



TENTATIVE—SUBJECT TO CHANGE
RADT 2530 Clinical Mammography
COURSE SYLLABUS
Web Enhanced
Spring Semester 2020

COURSE INFORMATION

Credit Hours/Minutes: 6/13500

Campus/Class Location: Georgia Virtual Technical Connection (GVTC)/Blackboard

Class Meets: Via Internet for 15 weeks

Course Reference Number (CRN): 40211

Preferred Method of Contact: [Tara Powell](mailto:tpowell@southeasterntech.edu) (tpowell@southeasterntech.edu)

INSTRUCTOR CONTACT INFORMATION

Instructor Name: Tara W. Powell, MBA, R.T. (R) (M) (CT), RDMS

Office Location: 714

Office Hours: 1:00 – 5:00 pm Monday, Tuesday, Wednesday

Email Address: [Tara Powell](mailto:tpowell@southeasterntech.edu) (tpowell@southeasterntech.edu)

Phone: 912-538-3152

Fax Number: 912-538-3106

Tutoring Hours: By appointment

SOUTHEASTERN TECHNICAL COLLEGE (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

Mammography & Breast Imaging PREP, 2nd Edition. ISBN: 978-1-259-85945-8

Mammography Examination, Fourth Edition. ISBN: 978-1-259-85943-4

REQUIRED SUPPLIES & SOFTWARE

Pen, pencil, notebook, paper, markers, highlighters, notecards

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

Courses are designed to include both content specifications for the American Registry of Radiologic Technologists (ARRT) Examination in Mammography and the MQSA requirements for clinical competency.

MAJOR COURSE COMPETENCIES

Mammography Clinical Practice
Patient Preparation and Education
Mammographic Procedures
Quality Control
Interventional Special Procedures
Positioning

PREREQUISITE(S)

Applicants must be registered with ARRT as a radiographer.

COREQUISITES: RADT 2520

COURSE OUTLINE

1.0 Mammography Clinical Practice

Order	Description	Learning Domain	Level of Learning
1.1	Exercise the priorities required in daily clinical practice	Affective	Valuing
1.2	Execute medical imaging procedures under an appropriate level of supervision	Psychomotor	Mechanism
1.3	Follow team practice concepts that focus on organizational theories, roles of team members and conflict resolution.	Affective	Valuing
1.4	Adapt to changes and varying clinical situations.	Affective	Organization
1.5	Describe the role of health care team members in responding/reacting to a local or national emergency		Comprehension
1.6	Provide patient-centered clinically effective care for all patients regardless of age, gender, disability, special needs, ethnicity or culture.	Affective	Characterization
1.7	Integrate appropriate and effective written, oral and nonverbal communication with patients, the public and members of the health care team in the clinical setting.	Affective	Characterization
1.8	Establish appropriate personal and professional values into clinical practice.	Affective	Organization
1.9	Recognize the influence of professional values on patient care.	Affective	Responding
1.10	Explain how a person's cultural beliefs toward illness and health affect his or her Health status.	Cognitive	Comprehension
1.11	Use patient and family education strategies appropriate to the comprehension level of the patient/family.	Psychomotor	Mechanism
1.12	Provide desired psychosocial support to the patient and family	Affective	Characterization
1.13	Demonstrate competent assessment skills through effective management of the patient's physical and mental status.	Psychomotor	Guided Response
1.14	Respond appropriately to medical emergencies.	Psychomotor	Mechanism
1.15	Examine demographic factors that influence patient compliance with medical care.	Cognitive	Analysis
1.16	Adapt procedures to meet the age-specific, disease-specific and cultural needs of patients.	Affective	Organization
1.17	Assess the patient and record clinical history.	Psychomotor	Mechanism
1.18	Demonstrate basic life support procedures.	Psychomotor	Guided Response
1.19	Use appropriate charting methods	Psychomotor	Mechanism
1.20	Recognize a life threatening ECG tracing.	Cognitive	Analysis
1.21	Apply standard and transmission-based precautions.	Psychomotor	Mechanism
1.22	Apply the appropriate medical asepsis and sterile technique.	Psychomotor	Mechanism
1.23	Demonstrate competency in the principles of radiation protection standards.	Psychomotor	Guided Response
1.24	Apply the principles of total quality management.	Psychomotor	Mechanism

Order	Description	Learning Domain	Level of Learning
1.25	Report equipment malfunctions.	Psychomotor	Mechanism
1.26	Examine procedure orders for accuracy and make corrective actions when applicable.	Cognitive	Analysis
1.27	Demonstrate safe, ethical and legal practices.	Psychomotor	Guided Response
1.28	Integrate the radiographer's practice standards into the clinical practice setting.	Affective	Characterization
1.29	Maintain patient confidentiality standards and meet HIPAA requirements.	Cognitive	Application
1.30	Demonstrate the principles of transferring, positioning and immobilizing patients.	Psychomotor	Guided Response
1.31	Comply with departmental and institutional response to emergencies, disasters and accidents.	Psychomotor	Complex Response
1.32	Differentiate between emergency and non-emergency procedures.	Cognitive	Analysis
1.33	Adhere to national, institutional and departmental standards, policies and Procedures regarding care of patients, providing radiologic procedures and reducing medical errors.	Cognitive	Application
1.34	Select technical factors to produce quality diagnostic images with the lowest Radiation exposure possible.	Psychomotor	Mechanism
1.35	Critique images for appropriate anatomy, image quality and patient identification.	Cognitive	Evaluation
1.36	Determine corrective measures to improve inadequate images.	Cognitive	Application

2.0 Patient Preparation and Education

Order	Description	Learning Domain	Level of Learning
2.1	Provide for patient comfort and cooperation by familiarizing patient with the equipment and procedure, stressing the need for compression, and by providing general psychological support.	Psychomotor	Mechanism
2.2	Solicit and record patient clinical history relevant to the performance and interpretation of the mammographic examination.	Psychomotor	Complex Response
2.3	Document location of lumps, scars, moles, etc. by means of radiopaque markers on breast and/or diagram on clinical information sheet.	Psychomotor	Mechanism
2.4	Respond to patient questions on BSE, CBE, patient dosage, possible need for Additional projections, ACS guidelines for screening mammography, and other breast imaging procedures.	Affective	Organization

3.0 Mammographic Procedures

Order	Description	Learning Domain	Level of Learning
3.1	Select equipment appropriate to the patient and the examination to be performed (e.g., image receptors, grids, compression plates, cassettes).	Psychomotor	Complex Response
3.2	Select exposure factors based upon breast tissue density, patient's age, numerical compression scale, and equipment characteristics.	Psychomotor	Complex Response
3.3	Select markers to document breast imaged and projection used.	Psychomotor	Complex Response
3.4	Position patient and equipment to provide projections specified by department protocol or requisition form.	Psychomotor	Mechanism
3.5	Evaluate the images to assure that they contain proper identification and are of diagnostic quality.	Cognitive	Evaluation

4.0 Quality Control

Order	Description	Learning Domain	Level of Learning
4.1	Implement quality control techniques and mechanisms to film screen systems	Psychomotor	Mechanism
4.2	Implement quality control techniques and mechanisms to digital systems.	Psychomotor	Mechanism

5.0 Interventional Special Procedures

Order	Description	Learning Domain	Level of Learning
5.1	Use interventional special procedures.	Psychomotor	Mechanism

6.0 Positioning

Order	Description	Learning Domain	Level of Learning
6.1	Question the patient or check the patient's wristband to verify patient's name and information on request form or doctor's order.	Psychomotor	Mechanism
6.2	Ask appropriate questions, listen to patient responses and accurately document the information.	Psychomotor	Mechanism
6.3	Observe any outstanding physical characteristics and document the findings.	Psychomotor	Complex Response
6.4	Explain procedure and the need for compression to the patient before proceeding with the mammogram.	Psychomotor	Complex Response
6.5	Achieve the best demonstration of breast tissue by manipulating the breast into proper placement, adjusting the patient, mammography equipment and cassettes, and placing the marker correctly.	Psychomotor	Origination
6.6	Process and evaluate the completed image	Cognitive	Evaluation
6.7	Identify the qualities necessary for an acceptable mammogram	Cognitive	Knowledge
6.8	Identify anatomical structures or pathological findings.	Cognitive	Knowledge
6.9	Repeat films or additional views if necessary.	Psychomotor	Mechanism
6.10	Be professional, competent, confident and nonjudgmental	Affective	Characterization

GENERAL EDUCATION CORE COMPETENCIES

Southeastern Technical College 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 (ONLINE)

Students are responsible for working on course material individually and are responsible for communicating questions of concern to the instructor in a timely manner. Students are expected to complete all assignments by the due dates.

Students are responsible for reading the syllabus/lesson plan and policies/procedures in the STC E-Catalog as well as the Online Course Orientation. All online students must post a pledge that they have read and understand the syllabus and STC Online Orientation policy within the first three days of class.

Students are responsible for checking emails and BlackBoard announcements daily. Students may use BlackBoard E-mail or the college email as a method of communication.

Students will be required to complete a total of 270 clinical hours, 100 documented mammograms, and various procedures as required by the ARRT to sit for the registry in Mammography. All documents are contained within the BlackBoard course created for RADT 2530. Students should submit weekly timesheets to the instructor for review, as well as a Clinical Evaluation at 70 hours logged, 140 hours logged, and at the end of the semester.

Clinical Schedule

The student and the clinical site where they are performing their clinical hours and procedures will determine the clinical schedule. This schedule should be submitted to the course instructor no later than the end of the first week of classes.

It is incumbent on the student to submit their schedule in a timely fashion as all of the clinical hours must be completed to receive credit for the course and to have the instructor verify their application for the ARRT examination.

Students are expected to communicate frequently through college email and discussion boards. College email is accessed at <https://portal.office.com>, under Quick links on our webpage, or in the menu of your Blackboard course.

Clinical Paperwork

Your clinical grade will be determined according to the following parameters:

- Completion of 270 Clinical Hours (35%)
- Completion of all required exams/procedures (35%)
- 3 Clinical Evaluations (30%)

Timesheets/Attendance

Timesheets may be printed from the coursework tab in the BlackBoard course for RADT 2530. It is the students' responsibility to keep up with their timesheets. The timesheets are official records of attendance. **Attendance without a record does not exist.** All timesheets must be checked by the Program Faculty on a weekly basis. Any illegible record of time will not count. Students will not receive credit for clinical hours that are not recorded on the timesheet. Any falsification related to logged clinical hours will be viewed as an enormous ethical violation and no program faculty will sign off on the student's application to sit for the ARRT examination in Mammography. Additionally, the student will be given a failing grade for the course.

****Please note that none of the expenses related to the clinical courses will be refunded if the student is unable, unwilling, or ineligible from completing the clinical component of this course. ****

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.

ONLINE ATTENDANCE ADDENDUM: For this course, attendance will be determined by submitting a weekly timesheet of logged clinical hours to the instructor. The course standards dictate that you log a minimum of 270 clinical hours. If you are found to be deficient in clinical hours or procedures, you will be given a grade commensurate with the number of hours logged and procedures performed.

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.

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 Southeastern Technical College Academic Dishonesty Policy states that 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 Southeastern Technical College Catalog and 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" (Withdrawn Failing) 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:

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

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 Website \(www.southeasterntech.edu\)](http://www.southeasterntech.edu).

TECHNICAL COLLEGE SYSTEM OF GEORGIA (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	Percentage
Completion of hours	35%
Completion of procedures	35%

Assessment/Assignment	Percentage
Clinical Evaluations	30%

GRADING SCALE

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

RADT 2530 Clinical Mammography

Spring Semester 2020 Lesson Plan

Date/Week	Chapter/Lesson	Content	Assignments & Tests Due Dates	Competency Area
Week 1 JAN 7 - 13		Complete online pledge Email weekly schedule to instructor		M1-5 GE1-4
Week 2 JAN 14 -20		Email weekly schedule to instructor		M1-5 GE1-4
Week 3 JAN 21 - 27		Email weekly schedule to instructor		M1-5 GE1-4
Week 4 JAN 28 – FEB 3		Email weekly schedule to instructor		M1-5 GE1-4
Week 5 FEB 4 - 10		Email weekly schedule to instructor 1 st Clinical Evaluation Due		M1-5 GE1-4
Week 6 FEB 11 - 17		Email weekly schedule to instructor		M1-5 GE1-4
Week 7 FEB 18 - 24		Email weekly schedule to instructor		M1-5 GE1-4
Week 8 FEB 25 – MAR 2		Email weekly schedule to instructor		M1-5 GE1-4
Week 9 MAR 3 -9		Email weekly schedule to instructor		M1-5 GE1-4
Week 10 MAR 10 - 16		Email weekly schedule to instructor 2nd Clinical Evaluation Due		M1-5 GE1-4
Week 11 MAR 17 - 23		Email weekly schedule to instructor		M1-5 GE1-4
Week 12 MAR 24 - 30		Email weekly schedule to instructor		M1-5 GE1-4
Week 13 MAR 31 – APRIL 13		Email weekly schedule to instructor		M1-5 GE1-4
Week 14 APRIL 14 - 20		Email weekly schedule to instructor		M1-5 GE1-4
Week 15 APRIL 21 - 27		Final Clinical Evaluation Due All ARRT Documentation Due		M1-5 GE1-4
		*Lesson Plan is subject to change per the discretion of the instructor		

COMPETENCY AREAS: (WILL VARY FOR EACH COURSE/TAKEN FROM STATE STANDARDS)

1. Patient Communication
2. Patient Assessment
3. Treatment Options
4. Design Characteristics of Mammography Units
5. Acquisition and Display

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.