

# **CASPER COLLEGE RADIOGRAPHY PROGRAM ADMISSION GUIDE**



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## Contents

Casper College Admissions Requirements .....	3
Welcome to the Casper College Department of Radiography! .....	4
About the Profession of Radiologic Technology .....	5
Casper College .....	6
Radiography Program.....	6
Admissions Checklist.....	6
State Authorization Reciprocity Agreement (SARA) Compliance .....	8
CC Student Academic Record: Associate Degree Program in Radiography .....	9
Assessment Technologies Institute (ATI) .....	11
Test of Essential Academic Skills (TEAS) .....	11
Transfer Students .....	14
Other Clinical Education Requirements .....	14
Casper College Radiography Program .....	14
Background Check and Drug/Alcohol Policy .....	14
Clinical Accessibility Policy .....	15
Clinical Rotation Requirements .....	15
Casper College Radiography Program Mission, Goals, Learning Outcomes .....	17
Program Mission .....	17
Casper College Radiography Program Goals and Outcomes .....	17
Casper College Radiography Program .....	18
Student Outcomes .....	18
Radiography Program Application for Admission .....	19

# Casper College Admissions Requirements

1. Students may take classes at Casper College as non-degree seeking students, but faculty recommends 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](http://www.caspercollege.edu) A-Z index
  - Submit applicable transcripts, immunization records and test scores. (See the online catalog for specific eligibility requirements.)

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 [Radiography – Casper College](#)

Casper College provides equal opportunity in education and employment — [caspercollege.edu/nondiscrimination](http://caspercollege.edu/nondiscrimination)

## Welcome to the Casper College Department of Radiography!

Thank you for expressing an interest in the Casper College Radiography Program! Once accepted to Casper College you will be a Health Science Major with an emphasis in Radiography. After you complete the prerequisite courses outlined in the catalogue with a 2.5 GPA or higher, you will be eligible to apply for the two-year Radiography Program, which selects approximately 15 students annually. The deadline for application is January 5th of each year. Prerequisite course RDTK1500 Introduction to Radiography should be taken by the fall semester before you plan to apply. The program begins in May and continues for the two-year period, including summers. Please review the checklist for admissions to the radiography program enclosed in this packet for more information on the application process.

The Radiography Program includes both academic and clinical education, at the completion of which the student is awarded an Associate of Science Degree. The Casper College Radiography Program is fully accredited by the Joint Review Committee on Education in Radiologic Technology located at 20 North Wacker Drive, Suite 2850, Chicago, Illinois 60606-2901. For more information on the program accreditation you can visit their website at <https://www.jrcert.org/>

Casper College is an excellent school. Our three on-campus x-ray labs are state of the art digital units which provide hands on experience to our students for practice on positioning mannequins. The Casper College campus is large enough to provide high-level instruction, yet small enough that the students receive individualized attention. We are also fortunate to have excellent clinical settings in Casper, Gillette, Sheridan, Thermopolis, Douglas, and Lander for students to gain hands on experience in the field of radiology. Students can select locations in Casper or in one of the outside communities to complete the clinical portion of their radiography education. Clinical rotations include shifts on days and evenings and may require some same day travel. For example, students completing their clinical in Casper may do a four to six-day rotation once per semester in Douglas which is a 45-mile drive. Lecture and lab courses are offered on the Casper College campus in a weekly block type schedule. All students are required to attend on campus lecture/lab courses. Students attending clinical in outside communities will be required to come to the Casper campus each week for lecture/lab classes.

Please review the information enclosed in this packet. It will outline the necessary prerequisites 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 or email 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!

**Please Note: Email is the official form of communication at Casper College. As a Radiography student, you are required to check your Casper College Gmail at least 3 times a week.**

Sincerely,

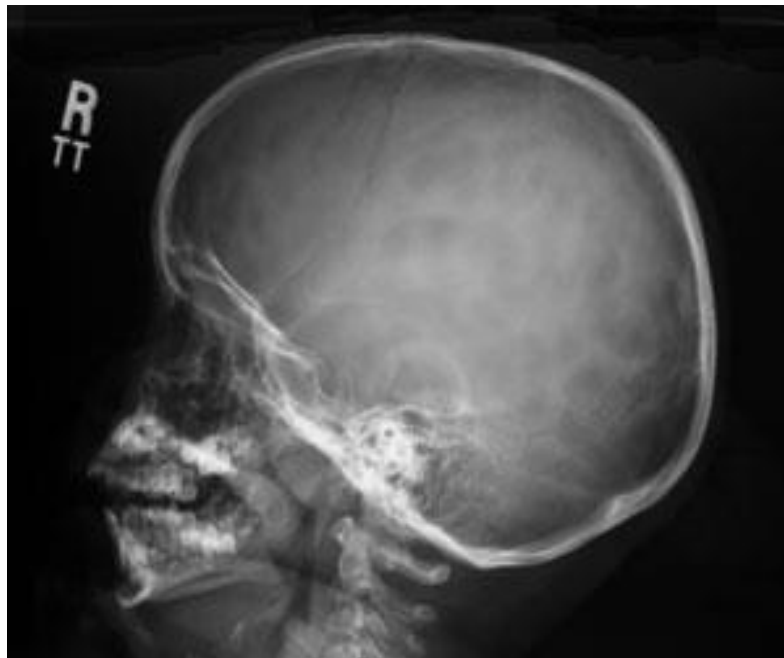
Jennifer Harshman  
Casper College Radiography Department  
Program Director Room 104  
125 College Drive  
Casper, WY 82601    307-268-2587    [jennifer.harshman@caspercollege.edu](mailto:jennifer.harshman@caspercollege.edu)

## About the Profession of Radiologic Technology

Registered radiologic technologists (R.T.s) are medical personnel who perform diagnostic imaging examinations. R.T.s practice in hospitals, clinics and physician's offices, and in many clinical specialties, from prenatal care to orthopedics. They are educated in anatomy, patient positioning, examination techniques, equipment protocols, radiation safety and patient care. R.T.s may practice general radiography, and could choose to complete an Advanced Registry to specialize in an imaging technique such as bone densitometry, cardiac or vascular interventional radiography, computed tomography, mammography, magnetic resonance imaging, radiation therapy, nuclear medicine or sonography.

Registered radiologic technologists must earn an associate or more advanced degree from an accredited hospital-based program or academic institution, and pass a national certification examination. To remain registered, they must also earn 24 continuing education credits every two years. The largest certification agency, the [American Registry of Radiologic Technologists®](#), has more than 300,000 registrants. Wages of radiologic technologists are competitive with other health professionals who have similar educational backgrounds. Visit the [U.S. Bureau of Labor Statistics](#) to see current trends in R.T. wages.

What makes a career in radiologic technology worth a closer look? First, as a radiologic technologist, you'll be on the cutting edge of scientific progress, working with the latest advances in medical care. You'll also be a member of one of the fastest growing professions in the country. Experts predict job openings will be plentiful well into the future. Most importantly, you'll be a vital member of the patient care team. A radiologic technologist provides the care that leads to diagnosis, treatment and cure of a patient's illness.



Some of this information was taken from the ASRT website "Careers in Radiologic Technology"



# Casper College Radiography Program Admissions Checklist

## ARE YOU READY TO APPLY?

Complete the following checklist to find out if you are ready to apply for admission to the Radiography Program. If you have any questions, call Jennifer Harshman at 307-268-

2587 or E-mail at [jennifer.harshman@caspercollege.edu](mailto:jennifer.harshman@caspercollege.edu).

**Applications due January 5th**

### STEP ONE

- Apply for admission to Casper College as a degree seeking student with a major in Health Sciences and an emphasis in pre-radiography. All transcripts from previous college coursework must be on file in the Enrollment Services Office. Send all current/previous college transcripts to Enrollment Services.
- Email is our official form of communication. Know your CC Gmail and check it weekly.

### STEP TWO

You need to have completed the prerequisites and ensure these grades are on the transcripts you submit with your RDTK program application. The higher the grades earned in these prerequisite classes, and the higher your GPA and TEAS score, the greater your chances of being selected. Grades earned in the pre-requisite classes are weighted very heavily: Each A= 3points, B=2, C=1, and a C is the minimum grade accepted. All prerequisites must be complete before you can start the program.

- ENGL 1010                      English Composition I
- MATH 1400                      College Algebra
- ZOO 2015                      Human Anatomy plus anatomy lab
- ZOO 2025                      Human Physiology plus physiology lab
- HLTK 1200                      Medical Terminology
- RDTK 1500                      Introduction to Radiography
- A Proficient score or higher on the ATI Test of Essential Skills (ATI/TEAS) is required as part of the application process. **Developmental and Basic scores are not eligible to apply.** (Please see ATI Information).

### STEP THREE

- Cumulative GPA must be 2.5 or greater. (This program is very competitive – high GPA recommended.)
- Comply with the Core Performance Standards (located in this guide). Accepted students must complete BLS certification for the healthcare professional, background check, drug and alcohol screenings; and meet clinical accessibility and clinical rotation requirements.
- You must have a clean criminal record with no prior misdemeanor (other than minor traffic violations) or felony convictions, to be eligible to take the National Registry. You must maintain a clean record for the duration of the Radiography Program, should you be accepted, and throughout your radiography career. If you are concerned about your eligibility, you may go through the petition process with the American Registry of Radiologic Technologists. If the ARRT allows you to participate, you must then go through the petition process with each clinical facility you will be attending. See program director for more information.
- Send **all current/previous** college transcripts to Radiography Program Director with your Program Application. The radiography selection committee does not have access to your transcripts – you must provide them with your application. **Grade points for prerequisite classes will be calculated on the grades**

evident in your submitted transcripts. Unofficial transcripts are acceptable, so long as official transcripts are on file with CC Administration. All Casper College transcripts must also be included.

- Attended a Radiography Information Session. The session will be held each fall semester, after advising week. Email Jenny Harshman in October for specific dates and times at [jharshman@caspercollege.edu](mailto:jharshman@caspercollege.edu). If she is your advisor she will send you an email, so be sure to check your CC Gmail account. Participants will be observed for their teamwork skills, motivation, level of interest and professionalism. The session is not required, but you will earn points toward program eligibility.
- Using APA format, write an essay to describe the Responsibilities of the Radiographer. This paper will be rigorously reviewed as part of the selection process. Academic honesty is required – do not plagiarize any part (copy-and-paste, etc.). Answer the following questions:
  1. What are the work responsibilities of the radiographer?
  2. What interactions does a technologist have with patients? Physicians? Other allied health professionals?
  3. Describe why mathematics and sciences are important prerequisites for a technologist.
  4. Reflect on a time that you were overwhelmed or frustrated at work or school How did you cope with those feelings? What did you do to feel better?
  5. Explain a challenge you had overcome and how you stayed motivated to resolve that challenge.
  6. Discuss the importance of professional and ethical behavior in the imaging department.
  7. Research the cystourethrogram exam. (You will learn this in the Radiology Information Session, should you choose to attend.)
    - a. Explain the exam
    - b. Describe catheterization
    - c. Do you think the technologist performs the catheterization? Why or why not?
    - d. How could you make the patient more comfortable during this exam?
    - e. What aspects of this exam might be challenging for you as a technologist?
    - f. Look at some urography images online. Do you think this exam might be painful? Embarrassing? How could you reassure your patient?
  8. Cite your sources throughout the entire response, and include a bibliography. See [https://owl.purdue.edu/owl/research\\_and\\_citation/apa\\_style/apa\\_formatting\\_and\\_style\\_guide/general\\_format.html](https://owl.purdue.edu/owl/research_and_citation/apa_style/apa_formatting_and_style_guide/general_format.html) for help with APA formatting, or contact Jenny Harshman.

There is not a length requirement for this paper, but most people write at least 5 pages.

#### STEP FOUR

- Complete and return the Radiography Program Application for Admission form** (at the end of this packet), with all application materials including two reference letters:
  - 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
  - One from anyone other than a family member who can attest to your honesty, sincerity, and the ability to work in a team setting (employer, teacher, coach, etc.).

If you have successfully completed all the items on this checklist, steps 1-4, you are ready to apply for admission to the Radiography Program.

## STEP FIVE

If you are accepted into the program, which starts in May, 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.
  - Provide evidence of current health insurance
  - Provide evidence of a two-step PPD skin test.
- Provide evidence of Chicken Pox immunization or a varicella titer.
- Provide a copy of your current driver's license and auto insurance card.
- Provide a copy of your health insurance card.
- Be 18 years of age at the time you enter the program.
- Earn BLS Certification with your class cohort in May, the year you are accepted. (Do not take this class earlier – see program director if you have questions.)
- Pass background check and drug screening per any facility requirements
- Provide proof of the flu shot each fall semester.

Note: Clinical compliance is dictated by our facility partners and subject to change. Covid immunization has been required in the past, and may be reinstated. Students must adhere to any updated requirements throughout the duration of the Program.

If you have not had experience working in a healthcare setting, it is recommended that you arrange for some volunteer time in a health care facility if possible. Examples include a Hospital or radiology clinic.

### **State Authorization Reciprocity Agreement (SARA) Compliance**

Once you have graduated from our program, you will be eligible to take the national test through the American Registry for Radiologic Technologists (ARRT). Earning your registry will make you eligible to apply for radiography jobs in the United States. Each state will have its own licensure requirements. The Wyoming State Board of Radiologic Technologist Examiners is available here: <https://radiology.wyo.gov/>

You will see the Radiography Program course plan on the following page. **All prerequisite classes need to be completed before you start the program, so focus on completing these first.** If you are missing a class when you apply, you will not earn any points for that class, which has the potential to hurt your chances of being accepted into the RDTK program. However, several applicants will be in the same situation (missing possibly one or 2 classes), and if you have high grades it is possible you will be accepted. For example, if you have all A's and other candidates have all C's, your acceptance chances are better. Therefore, you can apply in January even if you still have a prerequisite class to complete. If accepted, you must successfully complete any missing prerequisite classes before starting the program in May. If you are missing more than 2 classes at application your chances of program acceptance decrease. Please see the Radiography Program Director if you have questions.



# CC Student Academic Record: Associate Degree Program in Radiography

For questions contact Jenny Harshman [jharshman@caspercollege.edu](mailto:jharshman@caspercollege.edu)

	PREREQUISITE COURSES: These courses must be completed prior to starting the program. Students may still apply if all but two classes are complete.	Credits	SEM. YEAR	GRADE
PRE - RAD	ZOO 2015 Human Anatomy+ lab	4		
	ZOO 2025 Human Physiology+ lab /also counts towards GEL0000 elective (4cr)	4		
	MATH 1400 College Algebra	4		
	ENGL 1010 English I	3		
	+ HLTK 1200 Medical Terminology	3		
	RDTK 1500 Introduction Radiologic Technology	1		
	ATI -Test of Essential Skills (TEAS) proficient or higher			
	<b>GENERAL EDUCATION COURSES</b> – These courses are required for graduation and they can be taken while a student is in the Radiography Program.			
	<b>Typing skills are a prerequisite. A lack of proficiency will result in a required keyboarding class.</b>			
	COMM 2010 Public Speaking	3		
	POLS 1000 or HIST 1211, or HIST 1221, or HIST 1251	3		
	- Fine Art (FA) 0000 several options - see advisor	3		
	PSYC 1000 General Psychology or SOC 1000 Sociological Principles	3		
	- Health and Wellness (HW) 0000 several options - see advisor	1		
- Humanities (HU) 0000 several options - see advisor	3			
**If continuing to Boise State for BS STAT2050 or 2070 Required	4			
FIRST YEAR	<b>Spring I (April) Acceptance into Program, Background Check Immunizations &amp; complete</b>			
	<b>Summer (May)</b>			
	HLTK 1625 BLS – must be taken during 1 <sup>st</sup> -year summer semester	.33		
	*RDTK 1530 Patient Care and Management	2		
	*RDTK 1580 Radiographic Positioning I	2		
	<b>Summer I (June/July)</b>			
	*RDTK 1710 1 <sup>st</sup> yr Clinical Education I	2		
	<b>Fall I</b>			
	*RDTK 1610 Radiographic Imaging I	5		
	*RDTK 1680 Radiographic Positioning II	3		
	*RDTK 1810 1 <sup>st</sup> yr Clinical Education II	3		
	*RDTK 1830 Pharmacology for Radiographers	1		
	<b>Spring 1</b>			
	*RDTK 1640 Radiographic Imaging II	5		
	*RDTK 1910 1 <sup>st</sup> yr Clinical Education III	3		
	*RDTK 2580 Radiographic Positioning III	3		
	RDTK 2200 Sectional Anatomy: Can be taken prior to admissions to program after completion of ZOO 2015/2025	3		
SECOND YEAR	<b>Summer II</b>			
	*RDTK 2710 2 <sup>nd</sup> yr Clinical Education IV	2		
	<b>Fall II</b>			
	*RDTK 2640 Radiation Biology & Protection	2		
	*RDTK 2630 Radiographic Pathology	3		
	*RDTK 2810 2 <sup>nd</sup> yr Clinical Education V	5		
	<b>Spring II</b>			
	*RDTK 2910 2 <sup>nd</sup> yr Clinical Education VI	5		
*RDTK 2930 Transition from Student / Radiographer	2			
<b>Total Credit Hours</b>	<b>TOTAL HRS REQUIRED:</b>			
33-34 General Education/ 52.33 Program	<b>85.33 Credit Hours</b>			

+ Two-credit Medical Terminology courses will be accepted for program admission. See Program Director for more information.

\*RDTK courses which can only be taken once a student is accepted into the radiography program. Pre- RAD course substitutions are not allowed. For transcript inquiries please contact Enrollment Services.

\*\*Required to transfer to Boise State: STAT205 or 2070; credits not included in AS total.

- 0000 – see advisor for appropriate class

## Associate Degree for Radiography Education at 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 for the **first summer semester starting in May** of the radiography program:

**First Semester:** refer to the current Casper College catalog for tuition and fee rates.

- Background check/Drug screen \$50
- Two-step PPD skin test \$30
- Books (approximate: e-book price may be less) \$500
- Uniforms, face masks and lab coat \$300
- Eye protection \$12
- COVID -19 Vaccine recommended currently free (Public Health)
- Chicken pox titer *or* \$30
- Chicken pox vaccine x2 (available at Public Health) \$100 each if negative titer
- Hepatitis titer *or* \$30
- Hepatitis immunization series \$90
- MMR titer *or* \$30
- MMR vaccine \$50
- BLS in May of 1<sup>st</sup> year Summer semester \$40
- Health insurance - if not already covered by another policy \$3800 / year
- Flu vaccination \$25
- Face masks 25\$/box
- At this time the use of e-books is optional and Casper College Radiography Program dictates no requirement for personal mobile electronic device; however, if a student is interested in acquiring a mobile electronic device, the iPad or any laptop is strongly recommended.

Casper College provides, at no expense to students, liability (malpractice) insurance while radiography 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.

**Estimated Expenses for the second through 5<sup>th</sup> semester:** refer to the current Casper College catalog for tuition and fee rates.

- Maintain all 1<sup>st</sup> semester documents and Clinical Requirements noted above

**Estimated Expenses for the sixth semester include:** refer to the current Casper College catalog for tuition and fee rates.

- Maintain all 1<sup>st</sup> semester documents and Clinical Requirements noted above
- Cap and gown fee \$25
- American Registry of Radiologic Technologists exam \$250
- WY State Licensure Application \$225

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.

# Assessment Technologies Institute (ATI) Test of Essential Academic Skills (TEAS)

The ATI TEAS test measures the likelihood of a candidate being successful in their first year of a Health Science Program. The goal is two-fold in that we want our students to stay in the program and be successful in passing the licensure/board/registry exam at the completion of the program.

On the ATI TEAS, the following areas are tested. You will have 209 minutes to complete the exam. Additional information can be found at <http://atitesting.com/teas-exam.aspx#toggle-id-1> including study material. (Use Firefox as your browser when accessing ATI Testing).

ATI TEAS Content Areas	VERSION 6		VERSION 7	
	# Questions	# Minutes	# Questions	# Minutes
<b>Reading:</b> Key ideas and details; craft and structure; integration of knowledge and ideas	53	64	45	55
<b>Mathematics:</b> Numbers and algebra; measurement and date	36	54	38	57
<b>Science:</b> Human anatomy and physiology, life and physical sciences; scientific reasoning	53	63	50	60
<b>English &amp; Language Usage:</b> Conventions of standard English; knowledge of language, vocabulary acquisition	28	28	37	37
<b>TOTAL</b>	170	209	170	209

Only students achieving a Proficient level or above will be eligible to apply to their respective Health Science program. Students earn points on the 'Admission Ranking Worksheet' based on their actual Individual Adjusted Score, which can be found in the upper right hand corner of the TEAS results. Basic and developmental scores are ineligible for application to the program.

### ACADEMIC PREPAREDNESS LEVELS

Level	Academic Preparedness Level Definition	Score Range Version 6	Score Range Version 7
<b>Exemplary= A</b>	Exemplary scores generally indicate a very high level of overall academic preparedness necessary to support learning of health sciences-related content. Students at this level are not likely to require additional preparation for the objectives assessed on ATI TEAS.	90.7% to 100%	92.0% to 100.0%
<b>Advanced= B</b>	Advanced scores generally indicate a high level of overall academic preparedness necessary to support learning of health sciences-related content. Students at this level are not likely to require additional preparation for the objectives assessed on ATI TEAS.	78.0% to 90%	80.0% to 91.3%
<b>Proficient= C</b>	Proficient scores generally indicate a moderate level of overall academic preparedness necessary to support learning of health sciences-related content. Students at this level can require additional preparation for some objectives assessed on ATI TEAS.	58.7% to 77.3%	58.7% to 79.3%
<b>Basic</b>	Basic scores generally indicate a low level of overall academic preparedness necessary to support learning of health sciences-related content. Students at this level are likely to require additional preparation for many objectives assessed on ATI TEAS.	41.3% to 58.0%	40.7% to 58.0%

Level	Academic Preparedness Level Definition	Score Range Version 6	Score Range Version 7
<b>Developmental</b>	Developmental scores generally indicate a very low level of overall academic preparedness necessary to support learning of health sciences-related content. Students at this level will require additional preparation for most objectives assessed on ATI TEAS	0.0% to 40.7%	0.0% to 40.0%

### Resources to Study for the TEAS

Please note the Testing Center does not have study resources or content outlines.

- The TEAS assessment gauges students' reading, mathematics, science and English skills. To prepare for the TEAS assessment you may purchase resources from the ATI website by going to: [ATI Testing](#). Including practice tests. If you have any questions, you may call Assessment Technologies Institute®, LLC at 1-800-667-7531.
- Other resources to prepare for the TEAS are freely available from the Casper College Library.
  - Casper College Health Science Student Test Preparation: TEAS Internet Sites and Learning Express Library: [TEAS Testing guides](#)
  - If you need assistance, please contact Sarah Mailloux at 307-268-2137 or [smaillox@caspercollege.edu](mailto:smaillox@caspercollege.edu)
- Other resources to prepare for the TEAS
  - This is a set of ATI TEAS 7 Youtube videos. It has over 5 hours of free tutorials. TEAS Review Video Tutorials by Mometrix [Youtube TEAS videos](#)

### To make an appointment to take the TEAS test:

1. Appointments for the web-based test can be scheduled with the Testing Center (TC) at Casper College: [Casper College Testing Center](#)
2. The ATI TEAS exam can also be proctored online please use the following link for the online option: <https://www.atitesting.com/teas/register/teas-at-ati-> Cost is \$115
3. The cost of the ATI TEAS exam is \$65.00 at the Casper College Testing Center, which is paid online with a credit/debit card on the day of the test. If you are using other testing centers, the cost can range from \$75 to \$150.
4. No test will be administered without payment first.
5. A copy of the 'Policies and Procedures' for the Casper College Testing Center have been attached for your convenience and are also available on the TC website.
6. If you are not able to come to Casper College to take the test, it is your responsibility to contact a testing center in your community and arrange to have the test proctored or get proctored online.
  - A. The testing center you are using will need to contact the Testing Center (TC) at Casper College: [Casper College Testing Center](#) to obtain the testing login and password.
  - B. Please be certain you print your result and include your score with your program application.**
7. ATI TEAS may be taken twice during a semester. The candidate must wait at least 48 hours between attempts. The highest score will be accepted. The score is good for 2 years (includes Versions 6&7)

# **Casper College Testing Center (TC) Policies and Procedures**

**Located in the Thorson Institute of Business -  
BU120**

- Students are encouraged to schedule testing appointments in advance in order to guarantee a seat. Walk in appointments are welcome.
- Students will need to present a valid photo ID before testing. Student ID, driver's license, military ID, and passports are valid IDs.
- The Testing Center will be closed on all school holidays and as posted. If the Testing Center must close at other times, faculty and staff will be notified.
- Any unforeseen closures will be communicated by email to faculty and staff. Hours and closures are available on the webpage. Any unexpected campus closures will be posted on the Casper College homepage.
- Please reschedule if you are unable to keep a testing appointment.
- Cellular phones must be turned off while in the Testing Center and, together with all other personal items, including watches and electronics, must be placed in one of the secure lockers provided.
- Pockets will be empty during testing.
- No coats or jackets with hoods, scarves, or hats are allowed in the testing room.
- All scratch paper and writing utensils will be supplied by the Testing Center.
- No food or drinks, other than bottled water in a clear plastic container with all labels removed, will be allowed in the testing room.
- No children are allowed in the Testing Center.
- The individual testing room is reserved for candidates with documented accommodations. Please contact the Casper College Disability Services Counselor, 307-268-2557, well in advance of testing to arrange for necessary documentation.

## Transfer Students

Students wishing to transfer into the Casper College Radiography Program from another radiology program are subject to the following requirements:

1. Space availability.
2. The program the student is transferring from must be JRCERT accredited.
3. Student must have a 2.5 GPA or higher.
4. All transcripts must be reviewed by the Casper College Radiography Program Director to compare curriculum. Syllabi and course descriptions will be requested. Program Director will consult college registrar for transferability.
5. Two letters of recommendation: One from the current program director, and another from a faculty member or technologist as a character reference.
6. A personal interview will be held with the student and conducted by a committee to include the CC program director, CC clinical coordinator, a representative from one of the clinical sites, and another outside individual.
7. A Proficient score or higher on the ATI Test of Essential Skills (ATI/TEAS) is required as part of the application process. **Developmental and Basic scores are not eligible to apply.**
8. The applicant must meet all the requirements of the Casper College Radiography Program.
9. Prior students who failed to meet the requirements of this Policy Manual will not be considered.
10. The applicant will be subject to the clinical site's drug and alcohol screening.
11. The student may be required to prove clinical and didactic competence in areas previously studied to determine appropriate academic level of the applicant.
12. Must apply and be accepted to Casper College and have transcripts reviewed by the college registrar for transferability of general education and radiography courses.

### Other Clinical Education Requirements Casper College Radiography Program

#### 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 throughout the duration of the program.

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, proven history of drug or alcohol abuse, or misdemeanor other than a minor traffic offense. Applicants to whom this applies should consult the program director, or ARRT Ethics Review Board, for further information.

## Clinical Accessibility Policy

Casper College Health Science programs utilize 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 employment ceased involuntarily and you 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 and Radiology management that states the agency's position on your participation 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 employment issue **or other issue(s)** and have not complied with the above, you could be denied entry in a Health Science program or **be dismissed from the program**.

**Students who are denied clinical accessibility, at any facility, at any time prior to or during a program, will be dismissed.**

Students must maintain their program acceptance requirements. Medical facility objectives, modules, and exams must be met monthly. Failure to maintain clinical compliance may result in immediate dismissal from the program.

## Clinical Rotation Requirements

Students accepted into the Casper College Radiography Program are required to complete a specified number of clinical hours in the hospital or clinic setting. Students should be aware that some of these hours require evening shifts as well as some same day travel. For example, students completing their clinical in Casper may do a four to six day rotation once per semester in Douglas which is a 45 mile drive. Lecture and lab courses are offered on the Casper College campus in a weekly block type schedule. All students are required to attend on campus lecture/lab courses. Students attending clinical in outside communities will be required to come to the Casper campus weekly for lecture/lab classes. A copy of your driver's license, and proof of vehicle and medical insurance, will need to be provided if you are accepted.

## **Continuing Education Requirements**

Once you graduate and pass the American Registry for Radiologic Technologists examination, to maintain your registry, you will need to earn Continuing Education credits annually, and Continuing Qualifications Requirements are required every 7-10 years. Contact the Radiography Program Director or [art.org](http://art.org) for more information.



**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.

<b>ISSUE</b>	<b>STANDARD</b>
Critical thinking	Critical thinking ability to exercise non-clinical and clinical judgment in a timely manner
Interpersonal	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
Communication	Communication skills sufficient for interaction with peers, faculty, staff, administrators, patients/clients, families, and groups in verbal, nonverbal, and written form
Mobility	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
Motor skills	Gross and fine motor skills sufficient to provide safe and effective patient/client care
Hearing	Auditory ability sufficient to monitor and safely assess health needs
Visual	Visual ability with or without corrective lenses sufficient for observation and assessment necessary in safe patient/client care
Tactile	Tactile ability sufficient for physical assessment of patient/client
Professionalism	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.

Approved by attorney, J. Z. Norma



## Casper College Radiography Program Mission, Goals, Learning Outcomes

### Program Mission

The Associates of Science Radiography Program at Casper College provides education to produce competent medical radiographers eligible for immediate employment or advanced education, by offering high quality educational and clinical experiences.

### Casper College Radiography Program Goals and Outcomes:

#### **I. Clinical Performance and Competence**

Students will produce high quality images by possessing the knowledge, clinical application, radiation safety practices and patient care skills needed to meet the needs of the radiography community as entry level radiographers.

##### Outcomes:

- A. Students will apply proper principles of radiation protection in regard to patient, self and others.
- B. Students will utilize knowledge of anatomy, positioning, and physiology to demonstrate proper structures on the IR
- C. Student will demonstrate a working knowledge of appropriate patient care skills for radiographic procedures.

#### **II. Problem Solving and Critical Thinking**

Students will demonstrate sound problem solving and critical thinking skills necessary to function effectively in the clinical setting.

##### Outcomes:

- A. Student will demonstrate the ability to compensate for varying patient conditions
- B. Student will be able to, while critiquing images identify and initiate changes needed to produce a quality image.

#### **III. Communication**

Students will communicate effectively with patients, peers, and other members of the healthcare team. Through effective communication students will function as a productive member of the healthcare team.

##### Outcomes:

- A. The student will provide effective patient education techniques for various imaging procedures through efficient communication skills.
- B. The student will communicate effectively with their peers and other health care professionals.

#### **IV. Professional Growth and Development**

Students will understand the purpose and importance of professional values, ethics, continuing education, leadership and lifelong learning.

##### Outcomes:

- A. The student will demonstrate an appropriate professional work ethic in the clinical setting.
- B. The student will demonstrate continued professional growth after graduation.

#### **V. Program Effectiveness**

Graduates will fulfill the needs of the health care community. The program will provide the community with graduates who are able to function as an active member of the health care team.

##### Outcomes:

- A. Students will complete the program.
- B. Graduates will pass the ARRT examination on the 1<sup>st</sup> attempt.
- C. Graduates who are seeking employment will find jobs within 12 months post-graduation.
- D. Graduates will indicate satisfaction that the program adequately prepared them for the profession as an entry level radiographer.
- E. Employers will indicate satisfaction that graduates of the program were adequately prepared as entry level radiographers.

## **Casper College Radiography Program Student Outcomes**

Upon completion of the Associate of Science degree radiography program, the graduate will be able to/will:

1. Synthesize and apply knowledge from the biological, physical and radiographic sciences to provide humanistic patient care;
2. Perform radiographic skills in a manner safe to the patient, other health team members, and self within the professional scope of practice;
3. Adapt radiographic positioning skills to various body habitus;
4. Adapt radiographic technique to various pathological conditions;
5. Adapt radiographic technique to accommodate different machines and/or equipment;
6. Collaborate with other members of the health team and supervise others less skilled in the technical aspects of radiography;
7. Critique images for accuracy of positioning and technique to meet the satisfaction of the radiologist;
8. Administer diagnostic radiation so as to minimize radiation exposure to the patient, other health professionals and self;
9. Demonstrate responsibility for continued personal and professional growth and education;
10. Pursue an advanced degree in radiography, should he or she so desire;
11. Effectively utilize communication skills within the health care setting;
12. Utilize skills to successfully incorporate critical thinking and problem solving skills within the health care setting;
13. Learn more effectively by attending an on campus lab that was adequate, and contributed to the effective learning used in the clinical setting;
14. Provide adequate patient care and management skills during radiographic procedures;
15. Practice within the profession's ethical and legal boundaries to meet the needs of the patient and health care community.

Casper College

# Radiography Program Application for Admission **Due Jan 5**

PLEASE TYPE OR PRINT LEGIBLY – paper forms only; electronic submissions will not be accepted

1. Name \_\_\_\_\_ Preferred Pronouns: \_\_\_\_\_  
(Last) (First)

Name \_\_\_\_\_  
(If different from above, that may appear on your records)

Home/Cell Phone \_\_\_\_\_ Work Phone \_\_\_\_\_

Personal E-mail Address \_\_\_\_\_

Casper College E-mail Address \_\_\_\_\_

Current Mailing Address \_\_\_\_\_  
*Street City State Zip*

Permanent Address \_\_\_\_\_  
*Street City State Zip*

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

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3. Casper College Student ID Number \_\_\_\_\_ **REQUIRED** You must be accepted into Casper College to be considered. Official Transcripts must be on file in the Admissions Office.

4. Please **circle** your preferred clinical site: **Casper Gillette Lander Sheridan**

**This program is not offered online. All didactic classes are held on the Casper College campus.**

<p><b>Checklist – Incomplete applications will not be considered– DID YOU INCLUDE:</b></p> <ul style="list-style-type: none"><li><input type="radio"/> <b>Two letters of recommendation</b></li><li><input type="radio"/> <b>Responsibilities of the Radiographer Paper</b></li><li><input type="radio"/> <b>TEAS Test score</b></li><li><input type="radio"/> <b>Signed Radiography Information Session Form (if applicable)</b></li><li><input type="radio"/> <b>Paper Copy of All College Transcripts including Casper College: All Prerequisite classes must be included. Unofficial CC transcript is OK; all other colleges require official transcript</b></li><li><input type="radio"/> <b>This completed form</b></li></ul>	<p><b>MAIL/DELIVER APPLICATION TO:</b></p> <p>Jennifer Harshman Casper College Health Science Rm 104 125 College Drive Casper, Wyoming 82601</p>
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Date \_\_\_\_\_ Signature \_\_\_\_\_ Year applying for Admission \_\_\_\_\_

- A) You must complete the prerequisite courses and have a cumulative college GPA  $\geq$  2.5 to apply to the program.**
- B) Deadline for application and transcripts submission is Jan 5. Casper College is closed over Christmas Break, so be sure you have all your documents by the end of fall semester. Electronic submissions will not be accepted.**
- C) Must be 18 years of age or older at the time you enter the program.**
- D) Every effort is made to notify applicants of their placement by Spring Break. Timeline is dependent on the number of applicants. Check your CC Gmail account for acceptance information.