BACONE COLLEGE

Radiologic Sciences

Associate of Applied Science Degree in Radiography
(AAS)

Visit our website www.bacone.edu

Revised: 12/12/2012

PROGRAM ADMISSIONS PROCESS & REQUIREMENTS

The radiography applicant must meet the following criteria to be considered for admission into the Bacone College Radiography Program.

Application Process:

The review of applications will begin February 1, of each year, and will continue until all allotted availability is filled. One class is admitted each year beginning in June, the summer semester. It is the applicant's responsibility to ensure that the following documentation is returned to the Admissions Office. For questions contact Admissions at (888)682-5514.

- Selection of and treatment of students while in the program is non-discriminatory with respect to any legally protected status such as race, color, religion, gender, age, disability, national origin, religion, financial ability and any other protected class.

1. Complete application to Bacone College Radiologic Sciences, specifically for Radiography.

2. Submit ACT scores and/or all official copies of college transcripts.

3. Complete 8 hours of clinical observation and submit form found in packet.

4. Complete background check with the information provided in the packet.
   - *Note: Applicants that have been convicted of a felony, been declared judicially incompetent, or have had a drug problem may not be permitted to take the certification examination and should discuss this with the radiologic science program faculty member upon application process.*

5. Complete HESI pre-entrance examination.
   - The cost is $37.00 and must be paid by check or money order at the start of the examination.
   - Applicants need to contact Shawn Dixon, Program Director, at (918)781-7317 to schedule an examination date.
   - A study guide is available to applicants at the Bacone College Betts Library for review or one may purchase the study guide at the applicant's expense.
   - Admission Assessment Exam Review, 3rd Edition. HESI, Elsevier, Inc. ISBN-13:139781455703333
   - www.us.elsevierhealth.com, $41.95, Promo Code: DM92622; expires March 31, 2012.

Admissions Requirements:

All of the admissions requirements must be met for acceptance into the Radiography Program. If the requirements are not, it is then recommended the student enter the Pre-Radiography Program and re-apply the following year.

1. HESI pre-entrance examination scores in Math, Reading Comprehension, Vocabulary, Grammar, Biology, and Critical Thinking must each meet a minimum score of 70%.
   - If the applicant exceeds the minimum score of 70% in Chemistry, Anatomy and Physiology, and Physics; then additional points will be added to the application review sheet.
   - If the applicant meets the minimum score and is accepted or enters the pre-radiography program, the student will receive a credit on their student accounts ledger.

2. Meet the Worker Characteristics of a Radiologic Technologist found in the packet.

Admissions Process:
Once the application process and admissions requirements are completed:

1. Each applicant will have a completed application review sheet to tabulate for scoring and to aid in the numerical ranking of applicants.

2. Beginning with the highest score, applicants will be granted admission until the class is filled. Class size varies each year according to the number of clinical sites available.

3. Applicants will then be notified via letter and can be admitted with no conditions, conditions, alternate or if declined, enter the pre-radiography program. If conditions are to be met, these have to be completed within the first semester of the program.

4. If an applicant accepts, then the "Intent to Accept" letter must be returned with a signature.

5. If an applicant declines, then the alternate list will be accessed.

Criteria following acceptance into the program:
Once an individual has been accepted:

1. Individual needs to set up an appointment with Shawn Dixon, Program Director, at (918)781-7317 to schedule an advisement time for enrollment and review expectations of the program.

2. Complete the following requirements which are at the student's expense. Then documentation is to be turned into Jamie Tarkington, Clinical Coordinator, by June 15th:
    - Physical (dated after May 1st)
    - Hepatitis B vaccination series of three or waiver
    - MMR vaccinations series of two or positive titer
    - Varicella vaccination series of two or positive titer
    - Tetanus in last ten years or booster
    - Negative PPD skin test in last 12 months or chest x-ray documentation if positive
    - Negative 10 panel urine drug screen (dated after May 1st)
    - CPR licensure: American Heart Association, Healthcare Provider ONLY. The radiography program will offer CPR classes for $35.00 or the student can seek outside sources.
    - Submit proof of health insurance or other medical coverage

WORKER CHARACTERISTICS OF A RADIOLOGIC TECHNOLOGIST

The following are essential characteristics for any Radiologic Technologist as compiled from observations of a wide variety of job experiences.

- VISUAL ACUITY:
    - Distinguish whether beam is perpendicular, horizontal or angled through center of anatomical area being x-rayed to center of film.
    - Perform necessary radiography procedures that involve placement of needles, catheters, etc. into proper anatomical structures of patient.
    - Read protocol for radiography procedures in the department.
    - Perform data entry tasks using digital and computer terminals.
    - Near-visual acuity and depth perception to examine exposed film for pertinent detail, and to take patient vital signs using devices such as: thermometer, sphygmomanometer, etc.
    - Must be able to read units on a syringe.
    - Must be able to work in dimly lit areas such as darkrooms and fluoroscopic rooms.
- HEARING ACUITY:
    - Hearing must be sufficient to communicate with others.
    - Distinguish phonetic sounds either mechanically transmitted or from conversation in order to perform film processing tasks and fluoroscopic procedures in light controlled areas.
    - Hear and retain pertinent information to relay instructions.
    - Hear and respond to patient questions and clinical history while processing a request.
- SPEAKING ABILITY:
    - Speak clearly and loudly enough to be understood by a person in the radiology department, in surgery or on the phone.
    - Good communication skills are also necessary to maintain good interpersonal relationships with patients and peers.
- DIGITAL DEXTERITY:
    - Grasp and manipulate small objects required to perform job functions.
    - Perceiving such attributes of objects/materials as size, shape, temperature, texture, movement or pulsation by receptors in the skin, particularly those of the finger tips.
    - Operate a variety of x-ray equipment.
    - Arms and hands or functional artificial limbs are essential to perform radiographic procedures and transfer patients.
    - Legs and feet or functional artificial limbs are essential to maintain balance to accomplish required duties and transport patients.

- PHYSICAL ABILITY:
    - Walk or stand for about 80% of a normal workday.
    - Maneuver through congested area(s) or unit(s) to perform positioning procedures and transport patients.
    - Raise arm(s) while maintaining balance when positioning a patient, reaching over table, adjusting x-ray tube.
    - Maneuver in stairways, hallways, control booths, and various inclines.
    - Push/pull medical equipment and adjust x-ray tubes to standard focal film distance; transfer of patients to and from units.
    - Weight must allow free movement within a small control booth, move quickly during patient emergencies; squeeze in small areas while performing portable radiographic procedures.
- ADAPTIVE ABILITY:
    - Complete tasks or job functions within deadlines.
    - Complete required tasks/functions under stressful conditions.
    - Track and complete multiple tasks at the same time.
    - Perform independently with minimal supervision.
    - Interact appropriately with diverse personalities.

*Any student whose health, after entering the program, changes his/her ability to meet the physical requirements of the program will be asked to withdraw from the program until the problem is corrected.

(rev 7/2/12)

WORKER CHARACTERISTICS OF A RADIOLOGIC TECHNOLOGIST-VERIFICATION

I have received a copy of the Worker Characteristics for a Radiologic Technologist. I understand that these are typical standards that are expected of a radiographer in a typical work situation.

Please check the applicable response.

____I **am not able** to meet the standards. Therefore, I ask that my name be withdrawn from the list of those to be considered for admission to the Radiography Program.

____I **am able** to meet all of the standards **except** (list all) _____

_____

I ask to be evaluated for this / these standard(s).

____I **am able** to meet all of the standards, and want to be considered for admission to the Radiography Program.

_____ _____

Signature Date

(rev 12/11/12)

PROGRAM CURRICULUM

The Radiography Program is a two-year (six-semester) consecutive program consisting of 48 credit hours of Radiography courses (didactic and clinical) and 23 credit hours of related general education courses, with a total credit hours of 71. Upon completion of the program, graduates receive an Associate of Applied Science (AAS) in Radiography, and are eligible to apply for the examination by the American Registry of Radiologic Technologists (ARRT).The sequencing are as follows:

	Credit Hours	Day
FIRST YEAR		
Summer Semester		
RAD 1111 Introduction to Clinical w/Lab	1	TR
RAD 1101 Medical Terminology	1	W
SPC 1713 Speaking and Thinking Critically	3	TBA
Total	5	
Fall Semester		
RAD 1113 Intro. to Radiography and Patient Care	3	MW
RAD 1114 Imaging I w/Lab	4	MW
RAD 1222 Clinical I	2	TR
*BIO 2134 Anatomy and Physiology I w/Lab	4	MWF
ENG 1113 English Comp I	3	MWF
Total	16	
Spring Semester		
RAD 1404 Radiation Protection	4	MW
RAD 1224 Imaging II w/Lab	4	MW
RAD 1332 Clinical II	2	TR
BIO 2144 Anatomy and Physiology II w/Lab	4	MWF
ENG 1213 English Comp II	3	MWF
Total	17	
SECOND YEAR		
Summer Semester		
RAD 2213 Image Production and Evaluation I	3	MF
RAD 2222 Imaging III	2	M
RAD 2152 Clinical III	2	TWR
Total	7	
Fall Semester		
RAD 2502 Radiographic Pathology	2	T
RAD 2323 Image Production and Evaluation II	3	T
RAD 2112 Radiation Physics	2	R
RAD 2253 Clinical IV	3	MWF
AIS 1103 Intro to AIS	3	MWF
Total	13	
Spring Semester		
RAD 2203 General Registry Seminar	3	R
RAD 2332 Digital Imaging	2	T
RAD 2303 Radiography Seminar	3	W
RAD 2362 Clinical V	2	MF
REL 1003 Introduction to Christianity	3	TR
	13	

*Minimum ACT of 24 in Science or Human Biology required

**Minimum ACT of 19 in Math or Intermediate Algebra required (rev 12/12/12)

ESTIMATED PROGRAM COST SHEET

Tuition and Fees:
Summer Tuition.....$322/credit hour
Summer Fees.....$650.00/semester
Fall/Spring Tuition.....$5,450/semester
Fall/Spring Fees.....$1,300/semester

Books/Laptop: (Expenses are responsibility of student)
Books.....$800.00/year
Laptop.....$600.00

Course Material Fees: (Expenses are figured in with fees)
Trajecsys: clinical tracking system (attached to RAD 1222).....$150.00
Lab Supplies (attached to RAD 1113).....$20.00
Liability Insurance (attached to RAD 1332 & RAD 2253, $25/each.....$50.00
Energized Lab (attached to RAD 1332 & RAD 2253, $40/each).....$80.00
Film Badge Service (attached to RAD 1332 & RAD 2253, $60/each)...$120.00
O.S.R.T Convention (membership, registration, and hotel attached to
RAD 1332 & 2362, $160.00/each).....$320.00
Corectec: registry review (attached to RAD 2301).....$80.00
HESI: exit exam (attached to RAD 2301).....$50.00
Pinning: pins (attached to RAD 2362).....$50.00

Uniforms and Supplies: (Expenses are responsibility of student)
Scrub Uniforms per year (3).....$150.00
Scrub Logo Patch.....$8.00 each
White or Black Leather Shoes per year (1).....$100.00
Lab Coat.....$35.00
Watch with second hand.....$35.00
Lead Marker sets (2).....$80.00
Polo Shirt ….....$20.00

Miscellaneous Fees: (Expenses are responsibility of student)
B.S.S.R. Membership (annual).....$10.00
Lambda Nu (if applicable)(one time fee).....$40.00
Phi Theta Kappa (if applicable)(one time fee).....$60.00
Alpha Chi (if applicable)(one time fee).....$60.00

Graduation Fees: (Expenses are responsibility of student)
ARRT Registry/Certification Exam.....$200.00
Application for Graduation.....$75.00

(rev 12/12/12)

RADIOGRAPHY PROGRAM APPLICATION (rev12/12/12)

Name:_____Date:_____
Last First Maiden/Previous Married Name

Mailing
Address:_____
Street City County State Zip

Telephone:_____Date of Birth:_____Gender:_____

Optional:
Ethnicity:_____Tribe:(If American Indian/Alaskan Native)_____

Marital Status (Circle One): S M W D Your Occupation:_____

Date of High School Graduation (or the equivalent):_____

Colleges and/or Vocational Schools Attended:_____
(Official transcripts from all colleges attended are to be submitted to Office of Admissions)

If you feel that your scholastic performance to date is not a true indication of your ability, explain:
_____
_____
_____
_____

Who referred you to the Radiography Program?
____Parent____Counselor____Teacher____Bacone College Recruiter____Bacone College Student
____Alumni____Media____Other (Indicate)_____

Health Related Experience:
_____
_____

On-Campus or Off-Campus (Circle One): If Off-Campus, from where? _____

Why do you wish to become a radiologic technologist and pursue an Associate of Applied Science?
_____
_____
_____
_____

Why did you select Bacone's Radiography Program?
_____
_____
_____
_____
_____

RADIOGRAPHY CLINICAL OBSERVATION

An 8 hour radiography clinical observation experience is a requirement of the application process. This experience must be done in a radiology department, preferably in a hospital setting. The purpose of this requirement is to give the applicant a realistic idea of the role of the radiographer.

1. Choose a clinical site from the choices provided. Other clinical facilities may be used, but applicant will need prior approval from Jamie Tarkington, Clinical Coordinator, at (918)781-7361. You may do more than 8 hours observation and you may choose to break the 8 hours down between different clinical sites.

2. Call the clinical affiliate contact person listed and make an appointment for the radiography clinical observation. This must be done in advance.

3. Dress appropriately, professional, neat and clean. Appropriate attire would consist of slacks with nice shirt; jeans are not acceptable. Shoes should be clean and comfortable.

4. Arrive at the clinical facility early and report to the contact person.

5. Confidentiality of patient information is of utmost importance. Information regarding individuals' names and/or treatment, must not be discussed in any manner.

6. After completion of the radiography clinical observation, the applicant should have the appropriate observation form completed by the contact person or a registered technologist and then submit to the admissions department at Bacone College.

Clinical Affiliate	Location	Contact Person	Phone Number
Ernest Childers VA Outpatient Clinic-Tulsa	9322 E. 41st Street Tulsa, OK 74145	Marcus Vestal	(918)628-2500 Ext. 2521
Holdenville General Hospital	100 McDougal Drive Holdenville, OK 74848	Lindsay Howard	(405)379-4213
Integris Grove Hospital	1001 E. 18th Street Grove, OK 74344	Kambie Delmont	(918)787-3720
Jack C. Montgomery VA Medical Center	1011 Honor Heights Dr. Muskogee, OK 74401	David Wilcox	(918)577-3297
Muskogee Bone and Joint Clinic	209 S. 36th Street Muskogee, OK 74401	Maureen Arnold	(918)682-7717
Tahlequah City Hospital	1400 E. Downing Tahlequah, OK 74465	Sharon Smith	(918)456-0641 Ext. 2494

(rev 12/11/12)

RADIOGRAPHY CLINICAL OBSERVATION-VERIFICATION

Applicant:_____Date observed:_____

Clinical observation site:_____Number of hours observed:_____

What exams did you observe? You should observe a wide variety of exams and modalities, if possible. It is recommended that you observe a contrast study, such as a UGI or BE, if available.

_____
_____
_____
_____

What did you like most about your observation?

_____
_____
_____
_____

What did you dislike most about your observation?

_____
_____
_____
_____

Describe your feelings about the field of radiography. Have they changed since your observation? Why or why not?

_____
_____
_____
_____

For radiographer use only:

Please score the applicant appropriately in the areas below:	Needs improvement	Average	Above average
Attitude			
Interest			
Initiative			
Professional appearance			
Communication skills			
Adaptability			

Additional Comments:

_____
_____
_____
_____
_____

Radiographer's signature:_____ Date:_____

(rev 12/11/12)

RADIOGRAPHY PROGRAM APPICATION REVIEW

Each applicant to the radiography program will be reviewed according to the following criteria and receive points for meeting the criteria. Points will then be totaled and applications ranked accordingly. Applications are reviewed on a first-come, first-serve basis and those marked as pre-radiography majors will be first in the process.

For Radiography use only:

#1: HESI Pre-Entrance Exam

**Math, Reading, Vocabulary, Grammar, Biology & Critical Thinking	90-100	80-89	70-79	3	2	1
Chemistry, Anatomy & Physiology, & Physics	90-100	80-89	70-79	3	2	1

#2: ACT

ACT	27 or better	24-26	20-23	3	2	1

#3: GPA

Cumulative GPA

***Anatomy & Physiology courses do not count if older than 5 years.**

Total GPA:	**3.50-4.00**	3
Conditions:	**3.00-3.49**	2
	2.60-2.99	1

Bacone Pre-Radiography Student	2
Current Bacone Student	1

Total Score:_____

Signatures of Faculty Involved & Dated:

_____

_____

_____

Rev. 12/13/12

CertifiedBackground.com

STUDENT INSTRUCTIONS FOR BACONE COLLEGE – HEALTH SCIENCES

About CertifiedBackground.com

CertifiedBackground.com is a service that allows students to order their own background checks online. Information collected through **CertifiedBackground.com** is secure, tamper-proof and kept confidential. The services performed are based on guidelines provided by your school, so you know you will receive all the information you need from one source. Your results will be posted on the **CertifiedBackground.com** website where the student, as well as the school, can view them.

Before Placing Your Order

- **Required Personal Information**
  - In addition to entering your full name and date of birth, you will be asked for your social security number, current address, phone number and email address.
- **Payment Information**
  - At the end of the online order process, you will be prompted to enter your Visa or Mastercard information. Money orders are also accepted but will result in a $10 fee and an additional turnaround time.

Place Your Order

Go to: www.CertifiedBackground.com, click on "Students" & enter package code: BB20

View Your Results

After placing your order on **CertifiedBackground.com**, you will receive a confirmation email that will contain the password needed to access your results and view any missing information required to process your order.

Go to: www.CertifiedBackground.com, enter the password provided, then click "View". On the next screen, enter the last 4 digits of your social security number to access your information.

Although 95% of background check results are completed within 3-5 business days, some results may take longer. To see your order status, return to **CertifiedBackground.com** with your password . Your order will show as "In Process" until it has been completed in its entirety. Your school's administrator can also securely view your results online with their unique username and password.

If you have any additional questions, please contact Certified Background Student Support at (888) 666-7788 Ext. 1 or email: customerservice@certifiedbackground.com.