Thank you for your interest in the School of Radiologic Technology. Please find the enclosed Jan. 11, 2020 - Jan. 08, 2021 program informational pamphlet.

The next class for which we will be accepting applications is the class that begins in August 2021 and graduates in July 2023.

Please note: Any course listed in the "program requirements" with a prefix code OTHER than "RADT" is "open enrollment" at the college, and may be completed prior to applying to the program and/or beginning the program. Courses listed with a prefix code of "RADT" are only open to "program" students, and only offered in the semester listed AFTER acceptance into the program.

Please refer to page 9 of this pamphlet for the prerequisites to apply to the program, and pages 10 - 12 for the application and student selection process, with the deadline dates. Please READ CAREFULLY, as there are important deadlines to meet. Use the checklist on page 14 to ensure that all requirements are met.

INCOMPLETE APPLICATIONS WILL NOT BE CONSIDERED. Refer to Page 9 - 10, Step 1; items 1 – 4 for complete details.

If you have any questions, or would like advisement on preparing for the application process, please contact...

RADT Student Academic Advisor                                      Program Director
Paula Johnson                                 Paul Richards
Washington State Community College           School of Radiologic Technology
710 Colegate Drive                           Marietta Memorial Hospital
Marietta, OH 45750                           401 Matthew Street
                                                Marietta, OH 45750
Voice phone; (740) 885-5649                  Voice phone; (740) 885-5728
FAX; (740) 373-7496                          FAX; (740) 373-7496
e-mail; pjohnson@wscc.edu                    e-mail; prichards@wscc.edu

Paula Johnson, M.Ed.                           Paul Richards, M.A.,R.T.(R)
Information contained in this pamphlet is subject to change without prior notice before the start of the program, or during the program in order to be in compliance with the Joint Review Committee on Education in Radiologic Technology, the American Registry of Radiologic Technologists, Ohio Department of Health Radiologic Technology Section, Washington State Community College, and the Clinical Sites requirements.

Revised January 2020

Replaces all previously published information
Changes from previous program publications reflect changes approved by the program’s Advisory Committee or reflecting Accrediting Agency requirements for the Radiologic Technology Program.
Introduction

Radiologic Technologists are specially trained allied health care professionals who use radiography (x-ray) equipment to produce images (radiographs) of tissues, organs, bones, and vessels of the body to diagnose pathology and injury. Radiographers provide patient care and comfort in a manner to assure their physical safety and radiation protection, and also assist the radiologists (physicians specializing in the use of x-rays for diagnosis and treatment) during patient radiographic exams.

The School of Radiologic Technology began at Marietta Memorial Hospital in 1954, and is accredited by The Joint Review Committee on Education in Radiologic Technology (J.R.C.E.R.T.), 20 North Wacker Drive, Suite 2850, Chicago, IL 60606-3182, telephone # 312-704-5300 URL; www.jrcert.org, the Ohio Department of Health, Radiologic Technology Section, 246 North High Street, Columbus, OH 43266-0118.

As the sponsoring institution, Marietta Memorial Hospital's offers a Certificate Award. The program articulated with Washington State Community College, 710 Colegate Drive, Marietta, OH 45750 in 1998 allowing the student the opportunity to earn an Associate of Applied Science (A.A.S.) degree in Radiologic Technology, and offers the student many support services. An Associate degree is required for the graduate to be eligible to sit for the American Registry of Radiologic Technologist's (A.R.R.T.) certification ("Registry") examination which certifies the individual as a "Registered Radiologic Technologist". The program affiliated with Camden Clark Medical Center; Memorial Campus, Garfield Ave. Campus, Parkersburg, WV, Selby General Hospital, M.H.S. Belpre Campus in Belpre, Ohio, and M.H.S. Wayne Street Campus, Marietta, OH. This allows the four clinical sites to provide a variety of clinical settings, equipment, and human resources to better prepare the student for entry level employment in the profession following graduation.

Program Mission and Goals (revised 2018)

[JRCERT Objective 4.1 – Makes the program's mission statement, goals, and student learning outcomes readily available to students, faculty, administrators, and the general public]

Mission: The mission of the radiography program is to prepare competent, entry-level radiographers able to function within the healthcare community.

Goal 1; STUDENTS WILL BE CLINICALLY COMPETENT;

- **Student Learning Outcome A** STUDENTS WILL POSITION PATIENTS
- **Student Learning Outcome B** STUDENTS WILL SET PROPER TECHNICAL FACTORS
- **Student Learning Outcome C** STUDENTS WILL PRACTICE PROPER RADIATION PROTECTION TECHNIQUES
**Goal 2; STUDENTS WILL COMMUNICATE;**

<table>
<thead>
<tr>
<th>Student Learning Outcome A</th>
<th>STUDENTS WILL COMMUNICATE (WRITTEN)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Student Learning Outcome B</td>
<td>STUDENTS WILL COMMUNICATE (ORAL)</td>
</tr>
</tbody>
</table>

**Goal 3; STUDENTS WILL USE CRITICAL THINKING;**

<table>
<thead>
<tr>
<th>Student Learning Outcome A</th>
<th>STUDENTS WILL ADAPT ROUTINE PROCEDURES AS NEEDED</th>
</tr>
</thead>
<tbody>
<tr>
<td>Student Learning Outcome B</td>
<td>STUDENTS WILL CRITIQUE IMAGES</td>
</tr>
</tbody>
</table>

**Goal 4; STUDENTS WILL PROFESSIONALISM;**

<table>
<thead>
<tr>
<th>Student Learning Outcome A</th>
<th>STUDENTS WILL PROVIDE ETHICAL PATIENT CARE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Student Learning Outcome B</td>
<td>STUDENTS WILL ADOHERE TO THE PROGRAM’S DRESS CODE AND POLICIES</td>
</tr>
</tbody>
</table>

**Goal 5; PROGRAM EFFECTIVENESS;**

<table>
<thead>
<tr>
<th>Student Learning Outcome A</th>
<th>STUDENTS WILL BE SUCCESSFUL IN THE PROGRAM</th>
</tr>
</thead>
<tbody>
<tr>
<td>Student Learning Outcome B</td>
<td>GRADUATES/EMPLOYERS WILL BE SATISFIED WITH THE PROGRAM</td>
</tr>
</tbody>
</table>

**Program Effectiveness Data**

Five-year average credentialing examination pass rate of not less than 75 percent at first attempt,

Five-year average job placement rate of not less than 75 percent within six months of graduation,

Annual program completion rate of not less than 60 percent for 5 year average,

Graduate satisfaction rate of not less than 75 percent for 5 year average, and

Employer satisfaction rate of not less than 75 percent for 5 year average
### Graduating Class of 2015 - 2019

<table>
<thead>
<tr>
<th></th>
<th>2015</th>
<th>2016</th>
<th>2017</th>
<th>2018</th>
<th>2019</th>
<th>Totals</th>
</tr>
</thead>
<tbody>
<tr>
<td># students starting program 1st semester</td>
<td>14</td>
<td>15</td>
<td>14</td>
<td>15</td>
<td>14</td>
<td>72</td>
</tr>
<tr>
<td># graduates</td>
<td>7</td>
<td>13</td>
<td>11</td>
<td>10</td>
<td>13</td>
<td>54</td>
</tr>
<tr>
<td># 1st time Certification Examinees</td>
<td>7</td>
<td>13</td>
<td>11</td>
<td>10</td>
<td>13</td>
<td>54</td>
</tr>
<tr>
<td># 1st time Passing Certification Examinees</td>
<td>6</td>
<td>8</td>
<td>9</td>
<td>9</td>
<td>13</td>
<td>45</td>
</tr>
<tr>
<td># of graduates seeking employment *</td>
<td>6</td>
<td>8</td>
<td>9</td>
<td>9</td>
<td>13</td>
<td>45</td>
</tr>
<tr>
<td># of graduates reporting employment/offer</td>
<td>6</td>
<td>8</td>
<td>9</td>
<td>9</td>
<td>13</td>
<td>45</td>
</tr>
</tbody>
</table>

### Benchmark

<table>
<thead>
<tr>
<th>Benchmark</th>
<th>5 yr avg.</th>
</tr>
</thead>
<tbody>
<tr>
<td>≥ 60% of poss 100% Program Completion Rate</td>
<td>75.0%</td>
</tr>
<tr>
<td>≤ 40% of poss 100% Program Attrition Rate</td>
<td>25.0%</td>
</tr>
<tr>
<td>≥ 60% of poss 100% Course Completion Rate</td>
<td>75.0%</td>
</tr>
<tr>
<td>≥ 75% of poss 100% ARRT Exam Pass Rate 1st attempt</td>
<td>83.3%</td>
</tr>
<tr>
<td>≥ 75% of poss 100% Job Placement Rate</td>
<td>100.0%</td>
</tr>
<tr>
<td>≥ 3.00 on a 4.00 scale Graduate Program Satisfaction</td>
<td>3.89</td>
</tr>
<tr>
<td>≥ 3.00 on a 4.00 scale Alumni Program Satisfaction</td>
<td>4.00</td>
</tr>
<tr>
<td>≥ 3.00 on a 4.00 scale Employer Satisfaction</td>
<td>4.00</td>
</tr>
<tr>
<td>* ARRT Certification Exam to date (08/06/19)</td>
<td>85.6%</td>
</tr>
</tbody>
</table>

The JRCERT has defined “not actively seeking employment” as:

1. Graduate fails to communicate with program officials regarding employment status after multiple attempts OR
2. Graduate is unwilling to seek employment that requires relocation OR
3. Graduate is unwilling to accept employment due to salary or hours OR
4. Graduate is on active military duty OR
5. Graduate is continuing education.

### Calculations for 5 year averaging

- 5 year credentialing exam pass rate 1st attempt: 45/54 = 83.3%
- 5 year program completion rate: 54/72 = 75.0%
- 5 year program attrition rate: 18/72 = 25.0%
- 5 year job placement rate: 45 / 45 = 100%
Non-Discrimination Statement

The School of Radiologic Technology is non-discriminatory with respect to any legally protected status including race, color, religion, gender, age, and natural origin.

The student must be able to perform the following requirements in clinical education; **READ** requisition forms, patient charts, and technique charts; **HEAR** and **RESPOND** to patient's needs and requests; **SPEAK CLEARLY** so patients can hear and understand; **STAND** and **AMBULATE** for extended periods of time; **MANIPULATE** mechanical and electrical equipment; **LIFT** and **MOVE** patients and supplies; **WORK INDEPENDENTLY** and display **TEAMWORK** skills; **CONFORM** to structured rules and policies; and **RECEIVE** and **RESPOND POSITIVELY** to constructive critique.

Program Length

The Radiologic Technology program is two years in duration from "Technical Program start date. The technical classes (Coded as "RADT" in the "Program Requirements") begin with the **FALL** semester. Didactic classes are held at Washington State Community College. Laboratory Sessions and Clinical Rotations are held at Marietta Memorial Hospital (401 Matthew Street, Marietta, OH) Radiology Department, Camden-Clark Medical Center, Memorial Campus (800 Garfield Ave., Parkersburg, WV) Radiology Department, Selby General Hospital, 1106 Colegate Drive, Marietta, OH Radiology Department, MHS Belpre Campus, 807 Farson Street, Belpre, Ohio 45714, and CCMC Garfield Medical Complex, 2012 Garfield Ave. Parkersburg, WV 26101

Students may complete the program at the end of **SUMMER** semester of their second year, completing 6 **consecutive** semesters; **FALL** (16 weeks), **SPRING** (16 weeks), and **SUMMER** (8 weeks) the first year, **FALL** (16 weeks), **SPRING** (16 weeks), and **SUMMER** (8 weeks) the second year.

The program curriculum consists of fifty-six (56) specific semester credit hours to complete the requirements for the sponsoring institution's **CERTIFICATE** of completion **AWARD**, and sixty-five (65) specific semester credit hours to complete the requirements for the Washington State Community College's **ASSOCIATE OF APPLIED SCIENCE** degree. An **ASSOCIATE DEGREE** is a requirement for the graduate to be eligible to sit for the American Registry of Radiologic Technologist's (A.R.R.T.) certification ("Registry") examination which certifies the individual as a "Registered Radiologic Technologist".

Courses required for the AAS degree include ENGL 1515, ENGL 1510, and Social Science elective (3 semester hrs.).

If a student already holds an Associate Degree from an accredited institution, he/she would be eligible to sit for the A.R.R.T. Certification Exam with the sponsoring institution's Certificate Award (A.R.R.T. Certification information available at www.arrt.org.).
Tuition, Fees, and Refund Policy

At the time of this revision (January 2020), Tuition charges are based on Credit Hour. Ohio residents ($160.00/credit hour). Non-Ohio, U.S. residents are charged $161.00 per credit hour. West Virginia residents are eligible for in-state rates through the Reciprocity Program. The full Tuition and Refund policy is available to the student in the Washington State Community College Handbook. Contact Student Services for any and all Financial Aid issues. The last day to add a class is the 3rd day of week 1 of the term; The final date to drop a class with 100% refund is at the end of week 1 of the term; The final drop (a class) date is two weeks prior to the end of the term.

The student is also responsible for purchasing books and uniforms as required by the program. Books may be purchased at the Washington State Community College book store. The student must purchase uniforms independently in accordance with the program's uniform policy as articulated in the Policy Manual.

Student Class Schedule

Student RADT class schedules will change from semester to semester. The class schedule is published no later than four weeks in advance of the start of the semester. The student will be rotated through two Clinical Sites for the first 3 semesters (Fall, Spring, and summer the 1st year), then rotate to the other two Clinical Sites for 3 semesters (Fall, Spring, and Summer the 2nd year).

First year clinical assignments are Tuesdays and Thursdays from 8:00am - 4:00pm. Second year clinical assignments are Mondays, Wednesdays, and Fridays from 7:30 am - 3:30 pm.

The student will not be scheduled for more than forty clock hours per week including didactic, laboratory, and clinical rotation.

The student MAY need to take some evening courses at Washington State Community College to meet the program requirements.

Dress Code

While at the Clinical Site, the student is required to be in the specified, approved scrub uniforms and all white or all black shoes as articulated in program policy. Other dress code policies are also articulated in the policy manual. While on campus at Washington State Community College, the student will abide by all dress code rules as articulated in the college's student handbook. The program policy manual will be made available to the applicants prior to final acceptance into the program.
Attendance Policy

No profession places a higher premium on attendance and punctuality than health care. Co-workers depend on the individual, and the patients depend on the individual. The attendance policies are very structured.

The attendance policy for each didactic and clinical course is articulated in each course's syllabus. It is the student's responsibility to be aware of the attendance policy, and adhere to it.

Absences and tardies in didactic and clinic courses result in course grade reductions. The severity of the grade reductions varies from semester to semester. Students with "excused" absences will be able to "make up" time missed in clinic and have the points reinstated. The program has a "variable release" policy to address long term "excused" absences, pregnancy, etc.

The student is required to make up all clinical hours missed over forty in each of the two years of the program as a requirement of graduation.

Grades

The student must maintain a course grade of "C" in all RADT didactic and clinical courses. BIOL 2310, BIOL 231L, BIOL 2320, BIOL 232L, and HLTH 1810 must be completed with a letter grade of “C” or higher, and MATH 1104 (or equivalent/higher) must be completed with a passing grade by the start of the semester immediately following the semester they are listed in the curriculum. SPCH 2060, ENGL 1510, and ENGL 1515, and an elective (3 cr. Hrs.) in Social Sciences must be completed with a passing grade prior to graduation as a condition of graduation.

If the student's course average drops below "C" during the course, the student is placed on "Academic Probation". If the student fails to achieve the minimum grade by the timeframe indicated above, the student will terminated from the program. The ("RADT") technical courses require a minimum grade of eighty-three percent (83%) to pass.

Graduation

The graduate must complete all Certificate Award required courses to graduate from the program with the sponsoring institution's (Marietta Memorial Hospital) Certificate Award. The student must complete all of Washington State Community College's Associate of Applied Science degree requirements to graduate from the program with the A.A.S. degree. The Associate of Applied Science degree in Radiologic Technology may not be awarded without, or in advance of the Certificate Award.
**Student Services**

The student is entitled to all "student services" offered at the sponsoring institution, the articulated college, and all affiliated institutions. Available student services at each institution will be articulated to the student in that institution's hand book and/or policy manual.

The student is responsible for any and all health care costs for medical services provided at any of the institutions. **The student is responsible for maintaining his/her own health care insurance.**

**Financial Aid**

The student may apply for all financial aid programs and applicable grants through Washington State Community College.

**Housing**

No housing is provided by the program.

**Functional (cognitive, psychomotor, affective domains) Abilities Requirements**

The **Radiologic Technology Program** is committed to equal access for all qualified program applicants and thus has identified technical standards essential to the delivery of safe effective care while enrolled as a student in the program. These standards determine the student’s ability to acquire knowledge and develop the clinical skills required by the curriculum. The student must meet these standards throughout their course of study in Radiologic Technology for successful program completion.

Intent: All students applying for admission to Radiologic Technology need to be aware of the technical standards required of all students in the program. Enrollment into Radiologic Technology is contingent upon signed submission of this form acknowledging that the applicant has read the form and is able (with or without accommodation) to meet the standards as described below. This form must accompany the student application to the program.

A. Technical Standards

1. Ability to walk and work in a standing, walking posture, with frequent stooping, kneeling, lifting, pushing, pulling, etc., for extended periods of time.
2. Ability to lift (50 pounds) (carry 25 pounds) and transfer (assist disabled) patients
3. Ability to hear (normal conversation at a distance of 40 feet), understand, and respond (quickly) to patient's physical and medical needs
4. Ability to perform up to eight consecutive hours (with limited breaks) of clinical assignment
5. Ability to perform close (20 inches) and distant (20 feet) visual recognition and perception
6. Ability to discriminate between hot/cold, sharp/dull
7. Ability to communicate effectively both orally and in writing
8. Ability to understand and accurately respond to verbal and written instruction
9. Ability to make quick decisions, and react immediately in stressful situations
10. Ability to work independently and as part of the health care team, displaying good interpersonal communications skills
11. Ability and willingness to follow program, clinical site, and college rules and instructions
12. Ability to pick up, grasp, and manipulate small objects with hands, writing with pen or pencil, and perform venipuncture procedures.
13. Ability to maintain body equilibrium and balance to prevent falling/injury when performing physical tasks, including patient care (physically assisting physically challenged patients onto and off of radiographic tables and into correct radiographic positions), responding to patient emergencies (fainting, falling, etc.)
14. Ability to perform procedures in the surgical, emergency room environments
15. Ability to deal with trauma patients.

B. Necessary Requirements for Didactic and Clinic

16. Ability to take notes in class, budget time for exam preparation, study for didactic exams, and complete objective style didactic examinations on timed exams
17. Ability and willingness to comprehend and positively respond to constructive critique and advisement
18. Ability to demonstrate punctuality and consistence in attendance and participation in the didactic and clinical settings
19. Positive attitude
Transfer students or students with previous college credit

The program does not offer a transfer pass or proficiency testing credit for any of the (RADT) technical courses. Student must enter the program at the first (FALL first year) semester and continue full time and complete all (RADT) technical courses in sequence with a minimum grade of "C". Students will follow Washington State Community College's policy for transfer credits for any non-technical (non-RADT coded) courses.

Human Anatomy and Physiology I and II (BIOL 2310, BIOL 231L, BIOL 2320, and BIOL 232L), Introduction to Medical Terminology (HLTH 1810), Interpersonal Communications (SPCH 2060), and Technical Math (MATH 1104 (or equivalent/higher)) ARE REQUIRED for the Certificate Award, but are taught as "open" enrollment courses at Washington State Community College. If Washington State Community College accepts any "transfer" credits for these (non-RADT) courses from other institutions, the program will also accept them for credit if program requirements are met and documented.

Compliance with the drug Free Schools and Communities Act Amendment of 1989

The program adheres to a drug and alcohol free policy. Applicants who have been "conditionally accepted" to the program are required to have a drug screening with negative results prior to "final acceptance" into the program.

Students are required to report any conviction under a criminal drug statute within five days of the conviction. Failure to do so will result in immediate dismissal from the program.

Students convicted of a criminal drug statute, or found to be using drugs or alcohol on Clinical Site (hospital) property, or found selling, sharing, or giving drugs or alcohol on Clinical Site (hospital) property will be subject to one or more of the following sanctions;
1. Participation in a drug rehabilitation program approved by the sponsoring institution
2. Suspension until satisfactory progress has been made in a drug rehabilitation program
3. Dismissal from the program
4. Other, as determined by the Clinical Site
If the college, or any of the Clinical Sites prohibits the student from its campus for this or any reason, the student will be dismissed from the program.
**Pregnancy/Long Term Illness, Injury Policy**

Because of the documented possible harmful effects of radiation to the fetus, the program has a non-discriminatory policy that affords a variety of options for a student who becomes pregnant prior to entering the program or during the course of the program. The policy offers the student an opportunity to complete the program without modification or discrimination against her or other student in the program. This policy may be applied to long term injuries or illnesses that may occur. This policy is articulated in the program's Policy Manual, and will be given to all "conditionally accepted" applicants to review prior to final acceptance into the program.

**Communicable Disease and Immunization Policy**

All student who have patient contact are required to have a prescribed battery of inoculations and tests. The student is required to submit his/her immunization records to the sponsoring institution's (Marietta Memorial Hospital) at the time of "conditional acceptance" to the program. The sponsoring institution's health nurse will review the records and supply the student with the necessary inoculations prior to the student's first clinical or laboratory assignment. Also, the student may be required to submit to a T.B. skin (Mantoux) test and other tests for immunity. The student will be offered the Hepatitis B vaccine as well. All students entering the program must agree to any and all inoculations required by all Clinical Sites as a condition of acceptance and continued standing in the program. The student is responsible for any costs incurred.

If the student become ill with a communicable illness, he/she will be required to provide a physician's permission to "return to school" note in order to be readmitted to classes.

The student may be required to visit the health nurse at the Clinical Site if any member of the program faculty or staff believes the student may have a communicable illness. The student must abide by the opinion of the Clinical Site's health nurse until such time that a physician's permission to "return to school" note is provided.

**Prerequisite Requirements to Apply to the Program**

Due to radiation safety issues, program applicant must document that they will be at least eighteen years (18) of age by the first day of orientation.

The applicant must have **completed** and must **document** a Final Course Grade of "C" better in the following high school level or development course taken at the college [minimum of 1 credit]; Biology (Human Anatomy and Physiology), Algebra, Chemistry by January 08, 2021.

The applicant must document a minimum of **17** points on the **Composite score** on the A.C.T. [SAT NOT accepted] exam by **January 08, 2021**.


**Program Application and Student Selection Process**

**Step 1: Meeting the prerequisites for eligibility to apply to the program**

The program can process a limited number of applications. The pre-application process, articulated in the next paragraph, begins November 01, 2020 and will close on January 08, 2021, OR when the maximum number of eligible applicants have been processed, whichever occurs first.

Submit the following items to Mrs. Paula Johnson, RADT Student Advisor, Washington State Community College, 710 Colegate Drive, Marietta, OH 45750. (ALL items listed in Step 1 MUST be submitted to the RADT Student Advisor in one 9" X 12" (or larger) mailing envelope. It is the **applicant's responsibility** to OBTAIN and SUBMIT all items **DIRECTLY from Applicant to the RADT Student Academic Advisor, Paula Johnson.**

Note; Re-applicants from the previous year need (**If all of the following requirements were filed the previous year**), to only submit a written "request to re-apply", a current year Program Application, and any updated transcripts.

**INCOMPLETE APPLICATIONS WILL NOT BE CONSIDERED. A COMPLETE APPLICATION WILL HAVE ALL OF THE FOLLOWING (1 – 4 BELOW)**

1. Marietta Memorial Hospital School of Radiologic Technology **PROGRAM APPLICATION** (included in program brochure) Note: Applicant will need to file Washington State Community College application form with the college for general admission to the college (if not already completed). General admission into the college does **not grant admission into the program, but General Admission into the college is required for program admission.**

2. Copy of High School / College transcripts* (may be "unofficial", "student" or printed copies from the college's web site for this purpose) documenting the following...
   a. Final course grade of "C" or better in **Algebra** [minimum of 1 credit]
   b. Final course grade of "C" or better in **Biology (Anatomy and Physiology)** [minimum of 1 credit]
   c. Final course grade of "C" or better in **Chemistry** [minimum of 1 credit]

   *NOTE; A PHYSICAL HARD COPY OF THE TRANSCRIPT(S) MUST ACCOMPANY YOUR PROGRAM APPLICATION, NOT JUST ON FILE WITH THE COLLEGE.

   (note; the college may need an "official" copy if selected for placement in the program)

3. A.C.T. COMPOSITE score of 17 or better [SAT **NOT accepted**] (ACT scores may be printed on high school transcript.)

4. Proof of HIGH SCHOOL GRADUATION (Copy of H.S. Diploma OR documented on H.S. transcripts) or G.E.D. if completed. (If the applicant is still in high school, he/she may submit a copy of the diploma following graduation, if accepted.)

**Step 1 must be completed and submitted before Step 2 begins.**
Step 2; [AFTER meeting the requirements articulated above in Step 1];

The applicant will be contacted by letter or e-mail which will provide detailed program information and the instructions for a REQUIRED informational session conducted on site at Washington State Community College. Letters are sent each Friday. If you do not get the letter within 10 days of submitting the application, contact us for follow-up.

Step 3; Submit the following to the Program Director FOLLOWING the Informational Session, and BEFORE 12:00 pm, February 11, 2021.

note: the earlier your appointment, the more time you will have to complete submissions.

These forms will be included in the Informational Packet

1. Three reference/recommendation forms; suggestions include;
   A. Educational (an instructor in a "higher level" academic course)
   B. Employer (job supervisor)
   C. Personal (someone who has known you for over a year and is not a relative)

   NOTE: Reference/Recommendation FORMS for you to give to the individuals you select for your recommendations will be provided at the informational session

2. Permission to solicit and release reference information form

3. Functional (cognitive, psychomotor, effective domains) Abilities Requirements

4. Questionnaire

5. Essay

Step 4;

The Student Selection Committee will meet in Mid March 2021. The Student Selection Process is designed to select the "most academically and clinically prepared" applicants and the "most likely to be successful" applicants from the current application pool, and is based on two criteria;

A. Weighted point system for evaluating the applicant's academic background, and as a predictor of the applicant's likelihood to be successful in the academic courses. High school "developmental" college courses included in order of highest weighted value, biology, algebra, chemistry, A.C.T. Composite, Math, and Science scores are also included. This counts for fifty percent of the selection criteria.

B. Professional opinion of the Selection Committee relating to the most likely to be successful (in the program and in the profession) applicants based on all information submitted to the committee. This counts for fifty percent of the selection criteria.
Each applicant who completed the application process will be notified by mail as soon as possible after March 15 as to his/her status (selected for "conditional acceptance, selected as an alternate, or unable to seat this year).

"Conditionally accepted" applicants are required to have a "final interview" to receive the materials and information necessary to finalize placement.

**Step 5: After "conditional acceptance" to the program, and in order to receive "final acceptance" and a guaranteed seat in the class:**

A. The applicant must submit the "**Letter of Intent**" to attend the Radiologic Technology Program to the Program Director (The student receives this form at "final interview") by the indicated date.

B. The applicant will be given a copy of the **policy manual** to review. He/she must sign and return the six forms at the end of the policy manual to the Program Director by the indicated date.

C. The applicant must have a (NEGATIVE RESULT) **drug screening** performed at the sponsoring institution's (Marietta Memorial Hospital) Employee Health department by the indicated date (articulated at final interview).

D. The applicant must return the "**physical exam**" form to the Employee Health Department at Marietta Memorial Hospital [certifying that the applicant "is qualified"] from a **physician** by the indicated date (The student receives this form at "final interview").

E. The applicant must submit to a **Criminal Background Check** coordinated through Marietta Memorial Hospital Human Resources Department. Any conviction or plea of guilty to any misdemeanor or felony will be reviewed by the Clinical Sites. A student may not be admitted to the program IF any of the Clinical Sites refuse to admit the student to the Clinical Site for any reason, as the student would not be able to meet the requirements of the program. There will be a minimum $40.00 charge (subject to change) due at "final interview" in late March 2021.

If an accepted student has a criminal record showing a conviction or plea of guilty to any misdemeanor or felony other than parking or speeding infractions, he/she may not be eligible to sit for the A.R.R.T. Certification Exam. An A.R.R.T. Pre-Application Review of Eligibility may be filed with A.R.R.T. prior to entering the program to obtain a ruling on the impact of the situation on their eligibility for certification and registration. This form will be provided to all conditionally accepted applicants, and is available upon request from the program's director.

If all the required elements are completed and submitted by the time frame indicated on "final interview", the applicant receives "final acceptance" status, and a seat in the program. The applicant may not be seated if ANY of these elements are not met.
Certificate Award Graduation Requirements

To be eligible for graduation, the student must;

1. Complete all required didactic courses with a minimum grade of "C" in each course
2. Complete all room/assignment objectives
3. Complete all required assignment rotations
4. Complete all performance competency evaluations with a minimum of eighty-five percent on each.
5. Complete all require clinical Make-up time
6. Complete all "terminal objectives"
7. Complete all "competency finals" with a minimum of eighty-five percent on each.
8. Make application to sit for the A.R.R.T. ("Registry") certification exam
9. Return all library books
10. Pay all fees, dues, and all other charges owed

Under the program's Variable Release Policy, a student may be released at the end of the summer (2nd year) semester if he/she has completed all didactic, clinical, and competency requirements. Graduation is scheduled at the end of the summer (2nd year) semester.

If the student has not completed all requirements, but is still a member of the class in good standing, he/she may participate in the graduation program, but will receive a blank certificate, and then continue in clinical rotations, at full time status beginning the Monday following graduation (not to exceed forty hours per week) until all requirements have been met.

The student may not receive the A.A.S. degree from Washington State Community College until he/she has received the signed Certificate Award from the sponsoring institution (Marietta Memorial Hospital).

The American Registry of Radiologic Technologists requires and Associate Degree in order to be eligible to sit for the profession's Certification Exam.
Check list of required INITIAL submissions for the RADT Application Process

Submit ALL items in step 1 after November 01, 2020, and before January 08, 2021 (see reminder below) in order to apply for the program beginning in the FALL of 2021. Please submit in one mailing or drop off in person in a 9" X 12" or larger mailing envelope.

(REMEMBER: [TIME SENSITIVE]: The application process will close on January 08, 2021, OR when the maximum number of applications have been received, whichever occurs first.)

All of the items in STEP 1 must be COMPLETED and SUBMITTED (in a 9" X 12" (or larger) mailing envelope) directly to Paula Johnson to be considered for application to program, and for informational session to be scheduled.

Please check each item when completed, and include this checklist in your submission.

INCOMPLETE APPLICATIONS WILL NOT BE CONSIDERED. A COMPLETE APPLICATION WILL HAVE ALL OF THE FOLLOWING (1 – 4 BELOW)

Step 1: Prerequisites for eligibility to apply to the program The applicant must OBTAIN and SUBMIT ALL required items (1 - 4 below), directly to the RADT Academic Advisor, Mrs. Johnson.

Submit ALL of the following items and this completed checklist in a 9" X 12" (or larger) mailing envelope by 12:00 noon on January 08, 2021. Late applications not accepted.

______ 1. Marietta Memorial Hospital School of Radiologic Technology PROGRAM APPLICATION (enclosed) Note: Applicant will need to file Washington State Community College application form with the college for general admission to the college (if not already completed). General admission into the college does not grant admission into the program, but General Admission into the college is required for program admission.

______ 2. Copy of High School / College transcripts (see instructions on page 9) documenting the following

_____ a. Final course grade of "C" or better Algebra [minimum of 1 credit]

_____ b. Final course grade of "C" or better in Biology (Anatomy and Physiology) [minimum of 1 credit]

_____ c. Final course grade of "C" or better in chemistry [minimum of 1 credit]

NOTE: A PHYSICAL HARD COPY OF THE TRANSCRIPT(S) MUST ACCOMPANY YOUR PROGRAM APPLICATION. NOT JUST ON FILE WITH THE COLLEGE.

______ 3. A.C.T. COMPOSITE score of 17 or better [SAT NOT accepted] (ACT scores may be printed on high school transcript.)

______ 4. Proof of HIGH SCHOOL GRADUATION (Copy of H.S. Diploma OR documented on H.S. transcripts) or G.E.D. if completed. (If the applicant is still in high school, he/she may submit a copy of the diploma following graduation, if accepted.)

Submit to: Mrs. Paula Johnson, M.Ed., RADT Student Advisor
Washington State Community College
710 Colegate Drive
Marietta, Oh 45750
Office H-201E; (740) 885-5649; e-mail pjohnson@wscc.edu
REQUIRED COURSES FOR CERTIFICATE AWARD

These “NON-RADT” GENERAL EDUCATION courses are open enrollment, WSCC courses, and may be completed prior to program start or during program.

- BIOL 2310 Human Anatomy & Physiology (3)
- BIOL 231L Human Anatomy & Physiology I Lab (1)
- BIOL 2320 Human Anatomy & Physiology II (3)
- BIOL 232L Human Anatomy & Physiology II Lab (1)
- HLTH 1810 Medical Terminology (2)
- MATH 1104 Technical Math (or equivalent/higher) (3)
- SPCH 2060 Interpersonal Communications (3)
- ENGL 1510 English Composition I (3)
- ENGL 1515 Technical Writing I (3)
- Elective – Social Science (3)

RADIOLOGIC TECHNOLOGY MAJOR

These “RADT” courses are open only to program students and must be completed in proper sequence in 6 consecutive semesters per the RADT curriculum.

1st year

- RADT 1010 Introduction to Radiologic Technology (2)
- RADT 1230 Radiographic Procedures III (2)
- RADT 1110 Principles of Radiographic Exposure I (3)
- RADT 1310 Applied Radiography I (2)
- RADT 1120 Principles of Radiographic Exposure II (3)
- RADT 1320 Applied Radiography II (2)
- RADT 1220 Radiographic Procedures II (3)
- RADT 1330 Applied Radiography III (2)

2nd year

- RADT 2170 Principles of Radiographic Physics I (4)
- RADT 2330 Applied Radiography VI (3)
- RADT 2190 Special Procedures/Imaging (2)
- RADT 2420 Selected Topics (3)
- RADT 2310 Applied Radiography IV (3)
- RADT 2510 Radiobiology/Rad. Prot./Path. (3)
- RADT 2320 Applied Radiography V (3)

REQUIRED COURSES FOR A.A.S. DEGREE; Associate Degree required by ARRT as prerequisite to sit for Certification Exam effective 01/01/2015

---------------------------------------------------------------------------------
[PROGRAM REQUIREMENTS SUBJECT TO CHANGE WITHOUT PRIOR NOTICE, IF NECESSARY TO MEET ACCREDITATION REQUIREMENTS]
Revised 01/11/2017 Replaces all previous versions
Implementation of curriculum date FALL 2017 [pending approval] - Subject to change
Marietta Memorial Hospital
School of Radiologic Technology

PROGRAM APPLICATION (PRINT legibly)

Date _____-_____-_____

Application for class of 2021 - 2023

____________________(_________________),  _________________________ ______
Last name (maiden name if applicable) First name MI

Male _____ Female _____

Will you be 18 years of age or over by August 11 of application year? [Y/N] _______

________________________________, _____________________, ______, _______
Street address or PO Box City St Zip code

Please provide requested information below and check your preferred method of non-mail contact.

□ (____)_______________________, □ (____)_________________________,
Home telephone number Cell phone number

□ (____)_______________________, □ _______________________________
Work phone number E-mail address

================================================================

Applicant Education

College ______________________________________ Major ____________________

Graduated (yes or no) ___________ Date last attended _________________

High school _______________________________________________________

Graduation date _____-_____-_______ OR Date last attended _________________

G.E.D. ________________________________________________________________

================================================================

Employment References

Current employer _______________________________________________________

Address _______________________________________ Phone # (_____)__________

Date started _____/_____/_______ Supervisor ______________________________

Page 1
Previous employer__________________________________________________________

Dates of employment _____/_____/_______   -  _____/_____/_______

================================================================

Personal References

School (high school or college instructor) _______________________________________

Subject taught ____________________________________________________________  Year ________

(____)_______________________, AND/OR ________________________________

Phone number                                                            E-mail address

================================================================

Job (supervisor, coworker) _________________________________________________

_____ Supervisor, _____ Co-worker Amount of time known in this capacity _________

(____)_______________________, AND/OR ________________________________

Phone number                                                            E-mail address

================================================================

Personal acquaintance _____________________________________________________

How known (relationship) ________________________________________ Time known ______

(____)_______________________, AND/OR ________________________________

Phone number                                                            E-mail address

================================================================

I hereby give my permission for the Program Director and/or his delegates to contact the
references listed above and solicit information deemed necessary for the Radiologic Technology
Program's Selection Committee.

The Radiologic Technology Program selects a limited number of students per year based on documented academic achievement and
preparedness and the professional opinion of a Selection Committee. Completing and filing this application does not guarantee acceptance to the
program. The program does not discriminate on the basis of race, color, gender, religion, ancestry, or national origin.

The information I have submitted on this application form is true and correct to the best of my
knowledge.

________________________________________________________________________

Applicant Signature

(page 2)