

"Imagine Possibilities"



El Centro College

Surgical Technologist

The Surgical Technologist program prepares the student to provide patient care in the operating room suite under the supervision of the director of surgical services. The surgical technologist, as part of the operating team, aids in providing safety, sterility, cleanliness, and efficiency necessary for patient care in the surgical setting. The surgical technologist organizes sterile instruments, supplies, and equipment for use at the operating room table and assists in the use of these materials during surgical procedures.

The program is a 10-month, 50 credit-hour curriculum leading to a certificate upon completion and is accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP) in cooperation with the Accreditation Review Committee on Education in Surgical Technology. Graduates from this accredited program are eligible to take the certification examination sanctioned by the Association of Surgical Technologists and administered by the National Board of Surgical Technology and Surgical Assisting (NBSTSA).

Acceptance to the Surgical Technologist program is via a **competitive selection process for selection** based primarily on grade point average on prerequisite courses and subsequent tie breakers.

This information packet contains specific application guidelines and requirements. By submitting an application packet, an individual verifies that they have 1) read the packet thoroughly, 2) obtained all necessary documents from designated website addresses, and 3) understands the policies and procedures for application and acceptance to the program.

EQUAL EDUCATIONAL OPPORTUNITY

Educational opportunities are offered by the Dallas County Community College District without regard to race, color, age, national origin, religion, sex, disability or sexual orientation.

APPLICATION REQUIREMENTS TO THE SURGICAL TECHNOLOGIST PROGRAM

Application to the Surgical Technologist program requires the following steps:

- Application and current admission to a Dallas County Community College District (DCCCD) college.
- Attendance at a Surgical Technologist program information session.
- Completion of the five program prerequisite courses with a minimum cumulative grade point average of 2.50 or higher on those specific courses and a cumulative 2.50 GPA on **all** coursework.
- Completion of designated sections of the HESI A² Test (Reading Comprehension, Grammar, Math, Vocabulary/General Knowledge, and Anatomy/Physiology) with a **minimum score of 70%** on each of the five required sections, in addition to completing the Personality Profile and Learning Styles sections.
- Submission of a complete application packet to the Health Occupations Admissions Office during a designated filing period.

A. General Admission Requirements to the College

Applicants to the Surgical Technologist program must meet college admission requirements in the Dallas County Community College District as outlined in the official college catalog at <http://www.ElCentroCollege.edu>. Applicants must have earned either a high school diploma or General Education Diploma (GED) certificate in addition to complying with Texas Success Initiative (TSI) requirements. Students should consult the college counseling office to determine their TSI status prior to application to a Health Occupations program.

Initial Advisement

Students who are beginning college for the first time or who need assistance with placement testing, TSI issues, and/or registration for prerequisite courses must visit with an academic advisor in the College Counseling Center as their first step toward future application to a health occupations program. The student who has not completed college coursework should request a general Associate Degree plan from the Counseling Center as a starting point toward application to a health occupations program. **NOTE: Additional assessment testing in computer literacy and learning frameworks courses may be required for certain students. See an Academic Advisor for more information.**

B. Texas Success Initiative (TSI) Requirements

The Texas Success Initiative (formerly TASP) is an assessment strategy in Texas public colleges and universities to evaluate a student's reading, writing, and math skills for registration advisement and placement into college-level courses. For more information regarding TSI, please consult the official college catalog.

Potential applicants to the Surgical Technology program must meet TSI requirements in order to apply to the program. If TSI testing indicates that developmental courses in reading, writing, and/or math are required to satisfy TSI requirements, the applicant must complete that remediation before applying to the Surgical Technology program.

C. Program Information Sessions

Potential applicants are required to attend a Surgical Technologist information session where the program, application procedures, and acceptance policies are discussed in detail. Information sessions are held monthly at the El Centro campus; no reservation is necessary to attend. The Information Session schedule for the current semester is available online at www.ElCentroCollege.edu/HealthOccAdmissions and in the El Centro College Health Occupations Admissions Office (Room P-101) in the Paramount Building located at 301 North Market Street.

D. Program Prerequisite Courses

Applicants must complete the following five prerequisite courses with a minimum cumulative grade point average of 2.5 or higher on these specific courses in order to submit an application to the Surgical Technologist program:

			<u>Credit Hrs</u>
SCIT	1407*	Applied Human Anatomy & Physiology I <u>OR</u>	4
	BIOL 2401	Anatomy & Physiology I	
ENGL	1301	Composition I	3
SPCH	1311+	Introduction to Speech Communication	3
HPRS	1204#	Basic Health Professions Skills	2
HPRS	2231	General Health Professions Management	<u>2</u>
	TOTAL		14

- * Science courses including SCIT 1407 or BIOL 2401 must be completed less than 5 years prior to program application. SCIT 1407 is not offered at Richland College of the DCCCD. BIOL 1406 is the prerequisite for BIOL 2401. NOTE: SCIT 1407/1408 may not transfer to four-year universities.
- + Although SPCH 1311 is the recognized prerequisite course, SPCH 1315 – Introduction to Public Speaking is also accepted.
- # HPRS 1204 must be completed no more than three (3) years prior to a student's anticipated entry to the program. For example, if completed in Fall 2011, the course would be valid for application up to and including Fall 2014. HPRS 1204 is offered in the DCCCD at the El Centro and Northlake College campuses only.

Applicants must also achieve a cumulative GPA of 2.50 or better on a 4.00 system on all college coursework to be eligible for program application. Developmental course grades are not included in the cumulative GPA calculation.

E. HESI A² Test

The HESI A² test is a timed, computerized test which is usually completed in 3-4 hours. Applicants to the Surgical Technology program must earn **a minimum score of 70 or higher on each of the five required sections** (Reading Comprehension, Mathematics, Anatomy/Physiology, Grammar, and Vocabulary/General Knowledge) in order to submit an application packet. Students are also encouraged to complete the Learning Styles and Personality Profile sections of the HESI A² for their personal review.

Full information on the HESI A² and the referral form to take the HESI A² at the El Centro campus is available at www.ElCentroCollege.edu/HealthOccAdmissions. Read the information carefully.

Please note the following important information regarding the HESI A²:

- Test scores are valid for **two years** from the date of testing.
- Applicants may take the HESI A² at any approved testing site including the assessment centers at El Centro and Northlake College campuses. The approximate cost of the HESI test at DCCCD campuses is \$35.00.
- **Applicants are responsible for securing their own testing appointment at the location of their choice.** The procedure for making testing appointments and payment varies among testing sites. **Applicants are responsible for submitting all of their score sheet(s) with their Surgical Technology program application materials.**
- HESI A² testing appointments at the El Centro campus fill quickly. Applicants are encouraged to schedule their HESI A² several weeks prior to an application filing deadline.
- The **HESI A² Study Guide** is available at various bookstores including the Follett Bookstores at the El Centro and Northlake campuses.
- A **HESI A² Prep** course is periodically offered by the El Centro College Continuing Education Division. Contact that office at 214-860-2147 for dates and times of the prep course.
- **There is no limit on the number of times an applicant may take the HESI A² test for application to the Surgical Technology program.** An applicant may retest on any section or sections of the test on which they did not achieve the minimum score. Before the retest, the applicant is encouraged to review the study guide and/or enroll in the HESI A² prep course to prepare for the retest opportunity. HESI score sheets from all testing attempts must be submitted with the application packet. **The highest score earned (above the required minimum score of 70) on each section of the HESI A² will be considered the score of record.**

More information on the HESI A² and the process for scheduling a testing appointment to take the HESI A² at the El Centro campus is available at: www.ElCentroCollege.edu/HealthOccAdmissions

F. *Evaluation of Previous Coursework*

To insure the transferability of previous coursework completed at colleges and universities other than Dallas County Community College District campuses, potential applicants to health occupations programs should have their coursework evaluated by the Health Occupations Admissions Office at least one semester prior to the application deadline for their program of choice if possible. **This procedure is especially important for students with coursework from colleges and universities outside the state of Texas.**

Transcripts and accompanying course descriptions will first be evaluated by the Health Occupations Admissions Office and, if necessary, be reviewed by respective college faculty for that course discipline. When all courses have been reviewed, an Educational Plan will be prepared for the student. The Educational Plan is accepted as a preliminary “degree plan” for student advisement purposes.

These evaluations are usually completed within 10-14 working days. The evaluation process is not completed during individual appointments or on an “as you wait” basis. **During peak times such as registration or after the close of the semester when faculty are unavailable, an evaluation may take as long as 30 days for review. Therefore, it is to the applicant’s advantage to request the Educational Plan at their earliest convenience prior to application to the program.**

The El Centro College Health Occupations Admissions Office and the Health and Legal Studies Division reserves the right to accept or reject any coursework completed outside the DCCCD presented for transfer evaluation toward Health Occupations programs.

For more information on requesting evaluation of your previous coursework and the Educational Plan, download the guidelines and Request for Educational Plan form at the following link:

www.ElCentroCollege.edu/HealthOccAdmissions

Five-Year Time Limit on Science coursework

All science coursework (anatomy/physiology) must have been completed less than five years prior to application to a Health Occupations program. If an individual has **current** experience utilizing their related science knowledge or has completed **advanced courses** in a related science area, the student may petition for a waiver of the time limit through the Health Occupations Admissions Office as a separate review or in conjunction with an educational plan request.

NOTE: In order for a science course taken outside the DCCCD to be considered for a five-year time limit waiver, the course must first be approved for transferability. Information on the five-year time limit waiver is included with the **Request for Educational Plan** guidelines at the following link:

www.ElCentroCollege.edu/HealthOccAdmissions

Coursework from Foreign Universities

Only courses such as anatomy/physiology may be considered for transfer to Health Occupations programs from colleges or universities outside the United States. No other courses will be considered. Science courses must be within the five-year time limit.

For more information regarding the evaluation of foreign coursework for transfer credit, see the following link: www.ElCentroCollege.edu/HealthOccAdmissions

Credit by Examination, CLEP, and Advanced Placement Credit

Credit through CLEP, High School Advanced Placement Exams and Credit by Examination may be awarded for a limited number of courses toward Health Occupations programs.

Advanced Placement (“AP”) credit for ENGL 1301 is acceptable if the credit appears on a college transcript as ENGL 1301 equivalency. A letter grade is not awarded for “AP” credit.

NOTE: An applicant to the Surgical Technology program may present credit by exam, CLEP, or “AP” credit for only one of the five prerequisite courses and one support course. Credit will be acknowledged but not calculated with the grade point average.

Detailed information regarding Advanced Placement, CLEP, and Credit by Examination can be found at www.ElCentroCollege.edu/HealthOccAdmissions.

G. Application Packet Submission

READ THE FOLLOWING INSTRUCTIONS CAREFULLY. Applicants must submit complete application materials to the El Centro College Health Occupations Admissions Office either in person or by mail on or before the application filing deadline.

Application packets with incomplete materials will be disqualified and will be returned to the applicant.

The Surgical Technologist program application materials must be submitted in a 9x12 inch envelope and include the following items to be considered complete and valid:

1. A completed **Surgical Technologist Program Application form** (available only at the program information session) and the signed **Statement of Students’ Responsibility form** (printed on the back of the application form).
2. **One official transcript from every college previously attended** other than DCCCD colleges. (Dallas County Community College District transcripts, continuing education transcripts, and transcripts from outside the U.S. are not required.) **NOTE: The print date of a transcript must be less than three years old at the time of program application.**
 - **Separate official transcripts are required from each college attended** although that coursework may be printed on another transcript as transferred coursework.
 - **Students must submit a complete set of official transcripts to the Health Occupations Admissions Office with the Surgical Technology application packet materials even though the transcripts may have been previously submitted to a DCCCD Registrar’s Office.**

IMPORTANT NOTE: Another complete set of official transcripts should also be submitted to the El Centro College Registrar’s Office if not submitted previously to another DCCCD campus.

- **Transcript photocopies issued to the student or issued by a registrar’s office are not acceptable as official transcripts.** Grade printouts such as Web Advisor, advising reports, e-mails from instructors, and other such documents are not accepted as official transcripts.
- **If a college or university only releases transcripts directly to another college, the applicant is solely responsible for ensuring that the transcripts are mailed to the Health Occupations Admissions Office and they must be received before an application filing deadline. Documentation such as a copy of the transcript order form indicating the date the transcript was requested must be included with the application packet materials.**

The applicant is wholly responsible for ensuring that transcripts which are to be sent directly to the Health Occupations Admissions Office are received before an application filing deadline.

- If a student is enrolled in support courses toward the Surgical Technology curriculum (SCIT 1408 or BIOL 2402, HPRS 1202, or HPRS 2300) which can be completed before the next application filing deadline, the student should not submit their application packet until the course is completed. Once a complete and valid application packet is submitted during a filing period, additional materials including updated transcripts cannot be added to the packet for that filing period.
3. A **catalog course description** for each course taken outside the Dallas County Community College District which applies to the Surgical Technology curriculum (prerequisite courses and/or general studies courses) and for which the student seeks transfer credit.

Course descriptions may be photocopies or printouts from online catalogs. The course numbers on catalog course descriptions must match those on the transcript. Course descriptions should be marked on the photocopy. **Do not mark or highlight courses on official transcripts.** Course descriptions are not required for courses completed at a DCCCD campus.
 4. The **HESI A² score sheet(s)** indicating achievement of a **minimum score of 70 or higher on each of the five required sections and the Personality Profile and Learning Style results.**
 5. The completed **Physical Examination and Immunizations Record form.** Applicants are responsible for obtaining the physical form and immunization guidelines from the following link: www.ElCentroCollege.edu/HealthOccAdmissions. See also item number 5 under the General Information section on page 13 of this packet.
 6. A **photocopy of the applicant's current "Healthcare Provider" level CPR card.** The expiration date of the card must not occur before the end of the first semester of potential entry to a Health Occupations program. See also item 6 under the General Information section on page 14 of this information packet.
 7. Documentation of the applicant's personal healthcare insurance coverage such as a photocopied insurance card. See also item number 12 under the General Information section on page 15.

NOTE: Submitting incomplete application materials (including physical exam, immunizations, etc.) will disqualify the application and the student will not be considered further in the application process. Students are advised to retain a photocopy of all materials submitted as their application packet.

H. Application Filing Period

The completed application packet should be submitted to the El Centro College Health Occupations Admissions Office on or before the application deadline. *NOTE: Early submission of an application during a specific filing period does not influence ranking for admission.*

Official application filing period for Fall semester (late August) admission:

January 1 – May 31

Notification letters are mailed by July 1st.

Complete application packets may be presented in person at the Health Occupations Admissions Office during regular hours of operation or submitted in the drop box adjacent to the office door. Mailed application packets must be postmarked no later than an application filing deadline date.

NOTE: In the event that the last day of a filing period falls on a holiday or a Sunday when the campus is closed or when the post office does not postmark mail, complete application packets may be presented to the El Centro College Health Occupations Admissions Office *in person by 5:00 p.m. the next regular business day.*

**To submit your application by mail,
address your envelope to:**

Kim Sauls, Surgical Technology Admissions
Health Occupations Admissions
El Centro College/Paramount Building
801 Main Street
Dallas, Texas 75202

**To submit your application in person,
bring your envelope to:**

Kim Sauls, Surgical Technology Admissions
Health Occupations Admissions Office Room P-101
Center for Allied Health & Nursing (Paramount Building)
301 North Market Street
Dallas TX 75202

I. Selection Process

Applicants are selected for acceptance to the Surgical Technologist program according to the following competitive ranking process:

1. Applicants are listed by grade point average (GPA) on the five prerequisite courses from highest (4.0) to lowest (2.5) to initially rank applicants. A minimum 2.5 GPA is required on the five prerequisite courses for application.
2. When two or more applicants have the same prerequisite GPA, the total credit hours of general education support courses are listed from highest number of credit hours (9) to lowest (0) to break the tie.
3. When two or more applicants have the same prerequisite GPA and the same total credit hours of general education support courses, the cumulative GPA on the general education support courses is listed from highest (4.0) to lowest (2.0) to break the tie.
4. When two or more applicants have the same prerequisite GPA, the same total credit hours of general education support courses, and the same cumulative GPA on the general education support courses, the HESI A² reading comprehension score is used to break the tie.

The table below illustrates the ranking process for a sample group of applicants:

EXAMPLE OF RANKING PROCESS

	GPA on 5 Prereq. Courses	Cr. Hrs. of Gen. Ed. Support Courses	GPA on Gen. Ed. Support Courses	HESI A ² Reading Score
Applicant #1	4.00	0	0.0	78.98
Applicant #2	3.79	6	3.33	86.12
Applicant #3	3.79	5	3.40	93.47
Applicant #4	3.50	7	3.57	82.00
Applicant #5	3.50	7	3.43	91.86
Applicant #6	3.00	9	4.00	88.69
Applicant #7	3.00	9	4.00	73.37

If six spaces were available, applicants 1 through 6 would be accepted.

5. Applicants may improve their ranking by 1) repeating one or more of the five prerequisite courses to earn a higher prerequisite GPA (the last grade earned will be the grade of record), 2) completing additional general education support courses; 3) repeating one or more general education support courses to earn a higher grade point average, or 4) repeating the HESI A² reading comprehension section to earn a higher score. **NOTE:** The decision to repeat a successfully completed course (any prerequisite or general education support course completed with a grade of “C” or higher) in order to improve an applicant’s competitiveness in the ranking process rests solely with the applicant.

Notification Letters

Using the above process, a ranked list is generated from those applications received during an official filing period and both acceptance and non-acceptance notification letters are mailed out.

A student who applies during the official filing period and receives an acceptance letter is required to return an enclosed confirmation form within a specified timeframe to confirm their space in the class. Failure to return the confirmation form by the specified date or failure to attend the scheduled preregistration/orientation seminar for the accepted class will result in forfeiture of the student’s space in that class.

NOTE: Applications submitted during an official filing period are not “held over” to the next official filing period. Students who are not selected for admission for the semester for which they apply or students who decline their acceptance for that semester must retrieve and resubmit their application packet during the next filing period to be considered for the next admission opportunity.

Late Application Guidelines

In the rare event that all individuals on the ranked are accepted and space still remains in the Fall class, **late applications received June 1 – July 15** will be ranked ordered in a separate list to fill the remaining spaces. Students selected from the late applicant pool will be notified of acceptance status after July 15th. Any spaces which remain in the Fall class after this late application procedure is completed will be filled on a first-come, first-served basis up until the first class day of the Fall semester.

NOTE: Only applicants who are being offered a late space will be notified via email. If an individual is not accepted for a late space, the application materials will be returned to the applicant for future submission. It should not be assumed that late applications will be necessary for every fall Surgical Technology class.

CURRICULUM OVERVIEW – SURGICAL TECHNOLOGIST PROGRAM

<u>Prerequisites to Program Admission</u>			Lec	Lab	Ext	Cont	Cr
			Hrs	Hrs	Hrs	Hrs	Hrs
SCIT	1407*	Applied Human Anatomy & Physiology I <u>OR</u>	3	3	0	96	4
BIOL	2401	Anatomy & Physiology I					
ENGL	1301	Composition I	3	0	0	48	3
SPCH	1311**	Intro to Speech Communication	3	0	0	48	3
HPRS	1204 +	Basic Health Professions Skills	1	3	0	64	2
HPRS	2231	Health Professions Management	<u>1</u>	<u>2</u>	<u>0</u>	<u>48</u>	<u>2</u>
TOTAL PREREQUISITE CREDIT HOURS			11	8	0	304	14
 <u>SEMESTER I – Fall</u>							
SRGT	1505	Introduction to Surgical Technology	4	3	0	112	5
SRGT	1509	Fundamentals of Perioperative Concepts & Technique	4	3	0	112	5
SRGT	1166	Practicum (or Field Experience) – Surgical Technology/Technologist	0	0	10	160	1
SCIT	1408++	Applied Human Anatomy & Physiology II <u>OR</u>	3	3	0	96	4
BIOL	2402	Anatomy & Physiology II					
HPRS	2300++	Pharmacology for Health Professions	<u>3</u>	<u>0</u>	<u>0</u>	<u>48</u>	<u>3</u>
TOTAL SEMESTER I CREDIT HOURS			14	19	10	528	18
 <u>SEMESTER II – Spring</u>							
SRGT	1541	Surgical Procedures I (4 week Winter term)	5	0	0	80	5
SRGT	1542	Surgical Procedures II	5	0	0	80	5
SRGT	1367	Practicum (or Field Experience) – Surgical Technology/Technologist (8 weeks)	0	0	21	336	3
SRGT	2130#	Surgical Readiness	1	0	0	16	1
HPRS	1202++	Wellness and Health Promotion	2	0	0	32	2
SRGT	2266###	Practicum (or Field Experience) – Surgical Technology/Technologist (8 weeks)	<u>0</u>	<u>0</u>	<u>20</u>	<u>320</u>	<u>2</u>
TOTAL SEMESTER II CREDIT HOURS			13	0	41	864	18
 TOTAL PROGRAM HOURS =			38	17	51	1696	50

* BIOL 1408 recommended prior to SCIT 1407 if no previous high school biology. BIOL 1406 are required prerequisites for BIOL 2401. Science courses must have been completed less than five years prior to program application.

** Although SPCH 1311 is the preferred course, SPCH 1315 – Fundamentals of Public Speaking is also accepted.

+ HPRS 1204 must be completed no more than three (3) years prior to a student’s anticipated entry to the program. For example, if completed in Fall 2011, the course would be valid for application up to and including Fall 2014. HPRS 1204 is offered in the DCCCD at the El Centro and Northlake College campuses only.

++ These general education support courses may be completed prior to entering the Surgical Technologist Program; however, they must be completed by the semester indicated in the curriculum outline. SCIT 1407 or BIOL 2401 must be completed before HPRS 2300.

+ Hours calculated on a 16-week semester.

SRGT 2130 – Surgical Readiness contains the exam Capstone for the Surgical Technologist program.

SRGT 2266 – Practicum (or Field Experience) – Surgical Technology/Technologist is the external experience Capstone experience for the Surgical Technologist program.

A minimum grade of “C” is required in all courses.

SURGICAL CAREERS PROGRAMS MISSION STATEMENT

The Surgical Careers programs strive to provide the cognitive, affective, and psychomotor (kinetic) skills necessary for the graduate to function in a diverse community as a surgical technologist or a perioperative nurse.

SURGICAL CAREERS PROGRAMS PHILOSOPHY

The Surgical Careers faculty accepts the philosophy, mission, and objectives of the college of which we are a part.

We believe that Surgical Careers are a service to the community. The graduate of a surgical careers program utilizes the humanistic application of scientific principles concerning knowledge of anatomy, physiology, sterile technique, and external control forces to meet and protect the physiological and emotional needs of the patient.

We further believe that the education of the surgical technologist and perioperative nurse is a dynamic teaching-learning process that involves modification of cognitive, psychomotor, and attitudinal potentials of the student. We consider learning to be an active process contingent upon the student and facilitated by the instructor.

Upon graduation, we expect the surgical technologist to be prepared to write the National Certifying Examination for Surgical Technologists. It is recognized that there is an increasing body of knowledge dealing with new, complex surgical procedures and that the surgical technologist will gain competency in these areas through his/her active participation in continuing education and professional organizations.

The faculty accept the responsibility for planning, implementing, and evaluating the teaching-learning process in order to ensure the delivery of safe, competent surgical performance. We also believe that through periodic review and revision, the curriculum shall continue to reflect the philosophy of the Surgical Career program as related to the needs of the community.

SURGICAL CAREERS PROGRAMS STUDENT WORK POLICY

All student activities associated with the curriculum, especially while students are completing his or her clinical rotations, will be educational in nature. Students will not be receiving any monetary remuneration during this educational experience, nor will he or she be substituted for hired staff personnel within the clinical institution, in the capacity of a surgical technologist. Clinical facility personnel must be available to assist or replace the student to prevent the patient or student from being placed in a compromising position.

**EL CENTRO COLLEGE
SURGICAL CAREERS PROGRAM**

PROGRAM GOALS AND LEARNING DOMAINS

COGNITIVE DOMAIN

GOAL: To prepare competent entry-level surgical technologist in the cognitive (knowledge), psychomotor (skills), affective (behavior) learning domains, and to meet the needs of the health care industry by providing qualified, well-trained Surgical Technologist.

OBJECTIVE: The graduates of the Surgical Career program will complete the following objectives during their course of study:

1. Identify the role of the Surgical Technologist as a member of the health care team.
2. Utilize theoretical knowledge base while caring for patients.
3. Exhibit competence in all roles of the Surgical Technologist by performing safe, skilled technical practice.
4. Utilize effective communication skills while interacting with all members of the health-care team, patients and their families, faculty, and other groups in the health care setting.
5. Display legal and ethical behavior in the practice of technical skills.
6. Assume responsibility for continuing educational growth.
7. Demonstrate the ability to comprehend, apply and evaluate knowledge of anatomy, physiology, sterile technique, and external control forces to meet and protect the physiological and emotional needs of the patient.

AFFECTIVE DOMAIN

GOAL: To prepare competent entry-level surgical technologist in the cognitive (knowledge), psychomotor (skills), affective (behavior) learning domains and to meet the needs of the health care industry by providing qualified, well-trained Surgical Technologist.

OBJECTIVE: Upon completion of the program, students will demonstrate professional behavior consistent with employer expectations as a certified Surgical Technologist.

PSYCHOMOTOR DOMAIN

GOAL: To prepare competent entry-level surgical technologist in the cognitive (knowledge), psychomotor (skills), affective (behavior) learning domains and to meet the needs of the health care industry by providing qualified, well-trained Surgical Technologist.

OBJECTIVE: Upon completion of the program, students will demonstrate the technical proficiency in all the skills necessary to fulfill their roles as a certified Surgical Technologist.

**SURGICAL TECHNOLOGY
CLASS SCHEDULE EXAMPLE *
Fall 2011 – Spring 2012**

FALL SEMESTER - All courses 08/29/11 – 12/15/11 (16 weeks)

SRGT	1505	Introduction to Surgical Technology (Combination Lecture/Internet course)	Monday	9:00 a.m. – 3:45 p.m.
SRGT	1509	Fundamentals of Perioperative Concepts and Techniques (Combination Lecture/Internet course)	Tuesday	9:00 a.m. – 3:45 p.m.
SRGT	1166	Lab/Practicum (or Field Experience) (Lab on campus/Practicum in a hospital facility)	Thursday/Friday	7:00 a.m. – 12:00 p.m.

SPRING SEMESTER

SRGT	1541	Surgical Procedures I (Combination Lecture/Internet course)	Tuesday/Wed/Thursday 12/19/11 – 01/13/12 (4 weeks)	9:00 a.m. – 3:30 p.m.
SRGT	1542	Surgical Procedures II	Monday/Tuesday 01/17/12 – 03/09/12 (8 weeks)	9:00 a.m. – 1:50 p.m.
SRGT	1367	Practicum (or Field Experience)	Wed/Thursday/Friday 01/17/12 – 03/09/12 (8 weeks)	6:30 a.m. – 3:00 p.m.
SPRING BREAK				
			Tuesday/Wed/Thurs/Friday 03/19/11 – 04/13/12 (4 weeks)	6:30 a.m. – 3:00 p.m.
SRGT	2130	Professional Readiness	Monday 03/19/12 – 04/13/12 (4 weeks)	8:00 a.m. – 12:00 p.m.
SRGT	2266	Practicum (or Field Experience)	Monday through Friday 04/16/12 – 06/08/12 (8 weeks)	6:30 a.m. – 3:00 p.m.

* Exact dates will vary yearly according to the Academic Calendar.

GENERAL INFORMATION

1. The surgical setting is a physically and psychologically stressful employment area. In considering surgical technology as a career, applicants should be aware of the following:
 - Students will be required to lift and move patients, heavy instruments, heavy and bulky equipment and supplies, and stand or sit in one place for long periods of time, often without relief.
 - In emergency situations, a student may be required to move very quickly.
 - Fine hand-eye coordination skills are needed in certain situations while gross hand-eye coordination skills are needed in others (i.e., threading small-eyed needles or handling large orthopedic drills to surgeons).
 - Students will be required to anticipate quickly and adequately the needs of the patient, surgeon, and other health care workers in the surgical area.
 - Students will be required to develop and utilize interpersonal relationship skills and be able to function in highly stressful situations.
 - Students may be subjected to various gases, chemicals, and radiation which may be harmful to them, their reproductive system and/or unborn fetus. A pregnant student must obtain a physician's release indicating the student is able to fully participate in the surgical setting.
 - The surgical setting is a high-risk area for contracting human immune deficiency virus (HIV), acquired immune deficiency syndrome (AIDS), and other blood-borne pathogens such as hepatitis B (HBV). Students are taught protective and precautionary procedures which must be followed in the clinical setting.
2. The Surgical Technologist program accepts one class of approximately 14 students each fall semester. The El Centro College Health and Legal Studies Division reserve the right to make changes in program enrollment capacity.
3. The Surgical Technologist courses, including clinical schedules, are offered during daytime hours only. After completion of prerequisite courses, the program is completed in two, 16-week academic semesters; one, 4-week winter term; and one, 9-week summer semester. (See class schedule on page 12.) Each course involves 28-35 hours of class and clinical experience per week. A student should plan to spend 2-3 hours of additional study and preparation time for each hour of class and clinical experience. The demands of the Surgical Technologist program suggest that a student may not be able to work full-time while enrolled in the program.
4. Students are encouraged to take the required general education support courses (SCIT 1408 or BIOL 2401, HPRS 1202, and HPRS 2300) prior to entrance into the Surgical Technologist program, particularly if the student works or has significant family responsibilities. Many students find that completing the support courses first enables them to complete the program successfully while maintaining other responsibilities.
5. All Surgical Technology applicants must comply with physical examination and immunization requirements and **submit the documentation with application materials. Physical examination forms and immunization records become the property of the Health Occupations Admissions Office and will not be returned or photocopied for the student; therefore, the student must retain a copy of these documents for their personal records.** The Physical Examination Form and immunization requirements guidelines are available at:
<http://www.ElCentroCollege.edu/HealthOccAdmissions>.

6. All Surgical Technology program applicants must be certified in cardiopulmonary resuscitation (CPR) at the “Healthcare Provider” level as designated by the American Heart Association. **A copy of the CPR card is submitted with application materials.** CPR classes are available through the El Centro College Continuing Education Division, the American Heart Association, American Red Cross, various hospitals, independent instructors, etc. **Online CPR certification classes are not valid for application to health occupations programs.**
7. Clinical opportunities may be limited for students without Social Security numbers. If accepted to the program, a student must contact the El Centro College International Center Office (Room CM-60, telephone 214-860-2090) regarding eligibility to apply for a Social Security number before graduation from the program. **A Social Security number is required to take the CST certification examination offered by the National Board of Surgical Technology and Surgical Assisting (NBSTSA).**
8. Many of the Surgical Technology prerequisite and support courses are offered online as well as combination of on line and classroom during the program. Students without prior experience with Internet courses should take the Smarter Measure – Learning Readiness Indicator (READI) test to see if they are a good candidate for online learning. Go to <http://dte.smartermeasure.com/> and log in as a New User. The current User Name is **choose el centro** and the Password is **student**.
9. *Criminal Background Check / Drug Screening*

All students enrolled in Health Occupations programs are required by the Dallas/Fort Worth Hospital Council member facilities to undergo a criminal background check and drug testing prior to beginning their clinical experience. Students are responsible for all charges incurred (approximately \$86.00) for these screenings. **This procedure is conducted *after* a student has been accepted to their respective program.**

Results of these screenings are forwarded to the El Centro College Health/Legal Studies for review and verification that a student is eligible to attend clinical rotation. All background check and drug screening results become the property of the Health and Legal Studies Division and will not be released to the student or any other third party.

A clinical agency reserves the right to remove a student from the facility for suspicion of substance use or abuse including alcohol. The clinical agency reserves the right to request that a student submit to a repeat drug screening at the student’s expense on the same day that the student is removed from the clinical facility. Failure to comply will result in the student’s immediate expulsion from the clinical facility. Furthermore, regardless of testing or testing results, a clinical agency reserves the right to expel a student from their facility.

NOTE: Should a student who has been accepted to a Health Occupations program be prohibited from attending a clinical rotation experience due to findings of a criminal background check and/or drug screening, the student may be dismissed from the Health Occupations program.

More information regarding the Criminal Background Check and Drug Screening procedure is found at: www.ElCentroCollege.edu/HealthOccAdmissions

10. Students are responsible for their own transportation arrangements to campus and to their assigned health care facilities for clinical experience. Clinical assignments vary from among the facilities listed below:

Baylor Medical Center at Garland	Methodist Dallas Medical Center
Baylor University Medical Center	North Texas Veterans’ Affairs Healthcare System
Children’s Medical Center at Dallas	Parkland Health and Hospital System
Dallas Regional Medical Center	Medical Center of Plano
Doctor’s Hospital	Richardson Medical Center
Medical City Dallas Hospital	UTSW University Hospital at St. Paul
Methodist Charlton Medical Center	UTSW University Hospital at Zale Lipshy

11. El Centro College students who are enrolled in 6 credit hours or more during a fall or spring semester and 3 credit hours or more during a summer semester are entitled to a free DART train/bus pass for that semester. DART passes are available two weeks after the semester begins. See the Cashier's Office for details.

12. All students accepted to the program will be required to provide documentation of personal healthcare insurance. Prospective students must secure their own coverage. The insurance policy must cover the student at any hospital facility. Information on college student policies and rates can be found at:

<https://www1.dcccd.edu/cat0608/ss/sd/insurance.cfm>.

13. The Dallas County Community College District charges a higher tuition rate for courses in which a student registers for the third or more times. The "Third Attempt" policy includes courses taken at any of the Dallas County Community Colleges since Fall 2002 semester. Developmental courses are not considered in this policy. For more information regarding the DCCCD "Third Attempt" policy, please visit the following website:

<http://www.dcccd.edu/ThirdCourseAttempt>

14. Individuals who were first-time college freshman students in Fall 2007 or after are subject to the guidelines of section 51.907 of the Texas Education Code which prohibits a student from dropping more than six (6) college level credit courses during their entire undergraduate career. For more information on the 6 Drop rule, see the official college catalog online at:

https://www1.dcccd.edu/catalog/ss/oeop/dw.cfm?use_nav=acad_info&loc=ECC

15. A student may apply to more than one El Centro College Health Occupations program during a given filing period. However, if the student receives an acceptance letter to a specific program, confirms their intent to enter that program, and registers for program courses, their application to any other Health Occupations program that may share that filing period will be null and void.

Further, an individual accepted for admission and currently enrolled in an El Centro College Health Occupations program may not apply or be considered for admission selection for another El Centro College Health Occupations program unless their current program of study will complete before the second program curriculum begins. (Exception: An individual may apply to the Medical Laboratory Technology and Biotechnology programs in tandem to complete that dual degree.)

16. Financial Aid

Students should apply for Financial Aid Office well in advance of program application. Information on filing procedures and deadlines is found at http://www.elcentrocollege.edu/Student_Services/FinancialAid. The Health/Legal Studies Office located in Room P-712 at 301 North Market Street also has information regarding scholarships and other financial assistance for health occupations students. Contact the Health and Legal Studies Division at 972-860-5095 for more information.

17. Please visit the website below for links to professional organizations and other information regarding the Surgical Technologist profession:

<http://www.ast.org>

18. Please contact the individuals below for assistance:

Kim Sauls, Surgical Technology Admissions
Health Occupations Admissions Office
El Centro College
301 North Market Street
Dallas TX 75202
Telephone: 972-860-5005
E-mail: KSauls@dcccd.edu

Al Tolentino, Liaison Counselor
Health/Legal Studies Division
El Centro College
301 North Market Street
Dallas TX 75202
Telephone: 972-860-5045
E-mail: ATolentino@dcccd.edu

Belinda Allen, Program Director
Surgical Technology
El Centro College/Paramount
301 North Market Street
Dallas TX 75202
Telephone: 972-860-5047
Email: BfAllen@dcccd.edu

Gary Peschka, Faculty Advisor
Health/Legal Studies Division
El Centro/Paramount
301 North Market Street
Dallas TX 75202
Telephone: 972-860-5037
E-mail: GPeschka@dcccd.edu

The official mailing address for all application materials, transcripts, and correspondence is:

Kim Sauls, Surgical Technology Admissions
Health Occupations Admissions Office
El Centro College/Paramount
801 Main Street
Dallas TX 75202-3604

Program information packets are revised September 1st of each year and program guidelines are subject to change. Students are responsible for insuring they have the latest program information packet from the website below:

www.ElCentroCollege.edu/HealthOccAdmissions

Visit the Surgical Technologist Program webpage:

www.ElCentroCollege.edu/Program/Health/SurgTech

Health Occupations webpage:

www.ElCentroCollege.edu/HealthCareers

Health Occupations Admissions Office webpage:

www.ElCentroCollege.edu/HealthOccAdmissions

ESTIMATED EXPENSES FOR THE SURGICAL TECHNOLOGIST PROGRAM *

	<u>Dallas County Resident</u>	<u>Out of County Texas Resident</u>	<u>Out of State/ Country Resident</u>
Prerequisite Tuition (14 credit hours)	\$ 630.00	\$ 1,162.00	\$ 1,848.00
Textbooks, Lab Manuals	500.00	500.00	500.00
HESI A ² test fee	35.00	35.00	35.00
CPR Certification	65.00	65.00	65.00
Physical Exam and Immunizations **	<u>225.00</u>	<u>225.00</u>	<u>225.00</u>
Total	\$ 1,435.00	\$ 1,987.00	\$ 2,673.00
 SEMESTER I - Fall			
Tuition (16 credit hours)	\$ 720.00	\$ 1,328.00	\$ 2,112.00
Textbooks	300.00	300.00	300.00
Lab Pack	154.00	154.00	154.00
Professional Liability Insurance ***	18.13	18.13	18.13
1 set scrubs with logo	45.00	45.00	45.00
Name Badge	8.00	8.00	8.00
Background Check/Drug Testing	<u>86.00</u>	<u>86.00</u>	<u>86.00</u>
Total	\$ 1,331.13	\$ 1,939.13	\$ 2,723.13
 SEMESTER II – Wintermester/Spring			
Tuition (18 credit hours)	\$ 810.00	\$ 1,494.00	\$ 2,376.00
AST National Certification Review/Exam	<u>290.00</u>	<u>290.00</u>	<u>290.00</u>
Total	\$ 1,100.00	\$ 1,784.00	\$ 2,666.00
 TOTAL ESTIMATED PROGRAM EXPENSE	 \$ 3,886.13	 \$ 5,710.13	 \$ 8,062.13

* Tuition and other fees are subject to change. See official catalog for tuition table.

** Estimated cost of physical exam and immunizations.

*** Liability insurance is assessed each fall at \$18.13 to cover fall, spring, and summer semesters.

See Accounting Office for Tuition Payment Plan option.

Other costs to consider: Personal health care insurance coverage, transportation and Parking Fees to El Centro and hospital clinical sites.

SURGICAL TECHNOLOGIST APPLICATION CHECKLIST

This checklist is provided to assist you in following the steps toward program application. It is not part of the application packet which is submitted with transcripts, etc.

1. ___ Obtain Surgical Technologist program information packet.
2. ___ Attend a Surgical Technologist program information session.
3. ___ Complete a DCCCD application for college admission.
4. ___ See an academic counselor as needed for TSI counseling, placement testing, etc. and complete any developmental courses as may be prescribed from test scores.
5. ___ If needed, request Educational Plan/transfer evaluation of course work taken outside the DCCCD that applies to Surgical Technology curriculum with Health Occupations Admissions Office.
6. Complete the following Surgical Technologist prerequisite courses:

___ ENGL 1301	___ SPCH 1311 or SPCH 1315
___ SCIT 1407 or BIOL 2401	___ HPRS 1204
___ HPRS 2231	
7. ___ Complete the HESI A², scoring a minimum of 70% on all five required sections of the test ***and*** complete the Personality Profile and Learning Styles sections.
8. Complete any other support courses which apply to the Surgical Technologist curriculum as time allows prior to application:

___ SCIT 1408 or BIOL 2402	___ HPRS 2300	___ HPRS 1202
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9. Compile the following materials as your complete Surgical Technologist application packet:
___ Completed Surgical Technologist application form (obtained at information session).
___ Signed Statement of Students' Responsibility form (obtained at information session).
___ Official transcripts from each college attended other than DCCCD colleges (A DCCCD transcript is no longer required.) See page 5 section G, number 2 for specific instructions regarding official transcripts.
___ Photocopied catalog course descriptions for any courses taken outside the DCCCD which apply to the Surgical Technologist curriculum.
___ Official HESI A² score sheet(s) indicating minimum score of 70% on each of the five required sections of the test ***and*** the Personality Profile and Learning Styles section results.
___ Physical Examination form and immunization documentation with photocopy of your CPR card attached.
___ Documentation of personal healthcare insurance coverage such as a photocopied insurance card
___ Copies of any request for course substitution forms (for evaluated transferred courses) or 5-year waiver forms which has been granted to the student.
10. ___ Place the above materials in a 9" x 12" envelope for submission either in person or by mail to:

MAILING ADDRESS:

Kim Sauls, Surgical Technology Admissions
Health Occupations Admissions Office
El Centro College/Paramount
801 Main Street
Dallas, TX 75202-3604

PHYSICAL ADDRESS:

Kim Sauls, Surgical Technology Admissions
Health Occupations Admissions – Rm P-101
El Centro College/Paramount
301 North Market Street
Dallas TX 75202