



RADIOLOGIC TECHNOLOGY  
RADT 2260  
COURSE SYLLABUS  
Lecture  
Spring Semester 2016

Semester: Spring 2016

Instructor: Kerry Dunn, M.Ed., RT(R)(M)

Course Title: Radiologic Technology Review

Office Hours: Mondays-By Appointment

Course Number: RADT 2260

Office Location: 708

Credit Hours/ Minutes: 3/2250

Email Address: [kdunn@southeasterntech.edu](mailto:kdunn@southeasterntech.edu)

Class Location: 743

Phone: 912-538-3112

Class Meets: Wednesdays 9:00 AM -12:00 PM

Fax Number: 912-538-3106

CRN: 40256

Tutoring Hours: By appointment

**REQUIRED TEXT:** Review for the Radiography Examination *By: Saia, D.L. 9<sup>th</sup> edition*  
Radiography Preparation *By: Saia, D.L. 7<sup>th</sup> edition*  
Corectec Online Radiography Review Course *By: www.corectec.com*

**REQUIRED SUPPLIES:** Pen, pencil, notebook, paper, highlighters

**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:** Major course competencies include: image production and evaluation; radiographic procedures; anatomy, physiology, pathology and terminology; equipment operation and quality control; radiation protection; and patient care and education.

**COURSE OUTLINE:**

- Image production and evaluation
- Radiographic procedures
- Anatomy, physiology, pathology and terminology
- Equipment operation and quality control
- Radiation protection
- Patient care and education

**PREREQUISITES:** RADT 1160, RADT 1200, RADT 2090, RADT 2350

**COREREQUISITES:** RADT 2360

**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 reading, tests, and daily assignments on the specified dates on the lesson schedule.

**EXAMS:** Corectec assignments will be checked for completion prior to class and before each section exam. If Corectec assignments are not complete the student will receive a zero for that section exam. The rationale behind this policy is to ensure that all students are utilizing the course resources appropriately. Completing the Corectec assignments prior to testing on the section material will assist the student in studying for that particular section exam. Each lesson area on Corectec corresponds to a particular section 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.

Students will be given section exams over the various areas of the ARRT examination that will be averaged together for a section exam average that counts 30% of their final grade. The overall average for the section exams must equal 70% (grades of 69.9 will not be rounded up) to be eligible to sit for the final mock exit examination. **NO GRADES WILL BE DROPPED.**

**MAKEUP POLICY:** Students will be allowed to make up one test that will be administered immediately upon the student returning to class. Any further missed tests will result in a grade of zero.

**PRACTICE MOCK EXAMS:** Practice Mock Examinations will be given throughout the course and do not count for a grade. These practice Mock Examinations are meant to expose the student to as many registry type questions as possible. An analysis will be done on these examinations to help the student to identify weak areas and to allow the student to see their progression during the semester. Also, these Practice Mock Examinations are meant to prepare the student for the **Final Mock Exit Examination.**

**FINAL MOCK EXIT EXAMINATION:** All Radiologic Technology diploma students are required to take the **Final Mock Exit Exam** at the end of the course RADT 2260. The test will be administered by the Radiology Instructor and taken as a traditional written timed exam. Specific competencies and skills tested in this assessment are as follows: Radiation Protection, Equipment Operation and Quality Control, Image Production and Evaluation, Radiographic Procedures, Patient Care and education. **Students are required to score a minimum of 75% (no rounding) on the exam to pass the RADT 2260 course. The exit exam may only be taken once. If a student does not pass the exam with a minimum score of 75%, the student will receive a D in the course and will 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.**

**Capstone Courses:** 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 are able to 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.]*

**CELLPHONE POLICY:** Cell phones are not permitted in the classroom or laboratory. Any student caught with a cell phone in the classroom or laboratory in any capacity (texting, talking on or, emailing), whether the phone is on or off, will have 10 points taken off their next chapter test grade. In the event of an emergency, such as a sick family member or sick child, their calls should be directed to the front desk at 912-538-3117 where a message can be left.

**ATTENDANCE GUIDELINES:** 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 also 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 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.

Students will not be withdrawn by an instructor for attendance; however, all instructors will keep records of graded assignments and student participation in course activities. The completion dates of these activities will be used to determine a student's last date of attendance in the event a student withdraws, stops attending, or receives an F in a course.

## **ADDITIONAL PROVISIONS**

### ***Health Science Programs***

Requirements for instructional hours within Health Science programs reflect the rules of respective licensure boards and/or accrediting agencies. Therefore, these programs have stringent attendance policies. Each program's attendance policy is published in the program's handbook and/or syllabus which specify the number of allowable absences. All provisions for required make-up work in the classroom or clinical experiences are at the discretion of the instructor.

**ATTENDANCE FOR RADIOLOGIC TECHNOLOGY:** 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 discretion 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 and/or early departures, in any combination, 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 are 2 days during the semester.**

**SPECIAL NEEDS:** *Students with disabilities who believe that they may need accommodations in this class based on the impact of a disability are encouraged to contact Jan Brantley, Room 1208 Swainsboro Campus, 478-289-2274, or Helen Thomas, Room 108 Vidalia Campus, 912-538-3126, to coordinate reasonable accommodations.*

**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 advise me and make appropriate arrangements with the Special Needs Office. Swainsboro Campus: Jan Brantley, Room 1208, (478) 289-2274 -- Vidalia Campus: Helen Thomas, Room 108, (912) 538-3126.

**WITHDRAWAL PROCEDURE:** Students wishing to officially withdraw from a course(s) or all courses after the drop/add period and prior to the 65% portion of the semester (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" is assigned when the student completes the withdrawal form from the course.

Students who are dropped from courses due to attendance (see your course syllabus for attendance policy) after drop/add until the 65% point of the semester will receive a "W" for the course. Abandoning a course(s) instead of following official withdrawal procedures may result in a grade of 'F' being assigned.

After the 65% portion of the semester, the student will receive a grade for the course. (Please note: A zero will be given for all missed assignments.)

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. All grades, including grades of 'W', will count in attempted hour calculations for the purpose of Financial Aid.

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

**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*.

**Please note that any conduct/behavior that is in violation of program policies and/or procedures will be addressed and resolved in accordance to the Radiologic Technology Academic and Clinical Manual.**

### Procedure for Academic Misconduct

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

#### --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.

#### --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.

#### --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 second 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:** Southeastern Technical College does not discriminate on the basis of race, color, creed, national or ethnic origin, gender, religion, disability, age, disabled veteran, veteran of Vietnam Era or citizenship status, (except in those special circumstances permitted or mandated by law). This school is in compliance with Title VI of the Civil Rights Act of 1964, which prohibits discrimination on the basis of race, color, or national origin; with the provisions of Title IX of the Educational Amendments of 1972, which prohibits discrimination on the basis of gender; with the provisions of Section 504 of the Rehabilitation Act of 1973, which prohibits discrimination on the basis of handicap; and with the American with Disabilities Act (ADA).

**GRIEVANCE PROCEDURES:** Grievance procedures can be found in the Catalog and Handbook located on STC'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 STC website at [www.southeasterntech.edu](http://www.southeasterntech.edu).

### GRADING POLICY

Corectec Exercises	25%
Corectec Quizzes	15%
Corectec Practice Exams	20%
Final Exit Mock Exam	10%
Section Exams	30%

### GRADING SCALE

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

### 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.

**RADT 2260 Radiologic Technology Review  
Spring Semester 2016 - Lesson Schedule**

WEEK	Date	Chapter / Lesson	Content	Assignments Tests	*Competency Area
1	Jan 13	Radiation Protection	Review policy and procedures, environmental safety, work ethics, syllabus, and course objectives / assignments. <b>Corectec overview</b>	Begin reviewing Saia Review Books Corectec lessons: Biological Aspects of Radiation and Minimizing Patient Exposure	5 a-d
2	Jan 20		<b>Practice Mock Exam</b> <b>Mock Analysis</b>	Saia Review Books Corectec lessons: Personnel Protection Radiation Exposure and Monitoring	5 a-d
3	Jan 27	Equipment Operation and Quality Control	<b>Section Exam I:</b> <b>Radiation Protection</b>  <b>Complete Practice Exam 1</b>	Saia Review Books Corectec lessons: Principles of Radiation Physics, Imaging Equipment and Quality Control	4 a-d
4	Feb 3	Equipment Operation and Quality control	<b>Section Exam II:</b> <b>Equipment Operation and Quality Control</b>	Saia Review Books Corectec lessons: Selection of Technical Factors, Image Processing and Quality Assurance	1,4 a-d
5	Feb 10		<b>Practice Mock Exam</b> <b>Mock Analysis</b>  <b>Complete Practice Exam 2</b>	Saia Review Books Corectec lessons: Criteria for Image Evaluation	1-6 a-d
6	Feb 17	Image Acquisition and Evaluation	<b>Section Exam III:</b> <b>Image Acquisition and Evaluation</b>	Saia Review Books Corectec lessons: Thorax and Abdomen	1-3 a-d

**RADT 2260 Radiologic Technology Review**  
**Spring Semester 2016 - Lesson Schedule**

WEEK	Date	Chapter / Lesson	Content	Assignments Tests	*Competency Area
7	Feb 24	Imaging Procedures	<b>Section Exam IV:</b> <b>Imaging Procedures-Thorax and Abdomen</b>  <b>Complete Practice Exam 3</b>	Saia Review Books Corectec lessons: Spine and Pelvis, Head	1-3 a-d
8	Mar 2	Imaging Procedures <b>Midterm</b>	<b>Practice Mock Exam</b> <b>Mock Analysis</b>	Saia Review Books Corectec lessons: Spine and Pelvis, Head	1-3 a-d
9	Mar 9		<b>Section Exam V:</b> <b>Imaging Procedures-Spine and Pelvis, Head</b>	Saia Review Books Corectec lessons: Extremities	1-3 a-d
10	Mar 16	Imaging Procedures	<b>Section Exam VI:</b> <b>Imaging Procedures-Extremities</b>	Saia Review Books Corectec lessons: Patient Care and Infection Control, Patient Monitoring and Contrast Media	1-6 a-d
11	Mar 23	Patient Care and Education	<b>Complete Practice Exam 4</b>	Saia Review Books Corectec lessons: Patient Care and Infection Control, Patient Monitoring and Contrast Media	1-3 a-d
12	Apr 6		<b>Practice Mock Exam</b> <b>Mock Analysis</b>	Saia Review Books Corectec lessons: Patient Care and Infection Control, Patient Monitoring and Contrast Media	1-6 a-d
13	Apr 13	Patient Care and Education	<b>Section Exam V:</b> <b>Patient Care and Education</b>	Saia Review Books	6 a-d

**RADT 2260 Radiologic Technology Review  
Spring Semester 2016 - Lesson Schedule**

WEEK	Date	Chapter / Lesson	Content	Assignments Tests	*Competency Area
14	Apr 20		Practice Mock Exam Mock Analysis	Saia Review Books	1-6 a-d
15	Apr 27		9:00 am Final Mock Exit Examination	*Lesson Plan is subject to change at the discretion of the instructor.	1-6 a-d

**Competency Areas:**

- 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 Education Competency Areas:**

- 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.



**Southeastern Technical College  
Radiologic Technology Degree Program**

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 Mock 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

\_\_\_\_\_  
Date