



3505 Arendell Street, Morehead City, NC 28557 ♦ (252) 222-6000 ♦ www.carteret.edu

**RADIOGRAPHY
2019-2020
Entry Fall of 2019**

The Radiography curriculum prepares the graduate to be a radiographer, a skilled healthcare professional who uses radiation to produce images of the human body.

Course work includes clinical rotations to area healthcare facilities, radiographic exposure, image processing, radiographic procedures, radiographic physics, pathology, patient care and management, radiation protection, image analysis, anatomy and physiology, and radiobiology.

Graduates of accredited programs who have met the ethics, education, and examination requirements are eligible for certification by the American Registry of Radiologic Technologists (ARRT). Radiographers who continue to meet the ethics and educational requirements and renew their registration each year are registered Radiologic Technologists.

Graduates can secure employment in medical centers, hospitals, clinics, physician's offices, research facilities, government agencies and industry.

Applications are accepted beginning **October 22, 2018** for admission into the Fall 2019 class. An applicant must have a complete admissions file by **March 31, 2019** to be considered for the acceptance process. It is recommended to submit your completed application as soon as possible during the allowed time frame.

ADMISSIONS REQUIREMENTS

1. Must be a high school graduate or equivalent and provide an official transcript.
2. **Application:** All new students apply to, "Health Science: Therapeutic & Diagnostic Services (Nurse Aide Diploma). If currently enrolled at CCC, skip this step.
Complete a "[CFNC Online Application for Carteret Community College](#)" for admission.
3. **Interest Form:** Complete an electronic "[Health Sciences Interest Form](#)" for program of study.
4. **Checklist:** Submit a "Health Sciences Program Packet Checklist" to the Health Science Advisor in Student Services. **This form is available in Student Services, or on the program webpage.**
5. **Transcripts:** Request that official transcripts from high school and all colleges attended be forwarded directly to the admissions office. Applicants who have earned a GED or Adult High School diploma must also have official scores and transcripts forwarded in addition to high school transcripts. Official transcripts are those received either by mail or by hand delivery to the admissions office in the original, sealed envelope from the awarding institution or agency. Faxed transcripts are not considered to be official records. Home-schooled students must submit a copy of the home school's approved registration from the state in which they are registered. CHECK YOUR WEBADVISOR ACCOUNT TO SEE WHEN THE COLLEGE HAS RECEIVED YOUR TRANSCRIPTS. Login to your WebAdvisor account and look under Communication, then My Documents.

Radiography Admission Requirements Fall 2019

6. **Placement Tests:** Take the placement tests in English, math and COMPUTER USAGE. There is a 3 year time limit on placement test scores

Placement testing may be waived for the Radiography program based upon completion of required college-prep or college- level course work with a grade of "C" or better or with certain scores on the SAT or ACT test. Click on [Placement Testing](#) for additional information on placement testing.

7. **Academic Readiness:** Placement test scores must reflect academic readiness. For English, you must test out of DRE098, for math you must test out of DMA 010 through DMA 060, for computer usage – score of 80% or higher.

If an applicant scores less than the minimum required scores on the placement test, he or she will be required to complete the essential sequence of college-prep courses before qualifying for the program.

8. **Academic Requirements:**

A. Algebra Competency – You must complete one of the following:

- i. Complete one unit of high school Algebra 2 with a "C" grade or better and Place out of DMA 010 through DMA 060 on the placement test
- ii. Successfully complete DMA 010 through DMA 080.
- iii. Complete one course of college-level pre-calculus/algebra (MAT171 or its equivalent or higher) with a grade of "C" or better. MAT 161 will be accepted.

B. Biology Competency – You must complete one of the following:

- i. Complete one unit of high school biology with a grade of "C" or better.
- ii. Complete one course of college-level general biology (such as BIO 110 or BIO 111) with a grade of "C" or better.

C. Chemistry/Physics Competency – You must complete one of the following:

- i. Complete one unit of high school chemistry or physics with a grade of "C" or better
- ii. Complete one course of college-level chemistry or physics with a grade of "C" or better.

9. **Math Placement Test:** All applicants, regardless of previous course work or SAT/ACT scores or any other waiver, **Must Take** the math placement test for DMA modules 010 through 060. The math test must be taken **within 12 months of the application deadline date which is March 15** of the enrollment year.

10. **Work Experience:** The applicant must submit documentation of his/her work experience (i.e. resume). Included in the documentation should be: name of company/employer, length of time employed, state part-time or full-time employment, description of job duties and name and phone number of contact person to verify employment. Submit this documentation to the Admission Officer at Carteret Community College. E-mail address is: admissions@carteret.edu.

11. **Hospital Observation/Candidate Information Session:** Applicants with complete admission files are scheduled for a Radiology Department observation visit at an area hospital and a group candidate information session with the program's admissions committee. The Radiology Department observation visit and information session will be scheduled by the Chairperson, Radiography Program when an

Radiography Admission Requirements Fall 2019

applicant's file becomes complete. Applicants will receive written notification of all enrollment decisions from the Chairperson, Radiography Program by the second week of May.

12. **Medical Reports:** Applicants who are accepted into the Radiography program must submit a physical form completed by a physician/physician's assistant/nurse practitioner and a medical history form. These forms must be completed during a specified time frame and **not before**.

The Chairperson, for the radiography program will designate the time frame for completion of the forms and a due date for their submission to the program.

13. All applicants must possess physical and emotional health compatible with the ability to provide safe patient care. The Medical History/Physical forms will be provided and mailed with the tentative acceptance letter by the Chairperson, Radiography Program. As noted above, a specified time frame will be designated for completion of the forms and a due date for submission to the program by the Chairperson of the radiography program.

DO NOT COMPLETE THESE FORMS OUTSIDE OF THE SPECIFIED TIME FRAME RECOMMENDED COURSES

In order to improve one's chances of being accepted, completion of the following courses is strongly recommended prior to the start of the second 8 week spring semester of the enrollment year:

- BIO 168 and BIO 169 (Anatomy and Physiology I and II)*
- CHM 131 – Introduction to Chemistry or higher
- ENG 111 – Writing and Inquiry*
- ENG 112 – Writing/Research in the Discipline*
- OR
- ENG 114 – Professional Research & Reporting*
- HUM 115 – Critical Thinking*
- MAT 171 – Precalculus/Algebra (MAT 161 will be accepted)
- MED 120 – Survey of Medical Terminology
- PHY 110 – Conceptual Physics or higher
- PSY 150 – General Psychology*
- SPA 111 – Elementary Spanish I

*** Those courses with the asterisk (*) are part of the radiography curriculum. It is strongly recommended you take them prior to actually enrolling in the radiography program.***

NOTE: BIO 168 and BIO 169 (A+P I and A+P II) have a 5 year time limit for credit approval.

FINANCIAL AID

Students anticipating receiving financial aid during the Fall and Spring semesters may want to delay taking two of the following courses ENG 114, PSY 150 or HUM 115 until enrolled in the program. This will allow a student to carry the required number of credit hours to receive full financial aid during the Fall and Spring semesters.

Radiography Admission Requirements Fall 2019

CARTERET COMMUNITY COLLEGE RADIOGRAPHY PROGRAM PRE-ADMISSION DATA SHEET (2019 Enrollment)

Name of Applicant: _____ High School Graduation Date: _____
 College(s) Attended: _____ Degree(s) Granted _____

I. ACADEMICS:

A. Related High School Courses:

(Tier A – Non-Honors Courses)

Algebra II (85% or higher) = 10 _____

(Successful completion of DMA 010-060)

Advanced Math = 10 _____

Geom.,Precalc.,Calc. (C or Higher)

Biology (85% or higher) = 10 _____

College Bio Prereq. (BIO 110,111 or equivalent) (B grade or higher)

Physics or Chemistry = 10 _____

(85% or higher)

Other Advanced Science (not Biology)

(C or Higher) = 10 _____

TIER B (Honors/AP Courses):

Algebra II = 30 (A) 20 (B) 10 (C) _____

Adv. Math = 30 (A) 20 (B) 10 (C) _____

Biology = 30 (A) 20 (B) 10 (C) _____

Physics = 30 (A) 20 (B) 10 (C) _____

Chemistry = 30 (A) 20 (B) 10 (C) _____

Other Adv.

Science= 30 (A) 20 (B) 10 (C) _____

B. Testing:

Before 2006:

ACT 20-21 =10 _____

22+ =30 _____

SAT 1000-1100 =10 _____

1101+ =30 _____

GPA (3.0-4.0) =20 _____

2006 and After:

ACT 20-21 =10 _____

22+ =30 _____

SAT 1500 =10 _____

1501+ =30 _____ High School

C. College GPA:

Includes at least 1(4credit) Math or Science course;

minimum 1 semester with 12 credits) 3.0–4.0 =20 _____

D. BIO 168 (A) =40 _____

(B) =20 _____

(C) =10 _____

BIO 169 (A) =40 _____

(B) =20 _____

(C) =10 _____

E. Completed Bio Credits: BIO 168 and BIO 169 (40 Pts.) _____

F. Medical Terminology MED 120 or 121 _____

(A) =20 _____

(B) =10 _____

G. SPA 111 =10 _____

H. College Math & Science: Math 171 or Higher: (MAT 161 Accepted)

(A) =50 _____

(B) =40 _____

Radiography Admission Requirements Fall 2019

- (C) =30 _____
- Introduction to Chemistry 131:
 - (A) =30 _____
 - (B) =20 _____
 - (C) =10 _____
- General Chemistry 151
 - (A) =50 _____
 - (B) =40 _____
 - (C) =30 _____
- Conceptual Physics 110
 - (A) =30 _____
 - (B) =20 _____
 - (C) =10 _____
- College Physics 151
 - (A) =50 _____
 - (B) =40 _____
 - (C) =30 _____
- I. Completed one (1) College Level Chemistry Course
and one (1) College Level Physics Course =40 _____
- J. General Education Courses
 - Eng. 111 Writing and Inquiry
 - (A) =15 _____
 - (B) =10 _____
 - (C) = 5 _____
 - Eng. 112/114 (Writing and Research in the Discipline /Prof. Research
&Reporting)
 - (A) =15 _____
 - (B) =10 _____
 - (C) = 5 _____
 - Hum 115 (Critical Thinking)
 - (A) =15 _____
 - (B) =10 _____
 - (C) = 5 _____
 - PSY 150 General Psychology
 - (A) =15 _____
 - (B) =10 _____
 - (C) = 5 _____
- K. All General Education courses completed at
Carteret CC =40 _____
- L. Placement Test Scores:
 - Algebra Scores
 - Place into MAT 171 = 40 _____
- M. College Graduate:
 - BS Degree=50 _____
 - AS Degree=25 _____
- II. PERSONAL QUALIFICATIONS:
 - A. People-Oriented Work Experience (FT)
 - 1 - 2 years 5 _____
 - 3 - 5 years 10 _____
 - 6+ years 20 _____
 - B. Other Job Experience:
 - Management 15 _____

Radiography Admission Requirements Fall 2019

Health Care 25 _____

Valid documentation of work experiences, including names and contact information of supervisors, must be submitted with the application in order to receive admission points. Submit this information to the admissions officer via an electronic copy or hard copy. Be sure to include your name and the program you are applying for on the information you submit.

TOTAL POINTS EARNED _____

FINAL NUMERICAL RANK _____

Signature: _____

Date: _____

Elaine M. Postawa, M.Ed., R.T.R.

Chairperson

Carteret Community College

Radiography Program

RADIOGRAPHY MISSION STATEMENT

Carteret Community College's Radiography Program is dedicated to the delivery of a quality education in radiography through continuous program improvement and actualization of program goals while fostering life-long learning. Through an outcome-focused learning environment the program will provide our healthcare community with competent, compassionate, professional entry-level radiographers who are prepared to sit for the American Registry of Radiologic Technologists (ARRT) examination, secure employment in their field, and engage in professional growth and development.

GOALS

1. Students will possess the knowledge and clinical competency skills of an entry-level radiographer.
2. Students will communicate effectively.
3. Students will demonstrate critical thinking skills.
4. Students /Graduates demonstrate professional ethics, and are committed to continued professional development.

Radiography students perform essentially the same physical and emotional activities as professional registered radiologic technologists in the clinical setting. Therefore, students accepted into the Radiography Program must be physically capable of successfully performing the following essential technical performance standards with or without reasonable accommodation, related to the occupation safely, accurately and expeditiously.

TECHNICAL PERFORMANCE STANDARDS

Please read the following standards carefully and make an assessment of your ability to perform the required technical performance standards listed below with or without reasonable accommodations.

Walking/Standing: Constantly walk or stand for extensive periods of time, to transport equipment, assist patients, perform radiologic exams, and assist the radiologists.

Use of All Extremities: Constantly use both hands and legs to ensure patient safety when (Hands/Legs) lifting, moving and transporting patients from a wheelchair/stretchers to the radiographic table and back again without causing undue pain or discomfort to the patient or one's self. Both extremities are necessary in the safe manipulation and

Radiography Admission Requirements Fall 2019

operation of equipment and in the transporting of patients, x-ray equipment and supplies. Must be able to reach above shoulder level.

Tactile Sensation: Utilize his/her hands and fingers in order to position patients, grasp and easily manipulate equipment, and in assessing the patient. Must be able to palpate a pulse.

Lifting/Carrying: Frequently engage in lifting/carrying activities to move and transport patients, equipment and supplies. Maximum weight for lifting is established at 50 pounds. Varying weights are encountered when lifting and transporting patients. The individual is expected to request assistance when lifting and repositioning patients. The estimated weight for carrying is established at 25 pounds.

Pushing/Pulling: Frequently utilize pushing and pulling in the transfer of patients, equipment and supplies. They are necessary in the manipulation of x-ray equipment into proper positions for radiologic procedures including fixed and mobile units.

Reaching (High-Low Level): Frequently reach, twist and bend in moving and positioning patient's equipment and supplies. They are also required in operating the control panel for manipulation of technical and exposure factors. They are also required in responding to emergency situations and in the delivery of trauma radiological procedures where the patient's physical state may be jeopardized if proper care is not administered in a timely fashion.

Climbing Stairs: Occasionally climb stairs to take equipment, radiographs, etc., to other floors.

Stooping: Frequently stoop to position equipment, assist patients, or locate and obtain supplies.

Sitting: Occasionally sit to perform radiologic exams, record data on patient's examination request and schedule radiologic examinations.

Occupational Exposure: Possess the ability to protect self and others by implementing appropriate precautions due to possible exposure to communicable diseases, and/or blood and body fluids, toxic substances, and radiation exposure.

Reading Comprehension: Read and correctly carry out written instructions given on requisitions, treatment charts, notes and other records.

Hearing Comprehension: Understand and correctly carry out oral instructions given by instructors and clinical personnel including in the special procedures suite or operating room setting where all personnel are wearing surgical masks. Monitor equipment and background sounds during equipment operation and report unusual or abnormal sounds to the appropriate person.

Vision: Correctly read technique charts, read and select correct exposure factors at control consoles, and read and set correct distances and other equipment settings at the radiographic and fluoroscopic towers. Visually monitor patient for retention of correct position, correct breathing, motion or evidence of physical or emotional distress during the performance of radiologic procedures, including in dimly lighted environments. Monitor and evaluate the vital signs of a patient including the taking of temperatures and reading standard thermometers, taking blood pressure, monitoring respiration, and pulse rate. Evaluate radiographs for technical quality including visual perception of density levels, contrast levels, evidence of distortion, and evaluation of minute structural details for evidence of blur.

Radiography Admission Requirements Fall 2019

Communication: Communicate clearly, both orally and in writing, with the patient, patient's family, clinical personnel, and others in order to obtain or disseminate information relevant to patient care and work duties.

Interpersonal Skills: The radiography student must possess interpersonal skills sufficient to interact with individuals, families, and groups from a variety of social, emotional, cultural, and intellectual backgrounds.

Emotional Abilities: Demonstrate emotional stability and mental alertness in day-to-day interactions with patients, visitors, staff and peers in high stress/pressure situations in the radiologic environment.

GRADING SYSTEM

Part of any competency-based educational program is the establishment of minimum levels of achievement. The course materials distributed for each RAD course include a list of competencies, how each will be evaluated, and a minimum level of achievement for each. **The lowest level of acceptable achievement in a RAD course is 80%.** Some course work requires higher levels, even to 100% for essential items. The 80% minimum falls in the "B" range on the College's grading scale (see CCC Student Handbook & College Catalog). Eighty percent is selected so that the minimum competence of the students will be average. Any sick and/or injured patient has the right to expect care from a healthcare professional that has at least average abilities.

Thus the program's grading scale is as follows:

A = 90-100

B = 80-89

F = below 80

GENERAL EDUCATION COURSE REQUIREMENTS

A LETTER GRADE OF NO LOWER THAN A "C" WILL BE ACCEPTED FOR CREDIT IN THE RADIOGRAPHY PROGRAM:

ENG 111	HUM 115
ENG 112/114	BIO 168
PSY 150	BIO 169

ACADEMIC PERFORMANCE

High standards are essential to the education of health care professionals, and anything less than average is unacceptable in this program. A Radiography student who fails to meet the minimum competency level on any individual evaluation (test, etc...) will be directed by the instructor as to how they may correct that deficiency. Whether or not a student can remain in the program after failing a RAD course is determined by whether or not that course is a prerequisite for other courses (see Course Descriptions in the College Catalog). If it is a prerequisite, the student will have to drop out of the program and retake the failed course when it is offered again the next year and then continue in the curriculum. This continuation is possible only if there is a space available in the next year's class. Accreditation policies and procedures put limits on the number of students in the program. Thus, there can be no guarantee of space availability for any student. It is the student's responsibility to maintain contact with the Radiography Program Chair to determine if there is available space in the class so that he/she may continue.

Radiography Admission Requirements Fall 2019

A student can be readmitted to the program this way only one time. If the course that was failed is not a prerequisite for other courses, the student must make it up at a later date, without interrupting the rest of the curriculum sequence. This may delay graduation for the student.

REQUIREMENTS FOR PROGRESSING FROM FIRST YEAR TO SECOND YEAR

1. Successful completion of first-year curriculum courses.
2. Successful completion of clinical competencies for the first three clinical courses.
3. Successfully passing RAD171 Clinical Ed III course.

REQUIREMENTS FOR GRADUATION

1. Successful completion of all curriculum courses and didactic competencies.
2. Successful completion of clinical competencies.
3. Successful completion of all terminal competencies.
4. Successful completion of RAD 271 course.
5. Exit Evaluation Completed.
6. Payment of all fees.

Certification Eligibility Requirements: Ethics Requirements

All candidates must comply with the ARRT Standards of Ethics, including the Rules of Ethics. The Rules of Ethics are standards of minimally acceptable professional conduct for all Certificate Holders and Candidates. The rules are intended to promote the protection, safety, and comfort of patients. Registered Technologists and candidates engaging in any of the conduct or activities noted in the Rules of ethics, or who permit the occurrence of such conduct or activities, have violated the rules of ethics and are subject to sanctions.

Several types of misconduct, charges, and convictions violate The Rules of Ethics. They include:

- Felony or misdemeanor charges or convictions (not including speeding tickets or parking violations unrelated to drugs or alcohol).
- Charges or convictions concerning traffic violations related to drugs or alcohol
- Convictions in a military court
- Violations of state or federal narcotics or controlled substance laws, even if you aren't charged or convicted, Disciplinary actions concerning a professional license, permit, registration, or certification
- Violations of an educational honor code at an institution you attended to meet ARRT certification and registration requirements

Charges or convictions include:

- those that were stayed, withheld or deferred, set aside, or suspended
- any plea of guilty Alford plea, or plea of no contest (nolo contendere)
- any court supervision, probation, or pretrial diversion
- traffic violations charged as a misdemeanor or felony
- traffic violations that involved drugs or alcohol

Radiography Admission Requirements Fall 2019

Candidates are not required to report offenses that were committed as a juvenile and were adjudicated through the juvenile court system.

The Application for Certification asks: "Have you ever been charged with or convicted in court of a misdemeanor or felony (including conviction of a similar offense in a military court-martial?" If your answer is "No, you move on to the next question. Anyone who answers "Yes" must provide a detailed explanation and copies of all documentation relevant to the matter. If you have a court-martial, you must provide a detailed personal explanation, documentation verifying the reasons for the court-martial, and the conditions of and status of the sentence.

A second question asks whether you have had any license, registration, or certification subjected to discipline by a regulatory authority or certification board other than the ARRT.

The certification application also asks you to respond to a question about violations or sanctions related to the honor code. All candidates must sign a written consent under the Family Education Rights and Privacy Act (FERPA). This consent allows ARRT to communicate freely and openly with program directors and to obtain specific parts of the educational records concerning violations of an honor code.

If a candidate is concerned about whether his or her past will affect eligibility for certification and registration, there is a way to find out in advance. ARRT investigates all potential ethics violations in order to determine eligibility, and such investigations can cause delays in processing applications. Candidates can avoid delay by requesting a pre-application ethics review of the violation before or during their education, rather than waiting until completing the educational program. ARRT will rule on the impact of the violation on eligibility for ARRT certification. Once ethics eligibility is established the candidate proceeds with application. The pre-application review packet can be downloaded from the <https://www.arrt.org/handbooklinksw> or you may request a copy by phoning ARRT at (651) 687-0048, ext. 8580.

OTHER INFORMATION

A criminal background check and drug screening are required by the clinical sites prior to participation in the clinical component of the program. A student's progress toward graduation would be jeopardized by any inability to complete the clinical portion of the program due to a clinical site not allowing the student to participate due to the results of the background check or drug screen. Any questions concerning the background check and drug screening should be directed to the Radiography Program Chair.

ADDITIONAL EXPENSES BEYOND TUITION

(amounts are estimates and subject to change)

Radiography – 1st Year

Medical Exam	\$300.00	CPR Certification	\$45.00
Uniforms	\$200.00	Lab Fee	\$65
Trajecsys - Clinical Documentation	\$150.00	Activity/Technology Fees	\$108
Books	\$900.00	Liability and Accident Insurance	\$37.00
CO,PLIANCE Tracking System(CBC/DS/Immunizations)	\$129.00	Radiation Dosimeter (\$65 per semester – fall and spring.) Summer semester is	\$130.00

Radiography Admission Requirements Fall 2019

Miscellaneous Supplies	\$50		
------------------------	------	--	--

Radiography – 2nd Year

Uniforms	\$100.00		Activity/Technology Fees	\$88.00
Liability and Accident Insurance	\$25.00		Radiation Dosimeter (\$45 per semester –	\$90.00
Books	\$500.00		Professional Conference (attendance is	\$350.00
ARRT Exam	\$200.00		CCC Grad Ceremony	At Cost
Lab Fee	\$205.00		Degree	At Cost
Miscellaneous Supplies	\$50.00			

RADIOGRAPHY FACULTY

Elaine Postawa, M.Ed., R.T.R.

Chairperson

Wayne West Building, Office 139

(252) 222-6165

postawae@carteret.edu

Carla Williams, BSRT

Clinical Coordinator

Wayne West Building, Office 140

(252) 222-6065

williamsc@carteret.edu

HEALTH SCIENCES DEAN

Laurie Freshwater, MA, RRT, RPFT, RCP

Health Sciences Dean

Wayne West Building, Office 242

(252) 222-6281

freshwaterl@carteret.edu

Programmatic Accreditation Information

The Radiography Program is accredited through an external agency as well as SACS.

Contact information for this external agency is:

Joint Review Committee on Education in Radiologic Technology, 20 North Wacker Drive,

Suite 2850, Chicago, IL 60606-3182; Telephone number: (312)704-5300; E-mail:

mail@jrcert.org;

Website: <http://www.jrcert.org>.

For any admissions requirement questions, contact the Admissions Office at (252) 222-6155 or by e-mail at admissions@carteret.edu