



TENTATIVE --- SUBJECT TO CHANGE

**RADT 2260 Radiologic Technology Review
HYBRID COURSE SYLLABUS
Fall Semester 2020 (202112)**

COURSE INFORMATION

Credit Hours/Minutes: 3 / 2250
Campus/Class Location: Vidalia/743
Class Meets: Wednesdays 9:00 AM -12:00 PM
Course Reference Number (CRN): 20253
Preferred Method of Contact: EMAIL/ MS TEAMS

INSTRUCTOR CONTACT INFORMATION

Instructor Name: Tara W. Powell, MBA, R.T. (R)(M)(CT), RDMS
Office Location: 714
Office Hours: 2:00 – 5:00 pm Monday, Tuesday, Wednesday
Email Address: tpowell@southeasterntech.edu
Phone: 912-538-3152
Fax Number: 912-538-3106
Tutoring Hours: By appointment

This course is taught in a hybrid format. Hybrid classes require students to complete a portion of the required contact hours traditionally by attending classes on campus while completing the remaining portion online at the student's convenience with respect to the instructor's requirements.

SOUTHEASTERN TECHNICAL COLLEGE'S (STC) CATALOG AND HANDBOOK

Students are responsible for all policies and procedures and all other information included in Southeastern Technical College's [Catalog and Handbook](http://www.southeasterntech.edu/student-affairs/catalog-handbook.php) (<http://www.southeasterntech.edu/student-affairs/catalog-handbook.php>).

REQUIRED TEXT

Review for the Radiography Examination *By: Saia, D.L. 11th edition*
Radiography Preparation *By: Saia, D.L. 9th edition*
Rad Tech Boot Camp, Clover Learning. Online academic license purchased through STC Book store.

REQUIRED SUPPLIES & SOFTWARE

Pen, pencil, highlighter, notebook, paper, computer access, earphones (for Rad Tech Boot Camp Unit Videos), calculator, **Rad Tech Boot Camp, Clover Learning. Online academic license purchased through STC Book store. Dosimeter**

Dosimeter fees are due as outlined in the Rad Tech Orientation and Radiologic Technology Handbook. If fees are not paid by due date, the student will not be allowed to perform course laboratory. Laboratories missed

will not be made up.

Laptop computers are REQUIRED with the following suggested specification:

Processor i5 or i7

Memory 8GB or higher

Hard drive 250GB or larger

DVD Drive either internal or external

Webcam with microphone

Internet speed of 5 Mbps is required (10 Mbps or more is recommended) Test your internet speed using [speed test](http://www.speedtest.net/) (<http://www.speedtest.net/>)

MOBILE HOTSPOTS ARE NOT ALLOWED

Note: Although students can use their smart phones and tablets to access their online course(s), exams, discussions, assignments, and other graded activities should be performed on a personal computer. Neither Blackboard nor Georgia Virtual Technical Connection (GVTC) provide technical support for issues relating to the use of a smart phone or tablet so students are advised to not rely on these devices to take an online course.

Students should not share login credentials with others and should change passwords periodically to maintain security.

COURSE DESCRIPTION

Provides a review of basic knowledge from previous courses and helps the student prepare for the national certification examination for radiographers. Topics include: image production and evaluation; radiographic procedures; anatomy, physiology, pathology and terminology; equipment operation and quality control; radiation protection; and patient care and education.

MAJOR COURSE COMPETENCIES

1. Image production and evaluation
2. Radiographic procedures
3. Anatomy, physiology, pathology and terminology
4. Equipment operation and quality control
5. Radiation protection
6. Patient care and education

PREREQUISITE(S)

RADT 1160, RADT 1200, RADT 2090, RADT 2350

COURSE OUTLINE

1.0 Image production and evaluation

	Description	Learning Domain	Level of Learning
1.1	The student will review factors affecting recorded detail, density, distortion, and contrast.	Cognitive	Comprehension
1.2	The student will discuss the relationships among density, distortion, contrast, and recorded detail.	Cognitive	Comprehension
1.3	The student will review factors that govern the selection of films, screens, and grids.	Cognitive	Comprehension
1.4	The student will discuss the relationship between films and screens.	Cognitive	Comprehension

	Description	Learning Domain	Level of Learning
1.5	The student will review the effect of factors influencing exposure control such as the nature of the radiographic procedure; films, screens, and grids selected; power setting used; and beam limitation and scatter.	Cognitive	Comprehension
1.6	The student will perform exposure calculations for various radiographic procedures.	Cognitive	Synthesis
1.7	The student will describe the advantages and disadvantages associated with automatic exposure control.	Cognitive	Comprehension
1.8	The student will discuss factors affecting the decision to use automatic exposure controls.	Cognitive	Comprehension
1.9	The student will select exposure factors from a technique chart for a simulated radiographic procedure.	Cognitive	Application
1.10	The student will review film storage considerations.	Cognitive	Comprehension
1.11	The student will review radiographic identification procedures.	Cognitive	Comprehension
1.12	The student will discuss the daily and periodic maintenance for automatic film processors.	Cognitive	Comprehension
1.13	The student will discuss the procedures for loading and unloading.	Cognitive	Comprehension
1.14	The student will discuss the exposure indicators for the 3 major computed radiography systems.	Cognitive	Comprehension
1.15	The student will describe the effects of frequency, contrast, and noise on digital image quality.	Cognitive	Comprehension
1.16	The student will discuss the function of digital image window level and width controls.	Cognitive	Comprehension
1.17	The student will describe picture archival and communication systems (PACS).	Cognitive	Comprehension
1.18	The student will discuss film archival.	Cognitive	Comprehension
1.19	The student will discuss the criteria used to evaluate the diagnostic quality of radiographs.	Cognitive	Comprehension
1.20	The student will list the possible causes of poor radiograph quality.	Cognitive	Knowledge

2.0 Radiographic procedures

	Description	Learning Domain	Level of Learning
2.1	The student will review positioning terminology.	Cognitive	Comprehension
2.2	The student will describe types and functions of immobilization and positioning devices.	Cognitive	Comprehension
2.3	The student will state the appropriate breathing instructions for the patient when given a radiographic procedure.	Cognitive	Knowledge
2.4	The student will discuss positioning and technique variations for various radiographic procedures.	Cognitive	Comprehension

	Description	Learning Domain	Level of Learning
2.5	The student will discuss various radiographic procedures, describe the requisite procedures for patient preparation.	Cognitive	Comprehension
2.6	The student will list the types of contrast media.	Cognitive	Knowledge
2.7	The student will match contrast media with radiographic procedures.		Knowledge
2.8	The student will list the indications, contraindications, and the adverse reactions associated with its use when given a specific contrast medium.	Cognitive	Knowledge
2.9	The student will explain the steps for patient preparation and patient positioning when given a list of routine and special radiographic procedures.	Cognitive	Comprehension
2.10	The student will select the equipment needed and the exposure settings that are consistent with A.R.R.T. specifications when given a list of routine and special radiographic procedures.	Cognitive	Knowledge

3.0 Anatomy, physiology, pathology and terminology

	Description	Learning Domain	Level of Learning
3.1	The student will label each anatomical structure with its accepted medical term when given diagrams of the skeletal, digestive, circulatory, respiratory, reproductive, urinary, and nervous/ sensory systems.	Cognitive	Knowledge
3.2	The student will define a list of terms relating to physiology and pathology.	Cognitive	Knowledge
3.3	The student will evaluate radiographic images of the skeletal, digestive, circulatory, respiratory, genitourinary, and nervous/sensory systems in terms of positioning accuracy, image quality, and anatomical structures and physiological functions visualized.	Cognitive	Evaluation
3.4	The student will evaluate radiographic images of the skeletal, digestive, circulatory, respiratory, genitourinary, and nervous/sensory systems in terms of pathologies revealed.	Cognitive	Evaluation

4.0 Equipment operation and quality control

	Description	Learning Domain	Level of Learning
4.1	The student will label diagrams of the component parts of various radiographic equipment and accessories.	Cognitive	Knowledge
4.2	The student will describe equipment used for computed radiography and digital radiography.	Cognitive	Comprehension
4.3	The student will discuss the differences in various types and models of portable radiographic equipment.	Cognitive	Comprehension
4.4	The student will discuss the differences in portable and non-portable radiographic equipment.	Cognitive	Comprehension

	Description	Learning Domain	Level of Learning
4.5	The student will describe the theory of operation of an X-ray tube	Cognitive	Comprehension
4.6	The student will describe the construction and function of an X-ray tube.	Cognitive	Comprehension
4.7	The student will determine the maximum allowable exposure factor for various radiographic procedures using an X-ray tube rating chart.	Cognitive	Application
4.8	The student will determine the rate of anode and tube housing cooling when given simulations of radiographic exposures and anode and tube housing cooling charts.	Cognitive	Application
4.9	The student will review X-ray tube warm-up procedures for radiographic equipment from various manufacturers.	Cognitive	Comprehension
4.10	The student will perform safety checks of radiographic equipment and accessories such as lead aprons and gloves and collimator accuracy.	Psychomotor	Guided Response
4.11	The student will identify symptoms of malfunctions in radiographic equipment.	Cognitive	Knowledge
4.12	The student will discuss reporting procedures for malfunctions of radiographic equipment	Cognitive	Comprehension

5.0 Radiation protection

	Description	Learning Domain	Level of Learning
5.1	The student will describe the use and function of beam limiting devices, beam filtration, and shielding devices.	Cognitive	Comprehension
5.2	The student will describe the relationship between exposure factors and patient dosage	Cognitive	Comprehension
5.3	The student will describe the nature and function of the ten-day rule.	Cognitive	Comprehension
5.4	The student will determine the film, screen, and exposure setting combinations that will minimize the radiation dosage that patients receive when given various radiographic procedures.	Cognitive	Application
5.5	The student will discuss methods to avoid repeat radiographs.	Cognitive	Comprehension
5.6	The student will describe the purpose of primary and secondary radiation barriers and room construction and design in terms of personnel protection.	Cognitive	Comprehension
5.7	The student will discuss the radiographic equipment and techniques used to reduce personnel exposure during radiographic, fluoroscopic, mobile, and surgical procedures	Cognitive	Comprehension
5.8	The student will discuss the types and purposes of personnel protective devices used during radiographic, fluoroscopic, mobile, and surgical procedures	Cognitive	Comprehension
5.9	The student will describe the types, uses, and purposes of patient restraint devices for reducing personnel radiation exposure.	Cognitive	Comprehension
5.10	The student will describe personnel monitoring devices in terms of purposes, types, characteristics, advantages, and disadvantages	Cognitive	Comprehension

6. Patient care and education

	Description	Learning Domain	Level of Learning
6.1	The student will validate the patient's identity by asking the patient and/or by checking the wrist band.	Cognitive	Synthesis
6.2	The student will validate the radiographic procedure requested by checking the procedure requisition form.	Cognitive	Synthesis
6.3	The student will review the principles of body mechanics applicable to patient care.	Cognitive	Comprehension
6.4	The student will demonstrate procedures for patient transfer such as table to table, table to wheelchair, wheelchair to bed, bed to stretcher, the three-man lift, and draw sheet lift.	Psychomotor	Guided response

	Description	Learning Domain	Level of Learning
6.5	The student will describe the procedures for turning patients who have severe trauma, unconsciousness, disorientation, or amputated limbs	Cognitive	Comprehension
6.6	The student will list the patient preparation steps when given various radiographic procedures	Cognitive	Knowledge
6.7	The student will state the appropriate instructions to be given to the patient for various radiographic procedures.	Cognitive	Knowledge
6.8	The student will list the appropriate contrast agent for various radiographic procedures when given procedures using contrast agents.	Cognitive	Knowledge
6.9	The student will discuss patient preparation in terms of procedures, indications, contraindications, and symptoms of and treatment for adverse reactions to contrast agents when given various radiographic procedures.	Cognitive	Comprehensive
6.10	The student will describe the disinfection and sterilization procedures in terms of types and methods used when given various radiographic procedures and patient information.	Cognitive	Comprehensive
6.11	The student will demonstrate the procedures for scrubbing, donning gowns and gloves, removing gowns and gloves, and handling sterile instruments.	Psychomotor	Guided Response
6.12	The student will discuss procedures for handling and disposing of infectious wastes.	Cognitive	Comprehensive
6.13	The student will describe the function, purpose, and procedures for each when given a list of isolation techniques.	Cognitive	Comprehensive
6.14	The student will discuss the psychological considerations for the management of infectious patients.	Cognitive	Comprehensive
6.15	The student will describe the vital signs used to assess patient condition.	Cognitive	Comprehensive
6.16	The student will identify normal values for measurements of temperature, pulse, blood pressure, and respiration	Cognitive	Knowledge
6.17	The student will demonstrate the clinical measurement and recording of temperature, pulse, blood pressure, and respiration.	Psychomotor	Guided Response
6.18	The student will describe the symptoms of cardiac arrest, anaphylactic shock, convulsion, seizure, hemorrhage, apnea, emesis, aspiration, fractures, and diabetic coma/insulin reaction	Cognitive	Comprehensive
6.19	The student will describe the acute care procedures for cardiac arrest, anaphylactic shock, convulsion, seizure, hemorrhage, apnea, emesis, aspiration, fractures, and diabetic coma/insulin reaction.	Cognitive	Comprehensive

	Description	Learning Domain	Level of Learning
6.20	The student will describe the use of medical equipment and supplies in treating medical emergencies.	Cognitive	Comprehensive

GENERAL EDUCATION CORE COMPETENCIES

STC has identified the following general education core competencies that graduates will attain:

1. The ability to utilize standard written English.
2. The ability to solve practical mathematical problems.
3. The ability to read, analyze, and interpret information.

STUDENT REQUIREMENTS

Students are expected to complete all assigned Rad Tech Boot Camp – Core and Clinical videos, quizzes, and module assessments by the specified date. First students are expected to view Rad Tech Boot Camp – Core/Clinical videos. Once the assigned video is viewed, the student is to complete the quiz for that lesson. Once all videos and quizzes have been completed for the module, the student will take the module assessment. All quizzes and modules must be completed with an 80% or greater before the student is eligible to sit for the corresponding Content Category examination. The Rad Tech Boot Camp assignments are the students’ ticket to test for this course.

RAD TECH BOOT CAMP VIDEOS, QUIZZES, AND MODULE ASSESSMENT

RAD TECH BOOT CAMP - Completion Due Dates

August 21	Module 17. Patient Care <i>Vital Signs</i> <i>Basic EKG</i> <i>Lab Tests</i> <i>IV Contrast - Properties</i>
August 26	Module 17. Patient Care <i>IV Contrast – Patient Prep</i> <i>IV Contrast – Complications</i> <i>Contrast – Barium Sulfate</i> <i>Module Assessment</i>
September 4	Module 05. X-Ray Production
September 7	Module 06. X-Ray Interactions with Matter Module 15. Radiation Biology
September 11	Module 16. Radiosensitivity
September 18	Module 02. Radiation Units of Measurement Module 03. Radiation Protection
September 20	Module 04. Radiation Detection Devices
September 25	Module 11. X-Ray Beam Module 12. Primary Exposure Factors
October 2	Module 13. Advanced Exposure Factors
October 4	Module 14. Image Quality
October 9	Module 07. Electrical Physics Module 08. X-Ray Tube and Components Module 09. X-Ray Circuit
October 11	Module 10. Digital Radiography
October 16	Module 01. Skull

	Module 02. Nasal Bones Module 03. Chest Module 04. Ribs
October 18	Module 05. Abdomen Module 06. Spine Module 07. Hip & Pelvis
October 23	Module 09 Upper Extremities
October 25	Module 10. Lower Extremities

Rad Tech Boot Camp assignments (videos, quizzes, and module assessments) are to be completed by the dates outlined in the schedule above. An **80%** or above are required for each quiz and module assessment. Any late assignments will receive a 10-point grade reduction for each day the assignment is late. Any Rad Tech Boot Camp assignment with an earned score less than 80% due to late assignment point deduction(s) will result in a "0" for the applicable Content Category exam; and the student forfeits his/her first attempt of the Content Category exam. Prior to administration of the second Content Category exam, the student will be required to score **100%** on all corresponding Rad Tech Boot Camp quizzes and module assessments.

CONTENT CATEGORY EXAMS: Students will be given four Content Category examinations (Image Production & Procedures are given in two parts) over the corresponding ARRT examination content categories. Rad Tech Boot Camp - Core assignments will be checked and an 80% must be achieved for each assignment before the student can sit for the Content Category exam. If Rad Tech Boot Camp - Core assignments, are not completed with an 80% the student will receive a zero for that Content Category exam.

The student is required to score a minimum of 80% on each content category exam. In the event the student does not score the required 80% or higher he/she will be given the opportunity to retest one time in order to achieve the required score. Prior to administration of the second Content Category exam the student will be required to score **100%** on all corresponding Rad Tech Boot Camp quizzes and module assessments.

The rationale behind this policy is to ensure that all students are utilizing the course resources appropriately. Completing all assignments prior to testing on the section material will assist the student in studying for that specific Content Category exam. Each assigned module area on Rad Tech Boot Camp - Core corresponds to a specific Content Category of the national licensure boards and completing the prescribed assignments prior to testing will allow the student and instructor to evaluate areas of weakness prior to taking the Capstone Final Mock Exam.

RAD TECH BOOT CAMP PREP - MOCK EXAMS: All Radiologic Technology degree students are required to take a **Final Mock Exit Exam** at the end of the RADT 2260 course to be eligible to exit the program. Four Rad Tech Boot Camp – PREP MOCK Exams will be assigned and taken during the class period. Each test will be administered by the Radiology Instructor and taken as a timed exam during class. At least one of the four practice exams must be passed with an 80% or greater and will count as the Final Mock Exit Exam for RADT 2260. Specific competencies and skills tested in this assessment are as follows: Patient Care, Safety, Image Production, and Procedures. Students are required to score a minimum of 80% on the exam to pass the RADT 2260 course.

****If a student does not pass one of the four exams with an 80% or greater, the student will receive a "D" in the course and be required to retake RADT 2260 upon readmission into the program.**

Radiologic Technology program students must earn a minimum grade of C in this course

SPECIAL NOTE: During this class, occurrences may be issued for failure to meet classroom/lab requirements (tardiness, uncompleted/late work, etc.).

COVID-19 MASK REQUIREMENT

Masks or face coverings must be worn at all times while on the campus of Southeastern Technical College. This measure is being implemented to reduce COVID-19 related health risks for everyone engaged in the educational process. Masks or face coverings must be worn over the nose and mouth, in accordance with the Centers for Disease Control and Prevention (CDC). A student's refusal to wear a mask or face covering will be considered a classroom disruption and the student may be asked to leave campus and/or receive further discipline.

COVID-19 SIGNS AND SYMPTOMS

We encourage individuals to monitor for the signs and symptoms of COVID-19 prior to coming on campus.

If you have experienced the symptoms listed below or have a body temperature 100.4°F or higher, we encourage you to self-quarantine at home and contact a primary care physician's office, local urgent care facility, or health department for further direction. Please notify your instructor(s) by email and do not come on campus for any reason.

COVID-19 Key Symptoms
Fever or felt feverish
Cough: new or worsening, not attributed to another health condition
Shortness of breath, not attributed to another health condition
New loss of taste or smell
Chills; Repeated shaking with chills
Sore throat, not attributed to another health condition
Muscle pain, not attributed to another health condition or exercise
Headache, not attributed to another health condition
Diarrhea (unless due to known cause)
In the past 14 days, if you:
Have had close contact with or are caring for an individual diagnosed with COVID-19 at home (not in healthcare setting), please do not come on campus and contact your instructor (s).

COVID-19 SELF-REPORTING REQUIREMENT

Students, who test positive for COVID-19 or who have been exposed to a COVID-19 positive person, are required to self-report using the [COVID 19 Health Reporting Form](#). Report all positive cases of COVID-19 to your instructor and [Stephannie Waters](#), Exposure Control Coordinator, swaters@southeasterntech.edu, 912-538-3195.

EXIT EXAM

An integral part of a student's education as they move through a given program of study is the ability to transfer and apply knowledge to the workplace. As a key component of degree, diploma and select technical certificates, capstone courses have been identified which include any of the following: a specific exit exam, project, portfolio, or skills check-off, etc. measuring student knowledge.

When students can pass the exit assessment, they demonstrate they have retained knowledge throughout their program of study, which will carry over to their chosen career. Students who do not pass the exit assessment will not be able to graduate and the capstone course will need to be repeated and passed along with the exit assessment.

In instances in which a student transfers from another college (having taken a course there-which is a capstone course here) into the same program at STC, they will need to complete STC's program exit assessment. This will be a requirement before credit for the course is given. In cases in which a student transfers from another college that has a capstone course for same program, the student will need to take the exit assessment for STC's designated capstone course. Students who do not pass this assessment will not be able to graduate and the capstone course will need to be repeated and passed along with the exit assessment.

Students are responsible for policies and procedures in student catalog/handbook and Departmental Policies and Procedures. [This could also include safety, academic dishonesty, etc.]

EXAMS

Prior to beginning any exam, all students are required to place all textbooks and personal property underneath the whiteboard in the front of the classroom. No talking is allowed once the exam begins. Students found with their cell phone or any other personal communication device during the exam will be considered cheating and given a zero for the exam.

MAKEUP POLICY

(Tests, quizzes, homework, Rad Tech Boot Camp assignments, laboratories):

A grade of zero will be assigned for any missed assignment regardless of the reason. No quizzes or online assignments will be made up. No late homework/online assignments will be accepted.

CELL PHONE POLICY

Cell phones are not to be utilized in the classroom or laboratory unless being used as an academic tool during classroom activities that are approved by the instructor. Students utilizing their cellphone for non-academic purposes during class or laboratory (texting, talking on or, emailing, etc.), will receive a zero on their next chapter test grade. In the event of an emergency, such as a sick family member or sick child, calls should be directed to the front desk at 912-538-3117 where a message can be left.

HYBRID ATTENDANCE

Class attendance is a very important aspect of a student's success. Being absent from class prevents students from receiving the full benefit of a course and interrupts the learning process. Southeastern Technical College considers both tardiness and leaving early as types of absenteeism. Responsibility for class attendance rests with the student. Regular and punctual attendance at all scheduled classes is required for student success. Students will be expected to complete all work required by the instructor as described in the individual course syllabus.

Instructors have the right to give unannounced quizzes/assignments. Students who miss an unannounced quiz or assignment will receive a grade of 0. Students who stop attending class, but do not formally withdraw, may receive a grade of "F" (Failing 0-59) and face financial aid repercussions in upcoming semesters.

Instructors are responsible for determining whether missed work may be made up and the content and dates for makeup work is at the discretion of the instructor.

Attendance is counted from the first scheduled class meeting of each semester. To receive credit for a course a student must attend at least 90% of the scheduled instructional time. All work missed due to tardiness or absences must be made up at the convenience of the instructor. Any student attending less than the required scheduled instructional time (90%) may be dropped from the course as stated below in the Withdrawal Procedure.

Tardy means arriving after the scheduled time for instruction to begin. Early departure means leaving before the end of the scheduled time. Three (3) tardies or early departures equal one (1) absence for the course.

For this class, which meets 1 day a week for 15 weeks, the maximum number of days a student may miss is 1.5 day during the semester.

STUDENTS WITH DISABILITIES

Students with disabilities who believe that they may need accommodations in this class based on the impact of a disability are encouraged to contact the appropriate campus coordinator to request services.

Swainsboro Campus: [Macy Gay \(mgay@southeasterntech.edu\)](mailto:mgay@southeasterntech.edu), 478-289-2274, Building 1, Room 1210

Vidalia Campus: [Helen Thomas \(hthomas@southeasterntech.edu\)](mailto:hthomas@southeasterntech.edu), 912-538-3126, Building A, Room 165

SPECIFIC ABSENCES

Provisions for Instructional Time missed because of documented absences due to jury duty, military duty, court duty, or required job training will be made at the discretion of the instructor.

PREGNANCY

Southeastern Technical College does not discriminate on the basis of pregnancy. However, we can offer accommodations to students who are pregnant that need special consideration to successfully complete the course. If you think you will need accommodations due to pregnancy, please make arrangements with the appropriate campus coordinator.

Swainsboro Campus: [Macy Gay \(mgay@southeasterntech.edu\)](mailto:mgay@southeasterntech.edu), 478-289-2274, Building 1, Room 1210

Vidalia Campus: [Helen Thomas \(hthomas@southeasterntech.edu\)](mailto:hthomas@southeasterntech.edu), 912-538-3126, Building A, Room 165

It is strongly encouraged that requests for consideration be made **PRIOR** to delivery and early enough in the pregnancy to ensure that all the required documentation is secured before the absence occurs. Requests made after delivery MAY NOT be accommodated. The coordinator will contact your instructor to discuss accommodations when all required documentation has been received. The instructor will then discuss a plan with you to make up missed assignments.

WITHDRAWAL PROCEDURE

Students wishing to officially withdraw from a course(s) or all courses after the drop/add period and prior to the 65% point of the term in which student is enrolled (date will be posted on the school calendar) must speak with a Career Counselor in Student Affairs and complete a Student Withdrawal Form. A grade of "W" (Withdrawn) is assigned for the course(s) when the student completes the withdrawal form.

Students who are dropped from courses due to attendance after drop/add until the 65% point of the semester will receive a "W" for the course.

Important – Student-initiated withdrawals are not allowed after the 65% point. Only instructors can drop students after the 65% point for violating the attendance procedure of the course. Students who are dropped from courses due to attendance after the 65% point will receive either a "WP" (Withdrawn Passing) or "WF"

(Withdrawn Failing) for the semester.

Informing your instructor that you will not return to his/her course, does not satisfy the approved withdrawal procedure outlined above.

There is no refund for partial reduction of hours. Withdrawals may affect students' eligibility for financial aid for the current semester and in the future, so a student must also speak with a representative of the Financial Aid Office to determine any financial penalties that may be assessed due to the withdrawal. A grade of "W" will count in attempted hour calculations for the purpose of Financial Aid.

ACADEMIC DISHONESTY POLICY

The STC Academic Dishonesty Policy states All forms of academic dishonesty, including but not limited to cheating on tests, plagiarism, collusion, and falsification of information, will call for discipline. The policy can also be found in the STC Catalog and Student Handbook.

PROCEDURE FOR ACADEMIC MISCONDUCT

The procedure for dealing with academic misconduct and dishonesty is as follows:

1. First Offense

Student will be assigned a grade of "0" for the test or assignment. Instructor keeps a record in course/program files and notes as first offense. The instructor will notify the student's program advisor, academic dean, and the Registrar at the student's home campus. The Registrar will input the incident into Banner for tracking purposes.

2. Second Offense

Student is given a grade of "WF" for the course in which offense occurs. The instructor will notify the student's program advisor, academic dean, and the Registrar at the student's home campus indicating a "WF" has been issued as a result of second offense. The Registrar will input the incident into Banner for tracking purposes.

3. Third Offense

Student is given a grade of "WF" for the course in which the offense occurs. The instructor will notify the student's program advisor, academic dean, and the Registrar at the student's home campus indicating a "WF" has been issued as a result of third offense. The Vice President for Student Affairs, or designee, will notify the student of suspension from college for a specified period of time. The Registrar will input the incident into Banner for tracking purposes.

STATEMENT OF NON-DISCRIMINATION

The Technical College System of Georgia (TCSG) and its constituent Technical Colleges do not discriminate on the basis of race, color, creed, national or ethnic origin, gender, religion, disability, age, political affiliation or belief, genetic information, disabled veteran, veteran of the Vietnam Era, spouse of military member, or citizenship status (except in those special circumstances permitted or mandated by law). This nondiscrimination policy encompasses the operation of all technical college-administered programs, federally financed programs, educational programs and activities involving admissions, scholarships and loans, student life, and athletics. It also applies to the recruitment and employment of personnel and contracting for goods and services.

All work and campus environments shall be free from unlawful forms of discrimination, harassment and retaliation as outlined under Title IX of the Educational Amendments of 1972, Title VI and Title VII of the Civil Rights Act of 1964, as amended, the Age Discrimination in Employment Act of 1967, as amended, Executive Order 11246, as amended, the Vietnam Era Veterans Readjustment Act of 1974, as amended, Section 504 of

the Rehabilitation Act of 1973, as amended, the Americans With Disabilities Act of 1990, as amended, the Equal Pay Act, Lilly Ledbetter Fair Pay Act of 2009, the Georgia Fair Employment Act of 1978, as amended, the Immigration Reform and Control Act of 1986, the Genetic Information Nondiscrimination Act of 2008, the Workforce Investment Act of 1998 and other related mandates under TCSG Policy, federal or state statutes.

The Technical College System and Technical Colleges shall promote the realization of equal opportunity through a positive continuing program of specific practices designed to ensure the full realization of equal opportunity.

The following individuals have been designated to handle inquiries regarding the nondiscrimination policies:

American With Disabilities Act (ADA)/Section 504 - Equity- Title IX (Students) – Office of Civil Rights (OCR) Compliance Officer	Title VI - Title IX (Employees) – Equal Employment Opportunity Commission (EEOC) Officer
Helen Thomas, Special Needs Specialist Vidalia Campus 3001 East 1 st Street, Vidalia Office 165 Phone: 912-538-3126 Email: Helen Thomas hthomas@southeasterntech.edu	Lanie Jonas, Director of Human Resources Vidalia Campus 3001 East 1 st Street, Vidalia Office 138B Phone: 912-538-3230 Email: Lanie Jonas ljonas@southeasterntech.edu

ACCESSIBILITY STATEMENT

Southeastern Technical College is committed to making course content accessible to individuals to comply with the requirements of Section 508 of the Rehabilitation Act of Americans with Disabilities Act (ADA). If you find a problem that prevents access, please contact the course instructor.

GRIEVANCE PROCEDURES

Grievance procedures can be found in the Catalog and Handbook located on Southeastern Technical College’s website.

ACCESS TO TECHNOLOGY

Students can now access Blackboard, Remote Lab Access, Student Email, Library Databases (Galileo), and BannerWeb via the mySTC portal or by clicking the Current Students link on the [Southeastern Technical College \(STC\) Website \(www.southeasterntech.edu\)](http://www.southeasterntech.edu).

TCSG GUARANTEE/WARRANTY STATEMENT

The Technical College System of Georgia guarantees employers that graduates of State Technical Colleges shall possess skills and knowledge as prescribed by State Curriculum Standards. Should any graduate employee within two years of graduation be deemed lacking in said skills, that student shall be retrained in any State Technical College at no charge for instructional costs to either the student or the employer.

GRADING POLICY

Assessment/Assignment	Points Possible
Rad Tech Boot Camp Quizzes	5%
Rad Tech Boot Camp Module Assessments	5%
Practice Mock Exams	60%
Content Category Exams	30%

Assessment/Assignment	Points Possible
	100%

GRADING SCALE

Letter Grade	Range
A	90-100
B	80-89
C	70-79
D	60-69
F	0-59

RADT 2260 Radiologic Technology Review

Fall Semester 2020 Lesson Plan

Date/Week	Chapter/ Lesson	Content	Assignments & Tests Due Dates	Competency Area
Week 1 August 19	Patient Care	ARRT Specifications/Syllabus Schedule/Time Management RAD TECH BOOT CAMP	Read: Radiography PREP - Saia Chapters 1 – 3 <ul style="list-style-type: none"> - Ethical and Legal Aspects - Interpersonal Communication - Physical Assistance and Monitoring 	6/a,b,c
Week 2 August 26	Patient Care	Practice Test	Read: Radiography PREP - Saia Chapters 4 - 5 <ul style="list-style-type: none"> - Infection Control - Pharmacology <hr/> Rad Tech Boot Camp: Complete Module 17. Patient Care <ul style="list-style-type: none"> • View Videos • Complete quizzes • Complete Module Assessment 	6/a,b,c
Week 3 Sept. 2	Patient Care	Patient Care – Content Category Exam Review Patient Care Content Category Exam Results	Read: Radiography PREP - Saia Chapters 8 – 9 <ul style="list-style-type: none"> - Radiation Physics and Radiobiology - Patient Protection <hr/> Rad Tech Boot Camp: Complete Module 05. X-Ray Production Complete Module 06. X-Ray Interactions with Matter Complete Module 15. Radiation Biology <ul style="list-style-type: none"> • View Videos • Complete quizzes • Complete Module Assessment 	6/a,b,c

Date/Week	Chapter/ Lesson	Content	Assignments & Tests Due Dates	Competency Area
Week 4 September 9	Safety	Practice Test	Read: Radiography PREP - Saia Chapters 10 – 11 <ul style="list-style-type: none"> - Personnel Protection - Radiation Exposure and Monitoring <hr/> Rad Tech Boot Camp: Complete Module 16. Radiosensitivity <ul style="list-style-type: none"> • View Videos • Complete quizzes • Complete Module Assessment 	5/a,b,c
Week 5 September 16	Safety	Practice Test	Rad Tech Boot Camp: Complete Modules 02. Radiation Units of Measurement Module 03. Radiation Protection Module 04. Radiation Detection Devices <ul style="list-style-type: none"> • View Videos • Complete quizzes • Complete Module Assessment 	5/a,b,c
Week 6 September 23	Safety	Safety – Content Category Exam Review Safety Content Category Exam Results	Begin reviewing Image Production - Image Acquisition Content area Read: Radiography PREP - Saia Chapter 12 <hr/> Rad Tech Boot Camp: Complete Module 11. X-Ray Beam Module 12. Primary Exposure Factors	5/a,b,c

Date/Week	Chapter/ Lesson	Content	Assignments & Tests Due Dates	Competency Area
Week 7 September 30	Image Producti on	Practice Test	Rad Tech Boot Camp: Complete Module 13. Advanced Exposure Factors Module 14. Image Quality Factors <ul style="list-style-type: none"> • View Videos • Complete quizzes • Complete Module Assessment 	1,4/a,b,c
Week 8 October 7	Image Producti on	Image Production – Content Category Exam Part 1 <i>Image Acquisition and Technical Evaluation</i>	Rad Tech Boot Camp: Read: Radiography PREP - Saia Chapter 13 pages 367 – 458 and Pages 476 – 486 <hr/> Rad Tech Boot Camp: Complete Module 07. Electrical Physics Module 08. X-Ray Tube and Components Module 09. The X-Ray Circuit Complete Module 10. Digital Radiography <ul style="list-style-type: none"> • View Videos • Complete quizzes • Complete Module Assessment 	2,3/a,b,c
Week 9 Oct 14	Procedur es	Image Production – Content Category Exam Part 2 <i>Equipment Operation and Quality Assurance</i>	Read: Radiography PREP - Saia Chapter 7 Review: Head, Spine, Pelvis Thorax & Abdomen Procedures <hr/> Rad Tech Boot Camp: Complete Module 01. Skull Module 02. Nasal bone Module 03. Chest Module 04. Ribs Module 05. Abdomen Module 06. Spine Module 07. Hip & Pelvis <ul style="list-style-type: none"> • View Videos • Complete quizzes 	2,3/a,b,c

Date/Week	Chapter/ Lesson	Content	Assignments & Tests Due Dates	Competency Area
Week 10 Oct 21	Procedures	Procedure – Content Category Exam – Part 1 (Head, Spine, Pelvis/Thorax & Abdomen Procedures)	Read: Radiography PREP - Saia Chapter 7 Review: Extremity Procedures <hr/> Rad Tech Boot Camp: Complete Module 08. Shoulder Girdle Module 09. Upper Extremities Module 10. Lower Extremities <ul style="list-style-type: none"> • View Videos • Complete quizzes 	2,3/a,b,c
Week 11 Oct 28	Procedures	Procedures – Content Category Exam – Part 2 (Extremity Procedures)	Review all Content Category Exam Scores/Focus study efforts on lower score content category All Saia Chapters	1,2,3,4,5,6/a,b,c
Week 12 Nov 4		Practice Mock Exam	Review Practice Exam Summary/Focus study efforts on lower score content	1,2,3,4,5,6/a,b,c
Week 13 November 11		Practice Mock Exam	Review Practice Exam Summary/Focus study efforts on lower score content	1,2,3,4,5,6/a,b,c
Week 14 Nov 18		Practice Mock Exam	Review Practice Exam Summary/Focus study efforts on lower score content	1,2,3,4,5,6/a,b,c
Week 15 December 2		Practice Mock Exam	Review Practice Exam Summary/Focus study efforts on lower score content for ARRT	1,2,3,4,5,6/a,b,c
		Pinning Ceremony (<i>Pending Approval</i>) Pinning Ceremony @ 6PM		

†Syllabus and lesson schedule is subject to change at the discretion of the instructor

Competency Areas: Radiologic Technology Review

1. Principles of Radiographic Exposure
2. Radiographic Procedures
3. Anatomy, Physiology, Pathology, and Terminology
4. Radiologic Science and Equipment
5. Radiation Protection
6. Patient Care Techniques

General Core Educational Competencies

- a) The ability to utilize standard written English.
- b) The ability to solve practical mathematical problems.
- c) The ability to read, analyze, and interpret information.



**RADT 2260 Radiologic Technology Review
Syllabus Acknowledgement**

I _____ have read and understand the syllabus for RADT 2260. I have also been given the opportunity to ask questions to clarify any requirements listed on the syllabi. By signing this agreement, I am acknowledging that I fully understand my requirements and grading criteria that I am responsible for. I agree to follow the guidelines and rules listed on the syllabi.

Print Name

Student Signature

Date



**Southeastern Technical College
Radiologic Technology Degree Program
Final Practice Exit Examination Policy
College Capstone Course Policy**

I _____ have read and understand the Exit Exam Policy for RADT 2260 as it relates to the Capstone Course Policy of Southeastern Technical College. I have also been given the opportunity to ask questions to clarify any requirements related to either the Exit Exam Policy or Capstone Course Policy. By signing this agreement, I am acknowledging that I fully understand my requirements and grading criteria that I am responsible for.

Print Name

Student Signature and Date