



**APPLICATION FOR ADMISSION TO THE
RADIOGRAPHY PROGRAM**



**JACKSON COMMUNITY COLLEGE
RADIOGRAPHY**

ASSOCIATE in APPLIED SCIENCE

I wish to be considered for acceptance into the JCC's Radiography Program for the following year:

(Please place a check before the desired year)

SPRING 2010 2011 2012

Program Application Fee
\$50.00
non-refundable

NAME _____ Previous Last Name _____

ADDRESS _____

CITY _____ STATE _____ ZIP _____

JCC STUDENT ID NUMBER _____ HOME PHONE _____

CELL PHONE _____ EMAIL ADDRESS _____

The following must be completed prior to entering the program:

For each course listed below, please fill in an appropriate response:

Indicate your grade if you have completed the course, OR Indicate if you are currently enrolled.

*You must meet the required credits for each prerequisite course transferred to JCC

THIS PROGRAM IS COMPETITIVE. Minimum Grades DO NOT Guarantee Admission.

HOC 130 *3 transfer credits	DMS 100
MOA 120 (3cr) *2-3 transfer credits	BIO 132 or BIO 155 or BIO 253 and BIO 254 *4 - 5 transfer credits
Have you completed and submitted these documents?	JCC Application
	Application Fee Paid Receipt Attached \$\$\$

My signature verifies that I have met all requirements for application to the Radiography program; read and understand the Technical Standards for Admission and the Technical Standards and Functions documents; Radiography Admission Process (pages 2, 3, 4, & 5); my admissions file is complete; and I have consulted with an Academic Advisor.

Student Signature _____ Date _____

*Application form must be submitted directly to: Jackson Community College
Allied Health Office (JW 231)
2111 Emmons Road
Jackson, MI 49201*

APPLICATION and TRANSCRIPT RECEIPT DEADLINE:

January 31st (RADIOGRAPHY) FOR A SPRING SEMESTER PROGRAM START (MAY)

RADIOGRAPHY ASSOCIATE IN APPLIED SCIENCE ADMISSION PROCESS

Jackson Community College and the Allied Health Department are pleased that you are interested in the Associate in Applied Science Radiography Program. The selection process was established to enhance student success in the Radiography curriculum and passing scores on the National Exam, American Registry of Radiologic Technologist (ARRT).

APPLICATION PROCEDURE - ALL Applicants must:

- 1) Submit a Jackson Community College application.
- 2) Submit a completed Jackson Community College Radiography Program Application Form and indicate the desired program year. ***This application must be submitted directly to the Allied Health Office (JW 231). The application fee must be paid to JCC's Cashier's Office.***
- 3) Be a high school graduate or successfully complete the G.E.D. test.
- 4) Forward to the Jackson Community College Admissions Office **ALL** transcripts from colleges previously attended. ***It is your responsibility to confirm that your transcripts are on file.*** (Allow 8–10 weeks for transcripts to be processed. All transcripts **MUST** be received by the application deadline. Failure to have all transcripts submitted timely to Jackson Community College may result in an incomplete radiography application).
- 5) Meet Technical Standards for Admission of the Allied Health Department and Technical Standards and Functions required for the Radiography Program.

APPLICATION REQUIREMENTS for RADIOGRAPHY PROGRAM

The Radiography program is designed to prepare the student for employment in the field of diagnostic radiography; positions are located within hospitals, medical clinics, and other diagnostic imaging institutions. Upon successful completion, students are eligible to write the American Registry of Radiologic Technologists (ARRT) exams. Satisfactory completion of the ARRT board certifying exams allows the radiographer to use the initials of R.T.(R), Registered Technologist (Radiography).

Admission Requirements and Process for the Radiography Program

- 1) Students must have completed all prerequisite course work with a final grade of 3.0 or better in each course.

The following Pre-Requisite courses are required:

- 1) BIO 132 or Human Biology (3 credits)
BIO 155 or Human Anatomy and Physiology (4 - 5 credits)
BIO 253 and BIO 254 Human Anatomy and Physiology (4 – 5 credits)
- 2) HOC 130 Intro to Health Occupations (3 credits)
- 3) MOA 120 Medical Terminology (3 credits)
- 4) DMS 100 Introduction to Diagnostic Medical Imaging (3 credits)

All Radiographer courses must be completed with a minimum GPA of 2.0 to be considered passing. All Radiographer clinical practicum courses are subject to special scheduling dates which may not follow the traditional college semester calendar.

- 2) All applicants' academic records are evaluated by using a numerical point system. Entry into the Radiography program is competitive and based on total points from the grades earned in prerequisite coursework and an interview process.

3) All qualified applicants will have a consultation (interview) with the JCC Radiographer Program Admissions Committee.

A. The Admissions Committee will be comprised of a minimum of three (3) of the following individuals:

Radiographer Program Coordinator
Radiographer Program Instructor
Radiographer Program Clinical Instructor
Clinical Education Center Radiology Manager
Allied Health Director
A Representative of JCC Student Affairs Office
Any non-student Member of the Radiographer Advisory Committee

B. All applicants will be asked to respond to the same set of questions during the consultation (interview) session.

C. All applicants will be evaluated by each admission committee member and an average score is entered into overall point tally for admission considerations.

4) A clinical site must be arranged and approved for each applicant before final acceptance into the program. The clinical site is a third party entity into which students are placed for practical experience. JCC cannot guarantee that a clinical site will always be available. Arrangement for such a site depends upon the college's ability to enter into a formal agreement with a proposed site. Students should not rely upon the availability of a clinical site in particular geographical location.

While JCC uses its best efforts to negotiate clinical sites, even after they become available they can become unavailable for reasons beyond the control of JCC and in that event JCC has no liability. No one at JCC has authority to modify the conditions and information outlined in this application other than in writing signed by the Director of Allied Health.

5) Only those individuals with the highest total combined scores of the academic evaluation and the consultation session will be accepted.

6) All **accepted** applicants will be required to submit a completed statement of health/physical condition. The completed physical statement needs to include: medical history, physical exam results, and immunizations. This statement must be received by the Allied Health office prior to any Radiology student beginning their clinical education.

7) All **accepted** Radiology students must submit proof of Hepatitis B vaccination or a signed waiver.

8) Jackson Community College does not provide criminal background checks, drug screens, health physicals and/or any required vaccinations.

9) All **accepted** Radiography students must submit to a criminal background check, as required by state law for health care providers. The check must have been completed no longer than one year prior to the beginning of this first clinical rotation. The cost for the criminal background check is not covered by Jackson Community College. The completed report (with no active exclusions reported) must be received by the Legal Affairs office prior to any Radiography student beginning his/her clinical education.

Admissions process is nondiscriminatory in regards to race, color, religion, national creed, national origin or ancestry, age, gender, sexual preference, marital status, or handicap.

ACCEPTANCE PROCESS

- 1) The order of acceptance of qualified applicants will be based on points achieved. All prerequisites must be completed before an applicant can be considered for the Radiography program.
- 2) If more than one qualified applicant achieves the same score in the Point System for the last remaining spot, the applicant with the highest overall Jackson Community College grade point average will be selected.
- 3) If you are not offered a space in the program you have applied for and wish to be reconsidered for next year, you must re-submit another Program Application Form and the \$50.00 application fee for that program year. *Your application and application fee will **NOT** automatically be rolled over.*
- 4) Upon acceptance to Radiography Program, an applicant must complete the Health Certification Form and obtain

Professional Level CPR certification. This training includes infant, child, adult, 1 man – 2 man CPR and choking. **This MUST be maintained and current while in the program.**

- 5) Notification of applicants' status in the Radiography program will be in April for the upcoming spring semester (May). If a student chooses not to accept their seat in the program for that year, he/she will need to reapply for the next year and compete with the other candidates for that year.

POINT SYSTEM

The selection process will be based on the following point system. The number of students selected into the radiography program is determined by how many clinical sites are available to host the JCC student(s).

<u>Criteria</u>	<u>Possible Points</u>
Academic	
Previous degree earned	Yes = 2 No = 0
Allied Health degree	Yes = 2 No = 0
Allied Health experience <i>Professional Reference with verification of AH Experience</i>	1 – 5 years = 1 Over 5 years = 2
Volunteer in an Allied Health Setting	< 1 year = 1 1 – 5 years = 2 Over 5 years = 3
College GPA	2.0 – 2.5 = 1 2.6 – 3.0 = 2 3.1 – 3.5 = 3 3.6 – 4.0 = 4
DMS 100 Intro to Diagnostic Medical Imaging	3.0 = 1 3.5 = 2 4.0 = 3
BIO 132 or BIO 155 or BIO 253 and BIO 254 Human Biology or Human Anatomy & Physiology	3.0 = 1 3.5 = 3 4.0 = 4
MOA 120 Medical Terminology	3.0 = 1 3.5 = 2 4.0 = 3
HOC 130 Intro to Health Occupations	3.0 = 1 3.5 = 2 4.0 = 3
Job Shadow (observing in a Radiography lab for no less than one full day. During this job shadow you should have had the opportunity to view several different radiography exams. This Job Shadow needs to be completed before March 1 st of you application year.	Yes = 1 No = 0
Interview	
Communication	3
Poise & Self Confidence	1
Critical Thinking	2
Professionalism	2
TOTAL Possible Points	35

**TECHNICAL STANDARDS FOR ADMISSION
ALLIED HEALTH DEPARTMENT
JACKSON COMMUNITY COLLEGE**

The Allied Health Department faculty has specified the following non-academic criteria which applicants generally are expected to meet in order to participate in the Department of Allied Health Sciences programs and professional practice. These technical standards are necessary and essential and have been developed to provide for the health and safety of the patients receiving care from the Allied Health Department program students.

OBSERVATION – The applicant must be able to participate in all demonstrations, laboratory exercises and clinical practicum in the clinical component and to assess and comprehend the condition of all patients assigned for examination, diagnosis and treatment.

COMMUNICATION – The applicant must be able to communicate with patients to effectively elicit patient compliance, understand and assess non-verbal communications; and be able to effectively transmit information to patients, physicians, paraprofessionals, faculty and staff in a timely way.

PSYCHOMOTOR – The applicant must have motor functions sufficient to elicit information from patients by appropriate diagnostic or therapeutic maneuvers; be able to perform basic tasks; possess all necessary skills to carry out diagnostic or therapeutic procedures; be able to interpret movements reasonably required to provide general care and emergent treatment/actions as necessary for patient safety and comfort.

INTELLECTUAL / CONCEPTUAL INTEGRATIVE AND QUANTITATIVE ABILITIES – The applicant must be able to measure, calculate, reason, analyze, evaluate, and synthesize information and observations. Problem solving, the critical skill demanded of Allied Health Practitioners, requires all of these cognitive abilities. In addition, the applicant must be able to comprehend three-dimensional structures and understand the spatial relationships of these structures.

BEHAVIOR AND SOCIAL ATTRIBUTES – The applicant must possess the emotional health required for full utilization of intellectual abilities; execute appropriate medical judgment; the prompt completion of assigned or non-assigned responsibilities for care of and service to the patient; and the development of supportive and effective relationships with patients. Applicants must be able to tolerate physical and mental work loads, function effectively under stress, adapt to changing environments and conditions, display flexibility and function in the face of uncertainties inherent in the clinical setting and with patients. Compassion, integrity, concern for others, interest and motivation are personal qualities with each applicant should possess.

**TECHNICAL STANDARDS AND FUNCTIONS THAT ARE
REQUIRED TO SUCCESSFULLY COMPLETE AN
ASSOCIATE IN APPLIED SCIENCE DEGREE IN RADIOGRAPHY**

Beginning with the fall semester, Radiography students start their first clinical rotation. It is important for you to be made aware of the technical tasks and function requirements associated with the profession of Medical Radiography.

STANDARDS

FUNCTIONS

1)	Sufficient motor skills and coordination to move and adjust equipment suspended from the ceiling at a height of up to six feet.	Reach overhead in order to move the Radiographic tube-head. Rotate the tube-head and manipulate the locks.
2)	Speech sufficient to be understood by others; ability to understand the communication of others.	Explain radiographic procedures and preparations to patients. Ability to instruct patients during the course of an examination.
3)	Ability that is sufficient to understand and follow verbal and written directions and information.	Receive reports and instructions for radiographic procedures from Radiologist and other physicians.
4)	Sufficient muscle strength, lower back and knee stability, to handle and carry equipment up to 20 pounds a distance of 20 feet.	Lift and carry grid cassettes, positioning devices, lead aprons, and other shielding devices needed in performing a radiographic procedure.
5)	Sufficient muscle strength, lower back and knee stability to handle patients in a safe manner. Sufficient physical coordination to move patients on gurneys, stretchers, and wheelchairs.	Assist in placing patients on and off of wheel chairs, stretchers, and gurneys. Transport patients from their hospital room to the radiology department and back.
6)	Sufficient muscle strength, lower back and knee stability to handle patients in a safe manner.	Move patients from a stretcher or wheelchair onto an exam table and from the exam table back to the stretcher or wheelchair. Move patients into various positions while on the exam table. Such motion requires leaning across a cart and reaching to the exam table while assisting to lift the patient as well as pulling and pushing on the patient.
7)	Sufficient muscle strength and physical coordination to move and guide the motion of heavy equipment on and off elevators, and over carpet.	Move non-motorized and motorized mobile x-ray and fluoroscopy machines to and from patients' rooms, the emergency room, and surgery.

TECHNICAL STANDARDS AND FUNCTIONS – Continued

	<u>STANDARDS</u>	<u>FUNCTIONS</u>
8)	Vision sufficient to manipulate the buttons, handles, knobs, and keyboards associated with electronic and radiographic equipment.	Select exposure factors which include KVP, mAs, automatic exposure controls, focal spot size, density, cassette size and type which will result in a diagnostic radiograph.
9)	Sufficient vision and hearing to monitor the condition of the patient during the radiographic procedure.	Observe and care for the physical state/condition of the patient, while looking through shielding glass, under low light conditions.
10)	Vision sufficient to allow good accommodation in brightly lit, as well as, dimly lit environments.	Move from brightly lighted hallways and rooms into dimly lighted imaging rooms or darkrooms, to process radiographs.
11)	Sufficient hearing to distinguish typical from non-typical sounds created by operating radiographic equipment. Must be able to distinguish sounds while standing behind a lead wall in the control area.	Recognize the typical sounds of the moving bucky, rotating anode, switches and relays, which indicate that the equipment is functioning properly.
12)	Sufficient vision to discriminate between grey-scale tones associated with radiograph images and video display monitors.	Determine the technical quality of a radiograph by distinguishing structural differences derived by varying densities on a radiographic film or video monitor.
13)	Sufficient psychological stability and knowledge of techniques/resources to be able to respond appropriately and efficiently in emergent situations in order to minimize dangerous consequences either patient related or environment related.	Recognizing and responding appropriately in emergency situations.
14)	Ability to learn technical medical and pathophysiological information.	Completion of the clinical and didactic components of the program requires the time and the ability to learn.

You need to be able to perform each of these tasks with or without accommodation if an accommodation is necessary because of a disability it is your responsibility to provide documentation and to request accommodation. The college will endeavor to satisfy requests for reasonable accommodations however it is not guaranteed.

APPLICATION and TRANSCRIPT RECEIPT DEADLINE:

January 1st (Radiography) for a Spring Semester program start (May)