Yavapai College

Radiologic Technology Program
Associate of Applied Science Degree

Information
and
Application Packet

Fall 2020

Yavapai College Radiology Department
School of Health and Wellness
3800 N. Glassford Hill Road | Prescott Valley, AZ 86314-1305
928-776-2333
Revised December 2019

Affirmative Action

Yavapai College is an affirmative action/equal opportunity institution. For Yavapai College's nondiscrimination statement, visit www.yc.edu/aa-eeo. A lack of English language skills will not be a barrier to admission and participation in the programs of the college.

Yavapai College es una institución de oportunidades de acción/igualdad afirmativa. Para la declaración de no discriminación de Yavapai College, visite www.yc.edu/aa-eeo. La falta de conocimiento del idioma inglés no será una barrera para la admisión y participación en los programas de la universidad.

Radiologic Technology

Radiologic technology is a healthcare profession involving the use of ionizing radiation to generate diagnostic images in the diagnosis and treatment of disease. The radiographer is a critical member of the healthcare team who is called on to render compassionate patient care, ensure safe radiation protection practices, and apply technical knowledge in the operation of specialized imaging equipment. An imaging professional must be, above all, a caring individual who possesses the ability to work independently, exercise sound judgment, and employ critical thinking skills. The field offers high growth opportunities and is constantly evolving through the application of computers and emerging technologies.

Employment Outlook

Employment of radiologic technologists in the United States is projected to grow by about 9 percent from 2018 to 2028, faster than the average for all occupations.[1] An increasing aging population will have more medical conditions such as breaks and fractures caused by osteoporosis, which require imaging to diagnose and treat. Radiologic technologists will be needed to maintain and use the diagnostic equipment.

Although hospitals will remain the main employer of radiologic technologists, a number of new jobs will be in physicians' offices and in imaging centers. Employment in these healthcare settings is expected to increase because of the shift toward outpatient care whenever possible. Outpatient care is encouraged by third-party payers as a cost-saving measure and is made possible by technological advances, such as less-expensive equipment, which allow for more procedures to be done outside of hospitals.[1]

Job prospects: Radiologic technologists who graduate from accredited programs and those with multiple certifications will have the best job prospects.[1] In addition to job growth, job openings also will arise from the need to replace technologists who leave the occupation. Those with knowledge of more than one diagnostic imaging procedure—such as computed tomography (CT), magnetic resonance imaging (MR), and mammography—will have the best employment opportunities as employers seek to control costs by using multi-credentialed employees.

Demand for radiologic technologists can tend to be regional with some areas having large demand, while other areas are saturated. Technologists willing to relocate may have better job prospects.

CT is continuing to become a frontline diagnosis tool. Instead of taking x-rays to decide whether a CT is needed, as was the practice before, CT is often the first choice for imaging because of its accuracy. MR also is increasingly used. Technologists with credentialing in either of these specialties will be very marketable to employers.

[1] Bureau of Labor Statistics, U.S. Department of Labor, *Occupational Outlook Handbook*, Radiologic Technologists, on the Internet at http://www.bls.gov/ooh/healthcare/radiologic-technologists.htm (accessed 11/15/19).

Mission Statement

The mission of the Yavapai College Radiologic Technology program is to provide quality education that will develop competent, caring, and ethical entry-level radiographers who value lifelong learning and adapt to continuous changes in the healthcare system.

Program Goals

1. To graduate students who possess the clinical competency of an entry-level radiologic technologist.
2. To graduate students who communicate effectively.
3. To support students in the development, application, and integration of critical thinking and problem solving in the practice of radiography.
4. To graduate students committed to professional growth.

Program Philosophy

The Radiologic Technology program staff shares the mission and values of Yavapai College. We are committed to contributing to the profession of radiography through teaching and service. We recognize that radiologic technology students are unique, come from diverse backgrounds, and have individual learning needs. We believe that radiography is an art and a science, and that a sound radiologic technology curriculum integrates knowledge from the sciences and the humanities. The radiologic technology curriculum is based on concepts competency-based learning.

Program Learning Outcomes

In addition to the outcomes of each required prerequisite course, general education requirement, and major core courses, the Radiography Curriculum established by the American Society of Radiologic Technologists (ASRT) is designed to support skill development in specific content areas and to ensure that entry-level radiologic technologists meet the following general program outcomes.

- Position patients for radiographic examinations (RAD 110, 140)
- Understand and apply principles of radiation protection for the patient, self, and others (RAD 100, 220, 160, 180, 200, 240)
- Identify and perform basic patient-care skills and techniques (RAD 170, 230)
- Practice effective written communication skills (RAD 100, 150, 220, 260)
- Employ effective oral communication skills (RAD 160, 180, 200, 240)
- Demonstrate appropriate interpersonal skills and communication in the clinical setting (RAD 160, 180, 200, 240)
- Evaluate medical-imaging procedures independently and recommend technical modifications to ensure diagnostic quality (RAD 160, 180, 200, 240)
- Determine exposure factors to achieve optimum radiographic procedures consistent with minimizing dose to patients (RAD 120, 135, 150)
- Describe radiographic appearances and risks associated with specific forms of pathology (RAD 250)
- Practice ethical and professional behaviors in the clinical setting. (RAD 160, 180, 200, 240)
- Summarize professional obligations as a radiographer (RAD 100)

Program Description

The Associate of Applied Science (AAS) degree in Radiologic Technology is a 2-year program (including summer) that prepares students for entry-level positions as radiographers. The program starts once per year in the fall semester. Students must complete 20 credit hours of pre-entry courses and 52 credits of major core courses.

The curriculum is designed in accordance with the radiography curriculum established by the American Society of Radiologic Technologists (ASRT). Academic courses include anatomy and physiology, radiographic positioning, radiation physics, principles of radiographic exposure, and other specialized topics. The program is designed around a model of classroom and laboratory instruction integrated with hands-on experience in a clinical setting that provides a thorough educational foundation and professional preparation to enter the workforce as an independent practitioner upon graduation.

The Radiologic Technology program is a demanding experience and involves a full-time commitment of up to 40 hours per week plus homework. Students must maintain a minimum 2.5 GPA in all radiologic technology courses and a minimum 2.0 GPA in all general education courses to remain in the program. Students must be adequately prepared to meet the challenge and establish priorities prior to the start of classes.

Graduates of the program are eligible to:
1. Receive an AAS degree in Radiologic Technology.
2. Take the American Registry of Radiologic Technologists examination (ARRT).
3. Apply for an Arizona license to practice radiography-CRT (Certified Radiologic Technologist).

Locations Offered

Beginning in Fall 2019, the Radiologic Technology program will be offered only at the Prescott Valley Center; the college does not offer radiology courses in other district locations. Students are required to provide their own transportation to off-campus clinical assignments.

Clinical Affiliations

The following is a listing of the healthcare facilities that are contracted to serve as Clinical Education Sites (CES) for the radiology program. All students admitted into the program are required to complete assigned clinical rotations at each of the facilities. Prospective applicants who have worked at any of our affiliated clinical sites must be considered eligible for rehire in order to be admitted to the program. The affiliated healthcare facilities are:

Yavapai Regional Medical Center – West Campus
Prescott Medical Imaging
Northern Arizona Veterans Administration
Prescott Valley Medical Imaging
Yavapai Regional Medical Center – East Campus
Verde Valley Medical Center
Verde Valley Medical Imaging Center
Flagstaff Medical Center
Sedona Medical Center
SimonMed – Prescott Valley

Confidentiality of Student Records

The program maintains a file for each applicant and student that contains documentation related to admission and progression in the program. The Yavapai College Radiologic Technology program follows the college guidelines for confidentiality of student records as required by the Family Educational Rights and Privacy Act of 1974 (FERPA).

Articulation and Transfer

The AAS degree in Radiologic Technology can transfer to a Bachelor of Applied Science at universities in Arizona. Please check with an academic advisor for more information.

Technical Standards

This statement of the Technical Standards of the Radiologic Technology program at Yavapai College identifies the functional abilities deemed by the radiography faculty to be essential to the practice of radiography. The Technical Standards are reflected in the Radiologic Technology program's performance-based outcomes, which are the basis for teaching and evaluating all radiography students.

Students with disabilities who think they may require accommodation in meeting the Technical Standards of the Radiologic Technology program should contact the Disability Resources office at 928-776-2085 to discuss the process of identifying reasonable accommodations. Students should seek accommodation advising as soon as possible so that a

Technical Standards, continued

plan for accommodation can be in place at the beginning of the program. Applicants seeking admission to the Radiologic Technology program who may have questions about the Technical Standards and appropriate reasonable accommodations are invited to discuss their questions with the Disability Resources office. Reasonable accommodation will be directed toward providing an equal educational opportunity for students with disabilities while adhering to the standards of radiography practice for all students.

The practice of radiography requires the following functional abilities with or without reasonable accommodations:

- **Visual acuity** sufficient to assess patients and their environments and to implement the radiography-services plans that are developed from such assessments. Examples of relevant activities:
  - Detect changes in skin color or condition.
  - Collect data from recording equipment and measurement devices used in patient services.
  - Detect a fire in a patient area and initiate emergency action.
  - Draw up the correct quantity of medication into a syringe.

- **Hearing ability** sufficient to assess patients and their environments and to implement the radiography-services plans that are developed from such assessments. Examples of relevant activities:
  - Detect audible alarms within the frequency and volume ranges of the sounds generated by mechanical systems that monitor bodily functions.
  - Communicate clearly in telephone conversations.
  - Communicate effectively with patients and with other members of the health-services team.

- **Olfactory ability** sufficient to assess patients and to implement the radiography-services plans that are developed from such assessments. Examples of relevant activities:
  - Detect foul odors of bodily fluids or spoiled foods.
  - Detect smoke from burning materials.

- **Tactile ability** sufficient to assess patients and to implement the radiography-services plans that are developed from such assessments. Examples of relevant activities:
  - Detect changes in skin temperature.
  - Detect unsafe temperature levels in heat-producing devices used in patient services.
  - Detect anatomical abnormalities, such as infiltrated intravenous fluid.

- **Strength and mobility** sufficient to perform patient services activities and emergency procedures. Examples of relevant activities:
  - Safely transfer patients in and out of bed or wheelchair.
  - Turn and position patients as needed to prevent complications due to bed rest.
  - Hang intravenous bags at the appropriate level.
  - Accurately read the volumes in body-fluid-collection devices hung below bed level.
  - Perform cardiopulmonary resuscitation.
  - Transport patients using stretchers or wheelchairs.

- **Fine motor skills** sufficient to perform psychomotor skills integral to patient services. Examples of relevant activities:
  - Safely dispose of needles in sharps containers.
  - Manipulate small equipment and containers, such as syringes, vials, and ampules, in preparation for contrast-media administration.

Technical Standards, continued

- **Physical endurance** sufficient to complete assigned periods of clinical practice.
- **Ability to speak, comprehend, read, and write English** at a level that meets the need for accurate, clear, and effective communication.
- **Emotional stability** to function effectively under stress, to adapt to changing situations, and to follow through on assigned patient-services responsibilities.
- **Cognitive ability** to collect, analyze, and integrate information and knowledge to make clinical judgments and manage decisions that promote positive patient outcomes.

Radiologic Technology Program Sequence—AAS Degree 2020–2021		
Pre-Program Entry Course Requirements		
Course	**Credit Hours**	**Prerequisite**
AHS 130 Medical Terminology for Patient Care Staff	3	None
ENG 101, English Composition I	3	English skills assessment or ENG 100
ENG 102, English Composition II	3	ENG 101
MAT 152 College Algebra (preferred) or any mathematics course for which MAT 152 is a prerequisite[1]	3	See college catalog for prerequisites to mathematics courses.
BIO 201 Human Anatomy and Physiology I[1]	4	BIO 156[1] preferred or BIO 181[1]
BIO 202 Human Anatomy and Physiology II[1]	4	BIO 201[1]
Total Pre-Program Entry Credit Hours	**20**	
	Apply for Admission	
Radiologic Technology Program Courses		
First Semester—Fall	**Credit Hours**	**Prerequisite**
RAD 100 Foundations of Radiologic Science	2	Admission to Radiology program. Must take concurrently with RAD 110, RAD 120, and RAD 170
RAD 110 Radiographic Positioning and Image Analysis I	4	Must take concurrently with RAD 100, RAD 120, and RAD 170
RAD 120 Radiographic Technique I	3	Must take concurrently with RAD 100, RAD 110, and RAD 170
RAD 170 Radiology Patient Care	2	Must take concurrently with RAD 100, RAD 110, and RAD 120
PSY 245 Human Growth and Development	3	None
Total Credit Hours 1st Semester	**14**	
Second Semester—Spring	**Credit Hours**	**Prerequisite**
RAD 135 Radiation Physics and Equipment	3	Prerequisite: RAD 170 Must take concurrently with RAD 140, RAD 150, and RAD 160
RAD 140 Radiographic Positioning and Image Analysis II	4	Prerequisite: RAD 170 Must take concurrently with RAD 135, RAD 150, and RAD 160

[1] Math and science coursework must be completed within the last 10 years. Coursework transferred from other colleges must be evaluated for equivalency.

Second Semester—Spring, continued	Credit Hours	Prerequisite
RAD 150 Radiographic Technique II	3	Prerequisite: RAD 170 Must take concurrently with RAD 135, RAD 140, and RAD 160
RAD 160 Radiology Clinical Education I	3	Prerequisite: RAD170 Must take concurrently with RAD 135, RAD 140, and RAD 150
Total Credit Hours 2nd Semester	**13**	
Third Semester—Summer	**Credit Hours**	**Prerequisite**
RAD 180 Radiology Clinical Education II	3	Prerequisite: RAD 160 Must take concurrently with RAD 220
RAD 220 Radiobiology and Radiation Protection	3	Prerequisite: RAD 160 Must take concurrently with RAD 180
PHI 204 Ethical Issues in Healthcare	3	ENG 101 or ENG 103
Total Credit Hours 3rd Semester	**9**	
Fourth Semester—Fall	**Credit Hours**	**Prerequisite**
RAD 200 Radiology Clinical Education III	7	Prerequisite: RAD 220
Total Credit Hours 4th Semester	**7**	
Fifth Semester—Spring	**Credit Hours**	**Prerequisite**
RAD 230 Radiology Pharmacology	1	Prerequisite: RAD 200 Must take concurrently with RAD 240, RAD 250, and RAD 260
RAD 240 Radiology Clinical Education IV	3	Prerequisite: RAD 200 Must take concurrently with RAD 230, RAD 250, and RAD 260
RAD 250 Radiographic Pathology	2	Prerequisite: RAD 200 Must take concurrently with RAD 230, RAD 240, and RAD 260
RAD 260 Advanced Imaging Systems	3	Prerequisite: RAD 200 Must take concurrently with RAD 230, RAD 240, and RAD 250
Total Credit Hours 5th Semester	**9**	
Total Program Hours (includes pre-program entry coursework)	**72**	

The Radiologic Technology program requires time and dedication on the part of the student. The program requires a 40-hour-per-week daytime commitment, excluding study time. The program consists of five consecutive semesters. It should be noted that clinical rotations associated with the 2nd, 3rd, 4th, and 5th semesters begin earlier than the Yavapai College semester start dates in order to satisfy the clinical time requirements for program completion. Time off for vacation during the semester will not be approved. Students should schedule vacations during the time between semesters.

Steps to Apply for Admission

Important: Students must apply to and be admitted to Yavapai College prior to applying to the Radiologic Technology program. Please go to www.yc.edu and click on **Admissions > Getting Started** at the top-left of the page to learn about the college admission procedure.

Radiologic Technology program applications will be accepted from **Thursday, December 5, 2019, through Friday, January 31, 2020**. *Please note: Only applications submitted by U.S. mail will be accepted. Applications must be postmarked by midnight Friday, January 31, 2020.* If you would like confirmation that your application has been received, please send your application via certified mail and request return-receipt delivery confirmation. All applications will be considered received as of the date of their postmark.

Applications for admission must include the following:

1. Completed Radiologic Technology Application for Admission.
2. **Transcripts**: **(a)** All relevant official transcripts of completed pre-entry and post-entry general education courses must be received in the Yavapai College Registrar's office **by Friday, January 31, 2020**. To be considered "official," transcripts must be sent directly from your previous institution(s) to the Yavapai College Registrar (see the last page of this packet for the address). Hand-carried transcripts are not official transcripts. **(b)** In advance of official transcripts, unofficial transcripts from previous institutions must be included with your application and also may be given to an academic advisor for an initial review.
3. **Pre-Entry Check Sheet Form** for the Radiologic Technology program. Please call 928-776-2106 to schedule an appointment with the Academic and Career Advising office on the Prescott campus or 928-634-6510 on the Verde Valley campus. You will receive this form at your appointment with your academic advisor.
4. Copy of Yavapai College student **ID card** (with photo) or driver's license.
5. **Two letters of recommendation**, preferably from a current or previous employer or educator.
6. A **500-word essay** (typed and double-spaced) explaining your interest in radiologic technology.
7. **Signed Healthcare Provider Signature Form** (provided in this packet).
8. Copy of **current negative TB skin test or a chest x-ray diagnostic report** stating that no tuberculosis is present.
9. Copy of **valid Basic Life Support (BLS) for Healthcare Providers** through the **American Heart Association** (front and back, with your signature).
10. **Immunization and Documentation Cover Sheet** (provided in this packet) and copies of documents supporting immunization status. We understand that the process of obtaining these documents can take time; please submit them as soon as possible but **no later than Friday, May 29, 2020**. If immunization documentation is not received by this date, applicants will forfeit their admission to the next qualified applicant on the alternate list. Important: Students who forfeit their conditional acceptance or are dropped from the program may reapply at the next application cycle.
11. Copy of the **Arizona Department of Public Safety (DPS) Fingerprint Clearance Card** (see note below). To apply for a fingerprint clearance card online, go to http://fieldprintarizona.com/ to begin the process. If you do not have internet access or you have questions about the fingerprinting process, please contact the Arizona DPS at 602-223-2279. Arizona DPS office hours are Monday through Friday from 8:00 a.m. to 5:00 p.m. Note: The Radiologic Technology program will accept a copy of the Fingerprint Clearance Card application and a copy of the payment receipt until the actual card is received. Acceptance to the program will be conditional until receipt of a copy of the

actual Fingerprint Clearance Card, which must be received **no later than Friday, May 29, 2020**, or applicants will forfeit their admission to the next qualified applicant on the alternate list. Important: Students who forfeit their conditional acceptance or are dropped from the program may reapply at the next application cycle.

12. **Ethics Requirements Form**. Students must go to the ARRT website at https://www.arrt.org/earn-arrt-credentials/requirements/ethics-requirements and review the "Ethics Requirements" page, including the "Learn More" section. After reviewing the information pertaining to ethics requirements, sign and date the form.
13. **Receipt for payment** of a $100.00 non-refundable application fee due at the time of application. Payment must be made at either a Yavapai College cashier or business office, or pay online at www.yc.edu/radiology by clicking on the Pay Application Fees button. You must include a copy of your receipt as part of the program application.
14. **Documentation of significant and consistent volunteer work in a healthcare field.** To qualify for additional points on the Program Selection Criteria (see page 12), submit a document that includes the following information: volunteer site location; length of time as a volunteer; number of volunteer hours per month; your volunteer duties; name of your supervisor.

Important!

- Your application must contain all the required documents and be legible to be considered for admission.
- Applicants should *keep their original documents and submit only copies* with their application.
- Use the attached checklist to ensure that you include everything that is required.
- Submit your application via the U. S. Postal Service.

Academic Advising

Students seeking admission to the Radiologic Technology program *must see an academic advisor* to confirm completion of all the pre-entry courses and to review all transcripts after they have been evaluated. Transcripts must be official transcripts sent directly from your previous institution(s) to the Yavapai College Registrar (see the last page of this packet for the address). When the transcripts are received, it is your responsibility to make an appointment with an academic advisor by contacting the Academic and Career Advising office at 928-776-2106 on the Prescott campus or 928-634-6510 on the Verde Valley campus.

Admissions

Enrollment is limited and the selective admission process is highly competitive. Students must meet the minimum requirements for admission to Yavapai College as well as the admission requirements of the Radiologic Technology program. Admission to the program is based on a point-value system. Points are calculated by a formula related to grade-point average; completed Radiologic Technology program pre-entry and general-education credits; residency; and other criteria (see Radiologic Technology Program Selection Criteria section). Achieving a high level of success in the pre-entry courses will improve a student's chance for admission to the program.

Applicants who are in the process of completing pre-entry course work may still apply to the program. However, all pre-entry course work **must be completed prior to the Fall 2020 semester admission**.

Readmission to the Program

The Associate of Applied Science degree in Radiologic Technology is a 2-year program (five sequential semesters, including summer). The program accepts applicants once a year in the fall semester. Students who are unable to complete the first semester or who fail to successfully complete a course will be dropped from the program but may apply for readmission. Readmission is based on availability and is not guaranteed. Note: Following acceptance for readmission, students will start the program from the first semester in the program sequence—not in the semester in which they were last enrolled.

Financial Aid

Financial aid may be available to you. Please contact the Financial Aid office at 928-776-2152 on the Prescott campus or 928-634-6502 on the Verde Valley campus.

Mandatory Pre-Admission Information Session

All applicants to the Radiologic Technology program are required to attend a pre-admission information session. The purpose of this session is to provide applicants with a realistic overview of the program, its rigorous 40-hour-per-week daytime schedule for five consecutive semesters, and how the program's mental and physical demands can impact students' lives in and out of the classroom. Applicants are urged to bring a family member or significant other who may be affected by the time commitment required of the prospective student.

Radiologic Technology Pre-Admission Information Sessions will be held at the Yavapai College Prescott Valley Center, 3800 N. Glassford Hill Road, Prescott Valley, on the dates and times listed below. **NOTE: If you've attended a prior session, please indicate that on the second page of the application form; your attendance (when verified by the session sign-in sheet) will satisfy this requirement.**

Tuesday, October 22, 2019, from 6:00 p.m. to 7:30 p.m. in Room 149, YC Prescott Valley Center
Tuesday, December 3, 2019, from 6:00 p.m. to 7:30 p.m. in Room 149, YC Prescott Valley Center
Tuesday, January 7, 2020, from 6:00 p.m. to 7:30 p.m. in Room 149, YC Prescott Valley Center
Tuesday, January 21, 2020, from 6:00 p.m. to 7:30 p.m. in Room 149, YC Prescott Valley Center

Important: **On the second page of the application form, please indicate which orientation session you attended or plan to attend.**

Applicant Interviews

Students who submit completed applications must be available for a 20-minute **behavioral-event interview** with the Radiologic Technology Selection Committee sometime **during the week of February 24–28, 2020**. Final determination for admittance to the Fall 2020 cohort will be made during the first two weeks of April 2020 with notification to applicants by the third week of April. Please monitor the Radiology Department website at www.yc.edu/radiology for further updates. *Please note: Applicants who fail to show up for their interviews will not be considered for admission to the program for the current application cycle.*

Estimated Cost for the Radiologic Technology Program
(Based on 2019-2020 tuition rates for Arizona Resident Student Status)

Tuition for Pre-Program Entry and Program Courses		
$177.00 per credit X 46 credits (courses with a RAD prefix)	**plus**	$8,142
$105.00 per credit X 8 credits (Biology courses)	**plus**	$840
$ 91.00 per credit X 18 credits (standard tuition rate)		$1,638
Total Tuition:		**$10,620**
Textbooks (Approximately $700 is due for the initial book purchase before the start of the program.)		Estimated $1,070
Clinical Tracking Module — Trajecsys (Payment is due during the middle of the 1st semester of the program.)		$150
Background Check, Drug Screen, and Immunization Tracker		$137
myClinicalExchange (clinical-activity documentation program)		$35 per year
Uniforms and Shoes		Estimated $150 to $200
Physical Exam and Immunizations		Varies by provider
Fingerprint Clearance Card: $67.00 + $7.95 for an electronic application at an approved vendor location (a paper application may require an additional fee for fingerprinting services)		$74.95
Estimated Grand Total:		**$12,322**

Note: The information above provides students, parents, and academic advisors with an approximate program cost. Actual costs may be higher or lower.

Radiologic Technology Program Selection Criteria

Admission to the Radiologic Technology program is based on a point system that utilizes the criteria listed below. Students are required to provide proof of residency (for tuition purposes, residency is defined by the Arizona State Legislature and is outlined in the Yavapai College catalog), military status, grade-point average, and admission to Yavapai College. Proof of coursework and registration history will be established by the records on file in the Registrar's office.

Selective Admissions Point System (based on a total of 95 possible points)

_____**Residency (the physical address where you live at the time of application)**

- Residency within Yavapai County or Coconino County — 10 points
- Residency within the state of Arizona — 5 points
- Residency outside state or country — 0 points

_____**Cumulative Grade Point Average** (pre-program entry courses)

- 3.50 – 4.00 — 15 points
- 2.50 – 3.49 — 10 points
- 2.00 – 2.49 — 5 points

_____**Total Required Pre-Program Credits Completed** — *Up to* 20 possible points

Earned pre-program entry credits equal 1 point each and must be completed with a letter grade of "C" or better based on transcripts evaluated by the Yavapai College Registrar's office.

_____**Military**

- Veteran — 2 points

_____**Current and Former Yavapai College Students** (completion of pre-program entry courses at YC)

- 9 to 12 YC credits completed — 3 points
- 5 to 8 YC credits completed — 2 points
- 1 to 4 YC credits completed — 1 point

_____**500-Word Essay:** Please write a 500-word essay addressing *the following* ***four areas***:

1. Describe what you know about the profession of radiologic technology at this point in time.
2. Explain why you want to become a radiologic technologist.
3. Discuss how you plan to use your radiologic technologist certification.
4. Describe your plan for successfully completing this program (such as measures that you would take to ensure your completion of the program)

- Typed — 1 point
- Spelling — 1 point
- Double-spaced — 1 point
- 500 words — 1 point
- Content — 6 points

_____**Behavioral-Event Interview** — 30 points

_____**Employment Experience in a Healthcare Field**
(subject to verification) — 5 points
or Significant Volunteer Experience in a Healthcare Field — 2 points
(requires *at least* ***one semester*** *of consistent volunteering in a healthcare setting,* **subject to verification**)

Health Guidelines – Physical Requirements

It is essential that Radiologic Technology students be able to perform a number of physical activities in the clinical portion of the program. At a minimum, students will be required to lift and/or reposition patients, stand for several hours at a time, and perform bending and twisting activities. Students will be required to transport patients on gurneys and in wheelchairs, move heavy equipment throughout the clinical site, and must be physically capable of performing CPR in an emergency situation. A standard guideline assigned to weight-lifting capability is 50 pounds; however, students will encounter situations requiring them to lift and manipulate greater than 50 pounds.

It is advisable that students consult with their physicians prior to the start of this program and determine their ability to perform the necessary job requirements. Students who have a chronic illness or condition must be capable of implementing safe, direct patient care, while maintaining their own current treatments or medications.

The clinical experience also places students under considerable mental and emotional stress as they undertake responsibilities and duties impacting patients' lives. Students must be able to demonstrate rational and appropriate behavior under stressful conditions. Individuals should give careful consideration to the mental and physical demands of the program.

Radiologic Technology students must submit a Healthcare Provider Signature Form signed by a licensed practitioner (included in this packet). Please also note that a doctor's release may be required to enter or continue in the program as illness or injuries occur.

Required Immunizations

Students should submit copies of their immunization records and retain the originals for their own files. The Radiology Department is unable to provide copies of these records to replace lost originals.

Students are responsible for remaining in compliance with all mandated immunizations and immunization records, and must adhere to all deadline requirements.

All immunization records must include the student's name, the name and signature of the healthcare provider giving the immunization, and the date.

1. **MMR** (measles/rubeola, mumps, rubella)
   - 2 vaccinations; **or**
   - positive antibody titer for all 3 components (lab report required)

2. **Varicella** (chicken pox)
   - 2 vaccinations; **or**
   - positive antibody titer (lab report required)

3. **Tetanus, Diphtheria & Pertussis (TDaP)**
   Provide documentation of a TDaP vaccination within the last 10 years. Students with a TDaP older than 10 years or without proof of a current TDaP will need to get a TDaP booster. The renewal date will be set for 10 years from the administered date of the booster. *Optional*: For this requirement, a vaccination record more recent than 9 years is recommended.

4. **Tuberculosis (TB Skin Test)**
   - 1-step TB skin test within the past 12 months; **or**
   - QuantiFERON Gold blood test (lab report required); **or**
   - If positive results, provide a clear chest x-ray ***along with*** documentation signed by a physician of previous positive results.

   The renewal date for TB skin tests will be set for 1 year. An updated chest x-ray is required every 2 years.

Required Immunizations

5. **Hepatitis B**
   - vaccine series; **or**
   - positive antibody titer (lab report required)

6. **Influenza**

   Each season there are new strains of flu, which requires the production of a new vaccine to cover them. The flu "season" generally runs from September through March. **Students should wait to get a flu shot until the new vaccine becomes available in the fall.**

Background Check

All students are required to obtain a background check. Information regarding how to obtain the background check will be provided to the student ***upon conditional acceptance to the program***. The cost of this background check is at the student's expense. Due to clinical agency contracts, any negative results will be reviewed by the Radiologic Technology program director on a case-by-case basis to determine admission or continuation in the program.

Arizona Department of Public Safety (DPS) Fingerprint Clearance Card

To apply for a fingerprint clearance card online, go to http://fieldprintarizona.com/ to begin the process. If you do not have internet access or you have questions about the fingerprinting process, please contact the Arizona DPS at 602-223-2279. Arizona DPS office hours are Monday through Friday from 8:00 a.m. to 5:00 p.m. Processing may take 6 to 13 weeks. Copies of both sides of the card are required as part of the documentation. For additional information go to http://www.azdps.gov/Services/Fingerprint.

The Radiologic Technology program will accept a copy of the Fingerprint Clearance Card application and a copy of the payment receipt with the application until the actual card is received. Acceptance to the program will be conditional until receipt of the actual Fingerprint Clearance Card, which must be received **no later than Friday, May** 29, 2020 or applicants will forfeit their admission to the next qualified applicant on the alternate list. Important: Students who forfeit their conditional acceptance or are dropped from the program may reapply at the next application cycle.

Basic Life Support (BLS) for Healthcare Providers

All students must have valid, current BLS for Healthcare Providers certification through the **American Heart Association (AHA)**—an online-only BLS certification is not acceptable. "BLS Provider" must be pre-printed on the card and you must sign the card.

Drug Testing

Random drug testing is a standard procedure throughout the Radiologic Technology program. The first drug test will be at the student's expense. Any subsequent drug testing will be done at the program's expense. When students are informed that they are subjects of random drug testing, they will be provided an appropriate form and a list of local laboratories that they can utilize. The drug testing must be completed by the end of that business day.

In 2010, Arizona voters approved the Arizona Medical Marijuana Act (Proposition 203), a state law permitting individuals to possess and use limited quantities of marijuana for medical purposes. Because of its obligations under federal law, however, Yavapai College will continue to prohibit marijuana possession and use on campus for any purpose.
Under the Drug Free Workplace Act of 1988, and the Drug Free Schools and Communities Act of 1989, "…no institution of higher education shall be eligible to receive funds or any other form of financial assistance under any federal program, including participation in any federally funded or guaranteed student loan program, unless it has adopted and has implemented a program to prevent the use of illicit drugs and abuse of alcohol by students and employees."
Another federal law, the Controlled Substances Act, prohibits the possession, use, production, and distribution of marijuana for any and all uses, including medicinal use. This law is not affected by the passage of the Arizona Medical Marijuana Act.

Because Yavapai College could lose its eligibility for federal funds if it fails to prohibit marijuana, it is exempt from the requirements of the Arizona Medical Marijuana Act. Therefore, Yavapai College will continue to enforce its current policies prohibiting the unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance on its property or as part of any of its activities.

Students who violate Yavapai College policy prohibiting the use or possession of illegal drugs on campus will continue to be subject to disciplinary action, up to and including expulsion from school and termination of employment. Please refer to the Yavapai College Student Code of Conduct: https://www.yc.edu/v5content/student-services/codeofconduct.htm.

Ethics Requirements

Admission to or graduation from the Yavapai College Radiologic Technology program does not guarantee American Registry of Radiologic Technologists (ARRT) registration or state licensure. Licensure, certification, and registration requirements and the subsequent procedures are the exclusive right and responsibility of the ARRT and the Arizona Department of Health Services Bureau of Special Licensing.

Students must satisfy the requirements of the ARRT and Arizona Statutes, Rules and Regulations, independently of any college or program requirements for graduation. According to the ARRT, every candidate for certification must "be a person of good moral character and must not have engaged in conduct that is inconsistent with the ARRT Rules of Ethics," and they must "agree to comply with the ARRT Rules and Regulations and the ARRT Standards of Ethics."

Individuals with misdemeanor or felony convictions should apply to ARRT for an evaluation of examination eligibility prior to admission to the Radiologic Technology program and may request a pre-application review form by contacting the ARRT at:

https://www.arrt.org/earn-arrt-credentials/requirements/ethics-requirements
651-687-0048, ext. 8580
1255 Northland Drive, St. Paul, MN 55120-1155

Students are encouraged to disclose any issues related to the ARRT Rules of Ethics, the ARRT Rules and Regulations, and the ARRT Standards of Ethics at the time of their application or prior to their admission interview. Failure to disclose prior to admission is grounds for withdrawal from the program.

Yavapai College Radiologic Technology Program
Application for Admission — Fall 2020

Please Print **Y#_____**

Name: (Last)	(First)	(Middle)
Address: (Street)	(City, State)	(Zip Code)
Phone: (Home)	(Cell)	(Work)
YC Student Email: _____	**Personal Email:_____**	

Education

Name and Location of School	Dates Attended		Degree Awarded
	From: Mo/Yr	To: Mo/Yr	
High School			
College			

Employment History

Name and Address of Employer	Position	Healthcare Related?	From Mo/Yr	To Mo/Yr	Eligible for Rehire?
1.					
2.					
3.					
4.					

Military Service

Branch of Military	Dates of Military Service

Significant Volunteer Experience: Name of Organization	Volunteer Dates and Duties

Mandatory Radiologic Technology Information Session

All applicants **must** attend a Radiologic Technology information session. **Please select one of the dates below.** Note: If you attended either the October or the December session, please check the appropriate box.

☐ **Tuesday, October 22, 2019 from 6:00 p.m. to 7:30 p.m. – Room 149, YC Prescott Valley Center**
☐ **Tuesday, December 3, 2019, from 6:00 p.m. to 7:30 p.m. – Room 149, YC Prescott Valley Center**
☐ **Tuesday, January 7, 2020, from 6:00 p.m. to 7:30 p.m. – Room 149, YC Prescott Valley Center**
☐ **Tuesday, January 21, 2020, from 6:00 p.m. to 7:30 p.m. Room 149, YC Prescott Valley Center**

If you attended a **2018–2019** information session, please indicate which session: _____
Your prior attendance (verified by the session sign-in sheet) will satisfy this requirement.

To facilitate interview scheduling, please list any courses you plan to take in Spring 2020:

Course	Meeting Day(s)	Meeting Time(s)	Location (City)

PLEASE READ CAREFULLY AND SIGN BELOW

I certify that the information on this application is complete and accurate to the best of my knowledge. I understand that withholding information or giving false information may make me ineligible for admission and enrollment. I release from all liability or damages those persons, agencies, or organizations who may furnish information in connection with my application for admission. If accepted, I agree to read and abide by all Yavapai College and department policies and procedures.

Signature: _____ **Date:** _____

Healthcare Provider Signature Form

Applicants: Please take pages 18 and 19 to your healthcare provider for signature.

A licensed healthcare provider must sign the Healthcare Provider Signature Form and indicate whether the applicant will be able to function as a Radiologic Technology student. Healthcare providers who qualify to sign this declaration include a licensed physician (MD, DO), nurse practitioner, or a physician's assistant.

(Please Print)

Applicant Name: _____ YC #:_____

It is essential that Radiologic Technology students be able to perform a number of physical activities in the clinical portion of the program. At a minimum, students will be required to lift and/or reposition patients, stand for several hours at a time, and perform bending and twisting activities. Students will be required to transport patients on gurneys and in wheelchairs, move heavy equipment throughout the clinical site, and must be physically capable of performing CPR in an emergency situation. A standard guideline assigned to weight-lifting capability is 50 pounds; however, students will encounter situations requiring them to lift and manipulate greater than 50 pounds. It is advisable that students consult with their physicians prior to the start of this program and determine their ability to perform the necessary job requirements. Students who have a chronic illness or condition must be capable of implementing safe, direct patient care while maintaining their own current treatments or medications.

The clinical experience also places students under considerable mental and emotional stress as they undertake responsibilities and duties that impact patients' lives. Students must be able to demonstrate rational and appropriate behavior under stressful conditions. Individuals should give careful consideration to the mental and physical demands of the program.

Licensed Healthcare Provider to complete the following section:

I believe the applicant _____**WILL** or _____**WILL NOT** be able to function as a Radiologic Technology student as described above and as designated in the statement of Technical Standards.

If "WILL NOT," please explain:

_____

_____

_____

_____

_____

Licensed Healthcare Provider (Circle one: MD / DO / NP / PA)

Print Name: _____ Medical License No.:_____

Signature: _____ Date: _____

Address: _____

City: _____ State: _____ Zip Code: _____Phone: _____

Statement of the Technical Standards of the Yavapai College Radiologic Technology Program

Applicants: Please take this document to your licensed healthcare provider along with the form on page 18.

This statement of the Technical Standards of the Radiologic Technology program at Yavapai College identifies the functional abilities deemed by the radiography faculty to be essential to the practice of radiography. The Technical Standards are reflected in the Radiologic Technology program's performance-based outcomes, which are the basis for teaching and evaluating all Radiologic Technology students. The practice of radiography requires the following functional abilities with or without reasonable accommodations.

- **Visual acuity** sufficient to assess patients and their environments and to implement the radiography-services plans that are developed from such assessments. Examples of relevant activities:
  - Detect changes in skin color or condition.
  - Collect data from recording equipment and measurement devices used in patient services.
  - Detect a fire in a patient area and initiate emergency action.
  - Draw up the correct quantity of medication into a syringe.
- **Hearing ability** sufficient to assess patients and their environments and to implement the radiography-services plans that are developed from such assessments. Examples of relevant activities:
  - Detect audible alarms within the frequency and volume ranges of the sounds generated by mechanical systems that monitor bodily functions.
  - Communicate clearly in telephone conversations.
  - Communicate effectively with patients and with other members of the health-services team.
- **Olfactory ability** sufficient to assess patients and to implement the radiography-services plans that are developed from such assessments. Examples of relevant activities:
  - Detect foul odors of bodily fluids or spoiled foods.
  - Detect smoke from burning materials.
- **Tactile ability** sufficient to assess patients and to implement the radiography-services plans that are developed from such assessments. Examples of relevant activities:
  - Detect changes in skin temperature.
  - Detect unsafe temperature levels in heat-producing devices used in patient services.
  - Detect anatomical abnormalities, such as infiltrated intravenous fluid.
- **Strength and mobility** sufficient to perform patient services activities and emergency procedures. Examples of relevant activities:
  - Safely transfer patients in and out of bed or wheelchair.
  - Turn and position patients as needed to prevent complications due to bed rest.
  - Hang intravenous bags at the appropriate level.
  - Accurately read the volumes in body-fluid-collection devices hung below bed level.
  - Perform cardiopulmonary resuscitation.
  - Transport patients using stretchers or wheelchairs.
- **Fine motor skills** sufficient to perform psychomotor skills integral to patient services. Examples of relevant activities:
  - Safely dispose of needles in sharps containers.
  - Manipulate small equipment and containers, such as syringes, vials, and ampules, in preparation for contrast-media administration.
- **Physical endurance** sufficient to complete assigned periods of clinical practice.
- **Ability to speak, comprehend, read, and write English** at a level that meets the need for accurate, clear, and effective communication.
- **Emotional stability** to function effectively under stress, to adapt to changing situations, and to follow through on assigned patient-services responsibilities.
- **Cognitive ability** to collect, analyze, and integrate information and knowledge to make clinical judgments and manage decisions that promote positive patient outcomes.

Ethics Requirements Form

Admission to or graduation from the Yavapai College Radiologic Technology program does not guarantee American Registry of Radiologic Technologists (ARRT) registration or state licensure. Licensure, certification and registration requirements, and the subsequent procedures are the exclusive right and responsibility of the ARRT and the Arizona Department of Health Services Bureau of Radiation Control.

Students must satisfy the requirements of the ARRT and the Arizona Revised Statute Rules and Regulations, independently of any college or program requirements for graduation. According to the ARRT, every candidate for certification must "be a person of good moral character and must not have engaged in conduct that is inconsistent with the ARRT Rules of Ethics," and they must "agree to comply with the ARRT Rules and Regulations and the ARRT Standards of Ethics." Certain types of convictions may make an applicant ineligible for registration. These documents are available for review on the ARRT website:

https://www.arrt.org/earn-arrt-credentials/requirements/ethics-requirements

I have read and understand the information regarding certification and licensure discussed on the ARRT website.

_____

Applicant Name (Please Print)

_____ _____

Applicant Signature **Date**

Immunization and Documentation Cover Sheet

Please complete this form and attach all supporting documentation.

Name: _____ **YC Student ID Number:**_____

Immunizations: MMR / Hepatitis B / Varicella / TDaP

MMR

Date of **1st MMR** Immunization _____

Date of **2nd MMR** Immunization_____

or Date of Titer _____

Hepatitis B

Date of **1st Hep B** Immunization_____ _____

Date of **2nd Hep B** Immunization_____ _____
(2nd Hep B not required for program entry)

Date of **3rd Hep B** Immunization_____
(3rd Hep B not required for program entry)

or Date of Titer_____

Varicella

Date of **1st Varicella** Immunization _____

Date of **2nd Varicella** Immunization_____

or Date of Titer_____

TDaP

Date of **TDaP** Immunization_____

Application Checklist for Fall 2020 Radiologic Technology Program

- ☐ Completed Radiologic Technology Application for Admission
  Mail to: **Radiologic Technology Applications**, **Yavapai College, 3800 N. Glassford Hill Road**, **Prescott Valley, AZ 86314** by midnight on **Friday, January 31, 2020**.

- ☐ *Official* transcripts must be sent directly to the Yavapai College Registrar from any previous institution(s). Mail transcripts to: Yavapai College, Office of the Registrar, 1100 E. Sheldon Street, Prescott, AZ 86301

- ☐ *Unofficial* transcripts (can be photocopies) from all colleges or universities attended (**to be included with this application**)

- ☐ Pre-Entry Check Sheet Form for the Radiologic Technology program (signed by an academic advisor)

- ☐ Copy of Yavapai College student ID card (with photo) or driver's license

- ☐ Two letters of recommendation (from current or previous employer or educator)

- ☐ A 500-word essay (typed and double-spaced) explaining your interest in Radiologic Technology

- ☐ Signed Healthcare Provider Signature Form

- ☐ Copy of current negative TB skin test or chest x-ray diagnostic report stating that no tuberculosis is present

- ☐ Copy of valid BLS for Healthcare Providers card from the American Heart Association (front and back, with your signature)

- ☐ Copies of all immunizations or titers in support of your Immunization and Documentation Cover Sheet

- ☐ Copy (front and back) of the Arizona Department of Public Safety Fingerprint Clearance Card or copies of the Fingerprint Clearance Card application and payment receipt

- ☐ Signed copy of the Ethics Requirements Form
  (Students must go to https://www.arrt.org/earn-arrt-credentials/requirements/ethics-requirements and review the information pertaining to ethics requirements.)

- ☐ Receipt for payment of a $100.00 non-refundable program application fee due at the time of application—payment must be made at either a Yavapai College cashier or business office, or pay online at www.yc.edu/radiology by clicking on the Pay Application Fees button.