**American Registry of Radiologic Technologists Structured Education Requirements**

Effective January 1, 2016 in order to take the Mammography Certification Exam the ARRT will require documentation of structured education along with the required clinical experience requirements. Structured education may be in the form of formal education coursework completed at a college or university or equivalent to 16 CE hours of structured education. Candidates will need to document at least one CE credit or its equivalent of structured education at a college or university in each of the certification content categories. Both forms of structured education must meet the ARRT’s current CE guidelines. **The Casper College program meets these requirements. If you are not working toward the full Mammography certificate you may take the two online courses to meet these requirements without completing the clinical education portion of the program.**
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## Casper College Requirements

1. Students may take classes at Casper College as non-degree seeking students, but the faculty recommend that those interested in Health Science programs apply as degree seeking students. This allows the student to take full advantage of formal academic advising.

2. To apply as a degree-seeking student, the applicant must:
   - Submit a completed Casper College application for admission to Enrollment Services. Available online: www.caspercollege.edu A-Z index
   - Submit applicable transcripts, immunization records and test scores, see the online catalog for specific eligibility requirements.
   * You will initially apply as a radiography student and once accepted to the mammography Program will be moved into that major.

3. When the above documents are received, and the applicant is admitted, Enrollment Services Office will invite the applicant to advising and registration. Please note: all Health Science programs have a competitive selection process, application deadlines and materials, and pre-requisite course work. Please review the department’s online information at www.caspercollege.edu. (Athletic Training, Medical Lab Technician, Nursing, Occupational Therapy Assistant, Paramedic Technology, Physical Education, Pharmacy Technician, Radiography, Respiratory Therapy)
Thank you for expressing an interest in the Casper College Mammography Program. Our program entails one semester of both academic and clinical education, at the completion of which the student is awarded a Certificate in Mammography. The program will prepare technologists to take the advanced credentialing ARRT post primary exam in Mammography.

Mammographers are highly trained professionals who work with state of the art imaging equipment to produce high quality screening and diagnostic images of the breast.

The program curriculum incorporates the standards established by the American Society of Radiologic Technologists and the guidelines set forth by the American Registry of Radiologic Technologists (ASRT). Upon successful completion of the program, students will be eligible to sit for the American Registry of Radiologic Technologists (ARRT) national post primary certification exam in Mammography. All courses will be offered in a hybrid format with two-three required on campus classes. The remainder of the program is offered online via Moodle. Courses will cover all content areas required by the ARRT. Technologists can select to apply for the entire certificate program which includes clinical education or they can take individual on-line didactic courses only. If you select taking only on-line non-clinical courses you do not need to apply to the program but must meet the educational and certification requirements listed in this guide. All courses will count toward the ARRT required Continuing Education Units (CEU) to maintain certification.

This certificate program consists of hybrid (web-based) didactic courses as well as clinical education for the student. The program is designed to accommodate working technologists and allows them to continue in their full time working positions while completing the course work. On campus lectures and testing will be held one to two Saturdays during the spring semester. The clinical component is designed to complete competency exams required to sit the ARRT Mammography post-primary certification exam.

The program begins in January and continues through May with breaks according to the college calendar. Please review the checklist for admissions to the program enclosed in this packet for more information on the application process.

We are fortunate to have excellent clinical settings for students to gain hands on experience. Students can select locations in Casper or in one of the outside communities to complete the clinical portion of their radiography education. You may also apply to complete your clinical education at another location not listed above. Students may be responsible for arranging their clinical location. It is the student's responsibility to complete the required clinical objectives.

Please review the information I have enclosed in this packet. It will outline the necessary pre-requisites and application process for program eligibility. If there is anything I might do to provide you more information or to answer any questions, please feel free to call me. We also extend an invitation for you to visit our campus. If you would like a tour, call the Admissions office at 1-800-442-2963 or 1-307-268-2491, and they will be happy to make arrangements. If you have the opportunity to visit our campus, please come by and see me.

Sincerely,

Laurie Weaver   Casper College Radiography Department Program Director
125 College Drive
Casper, WY 82601
307-268-2587
lweaver@caspercollege.edu
Mammography Program Admissions Checklist
Complete all requirements if applying for certificate program

Complete the following checklist to find out if you are ready to apply for admission to the Mammography Program. If you have any questions, call Laurie Weaver at 307-268-2587 or E-mail at lweaver@caspercollege.edu.

Application Requirements: Application Material due October 15th

☐ Apply for admission to Casper College. All transcripts from previous college coursework must be on file in the Enrollment Services Office.

☐ Graduate of an accredited associate degree or higher program with a 2.8 GPA or higher. Completion of appropriate courses earning a “C” or better in Patient Care, Anatomy and Physiology, Radiation Biology and Protection, Imaging/Physics, (or demonstrate proficiency in this area).

☐ Provide copy of Associates Degree Diploma.

☐ Must be a registered Radiologic Technologist. Turn in copy of proof of certification.

☐ Can you comply with the Core Performance Standards (located in this guide), including CPR certification for the healthcare professional?

☐ No prior misdemeanor felony convictions – to be eligible to take the National Registry. See program director for more information.

☐ Send all current/previous college transcripts to Enrollment Services and Radiography program director.

☐ Complete and return the Mammography Program Application for Admission form.

☐ Submit a one page essay outlining your motivation for completing this program as well as future career goals and previous experience and professional involvement in the imaging profession.

☐ Send two recommendation letters to Laurie Weaver.
  o One from your most recent employer addressing: sense of responsibility, reliability, and capability of working with limited supervision and having interest/pride in the job
  o One from someone other than a family member who can attest to your honesty, sincerity, and the ability to work in a team setting.
Selection Process
The number of students selected for the program will depend on availability of clinical education sites. Selection is based on a point system which includes the following:
* Academic Record:
  Cumulative college GPA
  Imaging course grades specifically: Patient Care, Physics/Imaging, Radiation Biology.
* Essay
* Letters of recommendation

Clinical Education Site Requirements
** If you are accepted into the program you must meet the following requirements:

- Complete the Hepatitis B vaccination series: First of the series must be completed prior to the start of clinical education.
- Provide evidence of two MMR immunizations.
- Pass a drug/alcohol screening and background check prior to starting clinical education.
- Provide evidence of current health insurance and a two step PPD skin test.
- Provide evidence of Chicken Pox immunization or provide a signed statement that you have had the chicken pox.
- Provide a copy of your current driver’s license.
- Provide proof of the flu shot each fall semester.
- Current BLS for Health Care Providers

Required Courses:
RDTK 2550  Mammography Fundamentals: 3 Credit Hours
RDTK 2555 Mammography Clinical: 2 Credit Hours

Total Program Credit Hours: 5 Credits
Casper College Estimated Expenses

Prospective students should refer to the current Casper College catalog for tuition and fee rates.

In addition to tuition and fees, the following expenses and supplies are estimated.

- Background check/Drug screen: $100
- Books (approximate): $270 (Entire Program)
- Uniforms and lab coat: $200
- Eye protection: $12
- Chicken pox titer: $2.50
- Chicken pox vaccine x2 (at Public Health): $100 each if negative titer
- Hepatitis titer: $30
- Hepatitis immunization series: $90
- MMR titer: $2.50
- MMR vaccine: $50
- Health insurance - if not covered by another policy: $750 annually (2009-2015)
- Flu vaccination: $15 (approximate)
- Cap and gown fee: $25
- Application for license: $185
- ARRT exam fee: $200
- Flu vaccination: $15 (approximate)

Casper College provides, at no expense to students, liability (malpractice) insurance while CT students are engaged in their clinical lab activities. As is stated in the catalog, students are responsible for their own transportation and its related expenses.

If you are applying for financial assistance you may be eligible for an increase to your expense budget based on the above estimated expenses. Please contact the office of Student Financial Assistance for instructions on how to request an expense review.
Clinical Education Requirements

Casper College Mammography Program

Clinical Education Requirements

Clinical education provides the student with a competency based hands on education that is necessary to become proficient as an entry level Mammography technologist. The program is designed to prepare the student for the ARRT National Exam Certification in Mammography by offering clinical settings with state of the art equipment and a variety of procedures. This experience will provide students an opportunity to obtain high quality Mammography images in a supervised setting while providing exceptional patient care.

The purpose of the clinical experience requirements is to verify that candidates have completed a subset of the clinical procedures within a discipline. Successful performance of these fundamental procedures, in combination with mastery of the cognitive knowledge and skills covered by the certification examination, provides the basis for the acquisition of the full range of clinical skills required in a variety of settings.

This document identifies the clinical experience required for certification. The program encourages individuals to obtain education and experience beyond these minimum requirements set forth by the American Registry of Radiologic Technologists.

Instructions for Eligibility of ARRT Exam

Candidates for certification and registration are required to meet the Professional Requirements specified in the ARRT Rules and Regulations. ARRT’s Mammography Structured Education and Clinical Experience Requirements describe the specific eligibility requirements that must be documented as part of the application for certification and registration process.

Successful completion of at least 16 hours of structured education and performance of the clinical procedures specified, in combination with demonstration of the cognitive knowledge and skills covered by the certification examination, provides the basis for the acquisition of the full range of clinical skills required in a variety of settings. ARRT encourages individuals to obtain education and experience beyond these minimum requirements.
Background Check and Drug/Alcohol Policy

Students enrolled in any of the health science programs will participate in clinical experiences in a variety of agencies. Prior to participating in the clinical experiences, students will be subject to that agency’s requirements for a background check, drug testing and drug abuse prevention policies. Students are then subject to the random drug testing policy of that agency.

Following graduation, several of the state and/or national licensing or certification (registry) boards, including the American Registry of Radiologic Technologists (ARRT), may refuse to allow a graduate to sit for the required exam or issue a license or certification to a person who has a prior felony conviction or proven history of drug or alcohol abuse. Applicants to whom this applies should consult the program director for further information.

Clinical Accessibility Policy

The Casper College Mammography Program utilizes a variety of health care agencies in the community for clinical experience for the students. If you have been employed in one or more of the agencies and are not eligible for rehire as an employee, the agency may not permit you to participate in the essential clinical component of the program.

Please contact the Human Resources department of the affected agency and request documentation from HR that states the agency position on you participating in the clinical component of the program. If you receive a negative response from the agency, you are automatically ineligible to apply. A response indicating you will be permitted to attend clinical in the agency will be given to the program director prior to the selection process for admission to the program. If you are unable to fulfill clinical requirements due to a previous employer issue and have not complied with the above, you could be dismissed from the program.
Core Performance Standards for Students Seeking Admission to a Health Sciences Program

For admission and progression in a Casper College Health Science Program, a qualified individual is one who, with or without reasonable accommodation or modification, meets the essential eligibility requirements for participation in the program. The Health Science fields are practice disciplines with cognitive, sensory, affective, and psychomotor performance requirements. Based on these requirements, a list of “Core Performance Standards” has been developed. These standards are part of program courses, and some of the standards are more prevalent than others. These standards will be used to assist faculty, the Program Director, and the School of Health Science Dean in determining whether a student meets the essential eligibility requirements for admission and progression in the program. These standards should also be used to assist students in determining whether accommodations or modifications are necessary for the student to meet program requirements. Students who identify potential difficulties with meeting the “Core Performance Standards” must communicate their concerns to the Accommodative Services Counselor as well as the Program Director. Determination is made on an individual basis as to whether a student meets the essential eligibility requirements or whether or not the necessary accommodations or modifications can be made reasonably for participation in the Health Science program.

<table>
<thead>
<tr>
<th>ISSUE</th>
<th>STANDARD</th>
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<tbody>
<tr>
<td>Critical thinking</td>
<td>Critical thinking ability to exercise non-clinical and clinical judgment in a timely manner</td>
</tr>
<tr>
<td>Interpersonal</td>
<td>Interpersonal abilities sufficient to interact professionally and therapeutically with peers, faculty, staff, administrators, patients/clients, families and groups from a variety of social, emotional, cultural, and intellectual backgrounds</td>
</tr>
<tr>
<td>Communication</td>
<td>Communication skills sufficient for interaction with peers, faculty, staff, administrators, patients/clients, families, and groups in verbal, nonverbal, and written form</td>
</tr>
<tr>
<td>Mobility</td>
<td>Physical abilities sufficient to move from room to room, safely perform treatments/procedures and assist patients/clients; lift and transfer patients/clients; manipulate equipment; walk and/or stand for extended periods of time</td>
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<tr>
<td>Motor skills</td>
<td>Gross and fine motor skills sufficient to provide safe and effective patient/client care</td>
</tr>
<tr>
<td>Hearing</td>
<td>Auditory ability sufficient to monitor and safely assess health needs</td>
</tr>
<tr>
<td>Visual</td>
<td>Visual ability with or without corrective lenses sufficient for observation and assessment necessary in safe patient/client care</td>
</tr>
<tr>
<td>Tactile</td>
<td>Tactile ability sufficient for physical assessment of patient/client</td>
</tr>
<tr>
<td>Professionalism</td>
<td>The ability to understand and demonstrate sufficient respect for others in non-verbal, verbal, and written communication in the classroom, laboratory, clinical settings, in the Casper College community, and in related public settings. The ability to demonstrate sufficient understanding of the cumulative effect that behavior, appearance, and communication has on the health science professional image.</td>
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Approved by attorney, J. Z. Norman
CASPER COLLEGE  
MAMMOGRAPHY PROGRAM  
APPLICATION FOR ADMISSION

PLEASE TYPE OR PRINT: Please review admissions and selection process in regard to required application materials.

1. Name__________________________ (Last)  (First)  (Middle)

2. Home Phone____________Work Phone_____________ Cell________________________

3. E-mail Address ________________________________________________________________

4. Present Mailing Address ____________________________________________
   Street __________________________________ City __________________ State ______ Zip

5. College and/or other post high school education attended: It is your responsibility to be sure that Enrollment Services Office and the Radiography Program Director have your transcripts from other colleges/universities.
   ____________________________________________________________
   ____________________________________________________________

6. Imaging Certifications/Registrations (must provide proof)________________________

7. Associate’s Degree: College___________________ Date Graduated______________

7. Have you applied to Casper College? Yes ___ No ___
   (A completed Casper College application must be on file in the Admissions Office)

8. Preferred clinical site location: ________________________________

MAIL THIS APPLICATION TO: Laurie Weaver M.S.R.T.,(R)
Casper College
125 College Drive
Casper, Wyoming 82601

Date __________ Signature ____________________ Year applying for Admission __________

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