



*The Center for Allied Health
and Nursing*

El Centro College Surgical Technologist

- Revised for Fall 2019 Application -

El Centro College offers a 60 credit hour Surgical Technologist Associate Degree which 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.

After completion of the twenty-seven (27) credit hours of Surgical Technologist Prerequisite Courses and achieving the minimum required scores on designated sections of the HESI A² test, the student applies for entrance into the Surgical Technologist courses which begin in the fall semester of each year and encompass 11 months of support courses and specific lecture, laboratory, and clinical coursework in operating room procedures to complete the Associate Degree curriculum.

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.

The program is accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP, 25400 U.S. Highway 19 North, Suite 158, Clearwater, FL 33763, Phone: 727-210-2350, www.caahep.org) in cooperation with the Accreditation Review Council 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).

This information packet contains specific application guidelines and requirements for application to the Fall 2019 program only. 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 El Centro College without regard to race, color, age, national origin, religion, sex, disability or sexual orientation.

ELIGIBILITY TO APPLY TO ALLIED HEALTH ASSOCIATE DEGREE PROGRAMS

In order to apply to the Fall 2019 Surgical Technology program, an applicant must meet the conditions of one of the following Application Eligibility categories (as well as meet other application requirements) prior to the application deadline:

1. Completion of the six HPRS courses for the Health Professions Readiness Awards I and II;

OR

2. Documentation of a minimum of two (2) years employment as a healthcare worker with direct patient care experience within the last five (5) years by successful completion of the Prior

Learning Assessment Portfolio, programmatic assessment exams, or course work demonstrating the skills/knowledge encompassing the content of the six HPRS courses;

OR

- 3. *Documentation of a current professional credential in a healthcare profession as approved by the Surgical Technology program coordinator.***

For specific information regarding these Application Eligibility categories, see the guidelines at the following link:

<https://www.ElCentroCollege.edu/health-app-eligibility>

A. GENERAL ADMISSION REQUIREMENTS TO THE COLLEGE

Applicants to the Surgical Technologist program must meet college admission requirements for El Centro College as outlined in the official college catalog at <https://www.ElCentroCollege.edu/apply-reg>. 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.

All students applying or enrolled at a Dallas County Community college are required to submit their Social Security number to the Registrar's Office. Students who do not possess a Social Security number must complete a form obtained at the Registrar's Office. For more information, consult a Registrar/Admissions Office at any Dallas County Community college.

Official College Transcripts

Prior to application to a health occupations program, potential applicants must have submitted to the Registrar/Admissions Office at one of the seven Dallas County Community colleges ***official transcripts from all colleges and universities the applicant has attended whether or not the coursework is relevant to the program application.*** The transcripts must be current with the ***print date no earlier than three years*** prior to the applicant's anticipated admission to a health occupations program. If the official transcripts have not been submitted, the individual's application to a health occupations program will be voided.

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 Academic Advising 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.

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 Technologist 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 Technologist program.

Program Information Sessions

Potential applicants are required to view an online Surgical Technologist program information session where the program, application procedures, and acceptance policies are discussed in detail. The link for the Surgical Technology online information session is found below:

<https://www.EICentroCollege.edu/Health-Sessions>

B. 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.
- Viewing an online Surgical Technologist program information session.
- Meeting one of the three Application Eligibility Categories (see page 1).
- Completion of the 27 credit hours of Surgical Technologist 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 complete documentation of a current physical exam, tuberculosis screening, required immunizations and CPR certification to Castle Branch.
- Submission of a complete application packet to the Health Occupations Admissions Office during a designated filing period.

C. **SURGICAL TECHNOLOGY PREREQUISITE COURSES**

Applicants must complete the 27 credit hours of Surgical Technologist Prerequisite Courses with a minimum cumulative grade point average of 2.50 or higher on these specific courses in order to submit an application to the Surgical Technologist program:

SURGICAL TECHNOLOGY PREREQUISITE COURSES

	<u>Credit Hrs</u>
BIOL 2401* Anatomy & Physiology I	4
BIOL 2402* Anatomy & Physiology II	4
ENGL 1301 Composition I	3
BIOL 2420** Microbiology	4
MATH 1314 College Algebra	3
PSYC 2301 General Psychology	3
PSYC 2314 Lifespan Human Growth and Development	3
SPCH 1311+ Introduction to Speech Communications	<u>3</u>
TOTAL	27

* BIOL 2401 and BIOL 2402 are now the anatomy and physiology prerequisite courses for program application. BIOL 1406 is the prerequisite course for BIOL 2401 and must be completed with a grade of "C" or higher within the last three years or a satisfactory score on the Biology CLEP exam. There is no longer a five year time limit on BIOL 2401 and BIOL 2402 if the applicant scores 70 or higher on the anatomy/physiology section of the HESI A² which is required for application to this program.

If completed before Fall 2015, SCIT 1407 and SCIT 1408 (Applied Anatomy & Physiology I and II) will be accepted as the Surgical Technology prerequisite anatomy/physiology courses up to the five year time limit.

** BIOL 2421 – Microbiology is also accepted. BIOL 2420 or BIOL 2421 must be completed less than 5 years prior to a student's anticipated program start date. For example, if the course is completed in fall 2014, it is still valid for application to the program which begins fall 2019. However, if completed in spring or summer 2014, it will have exceeded to five year limit for application to the fall 2019 program.

+ SPCH 1315 – Fundamentals of Public Speaking and SPCH 1321 – Business and Professional Communication are also accepted for the speech requirement.

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.

D. **HESI A² TEST**

The HESI A² test is a timed, computerized test which is usually completed in 3-4 hours. In addition to completing the four program prerequisite courses, all applicants to the program must also earn a **minimum score of 70 or higher** on the following sections of the HESI A² test: **Reading Comprehension, Grammar, Vocabulary/General Knowledge, Math and Anatomy/Physiology.** Students must also complete the **Learning Styles and Personality Profile sections** and submit those results with their application materials. The Learning Styles and Personality Profile sections are not graded.

Please note the following important information regarding the HESI A²:

- Test scores are valid for **two years** from the date of testing to the application filing deadline date.
- Applicants may take the HESI A² at any approved testing site including the assessment centers at El Centro and Northlake Colleges. The approximate cost of the HESI test at El Centro College (Paramount Building) is \$40.00.
- **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 their score sheet with their program application materials.**
- HESI A² testing appointments at El Centro College fill quickly. Applicants are encouraged to schedule their HESI A² several weeks prior to an application filing deadline. **NOTE: Score sheets may not be available for download from the Elsevier website for 2-3 days. Do not assume that you will have your score sheet to submit with application materials if you test on the application deadline date.**
- The **HESI A² Study Guide** is available at various bookstores including the Follett Bookstores at El Centro and Northlake Colleges. 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 Technologist program.** If the applicant desires to retake the HESI A², **ALL FIVE SECTIONS** must be retaken. Only one score sheet should be submitted with scores of 70 or higher on each of the four required sections. Scores on individual test sections which are printed on separate score sheets cannot be combined. If more than one score sheet is submitted, the scores from the latest HESI testing attempt will be the scores of record. It is not necessary to repeat the Learning Styles and Personality Profile sections on retests. The printout of these sections can be submitted from any testing attempt.
- Before retesting, the applicant is encouraged to review the study guide and/or enroll in the HESI A² prep course to prepare for the retest opportunity.

More information on the HESI A² and the process for scheduling a testing appointment to take the HESI A² at El Centro College is available at the following link:

<https://www.ElCentroCollege.edu/HealthOccAdmissions>

E. EVALUATION OF PREVIOUS COURSEWORK

To insure the transferability of previous coursework completed at colleges and universities other than Dallas County Community colleges, potential applicants to health occupations programs should have their coursework evaluated by the Health Occupations Admissions Office at least one semester prior to a program application filing deadline 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 4-6 weeks. **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 longer to complete. 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 Sciences Division reserves the right to accept or reject any coursework completed at other colleges presented for transfer evaluation toward Health Occupations programs.

For more information and guidelines for requesting an Educational Plan, see the link under “Resources for Potential Applicants” at <https://www.ElCentroCollege.edu/HealthOccAdmissions>.

Determination of Application Eligibility Category

As part of the Educational Plan process, potential applicants should include additional documentation such as an employer/supervisor letter verifying direct patient care experience, a professional healthcare credential, etc. with the Educational Plan request form which will assist them in determining their Application Eligibility category. See pages 8-9 for examples of documents needed for Categories 2 and 3. Coursework for potential applicants completing the HPRS courses for Category 1 are automatically considered in the Educational Plan review process.

Five-Year Time Limit on Microbiology coursework

BIOL 2420 – Microbiology and BIOL 2421 – General Microbiology must have been completed less than five years prior to the anticipated program start date of the Surgical Technology program. For example, BIOL 2420 which was completed in Fall 2014 would be valid only up to application for a program which begins in Fall 2019; if completed in Summer 2014 it would expire before the Fall 2019 program started and not be valid.

A student may petition for a waiver of the time limit through the Health Occupations Admissions Office under one of the following considerations:

1. The student has **current work** experience in a healthcare setting utilizing their related microbiology knowledge.
2. The student has successfully completed **advanced courses** in a related microbiology area with a grade of “C” or higher.

The student may petition for a waiver of the time limit through the Health Occupations Admissions Office as a separate review, in conjunction with an educational plan request, or with their application materials.

NOTE: In order for a microbiology course taken at other colleges 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 found under the “Resources for Potential Applicants” link at <https://www.ElCentroCollege.edu/HealthOccAdmissions>.

Coursework from Foreign Universities

Only courses such as college algebra and 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. **This evaluation is a multi-step process which may take several weeks. The student must also be enrolled in credit classes at a DCCCD campus before the evaluation process can be initiated.**

For more information regarding the evaluation of foreign coursework for transfer credit, see the “Resources for Potential Applicants” link at:

<https://www.EICentroCollege.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 Technologist program may present credit by exam, CLEP, or “AP” credit for only two of the Surgical Technologist Prerequisite Courses. 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 under the “Resources for Potential Applicants” link at:

<https://www.EICentroCollege.edu/HealthOccAdmissions>.

F. CASTLE BRANCH

Applicants to the Surgical Technology program are required to have a current physical examination, specific immunizations, a tuberculosis screening, and certification in BLS - Basic Life Support CPR. The El Centro College Health Sciences Division utilizes Castle Branch, a medical record management company, to verify these requirements. Applicants submit this documentation directly to Castle Branch which will verify whether the records are complete.

IMPORTANT NOTE: Some of the immunizations required multiple doses on a specific timeline over several months. Therefore, potential applicants to this program should begin their immunizations at least six to seven months prior to the application deadline.

Castle Branch must receive this documentation and verify that the applicant’s records are in compliance no later than the application filing deadline. Please be aware that it can take up to 4 weeks to complete the verification process. Failure to submit this documentation and be in compliance with these requirements on the date of the application deadline will result in disqualification of the applicant. Applicants must be aware that the documentation required by Castle Branch must be kept current throughout the application process and (if accepted to a program) during their participation in the program. It is the responsibility of the applicant to assure that your health records are current.

For more information on Castle Branch and this process, see the “Immunization Requirements” guidelines at the following link:

<https://www.ElCentroCollege.edu/HealthOccAdmissions>

If the applicant has personal healthcare coverage at the time of application, that documentation may also be submitted to Castle Branch. If accepted to the program, the applicant must submit proof of coverage to Castle Branch prior to attending clinical. For more information, see item 6 on page 16 of this packet.

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. DOCUMENTATION OF APPLICATION ELIGIBILITY

Category 1 - Completion of the six HPRS courses will be verified on official transcripts and/or the advising report.

Category 2 - The following documentation must be submitted with application materials:

Official letter from your place of employment on original healthcare facility letterhead with the ink signature of your supervisor verifying your employment position, specific duties, and employment dates (minimum 2 years of direct patient care experience within the last 5 years)

AND

A photocopy of the Non-traditional Equivalent Credit Assessment form signed by the HPRS Coordinator and Division Dean if credit for one or more HPRS courses was awarded through the prior Learning Assessment Portfolio process or if credit was awarded through a programmatic assessment exam. (See page 1 for details.)

If an applicant under Category 2 enrolled and completed one or more HPRS courses through traditional enrollment, the coursework will be verified on official transcripts and/or the advising report.

Category 3 – The following documentation must be submitted with application materials:

Photocopy of a current professional healthcare credential such as a nursing license, ARRT registry, CCIS registry, CMA certification, etc.

AND

Official transcript or other official document authenticating the completion of the qualifying degree or certificate.

2. A completed **Surgical Technologist Program Application form** and the signed **Statement of Students' Responsibility form** (both available after viewing the online information session).
3. 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.**

NOTE: Applicants are solely responsible for ensuring that their current official transcripts from ALL PREVIOUSLY ATTENDED COLLEGES AND UNIVERSITIES (excluding Dallas County Community colleges) are submitted to a Registrar/Admissions Office at a Dallas County Community college prior to applying to an El Centro College health occupations program. Official transcripts must have a print date no earlier than three years of anticipated entry to a health occupations program.

Submitting incomplete application materials 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 and to Castle Branch.

ONCE AN APPLICATION PACKET IS SUBMITTED TO THE HEALTH OCCUPATIONS ADMISSIONS OFFICE, ADDITIONAL MATERIALS CANNOT BE ADDED TO THE PACKET. THE PACKET CANNOT BE RETRIEVED BY THE APPLICANT UNTIL AFTER THE FILING PERIOD ENDS.

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 2019 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 college 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.*

Submit your application by mail to:

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

Submit your application in person to:

Surgical Technologist Admissions
Health Occupations Admissions Office
Room P-101
Center for Allied Health/Nursing
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 27 credit hours of Surgical Technologist Prerequisite Courses from highest (4.00) to lowest (2.50) to initially rank applicants.
2. When two or more applicants have the same cumulative GPA on the Surgical Technology Prerequisite Courses, the cumulative GPA on the two anatomy/physiology Prerequisite Courses (BIOL 2401 and BIOL 2402) is listed from highest (4.00) to lowest (2.00) to break the tie.
3. When two or more applicants have the same cumulative GPA on the Surgical Technology Prerequisite Courses and the same cumulative GPA on the two anatomy/physiology Prerequisite Courses, the cumulative score on HESI A² test 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 the Surgical Tech Prerequisite Courses	Combined GPA on Anatomy/Physiology courses (BIOL 2401/2402)	Cumulative HESI A ² Score
Applicant #1	4.00	4.00	404.68
Applicant #2	3.79	3.50	420.00
Applicant #3	3.79	3.00	432.47
Applicant #4	3.52	2.50	439.54
Applicant #5	3.52	2.50	431.23
Applicant #6	3.45	3.00	440.16

If five spaces were available, applicants 1 through 5 would be accepted.

5. Applicants may improve their ranking by 1) repeating one or more of the Surgical Technologist Prerequisite Courses to earn a higher prerequisite GPA (the last grade earned will be the grade of record), 2) repeating one or both of the anatomy/physiology Prerequisite courses, or repeating the HESI A² test to earn a higher cumulative score. **NOTE:** The decision to repeat a successfully completed course 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 Technologist class.

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 available at that time from the website below:

<https://www.ElCentroCollege.edu/Health-Packets>

Visit the Surgical Technologist Program webpage:

<https://www.ElCentroCollege.edu/Surgical>

Health Occupations webpage:

<https://www.ElCentroCollege.edu/HealthCareers>

Health Occupations Admissions Office webpage:

<https://www.ElCentroCollege.edu/HealthOccAdmissions>

Like us on Facebook:

<https://www.facebook.com/groups/ECC.AlliedHealthandNursing>

CURRICULUM OVERVIEW – SURGICAL TECHNOLOGIST PROGRAM–Fall 2019 admission

<u>Prerequisites to Program Admission</u>			Lec	Lab	Ext	Cont	Cr
			Hrs	Hrs	Hrs	Hrs	Hrs
BIOL	2401*	Anatomy & Physiology I	3	3	0	96	4
BIOL	2402*	Anatomy & Physiology II	3	3	0	96	4
ENGL	1301	Composition I	3	0	0	48	3
BIOL	2420**	Microbiology for Non-Science Majors	3	4	0	112	4
MATH	1314	College Algebra	3	0	0	48	3
SPCH	1311+	Intro to Speech Communication	3	0	0	48	3
PSYC	2301	General Psychology	3	0	0	48	3
PSYC	2314	Lifespan Human Growth and Development	<u>3</u>	<u>0</u>	<u>0</u>	<u>48</u>	<u>3</u>
TOTAL PREREQUISITE CREDIT HOURS			24	10	0	544	27
 <u>SEMESTER I – Fall</u>							
SRGT	1505	Introduction to Surgical Technology	4	3	0	112	5
SRGT	1509	Fundamentals of Periop. Concepts/Techniques	4	3	0	112	5
SRGT	1361	Practicum (Field Exp.) – Surgical Technology	<u>0</u>	<u>0</u>	<u>15</u>	<u>240</u>	<u>3</u>
TOTAL SEMESTER I CREDIT HOURS			8	6	15	464	13
 <u>SEMESTER II – Spring</u>							
SRGT	1541	Surgical Procedures I	5	0	0	80	5
SRGT	1542	Surgical Procedures II	5	0	0	80	5
SRGT	1367	Practicum (Field Exp.) – Surgical Technology	<u>0</u>	<u>0</u>	<u>21</u>	<u>336</u>	<u>3</u>
TOTAL SEMESTER II CREDIT HOURS			10	0	24	544	13
 <u>SEMESTER III – May Term / Summer I</u>							
Humanities elective++			3	0	0	48	3
SRGT	2130#	Professional Readiness	1	0	0	16	1
SRGT	2362##	Practicum - Surgical Technology	<u>0</u>	<u>0</u>	<u>15</u>	<u>240</u>	<u>3</u>
TOTAL SEMESTER III CREDIT HOURS			4	0	15	304	7
 TOTAL PROGRAM HOURS =			46	16	54	1856	60

* BIOL 2401 and BIOL 2402 are now the anatomy and physiology prerequisite courses for program application. If completed before Fall 2015, SCIT 1407 and SCIT 1408 will be accepted as the anatomy/physiology prerequisite courses up to the five year time limit.

** BIOL 2421 – Microbiology is also accepted. Both BIOL 2420 and BIOL 2421 are subject to the five year expiration.

+ SPCH 1315 – Fundamentals of Public Speaking and SPCH 1321 – Business and Professional Communication are also accepted for the speech requirement.

++ Humanities elective must be chosen from the Humanity, Creativity and Aesthetic Experience section of the general Associate Degree of Arts/Sciences degree plan. See the current El Centro College catalog for a full list of accepted courses. **Suggested courses include: ARTS 1301, DANC 2303, DRAM 1310, HUMA 1315, MUSI 1306, PHIL 1301, PHIL 1304, selected ENGL literature courses at the 2000 level or higher, sophomore level foreign languages such as SPAN 2311.**

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

SRGT 2362 – 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.

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 Sciences 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, and one, 8-week summer semester. 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. Applicants to the health occupations programs at El Centro College must submit physical examination and immunization documentation to Castle Branch no later than the program application deadline.

The physical examination must be on the **official El Centro Health Form** available at the "Immunizations" link at <https://www.ElCentroCollege.edu/HealthOccAdmissions> and must have been documented no earlier than 12 months prior to the application deadline. The specific immunizations and screenings are indicated on the El Centro Health Form.

5. All applicants must be certified in BLS – Basic Life Support (formerly “Healthcare Provider”) CPR as designated by the American Heart Association and a photocopy of the front and back of the card must be submitted to Castle Branch no later than the program application deadline. The CPR certification must not expire prior to the anticipated program entry date and must not expire during a semester when enrolled in the program. CPR classes are available through the El Centro College Continuing Education Division, the American Heart Association, American Red Cross, various hospitals, independent instructors, etc. **Totally online CPR certification classes including those offered by the Red Cross are not valid for application to health occupations programs.**
6. Proof of current personal healthcare insurance coverage is required for all health occupations students. **If documentation of coverage is not submitted to Castle Branch with immunization records, proof of coverage must be submitted by the first day of the semester if a student is accepted to the program.** Students must secure their own coverage and the insurance policy must cover the student at any hospital facility. Information on college student policies and rates can be found at the following link: <https://www.healthcare.gov/>.
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 Multicultural 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 Technologist Prerequisite courses and selected HPRS 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://ecc.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 Sciences Division 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 Sciences 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 under the “Resources for Potential Applicants” link at:

<https://www.EICentroCollege.edu/HealthOccAdmissions>

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

Baylor Scott and White – Lake Point	Methodist Charlton Medical Center
Baylor Scott and White - Waxahachie	Methodist Dallas Medical Center
City Hospital at White Rock	Methodist Richardson Medical Center
Dallas Regional Medical Center	Methodist Mansfield Medical Center
Medical City – Arlington	North Texas Veterans’ Affairs Healthcare System
Medical City – Dallas	Parkland Health and Hospital System
Medical City - Las Colinas	William P. Clements University Hospital (UTSW)
Medical City - North Hills	Zale Lipshy University Hospital (UTSW)
Medical City - Plano	

11. EI 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 link below for details:

<https://www.EICentroCollege.edu/DART>

12. EI Centro College 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 “Third Attempt” policy, please visit the following website:

https://www1.dcccd.edu/catalog/GeneralInfo/GradesTranscripts/Third_Attemptt.cfm?loc=ECC

13. 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/GeneralInfo/GradesTranscripts/dw.cfm?loc=ECC>

14. A student may apply to more than one EI 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.

15. Financial Aid

Students should apply for Financial Aid Office well in advance of program application. Information on filing procedures and deadlines is found at <https://www.dcccd.edu/PC/FA>. The Health Sciences Division 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 Sciences Division at 972-860-5095 for more information.

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

<http://www.ast.org>

17. Please contact the individuals below for assistance:

Surgical Tech Admissions
Health Occupations Admissions Office
El Centro College
301 North Market Street
Dallas TX 75202
Email: ECCHOAO@dcccd.edu
Telephone: 972-860-5001

Belinda Allen, Program Director
Surgical Technology
Health Sciences Division
El Centro College
301 North market Street
Dallas, TX 75202
Email: BFAllen@dcccd.edu
Telephone: 972-860-5047

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

Surgical Technologist Admissions
Health Occupations Admissions Office
El Centro College/Paramount
801 Main Street
Dallas TX 75202-3604

Official transcripts should be mailed directly to:

El Centro College – Registrar
801 Main Street
Dallas, TX 75202-3604

EScript transcripts must be sent to:

Registrar-ECC@dcccd.edu

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 (27 credit hours)	\$ 1,593.00	\$ 2,997.00	\$ 4,698.00
Textbooks, Lab Manuals	777.00	777.00	777.00
HESI A ² test fee	40.00	40.00	40.00
Castle Branch	25.00	25.00	25.00
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	\$ 2,725.00	\$ 4,129.00	\$ 5,830.00
 SEMESTER I – Fall			
Tuition (14 credit hours)	\$ 826.00	\$ 1,554.00	\$ 2,436.00
Textbooks	428.00	428.00	428.00
Lab Pack	154.00	154.00	154.00
Professional Liability Insurance ***	11.70	11.70	11.70
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	\$ 1,558.70	\$ 2,286.70	\$ 3,168.70
 SEMESTER II – Spring			
Tuition (13 credit hours)	\$ 767.00	\$ 1,443.00	\$ 2,262.00
AST Membership			
Certifying Exam Study Guide			
Prepaid Exam Application	<u>250.00</u>	<u>250.00</u>	<u>250.00</u>
Total	\$ 1,017.00	\$ 1,693.00	\$ 2,512.00
 SEMESTER III – May term/Summer			
Tuition (7 credit hours)	\$ 413.00	\$ 777.00	\$ 1,218.00
AST National Certification Review/Exam	<u>290.00</u>	<u>290.00</u>	<u>290.00</u>
Total	\$ 703.00	\$ 1,067.00	\$ 1,508.00
 TOTAL ESTIMATED PROGRAM EXPENSE	 \$ 6,003.70	 \$ 9,175.70	 \$ 13,018.70

* Tuition and other fees are subject to change. See official catalog for tuition table. Tuition above is current for January 2015.

** Estimated cost of physical exam and immunizations.

*** Liability insurance is assessed each fall at \$11.70 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 and view and online Surgical Technologist program information session.
2. _____ Complete an application for college admission and consult an academic advisor as needed for TSI counseling, placement testing, etc.; complete any developmental courses as may be prescribed from test scores.
3. _____ Submit official transcripts from all previously attended colleges and universities to El Centro College Registrar's Office or the Registrar/Admissions Office at any other Dallas County Community college.
4. _____ If needed, request Educational Plan/transfer evaluation of course work taken at other colleges that applies to Surgical Technologist curriculum with Health Occupations Admissions Office.
5. _____ Meet one of the Application Eligibility Categories in order to qualify to apply to the program. See categories at: <https://www.ElCentroCollege.edu/health-app-eligibility>. **If applying under Category 1, the following courses are required:**

_____ HPRS 1202	_____ HPRS 1204	_____ HPRS 2210
_____ HPRS 2201	_____ HPRS 2231	_____ HPRS 2300

6. Complete the following Surgical Technologist Prerequisite courses with a minimum cumulative GPA of 2.50 or higher:

_____ ENGL 1301	_____ BIOL 2420/2421	_____ PSYC 2301
_____ BIOL 2401	_____ MATH 1314	_____ PSYC 2314
_____ BIOL 2402	_____ SPCH 1311/1315/1321	

7. If time allows, complete the following support course which can be taken before entry to the program:
_____ Humanities elective _____
8. _____ 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.
9. _____ See a physician or healthcare clinic for a physical examination and obtain all required immunizations, and TB screening; obtain BLS – Basic Life Support CPR certification; submit physical exam form, immunization and TB screening documentation with photocopy of front and back of CPR card to Castle Branch prior to the application filing deadline.

10. Compile the following materials as your complete Surgical Technologist application packet:
_____ Supporting documentation if applying under Application Eligibility Category 2 or 3. (See guidelines on pages 8-9.)
_____ Completed Surgical Technologist Application and Signed Statement of Students' Responsibility forms (both available after viewing online info session).
_____ 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.
_____ Copies of any request for course substitution forms (for evaluated transferred courses) or 5-year waiver forms which has been granted to the student.

11. _____ Place the above materials in a 9" x 12" envelope for submission either in person or by mail to:

MAILING ADDRESS:

Surgical Technologist Admissions
Health Occupations Admissions Office
El Centro College
801 Main Street
Dallas, TX 75202-3604

PHYSICAL ADDRESS:

Surgical Technologist Admissions
Health Occupations Admissions – Rm P-101
El Centro College/Paramount Building
301 North Market Street
Dallas TX 75202