed on performing inventory of supplies and equipment, methods of quality control, performing venipuncture and capillary puncture, obtaining specimens for microbiological testing, and instructing patients. **Prerequisites:** All required courses from Term III. **Pre or Corequisites:** BUS 2423, BUS 2483 MAT 2040.

MAT 2040 Applications of Medical Assisting Technology II (0-4-0)

This course will provide students the opportunity to apply the acquired skills of performing inventory of supplies and equipment, methods of quality control, performing venipuncture and capillary puncture, obtaining specimens for microbiological testing, and instructing patients in the clinical setting. **Prerequisites:** All required courses from Term III. **Pre or Corequisites:** BUS 2423, BUS 2483 MAT 2044.

MAT 2052 Medical Assisting Technology III (2-0-2)

This course will present information on health maintenance and disease prevention and diagnostic testing. Emphasis will be placed on instructing patients, performing electrocardiography and respiratory testing, and other laboratory specimen testing. **Prerequisites:** All required courses from Term IV. **Pre or Corequisites:** SOC 2043, MAT 2054, MAT 2062.

MAT 2054 Medical Assisting Technology Externship (0-12-4)

The student will complete 180 hours of a supervised,

unpaid externship in an ambulatory health care setting performing all learned administrative and clinical procedures of medical assisting. **Prerequisites: All required courses from Term IV. Pre or Corequisites: SOC 2043, MAT 2052, MAT 2062.**

MAT 2062 Seminars in Medical Assisting (2-0-2)

This course will present information on job readiness, personal attributes, workplace dynamics, and allied health professions and credentialing. **Prerequisites: All required courses from Term IV. Pre or Corequisites: SOC 2043, MAT 2052, MAT 2054.**

Costs other Than Tuition

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 medical assisting technology program by term. These costs are approximate and may change.

Expense	Term I	Term II	Term III	Term IV	Term V
Textbooks	~\$250	~\$250	~\$200	~\$200	~\$200
Malpractice Insurance	\$50	X	\$50	X	X
Uniforms/Stethoscope/Shoes/Watch	~\$150	X	X	X	X
Health Insurance	varies	varies	varies	varies	varies
Travel/Parking Fees for Clinical	~\$150	~\$150	~\$150	~\$150	~\$150
CPR Certification	~\$35	X	X	X	X
Immunization Requirements	~\$250	X	X	X	X
Certification Fee	X	X	X	X	TBA
College Graduation Fee	X	X	X	X	\$25

X = No cost during that term
 ~ = Approximate

Retention/Progression Policy

To be allowed to remain or progress in the Associate of Applied Science Medical Assisting Technology Program, the student must:

1. Adhere to EACC and the medical assisting technology program policies.
2. Earn a grade of “C” or better in all required general education courses (both prerequisite courses and those taken within the medical assisting technology program of study) to progress to the next term.
3. Earn a grade of “C” or better in all medical assisting technology theory courses to progress to the next term. A student earning a “D”, “F”, or “W” in one medical assisting technology course will be allowed to repeat that failed course once at the next available offering after

successfully passing an assessment exam for the previous coursework (didactic and clinical, if applicable) in medical assisting technology.

4. Receive satisfactory performance rating in all medical assistant technology clinical courses. Any student who is denied clinical entrance to a facility may not continue in the medical assisting technology program.
5. Adhere to the attendance and punctuality policies of East Arkansas Community College and the medical assisting technology program (classroom, clinical, and lab).
6. Maintain CPR certification (American Heart Association for Healthcare Providers), malpractice insurance, and personal health insurance while in the medical assisting technology program. Proof of health insurance must be submitted at beginning of fall semester or upon readmission.
7. Complete the medical assisting technology program within a period of 4 years from time of entry into the first MAT course.

Readmission Policy

1. The student seeking readmission must reapply to East Arkansas Community College’s Associate of Applied Science Medical Assisting Technology Program.
2. The student seeking readmission must meet all current criteria for admission, retention, and progression in the Medical Assisting 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 in East Arkansas Community College’s Associate of Applied Science Medical Assisting Technology Program.
5. Any student who has been dismissed from the medical assisting technology program with a grade of “D”, “F”, or “W” (Withdrawn) from the same course twice or two separate medical assisting technology courses may seek readmission after a period of four years from the first admission to the medical assisting technology program. However, students must meet all current admission requirements and begin in Term I of the program.

Graduation Policy

The medical assisting technology program subscribes to East Arkansas Community College’s requirements for graduation (see current College Catalog for graduation information).

Withdrawal Policy

Students who no longer wish to be enrolled in the medical assisting technology program must follow the Withdrawal Policies set forth in the current East Arkansas Community College Catalog.

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 medical assisting 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 medical assisting technology program and appeal procedures are listed in the Medical Assisting Technology Student Handbook.

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

1. Any student receiving grade of “D” or “F” or Withdrawing from the same course twice or two separate medical assisting technology courses will be dismissed from the medical assisting technology program and may be ineligible to reapply.
2. Students dismissed from the medical assisting technology program for disciplinary reasons, as outlined in the Medical Assisting Technology Program Student Handbook, will be ineligible for readmission into the East Arkansas Community College’s Medical Assisting 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 from the medical assisting technology program.