

"Imagine Possibilities"



El Centro College

Radiologic Technology

The Radiologic Technology program is a two-year, 72-credit-hour curriculum leading to the Associate Degree in Applied Sciences. The program is accredited by the Joint Review Committee on Education in Radiologic Technology. A graduate of the program is eligible to take the national registry examination administered by the American Registry of Radiologic Technologists (ARRT). If successful on the Registry Exam, the graduate is then eligible to be licensed by the Texas Department of State Health Services as a Certified Medical Radiologic Technologist.

Acceptance to the Radiologic Technology program is via a **competitive selection process based on a points ranking system on designated criteria.**

This information packet contains specific application guidelines and requirements. By submitting an application packet, an individual verifies that he/she has read the packet thoroughly and understands the policies and procedures for application and acceptance to the program.

RADIOLOGIC SCIENCES PROGRAM MISSION STATEMENT

The El Centro College Radiologic Sciences Program will provide an educational experience composed of didactic and clinical components that meets or exceeds the Standards of the profession as defined by the American Society of Radiologic Technologists and the Standards of the Joint Review Committee on Education in Radiologic Technology. The Program fulfills the College's mission and provides the radiological community in the Greater Dallas area with a continual source of qualified, safe practitioners.

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 RADIOLOGIC TECHNOLOGY PROGRAM

Application to the Radiologic ("Radiography") Technology Program requires the following steps:

- Application and current admission to a Dallas County Community College District (DCCCD) college.
- Attendance at a Radiography program information session.
- Completion of the four program prerequisite courses with a minimum cumulative grade point average of 2.5 or higher on those specific courses.
- Completion of designated sections of the HESI A² Test with a minimum score of 70% on each of the required sections.
- Submission of a complete application packet to the Health Occupations Admissions Office during a designated filing period.

- Revised 08/31/08 -

A. General Admission Requirements to the College

Applicants to the Radiography 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.

B. Program Information Sessions

Potential applicants are required to attend a Radiography program information session where the program, application procedures, and acceptance policies are discussed in detail. Information sessions are held monthly; no reservation is necessary to attend. The Information Session schedule for the current semester is available online at <http://www.elcentrocollege.edu/Programs/HealthLegalStudies/InfoSess.asp>, in the El Centro College Health Occupations Admissions Office (Room P-101) at the Paramount Building (301 North Market), and on our information line at 214-860-2272, menu item 3.

C. Program Prerequisite Courses

Applicants must complete the following four 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 radiography 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
MATH 1314** College Algebra	3
PSYC 2301 Introduction to Psychology	<u>3</u>
	13

* Science courses including SCIT 1407 and BIOL 2401 must be completed less than 5 years prior to program application. SCIT 1407 is not offered at the Richland College campus of the DCCCD. BIOL 1406 is the prerequisite for BIOL 2401.

** MATH 1414 – College Algebra will also be recognized as the math prerequisite course; however, it will be calculated as a three credit hour course for ranking purposes only.

NOTE: Applicants who have completed prerequisite courses and support courses at colleges and universities other than Dallas County Community Colleges should have their coursework evaluated for transferability at least 3-6 months prior to applying to the radiography program. See Section H – Educational Planning on page 7 of this information packet for instructions.

D. HESI A² Test

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

Applicants may take the HESI A² at any approved testing site including the assessment centers at El Centro, Brookhaven, Mountain View, and Northlake College campuses. The approximate cost of the HESI test at DCCCD campuses is \$25.00. **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. A valid photo ID such as a driver license or DCCCD student ID will be required to schedule your testing appointment and to test on your assigned date. **Applicants are responsible for obtaining their score sheets after completing the HESI test and submitting the score sheet with their application materials.**

Students who wish to test at the El Centro College Assessment Center should 1) present the HESI referral form in this information packet to the El Centro cashier's office to pay the testing fee, and 2) make their testing appointment.

HESI A² Study Guide and Preparation Course

Prior to attempting the test, it is strongly recommended that applicants purchase the **HESI Admission Assessment study guide** and enroll in the **HESI Prep course**. The study guide (approximate cost \$30.00) is available online at <http://portals2.elsevier.com/portal/portal/hesi/ProductAction> and at various bookstores including the Follett Bookstore at the El Centro and Northlake College campuses. The HESI Prep course is offered through the Continuing Education Division at the El Centro campus only. Call 214-860-2147 for dates, times, and registration procedures for the HESI prep course. Please refer to the HESI A² supplement in the back of this packet for more information.

Retesting Procedure

There is no limit on the number of times an applicant may take the HESI A² test for application to the Radiography Program. If the applicant does not achieve the minimum required score of 70 on all four required sections of the HESI A² in their initial testing opportunity, they may retest on the section or sections they did not pass. While waiting to retest, the applicant is encouraged to complete suggested remediation to increase their chances of success on the retest opportunity. The applicant must pay an additional testing fee and make another appointment to test. The applicant must then submit the HESI score sheets from each testing attempt with their application packet.

E. Application Packet Submission

Applicants must compile the materials listed below and submit them to the Health Occupations Admissions Office either in person or by mail on or before the application filing deadline. **Incomplete packets will not be considered in the selection process and will be returned to the applicant.**

The Radiologic Technology 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 Radiologic Technology Program Application form and the signed Statement of Student's Responsibility form (both obtained at the program information session).

2. One official transcript from each college previously attended other than DCCCD colleges. (A DCCCD transcript is no longer required; continuing education transcripts are not required.)
 - **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 application packet materials** although they may have already submitted official transcripts to admissions/registrar offices at other DCCCD campuses including the El Centro campus.
 - Unofficial transcripts and grade printouts such as WebAdvisor, advising reports, e-mails from instructors, and other such documents are not accepted as official transcripts.
 - If a college will only release an official transcript directly to El Centro, **the student must request that the transcript be mailed to the Health Occupations Admissions Office.** Documentation verifying the date the student requested the transcript (such as a copy of a transcript order form) must be included with the rest of their 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 Radiography curriculum which can be completed before the application filing deadline, the student should not submit their application packet until the course grades are posted to an official transcript. 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 photocopied catalog course description for each course taken outside the Dallas County Community College District which applies to the Radiography curriculum (prerequisite courses and/or general studies courses) and for which the student seeks transfer credit. 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 original HESI A² score sheet(s) indicating achievement of **a minimum score of 70 or higher on each required section.**
5. The completed Physical Examination and Immunizations Record form (from this information packet) with documented immunizations recorded on or attached to the physical form. See the Addendum in the back of this information packet for the form and specific guidelines.
6. A photocopy of the applicant's current "Healthcare Provider" level CPR card. Please note that 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 page 11, item 5 under the General Information section of this information packet.

F. *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 only during regular hours of operation. An application packet may also be mailed providing it is 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 noon on the next regular business day.*

When submitting your application by mail, address your envelope containing complete application materials to:

Radiography Admissions
Health Occupations Admissions
El Centro College/Paramount
801 Main Street
Dallas, Texas 75202

When submitting your application in person, bring your envelope containing complete application materials to:

Radiography Admissions
Health Occupations Admissions Office Room P-101
Center for Allied Health and Nursing (Paramount Building)
301 North Market Street
Dallas TX 75202

A ranked list is generated from those applications received during the official filing period. (See Section G for ranking procedure.) Notification letters are sent to all valid applicants on the ranked list regardless whether they are accepted to the program or not accepted to the program.

Late Application Guidelines

Should any space remain in the Fall class after the initial selection procedure outlined above is completed, **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 via email after July 15th. Spaces remaining 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; all other late applications will be returned to the applicants for future application to the program.*

It should not be assumed that late applications or the first-come, first-served application process will be necessary for every Fall radiography class.

G. Selection Process

Applicants are ranked for acceptance selection via a point award system*. Point award totals for applicants may range from a minimum of 3 points to a maximum of 19 points on the designated criteria below:

POINT AWARD CRITERIA POTENTIAL POINTS PER CRITERIA

HESI A² - Minimum Score of 70 on each of the four required sections **1**

Prerequisite Course Cumulative GPA (2.5 minimum required) **6**
(ENGL 1301, MATH 1314, PSYC 2301, SCIT 1407 or BIOL 2401)

2.5 – 2.9 2 points
 3.0 – 3.9 4 points
 4.0 6 points

Support Courses completed with a minimum grade of “C” **4**
(0.5 point per each course below)

SCIT 1408 or BIOL 2401
 SPCH 1311 or SPCH 1315
 HPRS 1204
 HPRS 1271
 HPRS 1202
 HPRS 2300
 HPRS 2231
 Humanities elective

Support Course Cumulative GPA (2.0 minimum required) **6**

2.0 – 2.9 2 points
 3.0 – 3.9 4 points
 4.0 6 points

Previous Patient Care Experience - Maximum 2 points **2**
Requires certificate of completion indicating a formal training program and clinical experience but not necessarily a licensure or certification in the particular field. Examples include:

Certified Nurse Aide (CNA)
 Home Health Aide (HHA)
 Medical Assistant (CMA)
 Medication Aide
 Patient Care Technician (PCT) or Patient Care Assistant (PCA)
 EMT or Paramedic
 Phlebotomist
 Psychiatric Technician
 Completion of a least 1 semester of a Vocational Nursing or Registered Nursing program with a grade of at least “C” in all courses.

MAXIMUM TOTAL POINTS **19**

* In the event that two or more applicants with the same point total, the cumulative score on all four sections of the HESI A² will be used to break the tie.

** Contact the Radiography Program Coordinator for approval of other allied health field certifications.

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

EXAMPLE OF RANKING PROCESS

	HESI A ² Min. score of 70 on all sections (max 1 pt.)	Prerequisite Course GPA (max. 6 pts.)	Support Courses (0.5 pts ,each)	Support Course GPA	Previous Patient Care Experience (max. 2 pts.)	Total Points (max. 19 pts.)	Combined HESI A ² Scores
Applicant #1	1 pt.	4.00 = 6 pts.	8 x .5 = 4 pts.	4.00 = 6 pts.	EMT = 2 pts.	19	326
Applicant #2	1 pt.	4.00 = 6 pts.	7 x .5 = 3.5 pts.	4.00 = 6 pts.	PCT = 2 pts.	18.5	367
Applicant #3	1 pt.	3.77 = 4 pts.	8 x .5 = 4 pts.	4.00 = 6 pts.	Nursing = 2 pts.	17	342
Applicant #4	1 pt.	3.08 = 4 pts.	7 x .5 = 3.5 pts.	4.00 = 6 pts.	Med Aide = 2 pts.	16.5	351
Applicant #5	1 pt.	4.00 = 6 pts.	4 x .5 = 2 pts.	3.00 = 4 pts.	C.N.A. = 2 pts.	15	307
Applicant #6	1 pt.	3.54 = 4 pts.	6 x .5 = 3 pts.	3.50 = 4 pts.	PCT = 2 pts.	14	318
Applicant #7	1 pt.	3.31 = 4 pts.	5 x .5 = 2.5 pts.	3.85 = 4 pts.	Paramedic = 2 pts.	13.5	333
Applicant #8	1 pt.	3.69 = 4 pts.	4 x .5 = 2 pts.	2.78 = 2 pts.	MA = 2 pts.	11	375
Applicant #9	1 pt.	3.15 = 4 pts.	2 x .5 = 1 pt.	3.00 = 4 pts.	None = 0 pts.	10	389
Applicant #10	1 pt.	3.00 = 4 pts.	4 x .5 = 2 pts.	2.50 = 2 pts.	None = 0 pts.	9	355
Applicant #11	1 pt.	4.00 = 6 pts.	0 x .5 = 0 pts.	None = 0 pts.	Paramedic = 2 pts.	9	329

You will see in the above table, the shaded columns reflect the point total calculation and the final tie breaker which is the combined HESI A² scores on the four required test sections.

For example, Applicant #1 has a 4.00 prerequisite GPA, completed all eight of the support courses from the Radiography curriculum with a 4.00 GPA and is an Emergency Medical Technician (EMT) for a point total of 19. You will note that Applicants #10 and #11 have the same final point total of 9; however, Applicant #11 has a higher cumulative HESI A² score of 355 on all four sections of the test combined as opposed to Applicant #10's cumulative HESI A² score of 329 which breaks the tie between them. Therefore, if there were ten (10) spaces in the Radiography program, Applicants 1-10 would be accepted to the program.

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.

H. Educational Planning

Although the Health Occupations Admissions Office advises potential applicants in regard to program admission requirements, individuals who have not yet applied or been accepted to a Health Occupations program are considered generic students and must follow general advisement and registration procedures in the Dallas County Community College District.

Initial Advisement

Students who are new to the college experience or who need assistance with placement testing, TSI issues, and registration for prerequisite courses must consult an academic advisor in the College Counseling Center. The student who has not completed college coursework may request a general Associate Degree plan from the Counseling Center as a starting point toward application to a Health Occupations program.

Transfer Course Evaluation / Educational Plan

Students presenting coursework completed outside the Dallas County Community College District for transfer as prerequisite or general support courses for a Health Occupations program should request an Educational Plan which will serve as an evaluation of their previous coursework. **This procedure is especially important for students with coursework from colleges and universities outside the state of Texas.** To request an Educational Plan, the student must present the following materials to the Health Occupations Admissions Office at El Centro College:

- An Educational Plan request form available in the back of this information packet, at www.ElCentroCollege.edu/Programs/HealthLegalStudies/HealthOccAdmissions.htm, and in the Health Occupations Admissions Office.
- All official college transcripts (a DCCCD transcript is not required).
- A catalog course description taken from that college's catalog for each course to be reviewed for evaluation (course descriptions numbers must match those on the transcript; course descriptions are not necessary for DCCCD courses).

The courses 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, financial aid, and VA benefit purposes.

Five-Year Time Limit

All science coursework (anatomy and 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.

In addition to an official transcript and a catalog course description for each course to be reviewed, the following materials must also be submitted:

- Letter from the student indicating 1) the Health Occupation program they intend to enter, and 2) specifically how they are using the science knowledge (employed in a healthcare field, advanced degree, etc.);
- If the student is employed in a healthcare field, a letter from the student's supervisor with duties outlined in specific detail.

If approved, a five-year time limit request is valid only for the current application filing period. In the event that the five-year time limit waiver is denied, the student may pursue credit for SCIT 1407 and/or SCIT 1408 through a departmental exam at the El Centro campus. To determine eligibility to challenge the departmental exams, the student should contact the Arts and Sciences Division at 214-860-2193. The student must be enrolled at the El Centro campus to request the departmental exam. If successful on the exam, the credit is awarded as a letter grade.

Coursework Completed Outside the United States

Transfer consideration for coursework completed at colleges or universities outside the United States is limited to college algebra and science courses (anatomy, physiology, and microbiology). No other courses will be considered. Science courses must be within the five-year time limit. Presentation of these materials does not guarantee that transfer credit will be granted toward a Health Occupations

program. All expenses for the evaluation and translation of foreign transcripts are the student's responsibility. The following materials must be presented to the Health Occupations Admissions Office at El Centro College:

- Official college transcripts with English translation (if applicable);
- Complete evaluation of foreign transcripts from an approved evaluation agency (a list of approved evaluation agencies is available at all DCCCD Registrar Offices or online at <http://www.dcccd.edu/Employees/Departments/Educational+Affairs/Transfer+Services/Univarsity+Transfer+Guides/Foreign+Credential+Evaluators.htm>);
- Photocopy of the course description or syllabus of the course.

Special Note Regarding Evaluation of Coursework, Educational Plans, Review of Out of Country Coursework, and Five Year Time Limit Waiver Petitions

These evaluations are usually completed within 10-14 working days. **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 any course evaluation, Educational Plan or five year waiver petition at their earliest convenience prior to application to the program.** *The El Centro College Health Occupations Admissions Office and the Health/Legal and Continuing/Workforce Education Division reserves the right to accept or reject any coursework completed outside the DCCCD presented for transfer evaluation toward Health Occupations programs.*

Advanced Placement Credit, CLEP, and Credit by Examination

Advanced Placement ("AP") credit for ENGL 1301 and MATH 1314 is acceptable if the credit appears on a college transcript as ENGL 1301 and MATH 1314 equivalency. AP credit is awarded as "CR" credit in the degree plan and does not count toward grade point average calculation.

CLEP tests accepted toward the Radiography program include: college algebra (MATH 1314), general psychology (PSYC 2301), and various courses which meet the humanities elective requirement (foreign languages and literature courses). A student must be enrolled at a DCCCD campus in order to request a CLEP exam at that specific campus. CLEP credit is awarded as "CR" credit and does not count toward grade point average calculation. If unsuccessful on the CLEP exam, the student is not allowed to repeat the CLEP and must enroll in the course to receive credit for that course.

The DCCCD does not offer the CLEP test for ENGL 1301. However, a departmental exam at El Centro College may be available. To determine eligibility for the ENGL 1301 departmental exam, contact the Communications/Math/Developmental Studies Division at 214-860-2247 for more information.

NOTE: A student may present AP credit, CLEP, or departmental exam test result for only one of the four prerequisite courses when applying to the Radiography program.

Support Courses

Students are encouraged to complete the general education support courses included in the radiography curriculum (SCIT 1408 or BIOL 2402, SPCH 1311, the humanities elective, and HPRS courses) prior to entrance into the Radiography program, particularly if the student plans to work while enrolled or has significant family responsibilities.

CURRICULUM OVERVIEW – RADIOLOGIC TECHNOLOGY 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
MATH	1314**	College Algebra	3	0	0	48	3
PSYC	2301	Introduction to Psychology	<u>3</u>	<u>0</u>	<u>0</u>	<u>48</u>	<u>3</u>
			12	3	0	240	13
<u>SEMESTER I – Fall I</u>							
SCIT	1408*	Applied Human Anatomy & Physiology II <u>OR</u>	3	3	0	96	4
BIOL	2402*	Anatomy & Physiology II					
HPRS	1204	Basic Health Professions Skills I	1	3	0	64	2
RADR	1411	Basic Radiographic Procedures	3	4	0	112	4
HPRS	2231	General Health Professions Management	1	2	0	48	2
RADR	2213	Radiation Biology & Protection	<u>2</u>	<u>0</u>	<u>0</u>	<u>32</u>	<u>2</u>
			10	12	0	352	14
<u>SEMESTER II – Spring I</u>							
RADR	1313	Principles of Radiographic Imaging I	2	3	0	80	3
RADR	2301	Intermediate Radiographic Procedures	2	4	0	96	3
HPRS	1271	Basic Health Professions Skills II	1	3	0	64	2
SPCH	1311+	Intro to Speech Communications	3	0	0	48	3
++Humanities Elective			<u>3</u>	<u>0</u>	<u>0</u>	<u>48</u>	<u>3</u>
			11	10	0	336	14
<u>SEMESTER III – Summer (8 weeks)</u>							
RADR	1166	Practicum – Radiologic Technology/Science-RAD	0	0	8	128	1
HPRS	1202	Wellness and Health Promotion	<u>2</u>	<u>0</u>	<u>0</u>	<u>32</u>	<u>2</u>
			2	0	8	160	3
<u>SEMESTER IV – Fall II</u>							
RADR	2305	Principles of Radiographic Imaging II	2	2	0	64	3
RADR	2331	Advanced Radiographic Procedures	2	2	0	64	3
RADR	1267	Practicum – Medical Radiologic Tech.	0	0	20	320	2
RADR	1202	Radiographic Image Evaluation I	2	0	0	32	2
HPRS	2300	Pharmacology for Health Professions	<u>3</u>	<u>0</u>	<u>0</u>	<u>48</u>	<u>3</u>
			9	4	20	528	13
<u>SEMESTER V – Spring II</u>							
RADR	2309	Radiographic Imaging Equipment	3	0	0	48	3
RADR	2217	Radiographic Pathology	2	0	0	32	2
RADR	2266	Practicum – Medical Radiologic Tech.	0	0	20	320	1
RADR	2235	Radiologic Technology Seminar	1	3	0	64	2
RADR	1250	Radiographic Image Evaluation II	2	0	0	32	2
RADR	2233	Advanced Medical Imaging	<u>2</u>	<u>0</u>	<u>0</u>	<u>32</u>	<u>2</u>
			10	3	20	528	12
<u>SEMESTER VI – Summer (8 weeks)</u>							
RADR	2267	Practicum – Medical Radiologic Tech.	0	0	15	240	2
TOTAL PROGRAM HOURS =			54	32	63	2384	71

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

** MATH 1414 also accepted for MATH 1314.

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

++ Humanities elective may be chosen from the list on the official catalog for a general Associate Degree program.

Preferred courses are: ARTS 1301, DRAM 1310, HUMA 1315, MUSI 1306, PHIL 1301, ENGL 2000 or higher level literature, or foreign language courses.

A minimum grade of “C” is required in all courses. Support courses may be completed before but not after semester indicated.

RADR 2235 – Radiologic Technology Seminar is the Capstone experience for the Radiologic Technology Program.

GENERAL INFORMATION

1. The Radiologic Technology program accepts 25* students each Fall semester. Program courses are currently offered primarily during daytime hours. The clinical training experience (“practicum”) at a local hospital begins at 16 hours per week in Semester III. During Semesters IV and V, clinical training experience expands to 20 hours per week increasing to 30 hours per week during Semester VI. Clinical hours may begin as early as 7:00 a.m. to as late as 4:00 p.m.

* Subject to change at the discretion of the El Centro College Health/Legal/Distance and Continuing/Workforce Education Division.

2. Students are encouraged to take the general education “support” courses (SPCH 1311, SCIT 1408, humanities elective, and HPRS courses) prior to entrance into the Radiologic Technology program, particularly if the student works or has significant family responsibilities. The program is rigorous, and many students find that completing the support courses first enables them to complete the program successfully while maintaining other responsibilities.

NOTE: Support courses completed at colleges and universities outside the DCCCD must be approved for transfer credit prior to the semester in which the course is required as stipulated in the curriculum outline.

3. In considering Radiologic Technology as a career, the student should be aware of the following:
 - The student will be required to lift and move patients, push, pull, and lift heavy equipment, and carry imaging cassettes.
 - The student will be required to stoop, bend, and stand for long periods of time.
 - In emergency situations, the student may be required to move very quickly.
 - The student will be required to perform multiple psychomotor skills.
 - The student will be required to develop and use multiple interpersonal relationship skills and be able to function in highly stressful situations.
4. All applicants to Health Occupations programs must comply with physical examination and immunization requirements and **submit the documentation with application materials** according to the guidelines in the Addendum of this information packet. **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 is instructed to retain a copy of these documents for their personal records.**
5. All 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.
6. 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 ARRT registry exam and to be licensed to practice in the field of Radiography by the Texas Department of State Health Services.**
7. Many of the Radiography prerequisite and support courses are offered online. Students without prior experience with Internet courses should take the Readiness for Education at a Distance Indicator (READI) test to see if they are a good candidate for online learning. Go to <http://ecc.readi.info> and log in as a New User. The current User Name is ECCFall2008 on the pull-down menu and the Password is student.

8. Criminal Background Check / Drug Screening

Effective August 2001 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 \$85.00) 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/Distance and Continuing/Workforce Education Division for review and verification that a student is eligible to attend clinical rotation.

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.*

DRUG SCREEN:

The drug screen follows National Institute on Drug Abuse (NIDA) guidelines and screens for ten (10) substances as designated in the Substance Abuse Panel 10 ("SAP 10").

These substances are:

Amphetamines	Methadone
Barbiturates	Methaqualonedone
Benzodiazepines	Opiates
Cocaine Metabolites	Phencyclidine
Marijuana Metabolites	Propoxyphene

SAP 10 test results which fall outside of any of the acceptable ranges are considered positive test results and are automatically sent for a separate confirmatory test by a Gas Chromatography Mass Spectrometry (GCMS) method. If these results remain positive, the test results are sent to a Medical Review Officer ("MRO") which will entail an additional cost of \$25.00-75.00 to the student. The MRO will then contact the student to determine if there is a valid prescription for the drug in question. If a valid prescription exists and is verified, the test result will be deemed to the negative and acceptable.

CRIMINAL BACKGROUND CHECK:

The criminal background check reviews a person's criminal history seven (7) years previous to the date of program application. The check will include all cities and counties of the person's residency during that time period. The following histories will disqualify an individual from consideration for a clinical rotation:

- Felony convictions;
- Misdemeanor convictions or felony deferred adjudications involving crimes against persons (physical or sexual abuse);
- Misdemeanor convictions related to moral turpitude (prostitution, public lewdness/exposure, etc.);
- Felony deferred adjudications for the sale, possession, distribution, or transfer of narcotics or controlled substances;
- Registered sex offenders.

EXCEPTIONS:

If a licensing/registry body (i.e. Texas Board of Nursing) approves the individual to take the licensing/credentialing exam, the individual may participate in the clinical rotation.

The College may request an exception from the first clinical agency for a student with a felony deferred adjudication and no alternate recourse through a licensing/registry authority is necessary. Following approval from the first clinical agency, the student may progress as stated above.

For more information regarding the criminal background check and drug testing requirements, please contact Dr. LaCheeta McPherson, Executive Dean, Health and Legal Studies Division at 972-860-5097 or Suriya Sherriff-Edwards, Health and Legal Studies Coordinator at 972-860-5095.

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

Children’s Medical Center	North Texas Veterans’ Affairs Healthcare System
Doctor’s Hospital	Parkland Memorial Hospital
Las Colinas Medical Center	Texas Scottish Rite Hospital
Methodist Medical Center	UTSW University Hospital - St. Paul
Medical Center of Lancaster	Zale Lipshy University Hospital
North Texas Imaging	

10. Graduates from the El Centro College Medical Assisting program who wish to pursue the Associate Degree in Radiologic Technology will receive reciprocal credit for certain medical assisting courses toward Health Occupations Core Curriculum courses required in the Radiologic Technology program:

MDCA 1417 – Procedures in a Clinical Setting → HPRS 1204 – Basic Health Professions Skills I ***and***
HPRS 1271 – Basic Health Professions Skills II

11. Students who are enrolled at the El Centro campus 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 at the Cashier’s office two weeks after the semester begins.
12. 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://www.1.dcccd.edu/6drop>.
13. Many hospital clinical sites require students to provide documentation of personal healthcare insurance. Therefore, prospective students are advised to secure their own coverage. Information on college student policies and rates can be found at <https://www1.dcccd.edu/cat0608/ss/sd/insurance.cfm>.
14. Effective Fall 2005, Dallas County Community Colleges will charge 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 the Fall 2002 semester. Developmental courses are not considered in this policy. For more information regarding the DCCC “Third Attempt” policy, please visit the following website: <http://www.dcccd.edu/ThirdCourseAttempt>
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 contact the Financial Aid Office for application forms, filing procedures and deadlines. A number of area hospitals offer financial assistance to students pursuing healthcare careers. For a listing of those hospitals with contact information, application procedures, etc., please contact the Dallas/Fort Worth Hospital Council at 972-719-4900 to obtain their “scholarship booklet.” 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 Suriya Sheriff-Edwards at 972-860-5095 for more information.

17. Please visit the website below for links to professional organizations and other information regarding the radiologic sciences profession. <http://www.ElCentroCollege.edu/Radiology/radlinks.htm>

18. Please contact the individuals below for assistance:

Debra Kendall, Program Coordinator
Radiologic Sciences
El Centro College/Paramount
301 North Market Street
Dallas TX 75202
Telephone: 972-80-5048
E-mail: DKendall@dcccd.edu

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

Radiography Admissions
Health Occupations Admissions Office
El Centro College/Paramount
301 North Market Street
Dallas TX 75202
Telephone: 972-860-5005
E-mail: HealthOccAdmissionsECC@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:

Radiography Admissions
Health Occupations – Respiratory Care
El Centro College/Paramount
801 Main Street
Dallas TX 75202-3604

Program guidelines are subject to change. Students are advised to obtain the latest program information packet from the El Centro College Health Occupations Admissions Office or the printable information packet on the website below.

<http://www.elcentrocollege.edu/Programs/HealthLegalStudies/packets/default.asp>

Visit the Radiologic Sciences Program webpage:
www.ElCentroCollege.edu/Radiology

Health Occupations webpage: www.ElCentroCollege.edu/HealthCareers

Health Occupations Admissions Office webpage: www.ElCentroCollege.edu/HealthOccAdmissions

ESTIMATED EXPENSES FOR THE RADIOLOGIC SCIENCES PROGRAM *

	Dallas County Resident	Out of County Texas Resident	Out of State/ Country Resident
Prerequisite Tuition (13 credit hours)	\$ 533.00	\$ 988.00	\$ 1,573.00
Textbooks, Lab Manuals	860.00	860.00	860.00
HESI A ² Test Fee	25.00	25.00	25.00
Physical Exam and Immunizations **	225.00	225.00	225.00
CPR Certification	<u>65.00</u>	<u>65.00</u>	<u>65.00</u>
Total	\$ 1,705.00	\$ 2,163.00	\$ 2,748.00
SEMESTER I – Fall			
Tuition (14 credit hours)	\$ 574.00	\$ 1,064.00	\$ 1,694.00
Textbooks	455.00	455.00	455.00
Professional Liability Insurance	18.13	18.13	18.13
Film Badge	<u>33.00</u>	<u>33.00</u>	<u>33.00</u>
Total	\$ 1,080.13	\$ 1,570.13	\$ 2,200.13
SEMESTER II – Spring-			
Tuition (14 credit hours)	\$ 574.00	\$ 1,064.00	\$ 1,694.00
Textbooks	200.00	200.00	200.00
Background Check/Drug Screen	84.00	84.00	84.00
Scrub Uniforms (2 recommended) #	125.00	125.00	125.00
Lab Coat #	25.00	25.00	25.00
Insignia Patch	6.50	6.50	6.50
Name Badge	6.00	6.00	6.00
Shoes #	<u>50.00</u>	<u>50.00</u>	<u>50.00</u>
Total	\$ 1,070.50	\$ 1,560.50	\$ 2,190.50
SEMESTER III – Summer			
Tuition (3 credit hours)	\$ 123.00	\$ 228.00	\$ 363.00
Textbooks	98.00	98.00	98.00
Film Badge	<u>33.00</u>	<u>33.00</u>	<u>33.00</u>
Total	\$ 254.00	\$ 359.00	\$ 494.00
SEMESTER IV – Fall			
Tuition (12 credit hours)	\$ 492.00	\$ 912.00	\$ 1,452.00
Textbooks	100.00	100.00	100.00
Professional Liability Insurance	18.13	18.13	18.13
Film Badge	<u>33.00</u>	<u>33.00</u>	<u>33.00</u>
Total	\$ 643.13	\$ 1,063.13	\$ 1,603.13
SEMESTER V – Spring			
Tuition (14 credit hours)	\$ 574.00	\$ 1,064.00	\$ 1,694.00
Textbooks	<u>90.00</u>	<u>90.00</u>	<u>90.00</u>
Total	\$ 664.00	\$ 1,154.00	\$ 1,784.00
SEMESTER VI – Summer			
Tuition (2 credit hours)	\$ 82.00	\$ 152.00	\$ 242.00
ARRT Exam	<u>150.00</u>	<u>150.00</u>	<u>150.00</u>
Total	\$ 232.00	\$ 302.00	\$ 392.00
TOTAL ESTIMATED PROGRAM EXPENSE	\$ 5,648.76	\$ 8,171.76	\$ 11,411.76

* Tuition reflects increase effective Spring 2009 semester. Tuition and other fees are subject to change. See official catalog for tuition table.

** Estimated cost of physical exam and immunization prices charged at the El Centro College Health Center.

Cost of scrub uniforms, lab coats, shoes, and other supplies are approximate.

See Accounting Office for Tuition Payment Plan option.

Other costs to consider: Transportation and Parking Fees to El Centro and hospital clinical sites.

RADIOLOGIC TECHNOLOGY 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 Radiography program information packet and attend a Radiography information session.
2. Complete a DCCCD application for college admission if necessary.
3. See an academic counselor as needed for TSI counseling, placement testing, etc. and complete any developmental courses as may be prescribed from test scores.
4. Complete the following Radiologic Technology prerequisite courses:

<input type="checkbox"/> ENGL 1301	<input type="checkbox"/> MATH 1314 or MATH 1414
<input type="checkbox"/> SCIT 1407 or BIOL 2401	<input type="checkbox"/> PSYC 2301
5. Complete any other support courses which apply to the Radiography curriculum:

<input type="checkbox"/> SCIT 1408 or BIOL 2402	<input type="checkbox"/> HPRS 1202
<input type="checkbox"/> SPCH 1311 or 1315	<input type="checkbox"/> HPRS 2231
<input type="checkbox"/> HPRS 1204	<input type="checkbox"/> HPRS 2300
<input type="checkbox"/> HPRS 1271	<input type="checkbox"/> Humanities elective _____
6. Complete the HESI A², scoring a minimum of 70% on all required sections of the test.
7. Verify transferability of prerequisite or support courses taken outside the DCCCD with the Health Occupations Admissions Office as needed.
8. Compile the following materials as your complete Radiography application packet:
 - Completed radiography application form (available only at the information session).
 - Signed Statement of Students' Responsibility form (available only at the information session).
 - Official transcripts from each college attended other than DCCCD transcript. (A DCCCD transcript is no longer required.) See pages 3-4, section E, number 2 for instructions regarding transcripts.
 - Photocopied catalog course descriptions for any courses taken outside the DCCCD which apply to the Radiography curriculum.
 - Official HESI A² score sheet stamped "Unofficial" by the El Centro College Assessment Center indicating a minimum score of 70% on each of the required sections of the test.
 - Completed Physical Examination and Immunization Record form with CPR card photocopy.
 - Copies of any request for course substitution forms (for evaluated transferred courses) or 5-year waiver forms which has been granted to the student.
9. Place the above materials in a 9" x 12" envelope for submission either in person or by mail during a designated filing period to:

MAILING ADDRESS:
Radiography Admissions
Health Occupations Admissions Office
El Centro College/Paramount
801 Main Street
Dallas, TX 75202-3604

PHYSICAL ADDRESS:
Radiography Admissions
Health Occupations Admissions – Rm P-101
El Centro College/Paramount
301 North Market Street
Dallas TX 75202

Telephone: 972-860-5001

- Revised 08/31/08 -

HESI A² Admissions Assessment Exam

There are five (5) basic questions that come to mind when students ask about the A² exam; who, what, when, where and why?

◆ **WHO** takes the A² exam?

New students that are applying to the following program:

- Associate Degree Nursing (including Distance Learning)
- LVN to RN Advanced Placement “Bridge”
- Allied Health Programs:
 - Diagnostic Medical Sonography
 - Echocardiology Technology
 - Invasive Cardiovascular Technology
 - Magnetic Resonance Imaging (MRI)
 - Radiologic Technology
 - Vocational Nursing



◆ **WHAT** is the A² exam?

The A² exam is a standardized test to assess basic academic skills students will need to succeed in selected Health Occupation Programs.

Students will be tested over the following five (5) categories:

- ✓ Grammar
- ✓ Reading
- ✓ Vocabulary/General Knowledge
- ✓ Math
- ✓ Anatomy and Physiology (not required for the Diagnostic Medical Sonography, Echocardiology or Radiologic Technology programs)

◆ **WHEN** can a student take the A² exam?

A student can take the A² exam once a testing referral has been obtained.

Note: Students are strongly encouraged to complete the following courses before taking the A²:

- English Composition I (ENGL 1301)
- College Algebra (MATH 1314)
- Anatomy & Physiology I (SCIT 1407 or BIOL 2401)

◆ **WHERE** can I go to take the A² exam?

A student may take the A² at any testing site including the Assessment Centers at El Centro, Northlake, Brookhaven, and Mountain View Colleges.

◆ **WHY** is the test required?

Based on research findings, a student's HESI A² test scores suggest their basic skill proficiency and may be a more accurate indicator of their potential classroom success in a Health Occupations program.

Please see the next page for frequently asked questions regarding the HESI A² exam.



Frequently Asked Questions Regarding the HESI A² Exam

Question: I'm currently not a student of the Dallas County Community College District. Will this keep me from taking the A² exam at El Centro College?

Answer: If you plan to take the HESI test at a DCCCD campus, you should make application to a DCCCD college before making your appointment.

Question: When will the A² exam be offered?

Answer: Test dates and times vary among testing sites. Dates and times available at the El Centro campus are found at <http://www.elcentrocollege.edu/studentervices/AssessmentCenter/default.asp>.

Question: Will a student need a referral to take the A² exam? What will I need to bring with me in order to get the referral?

Answer: This procedure varies among testing sites. To obtain a referral and to test, you usually must present a current DCCCD student I.D. **or** other picture I.D. such as a driver license.

Question: Where can I obtain a referral form?

Answer: The referral to test at El Centro is found in this information packet. Check with other testing sites for referral forms.

Question: Will there be a study guide available for the A² exam?

Answer: Yes, the study guide is called, "Admission Assessment Study Guide" by HESI and the cost is \$25. This study guide can be ordered from the HESI website <http://www.hesitest.com> or obtained from the Follett Bookstores at the El Centro and Northlake campuses. If obtained at the bookstore the price is subject to change.

Question: What score must I earn to pass the test?

Answer: Each program has established a minimum passing score for their particular program. Please refer to the specific Health Occupations information packet.

Question: Is the A² exam a timed test and will the scores be available once the test is over?

Answer: Yes. Generally students take 3-4 hours to complete all five (5) sections of the A² test. Once the test is complete students will receive a computerized print out of their test scores. Students are responsible for obtaining their own score sheet(s).

Question: Will there be an expiration date on the A² scores?

Answer: Yes, the A² test scores will only be valid for two (2) years from the initial test date.

Question: If a student doesn't pass all sections of the A² exam can they retest?

Answer: Yes, please refer to the specific Health Occupations information packet for retesting guidelines for that program. The cost will be \$25 for the initial test and \$25 for each retest.

Question: Does the student have to retake the entire test or only the sections they didn't pass?

Answer: Please refer to the specific Health Occupations information packet for retesting guidelines for that program. The cost will be \$25 for the initial test and \$25 for each retest.

ADDENDUM
PHYSICAL EXAMINATION AND IMMUNIZATION RECORDS

In order to comply with the Texas Administrative Code (Title 25 Health Services, Rules 97.61-97.72) regarding immunization records for students enrolled in health-related programs, the following guidelines are now in force for applicants to El Centro College Health Occupations programs. Health Occupations program applicants must present the following documentation with their application materials:

I. Physical Examination and Immunization Record Form

A physical examination and immunization record form is included with each program information packet. The completed physical form verified by a physician or nurse practitioner will document:

- the applicant's physical examination results which must be dated less than nine (9) months prior to the applicant's anticipated entry to the health occupations program; and,
- dates of all required immunizations and/or date of a positive titer result for each.

NOTE: If immunization records have been recorded on separate documentation such as a hospital printout, health department card, office call invoice, etc., a clear photocopy of that documentation may be attached to the Physical Examination and Immunization Record form.

A. Physical Examination

The physical examination form must be completed by a physician or nurse practitioner and documents the applicant's medical history, health questionnaire, and results of a general physical examination.

B. Tuberculosis Screening

An intradermal PPD (Mantoux) "skin" test is required for all applicants. The PPD must be current within nine (9) months of the applicant's anticipated entry into a health occupations program. When accepted to a health occupations program, a student must repeat the PPD every twelve (12) months for the duration of his/her enrollment in the program.

If the PPD indicates a positive reaction, documentation must indicate the induration of the test site and the applicant must also obtain a chest x-ray verifying the absence of active disease. The chest x-ray must be current within one year of program entry. The chest x-ray will then be valid for two (2) years while the student is enrolled in the program. Individuals with a history of tuberculosis or positive PPD results should obtain a chest x-ray rather than the PPD.

C. Immunizations

An applicant must have completed the immunizations indicated below according to the indicated guidelines and schedules. Documentation of a titer (blood test) *with specific lab values* verifying immunity or seropositivity is also acceptable for Measles, Mumps, Rubella, Varicella and Hepatitis B.

1. Measles – Two (2) doses of measles vaccine is required either in a separate injection or in combination with mumps and rubella ("MMR"). Both measles immunizations must have been received after January 1, 1968. Individuals who were born prior to 01/01/57 are exempt from the measles immunization requirements.
2. Mumps – One (1) dose of mumps vaccine is required either in a separate injection or in combination with measles and rubella ("MMR"). Individuals who were born prior to 01/01/57 are exempt from the mumps immunization requirement.
3. Rubella – One (1) dose of rubella vaccine is required either in a separate injection or in combination with measles and mumps ("MMR"). Individuals born prior to 01/01/57 ***are not*** exempt from the rubella immunization requirement.
4. Tetanus/diphtheria – One (1) dose of T/d is required within the past ten (10) years.
5. Varicella (chickenpox) – Two (2) doses of varicella vaccine are required. However, if one dose was received before the age of 13, only one dose is required. Individuals who have a history of varicella disease may present a ***notarized statement*** signed by his/her parent, guardian, physician, or school nurse as verification of varicella immunity.

6. Hepatitis B series – Three (3) doses of Hepatitis B vaccine are required per the timetable below:

Initial dose
2nd dose one month after the initial dose
3rd dose five months after the second dose

If an applicant fails to adhere to the above schedule, the series must be restarted with a first dose.

NOTE: If an individual has received the first two Hepatitis B injections with the third and final injection scheduled after an application filing deadline, the individual may submit their application materials, including the physical exam form and all other immunizations provided the third injection is completed on schedule with documentation forwarded immediately to the Health Occupations Admissions Office.

II. Exceptions

Exceptions from meeting certain immunizations requirements are allowed for such circumstances as medical conditions (i.e. pregnancy), religious beliefs, etc. Applicants must present documentation as indicated below. Requests for exceptions are reviewed on an individual basis.

A. Medical Exceptions

The applicant must present a statement signed by their physician with personal knowledge of the applicant's medical history. The statement must indicate in detail that a specific vaccine poses a significant health risk to the individual. If the statement requests exemption from the Hepatitis B series, the applicant must also complete a separate waiver form (available in the El Centro College Health Occupations Admissions Office) to accompany the physician's statement.

Unless the statement specifies that a lifelong condition exists, the exemption is valid for one year only from the date of the signed statement. The signed statement must be submitted with the applicant's Physical Examination and Immunization Record form.

B. Exceptions Based on Religious Belief/Reasons of Conscience

The applicant must obtain an Exclusion Affidavit from the Texas Department of State Health Services by submitting a written request and including the applicant's full name and date of birth. The written request must be mailed to the following agency:

Texas Department of State Health Services
Bureau of Immunization and Pharmacy Support
1100 West 49th Street
Austin Texas 78756

The affidavit form will be mailed to the applicant who must complete and sign the form which must include the basis for the exception. The affidavit will be valid for a two-year period. The signed affidavit must be submitted with the applicant's Physical Examination and Immunization Record form.

III. El Centro College Health Center Services

The El Centro College Health Center offers the PPD tuberculosis screening and many of the required immunizations at a reduced cost. Please call 214-860-2113 to make an appointment for immunizations. Chest x-rays and physical exams are not provided at the El Centro College Health Center.

Applicants are responsible for retaining a photocopy of all physical exam and immunization documentation for their personal records. Once this documentation is submitted and an applicant is accepted to a Health Occupations program, the documentation will not be returned to nor photocopied for the applicant.

IMMUNIZATION RECORD AND PHYSICAL EXAM FORM

Once submitted, this document and any immunization or lab result attachments are considered official student records and will not be returned or photocopied for the student's use. Students should photocopy this form and any attachments to retain with their personal records.

SOCIAL SECURITY NO. / / DATE

NAME Last First Middle I. BIRTHDATE Month/Day/Year

ADDRESS Street City and State ZIP

TELEPHONE () Home () Business/Cell

I am applying to the Program.

HEALTH QUESTIONNAIRE - (To be completed by the applicant)

Do you have any physical limitations which would affect your ability to lift, turn, or transfer patients? Yes No

Do you have any limitations in use of your senses, such as in sight or hearing, which would limit your ability to practice a health profession? Yes No

Do you have any other condition which might interfere with your ability to practice a health profession? Yes No

If you have answered "yes" to any of the above, please explain your limitations in detail on a separate sheet of paper.

List any medications you have been taking on a regular or frequent basis during the past year.

TUBERCULOSIS SCREENING

Documentation requires a physician's signature or verification from the Health Center.

Intradermal PPD (Mantoux) - within nine (9) months unless previously positive

Date Results Physician's Signature

Chest x-ray - within one (1) year if PPD positive (Must also include positive PPD verification above.)

Date Results Physician's Signature

IMMUNIZATIONS REQUIRED *

Dates of immunizations or dates of lab results with a copy of the lab values attached indicating seropositivity required. Each line requires a doctor's signature or verification from the Health Center. *

	Date of Immunization	If Seropositive, Date of Positive Titer	Doctor's Signature or Health Center Signature
1. Measles – 2 doses since 01/01/68 if born on or after 01/01/57; or positive Titer	#1		
	#2		
2. Mumps – 1 dose if born on or after 01/01/57; or positive Titer			
3. Rubella – 1 dose; or positive Titer			
4. Tetanus/diphtheria – 1 dose within past 10 yrs.			
5. Varicella (chickenpox) - 2 doses (only 1 if taken before age 13); or positive Titer	#1		
	#2		
6. Hepatitis B series ➤ 1 st initial dose ➤ 2 nd dose after 1 month ➤ 3 rd dose after 5 months			

* See attached appendix for details of immunization requirements.

NOTE: Physical exam form will not be accepted without doctor's signature or health center verification for each immunization and TB screening. The PPD screening, MMR, T/d, and Hepatitis B immunizations are available at the El Centro College Health Center **by appointment** at a reduced cost. **No student may begin clinical rotations without verification of immunization status.**

PHYSICAL EXAMINATION: To be completed by physician or nurse practitioner

NAME _____ DATE _____
 Last First Middle Initial

HEIGHT _____ WEIGHT _____ TEMP _____ BLOOD PRESSURE _____ SEX _____

VISION _____ GLASSES _____ CONTACT LENSES R _____ L _____

HISTORY: Include any significant information regarding previous medical and surgical conditions, and use of alcohol and/or drugs.

GENERAL APPEARANCE:

PHYSICAL EXAMINATION (cont.)

Normal	Check each item in appropriate column	Abnormal	Describe every abnormality in detail (attach sheet if necessary)
	Eyes - ears - nose - throat		
	Mouth - teeth – neck		
	Thyroid		
	Heart and vascular		
	Lungs		
	Abdomen and viscera		
	Hernia		
	Scars		
	Back, vertebrae		
	Genitalia		
	Pelvis with Pap Smear (optional)		
	Rectal, anus (optional)		
	Extremities		
	Skin		
	Neurological		

LABORATORY DATA: Specific lab findings, when necessary for diagnostic purposes.

Name of Test Results

PHYSICIAN RECOMMENDATION

Based upon your physical examination, is the applicant free of any restrictions in his/her ability to turn and/or move heavy objects? If "no," please describe: Yes ____ No ____

Is the applicant able to see and hear adequately to practice a health care profession? If "no," please explain: Yes ____ No ____

Is the applicant free of any pathological conditions either physical or mental which would interfere with the practice of a health profession? If "no," please describe: Yes ____ No ____

Signature of Physician or Nurse Practitioner

Date

Printed Name of Physician or Nurse Practitioner

Address of Physician or Nurse Practitioner

"Imagine Possibilities"



HESI A² TEST REFERRAL FORM

Valid only for testing at the El Centro College Assessment Center.

FOLLOW THESE INSTRUCTIONS CAREFULLY

HESI A² testing at the El Centro College Assessment Center is **by appointment** only. The calendar of HESI A² testing appointments dates and times for the El Centro College Assessment Center are posted at <http://ElCentroCollege.edu/StudentServices/AssessmentCenter/Calendar.asp> or at the El Centro College Assessment Center (Room A-152). **Verify that appointment slots are available for the day you wish to test BEFORE you pay for the test.**

To schedule your appointment, follow this procedure:

- Take this referral form to the El Centro College Cashiers Office (2nd floor, Room A-244) to pay your \$25.00 HESI A² test fee and obtain a payment receipt.
- Present the payment receipt, this referral form, and a valid photo ID to the El Centro College Assessment Center (Room A-152) to make your appointment. **Appointment slots may be limited during peak testing times. Do not expect to test the same day that you make your testing appointment.**
- On the day of your testing appointment, you should **arrive at least 15 minutes before** your appointment time. Present your photo ID to the Assessment Center to be seated for your test. **If you arrive after your appointment time, you will be not seated and you will lose your appointment slot.** Your scores will be available immediately following the test.

POSSESSION OF THIS REFERRAL FORM DOES NOT GUARANTEE YOU HESI A² TESTING APPOINTMENT.

FOR EL CENTRO ASSESSMENT CENTER USE ONLY

NAME _____ DCCCD ID # _____

APPOINTMENT DATE _____ APPOINTMENT TIME _____

----- CUT HERE -----

KEEP THIS PORTION AS A REMINDER OF YOUR TESTING APPOINTMENT AT EL CENTRO.

NAME _____ DCCCD ID # _____

MY APPOINTMENT DATE _____ MY APPOINTMENT TIME _____

