



JACKSON COLLEGE
Associate in applied science, Surgical Technology

NAME _____ JC STUDENT ID NUMBER _____

ADDRESS _____ DOB: _____

CITY _____ STATE _____ ZIP _____

HOME PHONE _____ CELLPHONE _____

EMAIL ADDRESS _____

Career Center Grad MED Office Asst. Certification

The following check-list must be completed prior to applying to the program:

- Jackson College Application
- SUR Advising Fact Sheet Signed and Completed
- All point earning documentation must be submitted by November 15.
- Please provide any geographical limitations you may have to attend an assigned clinical site below by providing a reply to these preferences:
 - Commuting to a clinical site-** What are you willing to drive **in a measurement of** time from your place of residence to a clinical location?
- For each course listed below, please fill in an appropriate response:

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

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

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

Required prerequisite classes- a minimum grade of 2.5 in the following class(es)

BIO 132 _____ or BIO 253 _____ & BIO 254 _____

Required prerequisite class: a minimum of a 3.0 in the following class:

SUR 101 _____

Required prerequisite class: a minimum of a 2.0 in the following class:

MAT 130 (or greater) _____ (3-4 transfer credits)

Required core related and general education courses(can be completed in the program)

ENG 131 _____ BIO 220 _____ MOA 120 _____ (recommended prior to program application)
MOA 112 _____ HOC 110 _____

PSY 140 _____ * GEO 6 _____

(*choose one of the following: ART 111, ART 112, ENG 210, ENG 242, ENG 246, ENG 247, ENG 249, ENG 252, ENG 254, ENG 255, ENG 256, ENG 257, HUM 131, MUS 131, MUS 132, PHL 231, THR 116)

My signature verifies that I have met all requirements for application to the Surgical Technology program; read and understand the Technical Standards for Admission and the Technical Standards and Functions documents; Surgical Technology Admission Process (pages 2-7); my admissions file is complete. **Students MUST consult with a Student Success Navigator. The Navigator's signature indicates that the point system have been reviewed with the applicant. The Student's signature verifies that all the admission requirements have been met.**

Student Signature _____ Date

Navigator Signature _____ Date

Application form must be submitted directly to: YOUR STUDENT SUCCESS NAVIGATOR
Applications will only be accepted from Student Success Navigators.

APPLICATION and TRANSCRIPT RECEIPT DEADLINE:
November 15 (Surgical Technology) FOR A Spring SEMESTER PROGRAM START (January)

Recommended Course Sequencing

FALL				
SUR 101		Introduction to Surgical Technology and professional labs practices	3	5
BIO 132		Human Biology	4	4
MOA 120		Medical Terminology	3	3
MAT 130		Quantitative Reasoning	4	4
Semester 1 Totals			14	16

***Core Program courses must be scheduled in sequence**

SPRING				
BIO 220		Microbiology	4	4
*SUR 120		Surgical PHARM and Anesthesia	3	3
HOC 110		Advanced First Aid and CPR	2	2
*SUR 102		Surgical Procedures I	4	6
*SUR 121		Surgical A & P	3	3
Semester 2 Totals			16	18

SUM				
*SUR 103		Surgical Procedures II	4	6
COM 250		Intercultural Communication	3	3
*SUR 160		Surgical Clinical I (360 clinical hours @ 24 each week)	3	7
GEO 6 (Choose from catalog)		Choose from catalog	3	3
Semester 3 Totals			13	19

FALL				
ENG 131		Writing composition	3	3
*SUR 161		Surgical Clinical II (360 clinical hours @ 24 each week)	3	7
GEO 5		Psychology	4	4
MOA 112		Medical Law and Ethics	3	3
*SUR 165		Surgical Technology Seminar	4	6
Semester 4 Totals			17	23

Surgical Technology

ASSOCIATE IN APPLIED SCIENCE PROGRAM ADMISSION PROCESS

Jackson College and the Allied Health Department are pleased that you are interested in the Associate in Applied Science Surgical Technology Program.

APPLICATION REQUIREMENTS

The program is designed to prepare the student for employment in the field of surgical technology. Surgical technology positions are located within hospitals, surgical centers, and private practices. Upon successful completion, students are eligible to apply for certification exams through the National board of Surgical Technology and Surgical Assisting (NBSTSA)

- 1) Students must have completed the prerequisite course work (see page 1-2)
- 2) All applicants' academic records are evaluated by using a numerical point system. Entry into the Surgical Technology program is competitive and is based on total points from the grades earned in prerequisite coursework and an interview process. **If a prerequisite course that is a "point counter" (see page 6) is not completed when the application is submitted, no points will be awarded for that course. Consideration for the sonography program will still apply.**
- 3) All **considered** applicants will have a consultation for clinical site placement with the JC Admissions Committee and if requested, the clinical site facility may also request an interview at the clinical site for final approval.
 - A. The Admissions Committee will be comprised of a minimum of three (3) of the following individuals:
 - Program Coordinator
 - Clinical Instructor
 - Clinical Coordinator
 - Medical Advisor
 - A Representative of JC Student Affairs Office
 - Any non-student member of the Sonography Advisory Committee
 - B. All applicants considered will be asked to respond to a similar set of questions during the consultation process.
 - C. All applicants will be scored by each member of the Admissions Committee and an average score is entered into overall point tally for admission considerations.
 - D. Following the consultation, all **accepted** applicants will receive the location of their assigned clinical site and upon their acceptance of this clinical location and passing the background check and drug screen they will receive **acceptance** to the program.
- 4) A clinical education site must be arranged and approved for each applicant before final acceptance/admissions into the program. Jackson College cannot guarantee that a clinical education site in all preferred geographical areas will always be available. Arrangement for a clinical education site request will depend upon the college's ability to enter into a formal education affiliation agreement. No student will be accepted into the program without an approved clinical education site with a fully executed education affiliation agreement, which must be completed by the first day of the first semester of the program.

The clinical education site is a third-party entity into which students are placed for practical experience. Clinical staff employees are not paid JC faculty for the clinical education portion of the program. Clinical education sites can become unavailable for reasons beyond the control of Jackson College.

In the event a clinical education site becomes unavailable for any admitted student during the duration of the program, the following action will be taken:

1. A new, approved clinical education site will be provided to the student at an available location. **Commuting and/or relocation may be required.**
2. If a clinical education site is not available during the admission year, the student will be considered out of sequence and provided with a clinical education site during the next admission cycle. **Commuting and/or relocation may be required.**

5) 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 uploaded to Viewpoint Screening prior to any Surgical Technology student beginning their clinical education.

- Students who are not fully vaccinated against COVID-19—regardless of the reasons for their declination of being vaccinated, and even if such declination is predicated upon a legally-cognizable disability or a sincerely held religious belief—the student may not be able to: (1) participate in an externship/practicum/Capstone Field Internship experience; (2) complete the requirements and graduate from the program; (3) sit for any licensing or certification examinations in the profession; and (4) be employed in the profession

5) 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 uploaded to ViewPoint Screening prior to any Surgical Technology student beginning their clinical education.

6) All accepted Surgical Technology students must submit proof of Hepatitis B vaccination or a signed waiver. Some clinical sites may require qualified applications to submit to a background check and a drug screen.

7) Jackson College does not pay for health physicals and/or any required vaccinations.

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

ACCEPTANCE PROCESS

Jackson College Medical Assistant Certificate Program Graduates:

- 1) Jackson College Surgical Technology Program will hold 5 seats per admission cycle for students who have completed the Jackson College Medical Office Assistant Certificate Program for those students who meet the follow criteria:
 - a) Complete the following within one year of graduation from the MA Program.
 - b) Students will need to indicate the application and tell the navigator who will confirm they have completed the Jackson College MA Program.
 - c) Meet minimum pre-requisite course requirements (Surgical Technology) SUR 101(3.0), BIO 132(2.5), MAT 130(2.0)
 - d) If all 5 seats fill and there are more than 5 qualified applicants' acceptance into the Surgical Technology program will be based on the following criteria:
 - a) Highest SUR 101 grade
 - b) Highest BIO 132 grade
 - c) Highest general education overall GPA
 - e) Those not offered a seat will be placed in the general application pool with points for the admission cycle.

Career Center Applicants:

- 1) Jackson College Surgical Technology Program will hold 5 seats per admission cycle for students who have completed the Jackson College Medical Office Assistant Certificate Program for those students who meet the following criteria:
 - a) Complete the following within one year of graduation from the MA Program.
 - b) Students will need to indicate the application and tell the navigator who will confirm they have completed the Jackson College MA Program.
 - c) Meet minimum pre-requisite course requirements (Surgical Technology) SUR 101(3.0), BIO 132(2.5), MAT 130(2.0), COM 250(2.0)
 - d) If all 5 seats fill and there are more than 5 qualified applicants' acceptance into the Surgical Technology program will be based on the following criteria:
 - a) Highest SUR 101 grade
 - b) Highest BIO 132 grade
 - c) Highest general education overall GPA
 - e) Those not offered a seat will be placed in the general application pool with points for the admission cycle.

- 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 Surgical Technology 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 College grade point average will be admitted.
- 3) If you are not admitted and wish to be reconsidered for the next program year you must complete a new Program Application Form and the \$50.00 application fee. *Your application and application fee will **NOT** automatically be rolled over.*
- 4) Upon acceptance to the Surgical Technology 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 into the Surgical Technology program will be made in April for the upcoming summer semester (May). If an **accepted** student declines his/her admission and desires to be considered at a later date he/she must reapply.
- 6) No student will be accepted into the program without an approved clinical education site with a fully executed education affiliation agreement, which must be completed by the first day of the first semester of the program.
- 7) Upon acceptance to the Surgical Technology Program, you will need to have access to a computer with the following minimum requirements:

Operating System*	Windows 7, 8, 8.1, 10; Mac OS X 10.11; macOS 10.12, 10.13, 10.14, 10.15
Processor	Intel Core 2 Duo or AMD Athlon X2 at 1.5 GHz or faster
Disk Storage	Up to 30 GB available disk space depending on modules purchased
Memory	2 GB RAM
Video Card	NVIDIA GeForce 9000 or greater, ATI/AMD Radeon 5000 or newer, most Intel HD Graphics or newer**
Minimum screen resolution	1024x768
Input Ports	One USB port, directly accessible or via USB-C adapter
Browser Requirement	Up to date Google Chrome or Mozilla Firefox
Internet Connection	Broadband internet connection is required

Webcam

Required

You must be able to upload and download documents and attach documents to an email and View Point Screening. You must be familiar with the operation of the above software.

Surgical Technology Point System Worksheet

<u>Criteria</u>		<u>Possible Points</u>	
Academic			
Previous Science or Allied Health degree earned		Yes=1 No=0	
Allied Health degree or Certification (each) <i>(This includes successful completion of a Health Science program at HACC, JACC, LISD.) Submit certificate of completion or transcript</i>		Yes = 3 No = 0	
Allied Health experience <i>Please provide a Professional Reference that demonstrates verification of Allied Health Experience and Health Certificate Credential</i>	Surgical technology related field (surgical assisting, surgical scrub, but not limited to: PD will determine)	Direct PT care Experience	Indirect PT care (other)
	1-5 years= 3 Over 5 years = 4	1-5 years = 2 Over 5 years = 3	1-5 years = 1 Over 5 years = 2
MAT 130 or higher Quantitative Reasoning		2.0 = 1 3.0 = 2 3.5 = 3 4.0 = 4	
SUR 101 Intro to Surgical Technology and Professional Lab Practices		2.0=0.5 3.0=1 3.5 = 2 4.0 = 7	

BIO 132 or BIO 155 or BIO 253 and BIO 254 Human Biology or Human Anatomy & Physiology	2.5=1 3.0 = 3 3.5 = 5 4.0 = 7
MOA 120 Medical Terminology	2.5 = 0.5 3.0 = 1 3.5 = 2 4.0 = 3
HOC 130 Introduction to Health Occupations ** optional (highly recommended)	2.5 = 0.5 3.0 = 1 3.5 = 2 4.0 = 3
Interview	5 3 1.25
Information Session (Attended a meeting arranged by JC program faculty) These are available through the College, and the schedule listings can be found on JC's Website. Please provide the date attended.	Yes =1 No= 0
If two or more students receive the same number of points at the selection cut- off, a tiebreaker consideration will be based on the following order of conditions	1. Highest grade in Human Biology or Anatomy and Physiology 2. Years of Direct Patient Care
TOTAL Possible Points	42

**TECHNICAL STANDARDS FOR ADMISSION
NURSING AND ALLIED HEALTH DEPARTMENT JACKSON COLLEGE**

The Nursing and 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 Nursing and 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 Nursing and 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.

- Vision sufficient to see fine detail, and sufficient to be able to read and accurately complete reports in charts, vision sufficient to differentiate shades of gray and color, to observe patient's skin color, measuring exact amounts of parenteral medications and diagnostic real-time images.

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.

- Speech sufficient to be understood by others; ability to understand the communication with patient and health care team. Hearing sufficient to understand the spoken word, hear variations in physical assessment findings, auscultate lung sounds, hearts sounds, bowel sounds. Hearing sufficient to differentiate Doppler signals.

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.

- Physical coordination including fine motor functions sufficient to perform procedures accurately, operation of instrument panels, position patient efficiently and safely
- Sufficient muscle strength and lower back and knee stability to lift patients in a safe manner, physically assisting patients, moving beds and equipment. Able to stoop when necessary.

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.

- 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.

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 workloads, 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.

- Sufficient endurance to walk for extended periods of time, up to twelve hours per day.
- Ability to learn technical, medical, and pathophysiological information.
- Free of Chemical Impairment during participation in program including classroom, laboratory and clinical settings.

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 an accommodation. The college will endeavor to satisfy requests for reasonable accommodations however it is not guaranteed.

**PHYSICAL REQUIREMENTS FOR SURGICAL TECHNOLOGY THAT ARE
REQUIRED TO SUCCESSFULLY COMPLETE AN ASSOCIATE
IN APPLIED SCIENCE DEGREE IN VASCULAR SURGICAL TECHNOLOGY**

Physical Requirements for Surgical Technology

- Able to stand, bend, stoop, and/or sit for long periods of time in one location with minimum/no breaks.
- Able to lift a minimum of 20 pounds.
- Able to refrain from nourishment or restroom breaks for periods up to 6 hours.
- Demonstrate sufficient visual ability enough to load a fine (10-0) suture onto needles and needle holders with/without corrective lenses and while wearing safety glasses.
- Demonstrate sufficient peripheral vision to anticipate and function while in the sterile surgical environment.
- Hear and understand muffled communication without visualization of the communicator's mouth/lips and within 20 feet.
- Hear activation/warning signals on equipment.
- Able to detect odors sufficient to maintain environmental safety and patient needs.
- Manipulate instruments, supplies and equipment with speed, dexterity, and good eye-hand coordination using assistive devices.
- Able to assist with and/or lift, move, position, and manipulate the patient who is unconscious with or without assistive devices.
- Communicate and understand fluent English both verbally and in writing.
- To be free of reportable communicable diseases and chemical abuse.
- Function without allergic reaction in an environment with substantial latex exposure.
- Able to demonstrate immunity (natural or artificial) to Rubella, Rubeola, Tuberculosis, and Hepatitis B, or be vaccinated against these diseases, or willing to sign a waiver or release of liability regarding these diseases.
- Possess short- and long-term memory sufficient to perform tasks such as, but not limited to, mentally tracking surgical supplies and performing anticipation skills interoperability.
- Able to make appropriate judgment decisions.
- Demonstrate the use of positive coping skills under stress.
- Demonstrate calm and effective responses, especially in emergency situations.
- Exhibit positive interpersonal skills during patient, staff, and faculty interactions.

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