

# **CASPER COLLEGE RADIOGRAPHY PROGRAM ADMISSION GUIDE**



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## 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 (final grades), 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, and may be selected to interview for one of the 15 (approximately) student positions. The deadline for application is February 28 of each year, and interviews will be held in March. Prerequisite course RDTK1500 Introduction to Radiography must be taken before you apply. The program encompasses five semesters: fall, spring, summer, fall, and spring. This packet has all the information you need to apply to the RDTK Program. Be sure to read it, then reach out if you need further clarification.

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 February 28th**

### 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 with final grades 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 these prerequisites and ensure their 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 prerequisite classes are weighted very heavily: A= 3 points, B=2, C=1, and a C is the minimum grade accepted. Retaking courses may not improve your score. All prerequisites must be complete before you can start the program, **but you can apply if you are enrolled in a prerequisite or two.**

- 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).
- HLTK 1870 (Not required) Professionalism in Healthcare - may be taken for extra points toward application

It is recommended that you have most, or all, of your General Education classes complete before you start the Radiology Program. All but one class must be complete by the beginning of the 2nd-Year Spring semester.

- COMM 2010 Public Speaking
- POLS 1000 *or* HIST 1211, *or* HIST 1221, *or* HIST 1251
- Fine Art (FA) **0000 several options - see advisor**
- PSYC 1000 General Psychology *or* SOC 1000 Sociological Principles
- Health and Wellness (HW) **0000 several options - see advisor**
- Humanities (HU) **0000 several options - see advisor**

### 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). Once accepted, students must complete BLS certification for the healthcare professional, immunizations, background check, drug and alcohol screenings; and meet clinical accessibility and clinical rotation requirements.
- Graduates are eligible to sit for the certification examination given by the American Registry of Radiologic Technologists (ARRT) and must pass to become Registered Technologists. However, the ARRT has a policy of not allowing persons who are convicted of a felony or gross misdemeanor to take the national certifying examination. You must have a clean criminal record. Because of this policy, there may be an inability of those with such a conviction to work in the profession. Information regarding this policy can be found on the ARRT webpage: <http://www.arrt.org> Click here to download the Ethics Review Pre-Application.
- Send **all current and previous** college transcripts to the Radiography Program Director with your Program Application. The RDTK 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 final 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.**
- Recommended: 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 [jennifer.harshman@caspercollege.edu](mailto:jennifer.harshman@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.
- 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.
- 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 your work.
  - 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.).

### STEP FOUR

- After all of the above steps are completed, and if you qualify as one of the top applicants, you will be invited to interview for admission into the program. Interview invitations will be sent to your CC Gmail address, and will occur in March. Interview selection involves a ranking of cumulative GPA, and pre-requisite course grades.

The interview questions assess communication skills and knowledge of the profession based on the RDTK1500 Intro to Rad Tech class and/or Radiology Information Session activities. You can also prepare by researching typical interview questions.

A group of up to 8 people will be on the selection committee. The committee is made up of clinical staff and administration, college faculty, a radiography program student, and a community member. Students who do not live in Wyoming will be given the option to interview through Zoom.

Be sure to sign up for the interview by the date noted in your email, which will be sent to you in March. If you do not sign up for an interview in time, you will forfeit your spot, and another candidate will be given your interview time. Students who do not read their Casper College Gmail, or do not sign up for an interview, are encouraged to apply again during the next application cycle.

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.

## **PROGRAM ACCEPTANCE**

If you are accepted into the program, which starts in August, you must meet the following **requirements**:

- **MMR**: Two doses OR proof of positive titers for all three (Measles, Mumps, Rubella)
- **Hepatitis B**: Three doses OR proof of titer
- **Varicella**: Two doses OR proof of titer (chicken pox)
- **Tuberculosis**: 2-Step TB Skin Test: (Requires **4 total visits** to the clinic, wait 1 week after 1<sup>st</sup> TB injection to get 2<sup>nd</sup> TB. **Can't exceed 3 weeks** between 1<sup>st</sup> TB injection and 2<sup>nd</sup> TB injection
  - **Other options**: single Quantiferon blood test or single T-spot blood test
- **Covid Vaccine**: Optional, not currently required
- **Health Insurance**: Proof of current coverage, must be covered for duration of the program
- **Driver's License & Auto insurance Card**
- **Background check and Drug Screening**: 10 panel required – Student Health Svcs (UU 202)
- **Influenza vaccine**: Will be required every fall

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

## **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/>

Please review the Radiography Program course plan carefully. All prerequisite courses must be completed before the program begins, so it is important to prioritize these requirements first. If you are missing a prerequisite course at the time of application, you will not receive points for that course, which may negatively impact your admission ranking. However, it is common for some applicants to be missing one or two courses. Strong academic performance can offset this disadvantage; for example, an applicant with primarily A grades may still be competitive compared to applicants with lower grades. For this reason, you may apply in February even if you still have one or two prerequisite courses in progress. If you are accepted, all outstanding prerequisite courses must be successfully completed before the program starts in August. Please note that applicants missing more than two prerequisite courses at the time of

application will have a reduced likelihood of admission. See the Radiography Program Director if you have questions.

# CC Student Academic Record: Associate Degree Program in Radiography

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

<b>PREREQUISITE COURSES:</b> These courses must be completed prior to <b>starting</b> the program. Students may still apply if all but two classes are complete.	<b>Credits</b>	<b>SEM. YEAR</b>	<b>GRADE</b>
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			
HLTK 1870 (Not required) Professionalism in Healthcare may be taken for extra points toward application	3		
<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 Required	4		
<b>FALL 1<sup>st</sup> year Acceptance into Program, Background Check Immunizations &amp; complete</b>			
RDTK 1530 Patient Care in Radiology and BLS	2		
RDTK 1680 Radiographic Positioning I	4		12 credits
RDTK 1610 Radiographic Imaging I	3		
RDTK 1710 1 <sup>st</sup> yr Clinical Education I	3		
<b>Spring 1<sup>st</sup> year</b>			
RDTK 1640 Radiographic Imaging II	5		
RDTK 1810 1 <sup>st</sup> yr Clinical Education II	3		13 credits
RDTK 1830 Pharmacology for Radiographers	1		
RDTK 2580 Radiographic Positioning II	4		
<b>Summer 2<sup>nd</sup> year</b>			
RDTK 2710 2 <sup>nd</sup> yr Clinical Education III	4		4 credits
<b>Fall 2<sup>nd</sup> year</b>			
RDTK 2630 Radiographic Pathology	2		
RDTK 2640 Radiation Biology & Protection	3		12 credits
RDTK 2680 Radiographic Imaging III	2		
RDTK 2810 2 <sup>nd</sup> yr Clinical Education IV	5		
<b>Spring 2<sup>nd</sup> year</b>			
RDTK 2200 Sectional Anatomy	3		
RDTK 2910 2 <sup>nd</sup> yr Clinical Education V	5		10 credits required
RDTK 2930 Transition from Student / Radiographer	2		
RDTK 2990 Special Topics in Radiology (optional or required per ARRT/Clinical readiness)	1-3		
<b>Total Credit Hours</b> 30 General Education/3 program prep/4 Bachelor prep/52 Program		<b>TOTAL HRS REQUIRED: 85 Credit Hours</b>	

+ Two-credit Medical Terminology courses may be accepted for program admission. See Program Director for more information. Only RDTK1500 INTRO is the only class students can take before being accepted into the program. Pre- RAD course substitutions are not allowed. For transcript inquiries please contact Enrollment Services.

\*\*Required to transfer to Boise State: STAT2050; 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 semester** 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 documentation \$60
- 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 4<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 fifth 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)<sub>(version 7)</sub>

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).

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	# Question s	# Minute s
<b>Reading:</b> Key ideas and details; craft and structure; integration of knowledge and ideas	45	55
<b>Mathematics:</b> Numbers and algebra; measurement and date	38	57
<b>Science:</b> Human anatomy and physiology, life and physical sciences; scientific reasoning	50	60
<b>English &amp; Language Usage:</b> Conventions of standard English; knowledge of language, vocabulary acquisition	37	37
<b>TOTAL</b>	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.

Level	Academic Preparedness Level Definition	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.	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.	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.	<b>58.7%</b> 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.	40.7% to 58.0%
<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 40.0%

### ACADEMIC PREPAREDNESS LEVELS

#### 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 [smailoux@caspercollege.edu](mailto:smailoux@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 around \$135
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.

# **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. If the personal interview is successful, transfer students will go through the same interview process as other candidates.
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 Casper College's 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, immunizations, drug testing and drug abuse prevention policies. Students are then subject to the random drug testing policy of that agency, and testing may occur throughout the duration of the program. Students enrolled in accredited programs will have to submit to and pass background and drug testing.

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, misdemeanor, proven history of drug or alcohol abuse, or has lost their license/certification in an allied health field. 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 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 and Radiology Manager of the affected agency and request documentation 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 must 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 will be denied entry in the Radiography Program or be dismissed from the program. Some programs do not have clinical assignments until the second, third, or fourth semester. Students who are denied clinical access at any time prior to or during the RDTK program will be dismissed. Students attend clinical at the will of the clinical facility, and a dismissal from the facility equates to a dismissal from the program.

Students must maintain their program acceptance requirements such as clinical facility immunizations, course objectives, and clinical learning modules. Clinical compliance is dictated by our facility partners and subject to change. Students must adhere to any updated requirements throughout the duration of the program. These documents are facility mandated; therefore, Casper College cannot approve exemption requests. Exemption requests must be made through each facility and Casper College has no authority regarding the request outcome. 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.

### Grade Determination

The Radiography Program upholds high standards of education and therefore institutes a higher percent grade expectation than General Education courses. Grades for didactic courses and clinical education will be determined using the following scale:

<u>Percent</u>	<u>Grade</u>
92-100	A
85-91.9	B
78-84.9	C
1-77.9	F

# Radiography Program Application for Admission **Due February 28**

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

1. Name \_\_\_\_\_ Perferred 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. Circle your preferred clinical site: **Casper Gillette Riverton/Lander Sheridan Douglas Worland/Thermopolis**

**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>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 (final grades) including Casper College: All Prerequisite classes must be included.</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 \_\_\_\_\_

Applicants will be contacted through their CC Gmail account.

- A) You must complete the prerequisite courses and have a cumulative college GPA of 2.5 to apply to the program.**
- B) Deadline for application and transcripts submission is **February 28**. Electronic submissions will not be accepted.**
- C) Notification of interview can be anticipated in March Check your CC Gmail account. Interviews will be held in March. Students must be approved by the clinical sites.**
- E) Every effort is made to notify applicants of their placement by April 1. Timeline is dependent on the number of applicants. Check your CC Gmail account for acceptance information.**