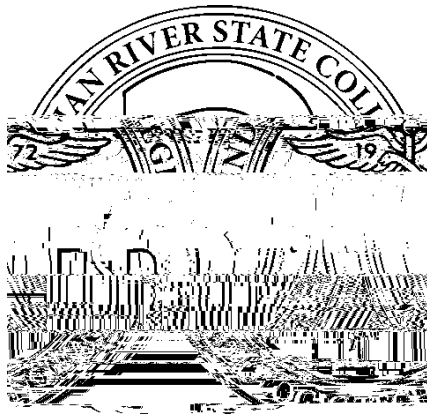


**INDIAN R**

## TO STUDENTS

You forfeit your chance for life at its fullest when you withhold your best effort in learning. When you give only the minimum to learning, you receive only the minimum in return. Even with your parents' best example and your teachers' best efforts, in the end it is *your* work that determines how much and how well you learn. When you work to your full capacity, you can hopTw 0.32 0 Td(a(o)1 (u)Tt



## PREFACE

Indian River State College offers a 24-month Radiography program designed to provide students with the basic knowledge and principles of all entry-level procedures related to the profession of Radiologic Technology. The program is accredited by the Joint Review Committee on Education in Radiologic Technology. The JRCERT's *Standards for an Accredited Educational Program in Radiologic Sciences* are available from the Program Director or Clinical Coordinator or may be downloaded from the JRCERT's website: <http://www.jrcert.org>

Indian River State College awards an Associate in Science Degree in Radiography to each student who satisfactorily completes the required course of study. Upon graduation, students are eligible to sit for the American Registry of Radiologic Technologists (ARRT) certification examination. Additional information about ARRT certification examination is available on the ARRT website: <https://www.arrt.org/>

Students accepted in the program are regarded as mature, responsible individuals seeking a formal education in the radiologic sciences. They are not considered employees of the program's designated clinical education sites. This handbook has been prepared to inform the student of the policies and requirements of this educational endeavor. However, the policies and requirements contained herein are subject to revision at any time and may be modified at the discretion of the program officials and/or Indian River State College administration whenever necessary.

The Radiography Program reserves the right to make any revisions, deletions or additions to the policies or procedures which, in the opinion of the Program officials and/or Indian River State College, serve in the best interest of the Program and its students.

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The following items are found

## **Program Philosophy**

The profession of Radiologic Technology is dedicated to the conservation of life, health and to the prevention of disease. Therefore, radiologic technologists are regarded as extremely important professionals in



## Program Purpose Statement

In support of the College's Mission, the purpose of the Indian River State College Radiography program is to graduate students with the entry-level skills necessary to succeed as a radiographer in the health care community.

## Program Goals

Students and graduates of the IRSC Radiography Program will:

Goal 1: Demonstrate clinical competency through the application of various types of radiographic procedures and radiation safety practices to produce diagnostic radiographic images, while providing high quality patient care.

**Learning Outcomes:**

- o Students will apply appropriate positioning skills.
- o Students/ Graduates will produce images of diagnostic quality.
- o Students will demonstrate appropriate radiation safety practices while attending clinical courses.
- o Students will demonstrate appropriate patient care while attending clinical courses.

Goal 2: Demonstrate clinical competency through the application of various types of radiographic procedures and radiation safety practices to produce diagnostic radiographic images, while providing high quality patient care.



## Program Accreditation

The IRSC Radiography program is fully accredited by the Joint Review Committee on Education in Radiologic Technology. The accreditation process has been developed to assure that JRCERT accredited programs follow education standards that ensure academic excellence. The JRCERT provides peer review of the Program's educational content and processes. This review is based on the *Standards for an Accredited Educational Program in Radiologic Sciences*. The United States Department of Education and the Council on Post-secondary Accreditation, and the American Registry of Radiologic Technologists (ARRT) recognize the JRCERT as the accrediting agency for radiography programs. Comments or questions

Program Grading Regui3 w /TT2 11(PETQq0 0 612 792 reW nBT0.401 w /TT2 1 Tf2 Tr 14.0





Students are responsible for exchanging their dosimeter on a bi-monthly basis. Students must exchange their dosimeter within one week of notification by the Clinical Coordinator. It is the students' responsibility to turn their dosimeter in on time. If the dosimeter is not exchanged within the designated time frame, 1 clinical demerit will be given.

The Clinical Coordinator is responsible for notifying students of their radiation exposure. When the program receives a cumulative dosimetry report from a report JJ0 Tc 0 Tw 0.82 (t)r(y)JJ0 Tc 0 Tw 45 (u)1 (

10. Will always maximize the use of collimation.

### **Option # 1- Leave of Absence During Pregnancy**

If the student so decides, she may elect to leave the program during the pregnancy period.

- a. If the student decides to accept this option and leave the program, she must immediately notify the Program Director in writing.
- b. The student may re-enter at the beginning of the corresponding semester in which she left (i.e., if the student left mid-way through the second semester of a four semester term, she would be required to re-enter the program at the beginning of the second semester the following year). An assessment of clinical skills and didactic knowledge may be performed prior to reentry into the program.
- c. All didactic and clinical course work must be completed prior to completion and graduation from the program.

### **Option # 2- Remain In The Program Throughout The Pregnancy**

If the student so decides, she may continue in the program under the following requirements.

- a. The student must review and implement radiation safety practices as outlined by NRC appendix 8.13.3
  - b. The student must wear appropriate dosimeters as determined by the NRC's recommendation.
  - c. The student should wear a wrap-around lead apron during exposures to radiation. Lead aprons of 0.5mm lead equivalent are considered sufficient to attenuate 88% of the beam at 75 kV. Above 75 kV, aprons with 1.0mm of lead are recommended.
  - d. The student must participate in all scheduled clinical rotation areas as assigned with the exception of "e" and "f" as follows.
  - e. The student **will not** participate in Iodine 131 dosing and nuclear generator activities during a Nuclear Medicine clinical rotation.
  - f. The student **will not** participate in source implant procedures during a Radiation Therapy clinical rotation.
4. The Program Director will document the student's decision in regard to the two options described above.
  5. The student will complete and sign documentation acknowledging receipt of all information and associated documentation in regard to the pregnancy. All documentation shall be entered into the student's permanent personal file.
  6. The student may opt to withdraw her declaration of pregnancy at any time. If the student decides to withdraw her pregnancy, the withdrawal must be in writing and addressed to the Program Director.

Indian River State College  
Radiography Program

## Change in Health Status

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Student's Name

Student ID

This above-mentioned student is presently enrolled in the Radiography Program at Indian River State College. The role of a Radiologic Technologist in the various healthcare settings requires academic, physical, mental and environmental work/demands. Due to the nature of the program, the student will be exposed to health hazards demonstrating the ability to make appropriate judgment decisions in emergency and non-emergency situations. In order to determine the appropriate precautions, we need the following information:

(1) Diagnosis\_\_\_\_\_

(2) Date of Onset\_\_\_\_\_

(3) Present Health Status\_\_\_\_\_

(4) Do you recommend continuation in the enrolled program?    Yes            No

(5) Recommended date Clinical Education may resume:\_\_\_\_\_

(6) Recommended date for continuation of didactic lectures with co-requisite laboratories:

---

(8) Do you recommend any limitation to regular duties?    Yes    No  
If yes, please explain.

---

Physician's Signature

Date



## **Patient Confidentiality**

All hospital and patient records are confidential in nature and protected by state and federal laws. Students are expected to maintain the confidentiality in a professional manner. You will be

## Lambda Nu

The Florida Gamma Chapter of Lambda Nu was established at Indian River State College in October 2002. Lambda Nu is the National Honor Society of Radiologic and Imaging Sciences. Lambda Nu is also a member of the IRSC Student Government Association (SGA).

### v

Lambda Nu's name is derived from the lower-case Greek characters in the formula  $v$ , which represents the physics of the inverse relationship between wavelength ( $\lambda$ ) and frequency ( $\nu$ ), an essential parameter across the diversity of modalities comprising the professions.

In a similar manner, Lambda Nu uses the upper-case Greek characters  $\lambda$  and  $\nu$  to represent the inverse relationship and delicate balance required between the art and the science inherent in the radiologic and imaging sciences professions of radiography, radiation therapy, nuclear medicine, diagnostic medical sonography, cardiovascular- interventional technology, mammography, computed tomography, magnetic resonance imaging, quality management and bone densitometry.

Lambda Nu's colors are maroon for the radiologic sciences, forest green for the health professions and gold, the ancient color of honor.

The purpose of this Chapter is to:

- foster academic scholarship at the highest levels
- foster clinical practice at the highest levels
- promote research and investigation in the radiologic and imaging sciences
- promote mentoring of students of the radiologic and imaging sciences
- recognize exemplary scholarship

### Membership

Radiologic and imaging sciences students, alumni and faculty qualify for membership according to the following criteria:

#### Section A.

Professional course (didactic, clinical, general education, and prerequisite courses), GPA 3.5 or higher on 4.0 scale during the first year of study, after at least three full time semesters (or equivalent) OR a professional course (didactic) GPA 3.0 or higher with a clinical course GPA 3.5 or higher on a 4.0 scale during the second year of study, after at least six full time semesters (or equivalent) of a professional program.

#### Section B.

Enrollment in a radiologic or imaging sciences program as a full-time student for at least a one- year term.

Section C.

Evidence of professional commitment beyond minimum requirements of the program, including, but

## **Clinical Education**

The main purpose of the clinical education courses is to facilitate a transfer of knowledge from theory to the actual application of those skills in the clinical environment. This transfer is accomplished by a continuum of clinical assignments in all aspects of diagnostic radiographic procedures with their correlation as close as possible to classroom and laboratory experience.

A competency based clinical education component has been designed for the students of the

## Competency Evaluation Guidelines

1. Students may only be evaluated for competency on procedures that have been presented and tested on in the classroom (i.e., Procedures I, II, III, IV courses) and upon simulation/demonstration and lab practicum. For procedures that have no lab component (for example: myelography) a competency may be performed after the lecture material has been presented.

Mobile exams may not be substituted for classroom or lab exams.

10. If at any time following 01387.0020 0 12 102I  
gt







## Clinical Merits and Demerits

Merits are defined as a numerical documentation of performance that exceeds the expectations of clinical performance to a notable degree. The Clinical

Performing the wrong exam, including wrong laterality	15
Performing an exam without appropriate supervision (Direct/Indirect)	15

- c. Jewelry (classroom, lab and clinic):
  - Excessive jewelry is not permitted.
  - Jewelry is limited to a wedding band set (band and engagement ring) or an engagement ring, necklace and a watch. Necklaces may be worn but should not extend from the neck more than two inches. A maximum of 2 pairs of matching stud-type earrings may be worn, but they must be of the pierced type.
  - No other visible ear, facial, oral, lip or surface piercings are permitted.
  - Excessive makeup is not permitted.

3. Clinical attire:

- a. Uniforms must consist of the following:

Tops and pants: Brand: Cherokee Workwear Collection, Color: Galaxy Blue  
 Every student must wear a radiation monitor and an IRSC Radiography program embroidered insignia. The patch must be sewn in place on the left upper arm below the shoulder.

If worn, a white, long-sleeve lab coat must display an IRSC Radiography program embroidered insignia. The patch must be sewn in place on the upper left arm (below the shoulder) of the lab coat.

Shoes are to be plain white duty-type. No canvas, high heels, open-toed shoes, sandals or clogs may be worn. Leather tennis-type shoes with no color or markings may be worn if they can be polished, kept clean and have been purchased for school use only. Shoes are to be kept clean at all times.

White socks must be worn.

- b. Jewelry (classroom, lab and clinic):

Excessive jewelry is not permitted.

Jewelry is limited to a wedding band set (band and engagement ring) or an

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6.

It is each student's responsibility to sign in and out on the *Daily Attendance Log Sheet* for each clinical day. One demerit will be assessed for each occurrence of failing to sign in or out (2 demerits per day). In addition, the clinical attendance log must be initialed (validated) by the Clinical Preceptor (or designee). Students may be dismissed from the program for falsifying student records (signing in/out for another student). "Sign in" is defined as the **exact time** the student arrives and the Clinical Preceptor (or designee) validates the *Daily Attendance Log Sheet*. "Sign out" is defined as the

8. The final clinical course grades are directly affected by excessive absenteeism. Absences will be evaluated each semester. Students will begin each semester with a "clean slate." Clinical demerits (one demerit = 1%-point deduction) will be assessed to unexcused absences from the clinic as follows (per semester):

### **Fall and Spring Semesters**

- 1<sup>st</sup> unexcused absence = Six demerits (6% reduction in grade) with makeup time required.
- 2<sup>nd</sup> unexcused absence = Eight demerits (8% reduction in grade) with make-up time required
- 3<sup>rd</sup> unexcused absence = Additional ten demerits (10% reduction in grade) with make-up time required (written warning for dismissal from program will be issued).
- 4<sup>th</sup> unexcused absence = Failure of clinical course.

### **Summer A & B Semesters**

- 1<sup>st</sup> unexcused absence = Ten demerits (10% reduction in grade). Make-up time is required.
- 2<sup>nd</sup> unexcused absence = Fifteen demerits (15% reduction in grade reduction in grade) and failing grade (F) will be recorded for the course.

11. Evening and weekend clinical assignments are occasionally included in the second year of the program. In the event of absences, make-up time must occur during evening or weekend hours and be approved by the Clinical Preceptor and Clinical Coordinator.
12. Second-year students will also be assigned to a two-week rotation that included weekend assignments (Fall & Spring only). The days and corresponding hours are as follows: Monday and Wednesday 7:30 ~~am~~ Wednesday

## Supervision of Student Radiographers

Radiography students are to be supervised by a qualified radiographer (ARRT) at all times while in the clinical setting. Until a student achieves and documents competency in any given procedure, **all** clinical assignments will be carried out under direct supervision of qualified radiographers. Once competency in a given procedure has been documented the student may perform that procedure with indirect supervision. In **all** cases, images produced by students must be reviewed and approved by a qualified radiographer. In addition, **all repeat images must be made under direct supervision.**

### Direct Supervision

- 1.



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Indian River State College  
Radiography Program

Appendix A:  
Acceptance Forms

## Confidentiality Statement

*The patient has a right to every consideration of privacy concerning his own medical care program. Case discussion, consultation, examination, and treatment are confidential and should be conducted discreetly. Those not directly involved in his care must have the permission of the patient to be present. The patient has the right to expect that all communications and records pertaining to his care should be treated as confidential.*

### *A Patient's Bill of Rights (1975)*

---

I am aware that as a student of the Indian River State College Radiography program, I have access to patient information that is protected by state and federal law. I understand that state law prohibits me from making any disclosure of medical information without the specific written consent of the person to whom such information pertains, or as otherwise permitted by federal, state or local laws. I also understand that failure to maintain appropriate confidentiality will result in my immediate dismissal from the Radiography program.

Printed Name of Student \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_





Radiography Program

WAIVER OF LIABILITY AND INFORMED CONSENT

Name \_\_\_\_\_ Member of Class of \_\_\_\_\_

I willingly consent

# AGREEMENT

I acknowledge that I have received and read the: \_\_ (initial) *IRSC Radiography Program Student Handbook*, \_\_\_\_\_ (initial) *Health Science Division Student Handbook* and the \_\_ (initial) *IRSC Student Handbook*.

**I am aware** of the content of each handbook and have an understanding of all that is required of me, and I agree to abide by all of the rules, policies and procedures of the Radiography program and of Indian River State College. The policies and procedures delineated in these handbooks provide you with a reference during your enrollment at the College. Keep all handbooks for reference. Please be advised that revisions to these manuals may be made and will be distributed appropriately throughout your tenure in the Radiography program. It is your responsibility to review this handbook thoroughly and understand the implication of all policies and procedures.

**I understand** that I may not participate in any Radiography program courses until I have all of my required records on file in the Radiologic Sciences Department (proof of health care insurance, health form, CPR, drug screen and background checks).

**I understand** that, as a student in an IRSC Radiography program, I may be assigned to clinical sites that will require submission of information from my IRSC health record, criminal background check, and drug screening. I agree to the release of this information.

**I understand** that I will be assigned to two (2) different clinical sites while enrolled in the program and that all assignments will be made by the Clinical Coordinator. I also understand that I may not be assigned to a clinical site of my choosing. However, I do understand that I may "trade" assignments with another so long as the other party agrees and the trade is approved by the Clinical Coordinator and the Program Director. I also understand that I must provide my own transportation to and from the clinical site.

**I understand** that orientation to clinical education sites is mandatory. Absence for any rea-0 TdBd(c4())Tj0.006 Tc -0.006 Tw

**Indian River State College  
Radiography Program**

**Appendix B:**

**ARRT Examination  
Qualifications & Eligibility Requirements**



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# Eligibility for A.R.R.T. Certification

