

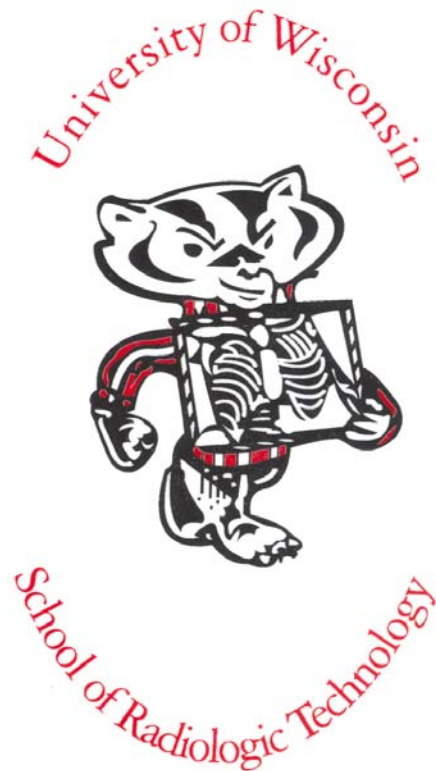
UWHealth

University of Wisconsin
Hospital and Clinics

SCHOOL OF RADIOLOGIC TECHNOLOGY

PROGRAM BULLETIN

2011 - 2012



Founded 1931

Madison, WI

TABLE OF CONTENTS

CONTACT INFORMATION	3
ACCREDITATION	3
FACULTY	3
INTRODUCTION	4
MISSION STATEMENT	5
PROGRAM GOALS & OUTCOMES ASSESSMENT	6
THE ROLE OF THE RADIOLOGIC TECHNOLOGIST	7
PROGRAM DESCRIPTION	8
CURRICULUM WITH COURSE DESCRIPTIONS	10
COURSE SEQUENCE	15
ACADEMIC YEAR CALENDAR – KEY DATES	16
ADMISSION POLICIES	17
THE IDEAL CANDIDATE	18
MINIMUM EDUCATIONAL REQUIREMENTS	19
REQUIRED POST-SECONDARY GENERAL EDUCATION COURSEWORK	20
APPLICATION REQUIREMENTS	21
APPLICATION PROCESS	22
APPLICATION CHECKLIST	23
APPLICATION EVALUATION SCORING	25
ADMISSION TIMELINE	25
FINANCIAL INFORMATION	26
APPLICATION FEE	26
ENROLLMENT FEE	26
TUITION	26
REFUND POLICY	27
CLINICAL LAB FEE	28
TEXTBOOKS	28
HOUSING	29
MEALS	29
ATTIRE	29
HEALTH INSURANCE	29
FINANCIAL AID	30
STUDENT COMMISSION	30
STUDENT BODY	30
ADVISORY COMMITTEE	30
ACADEMIC POLICIES	31
BSRT DEGREE	31
ACADEMIC STANDARDS	31
ACADEMIC AND CLINICAL HOURS	31
HOLIDAYS AND VACATIONS	32
CORE COMPETENCIES	32
ORIENTATION	33
HEALTH REQUIREMENTS	33
STUDENT PREGNANCY GUIDELINES	34
CLINICAL OBLIGATIONS	35
CLINICAL ROTATIONS	36
GRADING SYSTEM	37
TRANSFER OF CREDIT	37
GRADUATION REQUIREMENTS	38
STUDENT RECORDS AND RELEASE OF INFORMATION	38
PROTECTED PATIENT HEALTH INFORMATION (PHI)	39
GENERAL INFORMATION	40
UW-MADISON CAMPUS	40
CITY OF MADISON	41

UWHC School of Radiologic Technology does not discriminate on the basis of race, gender, sexual orientation, handicap, religion, age, national origin or veteran status.

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ACCREDITATION

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All policies, procedures, tuition and fees are subject to change by written notice of the Program Director, Clinical Education Coordinator, and Clinical Instructors.

Questions or concerns regarding any of the policies/procedures published in this bulletin can be directed to the School Faculty or the Joint Review Committee on Education in Radiologic Technology.

INTRODUCTION

University of Wisconsin Hospital and Clinics (UWHC) together with University of Wisconsin School of Medicine and Public Health (UWSMPH), University of Wisconsin Medical Foundation (UWMF), and University of Wisconsin Paul P. Carbone Comprehensive Cancer Center (UWCCC) comprise UW Health, the academic medical center and comprehensive health system for the University of Wisconsin - Madison. The state-of-the-art, American Family Children's Hospital (AFCH) is a premier pediatric medical and surgical center included as part of UWHC. In addition, University of Wisconsin School of Pharmacy, and University of Wisconsin School of Nursing maintain academic relationships with the UW Health partnership.

UW Hospital and Clinics has long been recognized as a national leader in many specialized fields of medicine, medical research, and health science; including cancer treatment, pediatrics, ophthalmology, surgical specialties, and organ transplantation. UWHC offers six intensive care units and is the designated adult and pediatric Level One trauma center for south-central Wisconsin. Over 800 physician specialists and faculty serve on the medical staff providing health care to patients from throughout Wisconsin, the United States, and many foreign countries. In addition to UW Hospital and Clinics, UW Health encompasses over 80 outpatient clinics and seven satellite locations.

Health care services at UWHC are innovative, comprehensive, and wide-ranging. UW Hospital and Clinics offers the latest available technology and treatment methods. Service focuses on safety, excellence, and quality. UWHC is recognized by numerous influential organizations and media institutions as one of the most prominent, progressive, and quality conscious medical centers in the country. UWHC is fully accredited by The Joint Commission and has been awarded that nation-wide accrediting agency's *Gold Seal of Approval* in recognition of its commitment to providing high-quality, safe medical care.

UW Hospital and Clinics' radiology department offers services in general diagnostic and fluoroscopic radiology, diagnostic ultrasound, computed tomography, mammography, neuroradiology, angiography, interventional radiology, nuclear medicine, positron emission tomography, and magnetic resonance imaging. The radiology department performs thousands of procedures annually. In addition to the School of Radiologic Technology, the department supports the School of Diagnostic Medical Sonography and Echocardiography for those seeking education to pursue careers in the medical imaging sciences.

Radiotherapy, a division of the UW Carbone Comprehensive Cancer Center (UWCCC), is located within UWHC. In addition to treating hundreds of patients per day with the most current methods for cancer treatment, the radiotherapy division serves as a clinical education site for students of radiation therapy technology.

The facilities offered by UW Hospital and Clinics provide students with a well-rounded education in all aspects of medical imaging sciences. Radiologic Technology provides many opportunities and is a rewarding career choice with a secure employment outlook.

Mission Statement

UWHC School of Radiologic Technology is dedicated to educating students in the art and science of medical radiography. Our mission is to instill the knowledge, behaviors, and values required of competent entry-level radiographers. In fulfillment of our mission, students/graduates of the program will achieve the following goals:

- Learn and understand the concepts related to the practice of radiography and be able to apply them competently in the clinical setting.
- Communicate effectively in both the clinical and classroom settings.
- Develop critical thinking and problem solving skills and apply them in the clinical and classroom settings.
- Demonstrate professional development and growth through research assignments and exploration of alternate imaging modalities.
- The School will monitor assessment data indicating program effectiveness consistent with JRCERT Standards. These measures are:
 - Employer satisfaction survey average of 3.5 on a 5.0 scale.
 - Graduate survey/program evaluation average of 3.5 on a 5.0 scale.
 - Program completion rate of $\geq 80\%$.
 - Job placement rate within 6 months of program completion that is $\geq 75\%$.
 - First attempt ARRT credentialing exam pass rate of $\geq 90\%$.

The School's mission is achieved when the graduate has successfully completed and achieved all program goals and outcomes. The mission, goals, and outcomes endorsed by UWHC School of Radiologic Technology are evaluated annually. Members of the faculty, student body, radiology department, hospital administration, and the School of Radiologic Technology Advisory Committee participate in the evaluation process thereby serving as the program's communities of interest.

The mission of UWHC School of Radiologic Technology complements the mission of our sponsoring institution, UW Hospital and Clinics. The sponsor's fourfold mission of; advancing health through service, scholarship, science, and social responsibility is an integral part of the UW Health vision to serve as "*a national leader in health care, advancing the well-being of the people of Wisconsin and beyond*".

As a part of the University of Wisconsin Hospitals and Clinics community, UWHC School of Radiologic Technology students participate in the achievement of the mission and goals for both the School of Radiologic Technology and its sponsoring institution: University of Wisconsin Hospitals and Clinics.

Program Goals & Outcomes Assessment

UWHC School of Radiologic Technology practices ongoing assessment of program goals and outcomes in order to evaluate student learning and monitor program effectiveness. *Program Goals* define what the program intends to accomplish. *Student Learning Outcomes* represent the level of mastery intended for students to achieve. Assessment of outcomes utilizes quantitative measurement and data analysis that assures the program is meeting its goals.

Program goals and outcomes are evaluated annually by the Faculty and Advisory Committee of UWHC School of Radiologic Technology. Documentation of the assessment process is maintained by the Program Director.

PROGRAM GOALS	STUDENT LEARNING OUTCOMES
1. Students will learn and understand the concepts related to the practice of radiography and be able to apply them competently in the clinical setting	<ul style="list-style-type: none"> ▪ Provide appropriate patient care ▪ Position patients accurately to obtain diagnostic images ▪ Practice radiation safety in accordance with currently accepted guidelines
2. Students will communicate effectively in both the clinical and classroom settings.	<ul style="list-style-type: none"> ▪ Develop a working knowledge of medical terminology ▪ Research a peer reviewed journal article and give an oral presentation on the findings ▪ Demonstrate appropriate and professional interactions with patients, staff, and visitors
3. Students will develop critical thinking and problem solving skills and apply them in the clinical and classroom settings	<ul style="list-style-type: none"> ▪ Understand the complexities of exposure factor selection and demonstrate competency in determining the correct exposure factors in non-routine situations ▪ Become proficient in evaluating images for diagnostic quality ▪ Demonstrate the ability to adapt to non-routine clinical situations
4. Students will demonstrate professional development and growth through research assignments and exploration of alternate imaging modalities	<ul style="list-style-type: none"> ▪ Prepare an independent study research project that is eligible for competition at a professional society meeting ▪ Explore alternate imaging modalities during elective clinical assignments
5. The School will monitor assessment data indicating program effectiveness consistent with JRCERT Standards. <ul style="list-style-type: none"> ○ Students will graduate from the program ○ Graduates will exhibit a high degree of satisfaction with the program ○ Employers will exhibit a high degree of satisfaction with graduates of the program ○ Graduates will successfully pass the ARRT examination ○ Graduates will find employment within six months of graduation 	<ul style="list-style-type: none"> ▪ Program completion rate \geq 80% ▪ Graduate surveys/program evaluations of 3.5 on a 5.0 scale ▪ Employer satisfaction surveys of 3.5 on a 5.0 scale ▪ \geq 90% pass rate on ARRT certification exam for first time examinees ▪ Graduate job placement of \geq 75% within six months of graduation

The Role of the Radiologic Technologist

The Radiologic Technologist (Radiographer) is a member of an allied health profession dedicated to preserving health, diagnosing, and curing disease. Under the direction of a Radiologist (*a medical physician specializing in the use of radiant energy for the diagnosis and treatment of disease*), the Radiologic Technologist (*often referred to as a Radiographer*) uses various forms of ionizing radiation to either detect and/or treat injury and disease.

The Radiologic Technologist's duties include:

- Operating equipment used to produce medical images
- Caring for the ill and injured
- Positioning patients for diagnostic examinations
- Calculating proper exposure factors
- Processing images and assessing the diagnostic quality of the radiographs.
- Assisting the radiologist with fluoroscopic examinations, treatments with ionizing radiation, diagnostic testing, angiographic procedures, computed tomography, magnetic resonance imaging, mammography, and the use of radioactive isotopes

Radiologic Technologists must be able to routinely:

- Lift more than 50 pounds
- Work with the arms above the head
- Push and pull
- Kneel or squat
- Work standing up
- Perform procedures on patients with health problems
- Assist patients on and off examination tables, wheelchairs, or stretchers
- Communicate effectively with patients and staff
- Accurately align patient, x-ray equipment, and image receptors
- Organize and accurately perform the individual steps of an x-ray examination in sequence
- Work nighttime, weekend, and holiday hours

Radiologic Technologists must be constantly aware of the following occupational hazards:

- Exposure to communicable and infectious diseases
- Exposure to low levels of ionizing radiation
- Exposure to chemicals used in the processing of x-ray film
- Exposure to latex in protective gloves
- Exposure to blood, body fluids, and biomedical hazards

Qualified Radiologic Technologists are needed in hospitals, clinics, physicians' offices, industry, and public health. Teachers and managers in radiologic technology are also in demand.

Radiologic technology offers the individual a professional career in allied health with economic security and opportunities for advancement.

Program Description

UWHC School of Radiologic Technology is a 24-month program offering professional study in the art and science of medical radiography. The school holds formal affiliation agreements with UW-Milwaukee College of Health Sciences and Marian University of Fond du Lac to provide professional study to BSRT candidates from those institutions.

The curriculum is six semesters long consisting of four traditional semesters and two summer sessions. The academic year runs from September through August. Students participate in the didactic and clinical portions of the program simultaneously. Combined didactic and clinical hours total 40 hours per week. Completion of the program will lead to eligibility to write the certification examination in Radiography of the American Registry of Radiologic Technologists (ARRT). Graduates are awarded a certificate in radiography from UW Hospital & Clinics. The baccalaureate degree is conferred by the institution where the student completed pre-professional study.

UWHC School of Radiologic Technology is administered through the UW School of Medicine and Public Health Department of Radiology and UW Hospital and Clinics. The curriculum covers all aspects of radiologic technology and adheres to the *Standards for an Accredited Educational Program in Radiologic Sciences* (2011) as required by The Joint Review Committee on Education in Radiologic Technology (JRCERT).

Educational facilities located within UWHC and the adjacent Health Sciences Learning Center (HSLC) include an audio-visual department that offers videotape, slide projection, and computer equipment for self-instruction. The Ebling Library, located in the HSLC is available for use by faculty and students. The HSLC has extensive reference resources, medical journals, books, and computer labs. UWHC School of Radiologic Technology has various teaching aids such as reference guides, periodicals, skeletons, anatomical models, x-ray tubes, videotapes, CD-ROMs, slides, and a teaching file of radiographic images.

Academic classes are small and personalized, assuring individual assistance. They are conducted in classrooms located within UW Hospital and Clinics. Clinical demonstrations and laboratory practice sessions are conducted at facilities within the radiology department at UWHC.

Clinical education occurs at various JRCERT recognized clinical education centers located within Madison and the surrounding area. Clinical rotations expose students to all aspects of diagnostic radiography and related areas. The clinical education component of the program is broad in scope and encompasses all imaging modalities. Students may opt to expand their experiences with additional clinical rotations scheduled on holidays, weekends, or non-traditional shifts. Optional elective clinical experiences in imaging modalities related to radiography are available in the following areas:

Mammography – x-rays are used to perform diagnostic and screening examinations of the breast.

Computed Tomography (CT) – uses x-rays and computer technology to produce sectional images of the various body structures.

Magnetic Resonance Imaging (MRI) – uses radio frequency signals in high-energy magnetic fields to produce computer-generated images of body structures.

Angiography/Interventional Radiology – uses x-ray and digital imaging methods to assess and treat conditions of the vascular, central nervous, biliary, and musculoskeletal systems.

Cardiovascular Technology – x-rays and digital imaging methods are used to produce images used in the evaluation of pathology associated with the heart and blood vessels, and perform interventional treatment of these conditions.

Nuclear Medicine –uses radioactive materials to assess pathologic processes, treat disease, and evaluate physiologic function of the various organs and body systems.

Radiation Oncology (Radiation Therapy) – uses the various forms of ionizing radiation in the treatment of disease processes.

Ultrasound – produces images of the internal body structures through the use of sound waves.

Curriculum with Course Descriptions

Course credit is determined as follows:

Academic Classes – 16 clock hours of instruction (50-60 min. class session) = 1 credit

Clinical Courses – 48 hours of clinical instruction = 1 credit

Junior Year - Semester I – Fall

CLSCI 350: Introduction to Radiologic Sciences & Patient Care: An overview of the radiologic technology profession, imaging principles, equipment, patient care skills, pharmacology and contrast media, communications, cultural diversity, medical ethics, and the legal issues pertinent to radiographers. **2 credits**

CLSCI 351: Radiation Protection: Principles of radiation safety, detection, measurement and monitoring relevant to radiologic technology. **2 credits**

SRTIC 300: Medical Terminology: A self-study course in medical terminology. Students have one semester to complete all assignments and pass the comprehensive final exam. Special attention is paid to terms used in diagnostic radiology. **1 credit**

CLSCI 352: Radiographic Anatomy and Physiology I: A study of anatomic structures and physiologic mechanisms pertinent to radiography. This course includes body structure, function, external landmarks and gross physiology. Correlation is provided through the courses in radiographic positioning and applied clinical radiography. Areas covered include: cell structure and function, integumentary, muscular, and skeletal systems. **3 credits**

CLSCI 353: Radiographic Exposure I: A study of the technical aspects involved in the production of diagnostic radiographs. Topics covered include the production of x-rays, scatter control, grids, beam restriction, and an analysis of image quality factors. **3 credits**

CLSCI 354: Radiographic Procedures I: Theoretical and practical principles of patient positioning in radiology to demonstrate the chest, abdomen, and upper extremities. Special attention is paid to assessing radiographs for diagnostic quality and developing critical thinking skills. Laboratory practice is included in this course. **2 credits**

CLSCI 355: Radiography Clinical Practicum I: The student will participate in radiographic procedures and demonstrate competency at assigned Clinical Education Centers. Performance objectives and cognitive goals focus on the basic skill areas of radiography. 65 required competencies must be completed during the two years of clinical education. Clinical experiences for Practicum I average approximately 20 hours per week. **4 credits**

Junior Year - Semester II – Spring

CLSCI 360: Radiation Biology: Fundamental principles of the effects of ionizing radiation on biologic systems from the cellular level to the entire human organism. Examines somatic long term, somatic short term, and genetic effects of radiation exposure on biologic systems. **2 credits**

CLSCI 361: Radiographic Anatomy and Physiology II: A study of anatomic and physiologic structures of the human body pertinent to radiography. Body systems covered include the nervous system, special senses, endocrine, respiratory, digestive and urinary systems. **3 credits**

CLSCI 362: Radiographic Exposure II: Continues the study of radiographic image production from Semester I. Topics include film-screen image receptors, computed and digital radiography, processing, chemicals, and sensitometry. **2 credits**

CLSCI 363: Radiographic Procedures II: Theoretical and practical principles of patient positioning in radiology to demonstrate the lower extremities, spine, digestive and urinary systems. Special attention is paid to evaluating radiographs for diagnostic quality and to enhance critical thinking skills. Laboratory practice is included. **3 credits**

CLSCI 364: Radiography Clinical Practicum II: The student will participate in radiographic procedures and demonstrate competency at assigned Clinical Education Centers. Performance objectives and cognitive goals focus on the basic skill areas of radiography. 65 required competencies must be completed during the two years of clinical education. Clinical experiences during Practicum II average approximately 24 hours per week. **5 credits**

Junior Year - Semester III – Summer

CLSCI 370: Radiographic Anatomy and Physiology III: A study of anatomic and physiologic structures of the human body pertinent to radiography. Topics include the circulatory, lymphatic, and reproductive systems. **1 credit**

CLSCI 371: Radiographic Procedures III: Theoretical and practical principles of patient positioning in radiology to demonstrate the bony thorax, skull, and facial bones. Special attention is paid to evaluating radiographs for diagnostic quality and to enhance critical thinking skills. Includes laboratory practice. **1 credit**

SRTIC 400: Research – Professional Journal Review: The student will work independently to prepare a critique of a current professional journal article and present a 10-minute PowerPoint presentation of the findings in class. **1 credit**

CLSCI 372: Radiography Clinical Practicum III: The student will participate in radiographic procedures and demonstrate competency at assigned Clinical Education Centers. Performance objectives and cognitive goals focus on the basic skill areas of radiography. 65 required competencies must be completed during the two years of clinical education. Clinical experiences for Practicum III average 24 hours per week. **2 credits**

Senior Year – Semester IV – Fall

CLSCI 470: Radiologic Physics I: A study of atomic and subatomic theory, electromagnetism, x-ray equipment, circuitry, x-ray production and interactions with matter. **2 credits**

CLSCI 471: Radiographic Exposure III: A study of the technical aspects involved in the production of diagnostic radiographs. The focus of study is on emerging imaging modalities in radiologic technology. Topics include digital imaging modalities such as computed radiography (CR), digital radiography (DR), and PACS systems. **3 credits**

CLSCI 472: Radiographic Anatomy & Physiology IV: A study of anatomic and physiologic mechanisms of the human body. The course explores the concepts of homeostasis and the disease. Includes coverage of human growth, development and genetics. **3 credits**

CLSCI 473: Radiographic Positioning and Procedures IV: Study of advanced and special imaging procedures. Topics include: trauma and mobile procedures, pediatric considerations, arthrography, mammography, angiography, myelography, and other supplemental imaging methods. **3 credits**

SRTIC 500: Senior Year Independent Study: The student will prepare an independent study project during the fall semester of the second year. The project can be completed as a scientific paper, scientific exhibit, or video exhibit. Topics must be pertinent to medical imaging and students must follow the essay and exhibit guidelines as published by the WAERT. Submission of the project to the WAERT Spring Symposium Essay and Exhibit Competition is mandatory. **1 credit**

CLSCI 474: Radiography Clinical Practicum IV: The student will participate in radiologic procedures and demonstrate competency at an assigned Clinical Education Center. Performance objectives and cognitive goals reinforce basic skills and focus on the achievement of advanced skills required of the practicing radiographer. 65 required competencies are required during the two-year professional program. Practicum IV clinical rotations average 24 hours per week. **5 credits**

Senior Year – Semester V – Spring

CLSCI 475: Radiologic Physics II: A study of complex imaging systems used in radiologic technology and quality assurance programs. Topics focus on fluoroscopy, mammography, computed tomography, magnetic resonance imaging systems, and quality control programs. **2 credits**

CLSCI 476: Radiographic Exposure IV (Image Analysis): Evaluation of radiographs for patient identification, marker placement, positioning, radiographic quality, collimation, artifacts, anatomical structures, and strategies for quality improvement. Special emphasis is to enhance critical thinking skills. **3 credits**

CLSCI 477: Radiographic Anatomy & Physiology V (Sectional Anatomy): In this course the student will learn to identify normal and abnormal anatomy on cross-sectional drawings and scans of the head, thorax, abdomen, pelvis and extremities. Case studies from CT and MRI imaging modalities will be presented. **3 credits**

CLSCI 478: Radiographic Pathology: Evaluation of radiographic pathology by body system. Special attention is paid to enhancing critical thinking skills. **2 credits**

CLSCI 479: Radiography Clinical Practicum V: The student will participate in radiologic procedures and demonstrate competency at an assigned Clinical Education Center. Performance objectives and cognitive goals focus on the achievement of advanced skills required of the practicing radiographer. 65 competencies are required during the two-year professional program. Clinical rotations during Practicum V average 24 hours per week. **5 credits**

Senior Year – Semester VI – Summer

CLSCI 485: Professional Development in Radiography: An overview of all academic material covered in the curriculum with special testing designed to prepare the student for the radiography examination of the American Registry of Radiologic Technologists. **1 credit**

CLSCI 486: Radiography Clinical Practicum VI: The student will participate in radiologic procedures and demonstrate competency at an assigned Clinical Education Center. Performance objectives and cognitive goals focus on the achievement of advanced skills required of the practicing radiographer. 65 competencies are required during the two-year professional program. Practicum VI clinical rotations average 32 hours per week. **2 credits**

Upon completion, the student will have successfully completed approximately 1960 hours of clinical practice in diagnostic radiography.

Course Sequence

Semester I Fall <i>17 credit hours</i>	Semester II Spring <i>15 credit hours</i>	Semester III Summer <i>5 credit hours</i>	Semester IV Fall <i>18 credit hours</i>	Semester V Spring <i>15 credit hours</i>	Semester VI Summer <i>3 credit hours</i>
CLSCI 350 Introduction to Radiologic Sciences & Patient Care (2 credits)	CLSCI 360 Radiation Biology (2 credits)	CLSCI 370 Radiographic Anatomy & Physiology III (1 credit)	CLSCI 470 Radiographic Physics I (2 credits)	CLSCI 475 Radiologic Physics II (2 credits)	CLSCI 485 Professional Development in Radiography (1 credit)
SRTIC 300 Medical Terminology (1 credit)	CLSCI 361 Radiographic Anatomy & Physiology II (3 credits)	CLSCI 371 Radiographic Procedures III (1 credit)	CLSCI 471 Radiographic Exposure III (3 credits)	CLSCI 476 Radiographic Image Analysis (Image Production IV) (3 credits)	CLSCI 486 Clinical Practicum VI (2 credits)
CLSCI 351 Radiation Protection (2 credits)	CLSCI 362 Radiographic Exposure II (2 credits)	SRTIC 400 Research: Professional Journal Review (1 credit)	CLSCI 472 Radiographic Anatomy & Physiology IV (3 credits)	CLSCI 477 Radiographic Anatomy & Physiology V (3 credits)	
CLSCI 352 Radiographic Anatomy & Physiology I (3 credits)	CLSCI 363 Radiographic Procedures II (3 credits)	CLSCI 372 Clinical Practicum III (2 credits)	CLSCI 473 Radiographic Procedures IV (3 credits)	CLSCI 478 Radiographic Pathology (2 credits)	
CLSCI 353 Radiographic Exposure I (3 credits)	CLSCI 364 Clinical Practicum II (5 credits)		SRTIC 500 Senior Independent Study Project (2 credits)	CLSCI 479 Clinical Practicum V (5 credits)	
CLSCI 354 Radiographic Procedures I (2 credits)			CLSCI 474 Clinical Practicum IV (5 credits)		
CLSCI 355 Clinical Practicum I (4 credits)					

Academic Year Calendar – Key Dates

UWHC School of Radiologic Technology Academic Year Calendar* 2011 - 2013

<u>Fall Semester</u>	<u>2011-2012</u>	<u>2012-2013</u>
First day of classes (Junior students)	9/7/11	9/5/12
Orientation period (Junior students)	9/7/11-10/22/11	9/10/12-10/20/12
Labor Day Holiday	9/5/11	9/2/12
First day of classes (Senior Students)	9/12/11	9/10/12
Thanksgiving Recess	11/24/11-11/26/11	11/22/12-11/24/12
Final Exams	12/12/11-12/21/11	12/10/12-12/14/12
Semester ends	12/24/11	12/22/12
Winter Recess	12/23/11-1/7/12	12/23/12-1/5/13

<u>Spring Semester</u>	<u>2011-2012</u>	<u>2012-2013</u>
Clinical practicum resumes	1/9/12	1/7/13
Martin Luther King Holiday	1/16/12	1/21/13
Academic courses resume	1/23/12	1/28/13
Spring Recess	3/18/12-3/24/12	3/24/13-3/30/13
Final Exams	5/14/12-5/18/12	5/13/13-5/17/13
Semester ends	5/26/12	5/24/13
Summer Recess	5/27/12-6/2/12	5/26/13-6/1/13
Memorial Day Holiday	5/28/12	5/27/13

<u>Summer Semester</u>	<u>2011-2012</u>	<u>2012-2013</u>
Clinical practicum resumes	6/3/12	6/2/13
First Day of classes (Junior students)	6/5/12	6/4/13
First Day of classes (Senior students)	6/11/12	6/10/13
July 4 th Holiday (observed)	7/4/12	7/4/13
Last day of senior classes	8/1/12	7/31/13
Graduation	8/10/12	8/16/13
Final Exams (Junior Students)	8/13/12-8/17/12	8/12/13-8/16/13
End of Year Recess (Junior Students)	8/26/12-9/8/12	8/25/13-9/7/13

**All dates are tentative and subject to change per the discretion of program officials*

ADMISSION POLICIES

Admission to UWHC School of Radiologic Technology is highly competitive and granted to a limited number of applicants each year. A radiography student must be a mature, dependable person who is “people oriented” and genuinely interested in caring for individuals who are ill, injured, or disabled. The following list offers a general description outlining the attributes of a successful candidate.

- Students must be in good health and physical condition in order to be capable of performing the duties required of a radiographer (*radiographer duties are outlined on page 6*).
 - Immunizations must be current
- Applicants to the program must have attained the level, scope, and breadth of educational preparedness necessary to meet the demands of the rapidly evolving, highly technical, and diverse professional curriculum taught at UWHC School of Radiologic Technology. (*Educational requirements are outlined on pages 19-20*).
- Priority consideration will be afforded to those applicants who have completed all prerequisite courses with an earned grade of “C” or higher in each prerequisite course
 - Prerequisite course work must be complete (or in progress) by the application deadline with an earned grade of C (2.0) or higher for each prerequisite course.
 - Applicants who are actively enrolled in and making satisfactory progress in a prerequisite course will be given consideration
 - Applications will be scored accordingly
 - Interviews are not guaranteed
 - Applicants who have outstanding prerequisite course work they are not actively enrolled in and/or are not making satisfactory progress in will be deemed ineligible for the current enrollment period
- The applicant’s overall GPA for pre-professional course work must be at least 2.5 on a 4.0 scale.
- Practical experience caring for the ill and injured is highly recommended as it prepares the student for clinical practice.
 - Such experience can be obtained through CNA certification, employment, or volunteer activities conducted in nursing homes, hospitals, clinics, urgent care centers, trauma centers, or imaging centers.
- The admission process is highly competitive due to the limited number of student positions available.
 - Only the most qualified candidates will be invited to interview
 - Interviews are not guaranteed
- Accepted candidates are required to become CPR certified through the American Heart Association’s Health-Care Provider CPR course prior to admission into the program.

- Applications that are complete and received by the deadline are reviewed, evaluated, and given a number score based on past academic performance, accomplishments, references, and employment-related experiences.
 - The highest scoring applicants are invited to interview.
 - Those applicants whose qualifications indicate the greatest potential for professional and personal development are selected for enrollment.

The Ideal Candidate

The ideal candidate will have completed two years of post-secondary, pre-professional education in radiologic technology as a BSRT candidate. Priority is given to those applicants who have completed all prerequisites prior to the application deadline with an earned grade of “C” or higher in each prerequisite course.

UWHC School of Radiologic Technology holds formal affiliation agreements with UW-Milwaukee College of Health Sciences and Marian University of Fond du Lac to provide professional study to candidates working towards a Bachelor’s of Science in Radiologic Technology (BSRT).

Admission to UWHC School of Radiologic Technology is reserved for BSRT candidates from affiliated universities.

Advisors are available through UW-Milwaukee College Health Sciences and Marian University to assist interested potential applicants. Contact information is listed below.

UW-Milwaukee
College of Health Sciences
Enderis Hall, Room 810
2400 E. Hartford Ave.
Milwaukee, WI 53201-0413
www.uwm.edu/chs

Marian University of Fond du Lac
Undergraduate Admission
45 S. National Ave
Fond du Lac, WI 54935-44699
920 - 923 – 7650
or
1-800-2-MARIAN ext.7650
www.marianuniversity.edu

Minimum Educational Requirements

Qualified BSRT candidates will have completed at least two years of pre-professional course work as required by the affiliate university. The pre-professional curriculum at each affiliate consists of approximately 60-65 credits of specified course work (*contact your academic advisor for an exact credit count*) and must incorporate at least 15 credits of post-secondary, general education courses from the general education subject areas listed below:

- Mathematics/Algebra/Logical Reasoning – 3 credits
- Written/Oral Communication – 3 credits
- Arts/Humanities – 2 credits
- Computer Science/Information Systems – 2 credits
- Social/Behavioral Sciences – 2 credits
- Natural Sciences – 3 credits

The global content objectives designed to be met by post-secondary general education courses are listed in the table on the following page along with minimum credit requirements and suggested courses.

In addition to global content areas, applicants must demonstrate adequate preparation in post-secondary physical sciences by completion of the following courses (*these are minimum credit recommendations, more may be required by your university affiliate*):

- Chemistry – 3 credits
- Physics – 3 credits

Both affiliated universities offer specific courses in chemistry and physics that focus on these subjects as they pertain to the health sciences. Credit requirements for chemistry and physics courses are specified by the university affiliate and are part of the required pre-professional curriculum for BSRT majors.

The admission policy for UWHC School of Radiologic Technology is both competitive and selective. Merely meeting the minimum level of prerequisite education does not guarantee an applicant will be invited for a personal interview. Interviews constitute the final step in the admission process and are reserved for the most qualified applicants. Those candidates with the 25 highest application scores following the initial screening will be invited to interview.

Required Post-Secondary General Education Coursework

Below is the list of general education coursework that must be completed at the post-secondary level as part of your pre-professional curriculum to be eligible to apply to the UW Hospital & Clinics School of Radiologic Technology. For each subject area, there are examples listed in the far right column of courses that would fulfill the prerequisite for that subject area. These are **only examples**, not an all-inclusive list of the courses which satisfy that requirement. These suggestions are offered to provide an example of the **type** of courses that address the stated objectives under each subject heading.

REQUIRED GENERAL EDUCATION PREREQUISITES			
MINIMUM CREDITS	SUBJECT	OBJECTIVES	For example...
3 credits	Mathematics/Algebra /Logical Reasoning	<ul style="list-style-type: none"> ▪ Develop skills in analysis, quantification and synthesis. ▪ Apply problem solving strategies. 	A college-level math course (algebra, geometry, calculus, trigonometry, statistics, etc.)
3 credits	Written/Oral Communications	<ul style="list-style-type: none"> ▪ Write and read critically. ▪ Speak and listen critically. ▪ Develop the ability to perceive, gather, organize, and present information. ▪ Locate, evaluate and synthesize material from diverse sources and points of view. 	A college-level writing or speech course (research writing, public speaking, debate, medical terminology, etc.)
2 credits	Arts and Humanities	<ul style="list-style-type: none"> ▪ Develop knowledge and understanding of the human condition. ▪ Demonstrate respect for diverse populations. ▪ Develop an understanding of ethics and the role they play in personal and professional lives. ▪ Recognize and critically examine attitudes and values. 	A college-level humanities course (literature, history, ethnic studies, religious studies, philosophy, ethics, etc.)
2 credits	Information Systems	<ul style="list-style-type: none"> ▪ Develop the knowledge base to use computerized systems. ▪ Use technology to retrieve, evaluate and apply information. 	A college-level information systems course (introductory microcomputers, information technology, computer science, computer programming, digital information systems, digital information processing, etc.)
2 credits	Social/Behavior Sciences	<ul style="list-style-type: none"> ▪ Assist in adapting interactions to meet cultural/psychological needs of people. ▪ Develop an understanding of individual and collective behavior. ▪ Promote the development of leadership skills. ▪ Develop the capacity to exercise responsible and productive citizenship. ▪ Function as a public-minded individual. 	A college-level social science or psychology course (sociology, psychology, marriage & family, adulthood & aging, public health, cultural diversity, etc.)
3 credits	Natural Sciences	<ul style="list-style-type: none"> ▪ Develop an understanding of the scientific method. ▪ Make informed judgments about science-related topics. ▪ Develop a scientific vocabulary. 	A college-level science course (human anatomy, biology, kinesiology, human physiology, zoology, human pathophysiology, etc.)
3 credits	Chemistry	<ul style="list-style-type: none"> ▪ Comprehend the fundamental principles of chemical science 	A college level chemistry course
3 credits	Physics	<ul style="list-style-type: none"> ▪ Develop an understanding of physics as related to the study of mechanics, fluids, heat, sound, electricity, magnetism, and radioactivity 	A college level physics course

Application Requirements

All applicants must meet the following requirements to establish eligibility for admission to the program: *(These are minimum qualifications and do not guarantee the applicant will be invited to interview. Interviews are reserved for the 25 highest scoring candidates following the initial application screening)*

1. BSRT candidate from either Marian University or University of Wisconsin-Milwaukee.
2. Completion of the required pre-professional curriculum as designated by the university affiliate. The estimated number of credits to be eligible for clinical training are as follows *(contact your academic advisor for the exact credit requirement)*:
 - Marian University of Fond du Lac – 68 credits
 - UW-Milwaukee – 61 credits
3. The pre-professional curriculum generally encompasses the freshman and sophomore years of study and must include the following:
 - Course work at the post-secondary level in chemistry, and physics
 - Medical Terminology
 - At least 15 credits of required global subject area course work completed at the post-secondary level
 - *At minimum this will include 3 college credits in mathematics, written/oral communication, and natural science; minimum 2 college credits in humanities, information systems, and social science.*
4. Pre-professional and prerequisite coursework included in the list below must be complete prior to the application deadline with an earned grade of C (2.0) or higher. *(Minimum credit requirements are listed. A higher number of credits may be required by the university affiliate as part of the pre-professional curriculum)*
 - Algebra (Mathematics) – 3 credits
 - Chemistry – 3 credits
 - Physics – 3 credits
 - Oral/Written communications – 3 credits
 - Natural Science (Biology, Human Anatomy & Physiology, Zoology) – 3 credits
 - Computer Science/Information Systems – 2 credits
 - Arts/Humanities – 2 credits
 - Social Science – 2 credits
5. GPA of at least 2.5 on a 4.0 scale.
6. **Autobiographical Statement** of 200 words or less describing the candidate's qualifications and rationale for becoming a radiologic technologist.
 - The essay must be typed or word processed, double-spaced on a single page of 8.5" x 11" paper.
 - *All work must be the original work of the candidate, signed, and dated.*
7. Provide three (3) references on the required form.
8. Submit the \$50.00, non-refundable application fee to the UWHC School of Radiologic Technology.

Application Process

The application deadline for materials to be received at UWHC is January 31. All application materials must be received at our offices no later than January 31 if the applicant wishes to be considered for the next scheduled start date. *(If the deadline falls during a weekend i.e. Saturday or Sunday, the preceding Friday shall serve as the official deadline for the receipt of application materials.)*

Both Marian University and UW-Milwaukee have processes in place whereby BSRT candidates apply for clinical placement by submitting all UWHC application materials (items #1-#4 in the following checklist) to a designated official at the university affiliate. Application materials are then forwarded to UWHC to be received by the January 31 application deadline. Each university affiliate has its own deadline for submitting application materials. The current application deadline for each affiliate is as follows:

- **UW-Milwaukee: December 1**
- **Marian University: December 15**

Contact information for each university affiliate is listed below. Please contact the Education Coordinator at your university if you have specific questions about their application process.

- UW-Milwaukee: Carol Mitchell at mitchelc@uwm.edu
- Marian University: John Morris at jmorris@marianuniversity.edu

The application fee (\$50.00 non-refundable) is paid directly to UWHC School of Radiologic Technology. Contact your university affiliate to determine if they will collect and forward your application fee to us or if you are responsible for sending the fee to us yourself. Our mailing address is:

UWHC School of Radiologic Technology
610 N. Whitney Way, Suite 440
Madison, WI 53705-2700

Application Checklist

To apply to UWHC School of Radiologic Technology each of the following steps must be completed. Items from steps #1-4 must be submitted to the appropriate official at the affiliate university. The application fee (item #5) is submitted directly to UWHC School of Radiologic Technology.

- *Submit items #1-4 to the contact at your university affiliate by the date specified at your university.*
 - *UW-Miwaukee: December 1*
 - *Marian University: December 15*
- *Submit payment for the non-refundable application fee directly to UWHC School of Radiologic Technology by January 31.*

_____ 1. Complete and submit the UWM/UWHC School of Radiologic Technology application form.

_____ 2. Submit the Autobiographical Statement of 200 words or less describing why this field interests you and include your qualifications for becoming a radiologic technologist.

The Statement must be typed, double-spaced, signed and dated by the applicant to verify authenticity.

- Failure to follow directions will result in an incomplete application and the applicant will forfeit eligibility.

_____ 3. Submit (3) three UWM/UWHC School of Radiologic Technology reference forms.

- References should be from professors, TAs, employers, or other qualified persons, not friends or relatives.

_____ 4. Submit official transcripts of ***all*** post-secondary course work.

- Official transcripts must be mailed from the college or university that issued them.
 - *Advisors at Marian and UWM will assure that transcripts from their university are sent to us.*
 - ***The applicant is responsible for requesting transcripts from other institutions.***
- Prerequisite coursework must be complete prior to the application deadline and have an earned grade of C (2.0) or higher. (*See item #4 on the preceding page for the list of courses.*)
- The applicant's overall GPA must be at least 2.5 on a 4.0 scale.

_____ 5. Submit the \$50.00, non-refundable application fee via check or money order payable to the UWHC School of Radiologic Technology.

Application Guidelines

Please Note these important points when applying to the program:

- All application materials must be received in the School offices by the close of the business day (4:30 p.m. CST) on the deadline date (*January 31*).
 - If the deadline falls during the weekend (*Saturday or Sunday*), the preceding Friday shall serve as the official deadline for the receipt of application materials
- Applications that are complete and received by the application deadline are reviewed and scored.
 - The applicant is notified of his/her eligibility
- Application materials will not be accepted once the deadline has passed.
 - There are no exceptions
- Applicants are responsible for assuring that **all** of their application materials arrive at the School by the deadline.
- Any application that is missing one or more required document(s) at the close of the deadline will be classified as an incomplete application.
 - Eligibility will be forfeited
 - Missing items will not be accepted after the deadline
 - There are no exceptions
- Incomplete applications will not be processed and the applicant will be deemed ineligible to proceed through the admission process.
 - There are no exceptions
- UWHC School of Radiologic Technology does not practice open enrollment.
- UWHC School of Radiologic Technology does not maintain a waiting list.
- UWHC School of Radiologic Technology does not hold applications for subsequent enrollment periods.
 - A new application must be submitted if an applicant wishes to reapply
- All application material received by the School shall become official records of the School.
 - Application materials will not be returned to the applicant

Application Evaluation Scoring

All applicants are evaluated on the same basis, regardless of gender, race, religion, marital status, sexual orientation, handicap, national origin or veteran's status. Applications are scored according to the following scoring guidelines:

<u>Evaluation Criteria</u>	<u>Maximum Points</u>
1. Education/Prerequisites/GPA	50
2. Employment/References/Autobiographical Statement	40
3. Personal Interview	40
4. Interviewer Recommendation	<u>5</u>
	135 Possible Total Points

The 25 highest-ranking applicants, from evaluation criteria 1-2 above, will be invited for a personal interview. Interviews are scheduled by the School and conducted by the Admissions Committee. The Admissions Committee is comprised of the Program Director, Clinical Education Coordinator, and Clinical Instructors.

Once all qualified applicants have been interviewed, the highest-ranking applicants based on evaluation criteria 1-3 above will be notified of acceptance into the program. The number of students accepted will be in accordance with current JRCERT accreditation standards. Those accepted must verify in writing, their intention to be admitted at the next scheduled start date and submit payment of the \$100.00 non-refundable enrollment fee. Final admission into the program is contingent upon the successful completion of UWHC Employee Health Department's physical examination and mandatory drug testing procedures. If a candidate does not successfully complete the physical exam and drug test, another candidate will be selected from the alternate pool.

The remaining applicants who participated in the interview portion of the selection process are ranked highest to lowest according to score and assigned alternate status. Alternates are offered enrollment in ranked order if a selected candidate declines admission or does not qualify based on health examination and drug testing results. Alternate status terminates when the new school year begins each September. Those wishing to be considered for the following year must reapply. UWHC School of Radiologic Technology does not maintain an applicant waiting list.

Admission Timeline

January 31:	Application Deadline for materials to be received by UWHC/SRT
February:	Initial review and scoring of applications
March:	Interviews
April:	Finalists and alternates notified
May/June:	Information letters mailed to entering students
July/August:	UWHC Employee Health Physicals and Drug Testing
September:	New class starts
Ongoing:	UWHC School of Radiologic Technology accepts application materials

FINANCIAL INFORMATION

Application Fee

UWHC School of Radiologic Technology requires a \$50.00 non-refundable application fee from all applicants. The fee must be submitted to the School's mailing address by the application deadline (*January 31*):

UWHC School of Radiologic Technology
610 N. Whitney Way, Suite 440
Madison, WI 53705-2700

Checks or money orders in US currency are to be paid to the order of: *UWHC School of Radiologic Technology*. Check with the Education Coordinator at your university affiliate to see if they will collect the fee and forward it to UWHC or if you are responsible for submitting your own payment directly to UWHC.

Enrollment Fee

Applicants accepted to the UWHC School of Radiologic Technology must submit a \$100.00 enrollment fee to hold their place in the class for which they are accepted. The due date of this fee will be stipulated by the School in the letter of acceptance. The enrollment fee will be applied towards the first year clinical lab fees, so newly enrolled students will only need to pay an additional \$900.00 by September 1st for their first year's clinical lab fees (\$100.00 enrollment fee + \$900.00 = \$1,000.00 clinical lab fee). Applicants who do not submit the enrollment fee by the stated deadline will forfeit their enrollment and an alternate applicant will be offered their place in the coming class. The enrollment fee is non-refundable.

Tuition

Tuition charges are in accordance with the current tuition structure in effect at UW-Milwaukee for resident, off-campus students. Tuition charges are evaluated periodically and are subject to change. The current trend in tuition increases for the UW-System is approximately 5.5% annually.

Current UW-Milwaukee tuition rates can be accessed through the UW-Milwaukee Bursar's Office at <http://www.bfs.uwm.edu/depts/acctsrec.htm>. Tuition rates for the 2011-2012 academic year are:

Fall I & II:	12-18 credits	\$3834.60
Spring I & II:	12-18 credits	\$3834.60
Summer I:	4 credits	\$1278.20
Summer II:	3 credits	\$ 958.65

All tuition and fees must be paid in full before a student will be issued a certificate of completion and granted ARRT Registry Examination eligibility.

Refund Policy

Tuition Assessment for Drop/Withdrawal is in accordance with that established by the UW System Administration and the Board of Regents. Tuition paid in advance for more than the current semester will be refunded in full. Tuition refunds for the semester in progress will be issued according to the following guidelines:

Marian University Students:

- ◆ Marian University students pay tuition directly to UWHC School of Radiologic Technology at the currently established UW-Milwaukee resident, off-campus rate.
- ◆ Tuition payments are due and expected to be current on the first day of each semester.
- ◆ Late fees will be assessed according to the currently accepted procedure for UW-Milwaukee.
- ◆ Marian students who withdraw from UWHC School of Radiologic Technology will be entitled to a tuition refund according to the following table:

2011-2012

Semester Drop Time Line	Refund
Weeks 1-4	100%
Weeks 5-8	50%
Week 9 and beyond	None

- ◆ Refund requests must be made in writing to the UWHC School of Radiologic Technology Program Director at the time of drop/withdrawal.

UW-Milwaukee Students:

- ◆ UW-Milwaukee candidates pay tuition directly to UW-Milwaukee at the current UW-Milwaukee resident, off-campus rate.
- ◆ UW-Milwaukee will collect tuition from students and forward the payments to UWHC.
- ◆ Payments must be made in accordance with the payment schedule established by the UW-Milwaukee bursar's office.
- ◆ Tuition Assessments for Drop/Withdrawal is in accordance with that established by the UW System Administration and the Board of Regents.
- ◆ UW-Milwaukee students who drop/withdraw from UWHC School of Radiologic Technology must contact the UW-Milwaukee Bursar's Office for assistance.

Clinical Lab Fee

In addition to tuition, each student is assessed an annual clinical lab fee of \$1,000.00. Clinical lab fees are payable directly to UWHC School of Radiologic Technology and are due on September 1st of each year. A \$100.00 surcharge will be assessed to any late payment. Clinical lab fees are non-refundable.

Textbooks

Textbook packages for UWHC School of Radiologic Technology are custom-designed for the program by Elsevier Publishers. The package includes a variety of learning resources including textbooks, workbooks, and online courseware. Online access codes to e-books are also provided so that students can access textbooks from any computer with an internet connection. Separate packages are available for first and second year students.

The cost of textbooks and online supplements varies each year due to publisher pricing. Students can expect to pay approximately \$2,500.00 for textbooks and online supplements during the two years of professional study. Approximately \$1,500.00 will be spent on textbooks and learning resources during the first year.

Required textbooks and learning resources packages may be purchased at University Book Store located in the Health Science Learning Center adjacent to UWHC. A list of textbook package contents will be issued to students when they enroll in the program.

Housing

Housing is the responsibility of the student. It is recommended that students locate in the Madison area. The program advises students to be cognizant of program start and end dates when negotiating and signing leases.

Meals

Students are responsible for their own meals. The cafeteria at UWHC is available for student use.

Attire

Radiologic Technology students are expected to abide by a professional dress code. The appropriate attire consists of navy blue scrub attire and athletic shoes or surgical clogs. Footwear must be clean and comfortable with non-slip soles and must cover the entire foot. Acceptable colors for footwear are white, black, or brown. A white lab coat can also be worn. The cost of appropriate professional attire is the responsibility of the student. Students can expect to pay \$500 - \$700 for professional attire during the two-years of clinical study.

Health Insurance

Students are responsible for their own health insurance. It is highly recommended that students carry personal health insurance while in the program.

Students who require medical care may use the health facilities offered to students of UW-Madison. University Student Health Services is located at 333 East Campus Mall, Madison. Appointments are required.

UWHC Employee Health Services will treat students who become ill or injured while on clinical duty.

Students utilizing UWHC Emergency Services Department for medical treatment will be billed for those services.

Sample of Costs for a First Year Student (based on 2011-2012 fee schedules)

Tuition: \$8,947.40
Clinical Lab Fee: \$1,000.00 (includes \$100 enrollment fee)
Textbooks & Supplies: \$1,500.00
Professional Attire: \$500

Financial Aid

UW-Milwaukee students apply for financial aid through the Financial Aid Department at UW-Milwaukee.

Marian students apply for financial aid through the Financial Aid Department at Marian University.

SCHOOL/STUDENT ORGANIZATIONS

UWHC School of Radiologic Technology practices a policy of shared-governance. Faculty, students, and Radiology Department representatives meet regularly to evaluate program policies, address issues relating to the School, and to explore emerging trends in medical imaging.

Student Commission

The commission consists of School faculty and two student representatives from each class. The purpose of the Student Commission is to discuss changes in school or departmental policies and focus on any problems students may have concerning their education in the Radiology Department.

Student Body

The student body consists of all students enrolled in UWHC School of Radiologic Technology. Meetings include educational presentations and are held 1-2 times per year.

Advisory Committee

The Advisory Committee is comprised of one student representative from each class, School faculty, Medical Advisor, representatives from all clinical rotation areas, Radiology Department and UWHC administration, and potential employers that represent the communities of interest served by UWHC School of Radiologic Technology. The Advisory Committee serves to evaluate the program's effectiveness in achieving its mission, goals and outcomes. It accomplishes its function by recommending changes regarding the School's policies/procedures, and monitor the program's Assessment Plan and annual Outcomes Assessment process. The Advisory Committee meets annually.

ACADEMIC POLICIES

BSRT Degree

UWHC School of Radiologic Technology is accredited by the Joint Review Committee on Education in Radiologic Technology (JCERT), however it is not a degree granting institution. A Certificate of Completion is awarded upon completion of the program.

The BSRT degree is awarded to the graduate through the institution where the candidate completed his/her pre-professional study. Awarding the BSRT degree is in accordance with the rules/regulations of the degree granting institution.

All tuition and fees must be paid in full and all clinical and academic course work must be complete before the candidate will be awarded the BSRT degree and the Certificate of Completion.

Eligibility for candidates to write the ARRT certification exam in Radiography falls to the discretion of the Program Director of UWHC School of Radiologic Technology.

Academic Standards

A student's academic and clinical performance will be evaluated at the end of each semester. To remain in good standing, an 80% or higher average must be maintained in each academic course and in the clinical education component of the program. Students failing to achieve this benchmark will be placed on probation for a period of three months. Failure to raise scores to 80% or higher during the probationary period will result in dismissal from the program.

Academic and Clinical Hours

Academic and clinical days alternate. Combined academic and clinical education is limited to 40 hours per week.

- Hours on academic days are 9:00 am – 3:00 pm unless otherwise noted
- Hours on clinical days are 8:00 am – 4:00 pm unless noted otherwise.

Holidays and Vacations

- Students receive two weeks of vacation each semester
- Vacation time is scheduled by the program
- No classes will be held during vacation periods
- The following days are official school holidays:
 - January 1 (LH)
 - Martin Luther King Day (LH)
 - Memorial Day (LH)
 - July 4 (LH)
 - Labor Day (LH)
 - Thanksgiving (LH) and Friday after
 - December 24 (LH)
 - December 25 (LH)
 - December 31 (LH)

*(LH) – designates legal holiday

Core Competencies

Upon completion of the program each graduate is expected to have achieved competency in each of the following:

1. Identify structures, systems and organs of the body.
2. Identify anatomical structures as represented on a radiograph.
3. Identify and perform nursing care procedures within the scope of current radiography practice that are appropriate to the age and condition of the patient.
4. Effectively practice Standard Precautions protective guidelines.
5. Demonstrate the proper use of radiation protection and control measures.
6. Strictly adhere to UWHC Department of Radiology radiation protection policies.
7. Demonstrate appropriate skills necessary for thorough and efficient image processing.
8. Properly utilize various types of radiographic and fluoroscopic imaging equipment.
9. Properly utilize various types of accessory devices and physiologic monitoring equipment.
10. State the rationale for use of contrast media in the scope of radiographic procedures.
11. Identify the effects of radiation on biological systems.
12. Demonstrate the fundamental factors and relationships of electrical and radiation physics as applied to radiography.
13. Demonstrate a working knowledge of medical terminology.
14. Demonstrate proper radiographic positioning for any requested examination.
15. Utilize proper exposure factors to obtain diagnostic radiographs for any requested examination.
16. Assess the diagnostic quality of radiographs and make recommendations for image quality improvements.
17. Interact with patients, visitors, and staff in a courteous and professional manner.

18. Demonstrate understanding of the function of ancillary areas such as:
 - a. reception
 - b. image archiving
 - c. work flow management
 - d. quality control

Orientation

Incoming students are required to attend UWHC New Employee Orientation (NEO) prior to starting classes in September. UWHC Human Resources Department will contact incoming students to schedule the NEO session. During UWHC NEO each SRT student will:

- Receive their UWHC ID Badge
- Receive their Madison Metro bus pass
- Become familiar with UWHC policies
- Become familiar with UWHC emergency preparedness plans
- Become familiar with patient confidentiality policies (HIPAA)
- Participate in Safety and Infection Control training

School of Radiologic Technology Orientation begins with the first day of classes and continues for the first six-weeks of the first semester.

During the orientation period the student will:

- Meet UWHC School of Radiologic Technology faculty members
- Review hospital and departmental policies
- Review the policies and procedures of UWHC School of Radiologic Technology
- Review the UWHC School of Radiologic Technology Student Handbook
- Participate in clinical orientation sessions
- Attend all introductory didactic sessions

Health Requirements

Students should be aware that in order to perform required duties, the radiographer must be able to:

- Lift more than 50 pounds routinely
- Work with arms above head routinely
- Push and pull routinely
- Bend and stoop routinely
- Kneel or squat routinely
- Work standing on feet 60 percent of the time
- Perform procedures on patients with health problems
- Assist the patients on and off the x-ray equipment from wheelchair or cart
- Communicate effectively with patients and staff

- Accurately align patient, x-ray equipment and film
- Organize and accurately perform the individual steps of an x-ray examination in proper sequence
- Work nighttime hours, weekends and holidays.

The radiographer is exposed to low levels of ionizing radiation (x-rays) and is expected to examine patients who may have communicable diseases.

Chemicals used to disinfect medical equipment and latex in protective gloves may cause skin rash in sensitive individuals.

Student Pregnancy Guidelines

Ionizing radiation is known to cause potential risks to the unborn fetus. It is therefore imperative for those who are pregnant to be made aware of their rights and responsibilities pertaining to the use of ionizing radiation during the course of their pregnancy. UW Hospital and Clinics practices ALARA and advises pregnant radiation personnel according to NRC guidelines as follows:

- Declaration of pregnancy by the student is entirely voluntary.
- Students have the option to notify the Program Director in writing of the pregnancy with expected date of confinement.
- When and if formal declaration is made the student is then, for the purposes of radiation protection, considered to be a “declared pregnant worker”.
- Without written notification the student is not considered a declared pregnant worker.
- Once written notification is received, declared pregnant worker rules become effective and a counseling session will be held with a medical physicist to explain radiation exposure risks, NRC Guidelines, and additional monitoring practices, which will be initiated immediately.
- A declared pregnant worker maintains the right to voluntarily withdraw the declaration of pregnancy at any time.
- In addition, the declaration becomes null and void upon delivery or termination of the pregnancy without additional notification as such.
- If delivery is to occur during training, all course work and clinical time must be completed before the student is eligible for graduation and the ARRT (board) examination.
- The school cannot guarantee normal program completion time if a pregnancy occurs during training.
- Re-entry of the student is evaluated on an individual basis.
- The student is readmitted only after a physician’s approval.
- Adjustment of tuition fees will follow the tuition refund policy.

Clinical Obligations

Upon acceptance each student must sign an agreement of intent to enroll and will be assessed a \$100.00 enrollment fee to assure their space in the program. This fee is non-refundable and will be applied to the student's first year clinical lab fee. Failure to pay the enrollment fee will result in the spot being offered to the next qualified candidate from the list of alternates.

Upon enrollment each student will be required to complete and provide evidence of the following:

- CPR certification - \$40 if certification is obtained through UWHC. (An additional \$12 fee is charged for the CPR training manual which is optional)
 - American Heart Association (AHA) Healthcare Provider – 2 year certification
- Background Information Disclosure (BID) form – provide by UWHC at no charge
- UWHC New Employee Orientation (NEO) – provided by UWHC at no charge
 - Safety and Infection Control Training (SIC)
 - Protected Healthcare Information Training (HIPAA)
- UWHC Employee Health Screening – provided by UWHC at no charge
 - General physical exam
 - Drug Screening
 - Current vaccination documentation

UWHC and the School of Radiologic Technology both require a certain standard of professional dress and appearance for all employees and students. Attire appropriate to professional healthcare workers is required at all times during clinical experiences. Enrolled students will receive a copy of the “***Standards of Dress and Appearance***” policy upon acceptance to the program.

Some clinical experiences occur in the “off” hours, i.e, evenings and weekends. Clinical schedules are issued at the beginning of the Fall semester for the entire academic year so that students are informed well ahead of time in any impending “off” hour clinical experience.

Some clinical experiences occur at locations that are geographically dispersed from UWHC. Off-site clinical locations include:

- University Station Clinic
- UW Health – East Clinic
- UW Health – West Clinic
- UW Health – Research Park Sports Medicine

Clinical assignments at these locations will require the student to provide his/her own transportation to the clinical site. Parking is available at all off-site locations with the exception of University Station Clinic. Madison Metro provides bus service to all locations. UWHC provides complimentary bus passes to all SRT students.

Clinical Rotations

CORE CLINICAL ROTATIONS

American Family Children's Hospital

General Imaging

Inpatient UWHC D4/3

Outpatient UWHC J5/2

Gastrointestinal/GI (fluoroscopy)

CT (Computerized Tomography)

GU (genitourinary)

Mobile Radiography

Surgery

Emergency/Trauma Radiography

Angiography/Interventional

PM Shift (4:00 – 10:00 pm)

MRI (Magnetic Resonance Imaging)

Sports Medicine Clinic – off site

University Station Clinic – off site

UW Health East Clinic – off site

UW Health West Clinic – off site

Wm. S. Middleton Memorial Veterans
Hospital – located adjacent to UWHC

ELECTIVE ROTATIONS

Radiotherapy

Nuclear Medicine

Ultrasound

Research

Student Health Clinic – off site

Veterinary Radiography – off site

Third Shift (Midnight – 8:00 am)

Cardiovascular

Northeast Clinic – off site

Mammography

WIMR Research

Grading System

Students are kept apprized of their progress in each course on an ongoing basis throughout each semester. At the close of each semester, final grades are calculated and a grade report is issued to each student. Each student will be issued one official transcript upon successful completion of the entire program. A grade of 80% is considered the minimal passing grade. Course averages are recorded as a percentage grade and translated to letter grades and quality points according to the following scale:

Grading Scale

93-100%	A	4.0 quality points	Excellent standing
85-92%	B	3.0 quality points	Above average standing
80-84%	C	2.0 quality points	Average standing
0-79%	F	0.0 quality points	Unsatisfactory standing (Failure)

Grades not included in GPA calculations

S = Satisfactory	Indicates satisfactory completion of a laboratory course
Inc = Incomplete	Indicates the student has not completed all requirements of the course

All academic and clinical course requirements must be completed before the student will be granted ARRT eligibility.

As of July 2005, semester and cumulative GPA values are calculated by dividing the number of quality points earned by the number of credit hours attempted.

Transfer of Credit

Because UWHC School of Radiologic Technology is not a degree granting institution credits cannot be transferred to other educational programs nor can credits from other educational programs be transferred to UWHC. Credits for courses taken at UWHC School of Radiologic Technology are applied to satisfy degree requirements for BSRT candidates from UW-Milwaukee and Marian University of Fond du Lac only. Transfer of credit is administered through the degree granting institutions.

Graduation Requirements

Upon successful completion of the program, graduating students receive a diploma and pin from UWHC School of Radiologic Technology. In addition, graduates are granted eligibility to write the certification examination in Radiography given by the American Registry of Radiologic Technologists (ARRT).

Requirements for graduation are as follows:

1. All academic assignments must be complete.
2. All clinical competency requirements must be complete.
3. All clinical education requirements and documentation must be complete.
4. Students must maintain a minimum average of 80% in each academic and clinical course.
5. All tuition and fees must be paid in full.
6. Eligibility to write the ARRT examination is subject to review by the Program Director.

Student Records and Release of Information

The release of information to and about students is in conformance with the Family Educational Rights and Privacy Act (FERPA).

A formal record of each student's grades is maintained. Each student is issued a grade report at the completion of each semester. A final transcript is issued at the completion of the program.

Any information concerning the student's academic or clinical performance is confidential. The student or graduate must make authorization for release of any information in writing to the Program Director.

Protected Patient Health Information (PHI)

- The Health Insurance Portability and Accountability Act of 1996 (HIPAA) is federal legislation which protects the confidentiality of health care information.
- Information that you may learn about any patient is highly confidential.
- Regardless of the form information is stored in (print, electronic, etc.) it will be your responsibility to hold any and all patient information in the strictest confidence.
- You will not discuss the condition or diagnosis of any patient with anyone other than a physician, nurse, or technologist who is taking care of that patient.
- You must not discuss anything pertaining to any patient within hearing distance of patients, relatives, visitors, or with outside sources.
- Students are required to complete HIPAA training during New Employee Orientation (NEO).
- Each student will receive a copy of the UWHC HIPAA “*Privacy Rules for Students*” and “*Confidentiality Agreement*”.
- Per the UWHC legal department: “The School will ensure that each student signs a copy of the UWHC *Confidentiality Agreement* prior to engaging in clinical training. The School shall maintain a list of students and all copies of the signed *Confidentiality Agreement* and shall make them available if requested to the UWHC HIPAA Privacy Officer”.
- Suspension and/or dismissal may be incurred by any student who violates confidentiality or HIPAA regulations.

GENERAL INFORMATION

UW-Madison Campus

Located one mile from the state capital building, on hills overlooking Lake Mendota, the UW-Madison campus is known internationally for its educational quality, outstanding faculty and scenic beauty. Many UW-Madison departments, including those within UW Hospital and Clinics, are ranked among the top 10 in the nation.

The UW- Madison, is the nation's largest, most productive public research university. It ranks first among public institutions, and fifth among all institutions, in research and development. In 1984 the university established a 325-acre research park to attract new industry to the area, encouraging partnerships between businesses and university researchers.

Twenty-eight libraries on campus house 5 million general and technical volumes in their collections. Nearly 250,000 volumes and periodicals specific to health sciences are available in the Elbing Library.

Faculty and students have full access to the university's outstanding cultural and recreational facilities. Major attractions on the Madison campus include: The Chazen Museum of Art, a 1,280-acre arboretum, the Wisconsin Union and its nationally acclaimed theater, the Kohl Sports Center for sporting and musical events, and Camp Randall stadium which accommodates 77,000 people.

Located near UW Hospital and Clinics are gymnasiums for handball, racquetball, swimming, jogging, basketball, tennis, badminton, softball and other sports. The Nielsen Tennis stadium, located adjacent to UW Hospital and Clinics houses 12 indoor tennis courts and six squash courts.

UWHC School of Radiologic Technology students are issued UW-Madison Affiliate ID cards, allowing them use of designated campus facilities. SRT students wishing to use UW-Madison recreational facilities may do so for a fee whereas services at UW-Madison Student Health Services and campus libraries are provided free of charge to SRT students with a valid UW-Madison Affiliate ID card.

City of Madison

Madison and Wisconsin have much to offer. Lying on an isthmus between two large lakes, Madison is home to more than 175,000 people, including nearly 44,000 university students.

Madison is a medium-sized city with big city attractions including sporting events, art festivals and cultural activities. Four lakes surround the city with picture-perfect beaches for sunbathing and water sports such as swimming, fishing, sailing, and cruising. The area is a four-season display of beauty.

Many choices exist for outdoor activities in Madison. Madison had 150 parks, ski areas, golf courses, campgrounds, hunting, fishing, and historical sites. There is an annual art fair on the city's Capital Square. Farmer's Markets run every Saturday during the summer providing an open-air display of fresh farm produce, bakery, garden plants, cheese, honey, homemade jams, and jelly. The Frank Lloyd Wright Community and Convention Center on Lake Mendota hosts diverse offerings. Culturally, the city offers its own civic opera, orchestra, chorus, and locally produced theater.

Madison combines the friendly atmosphere of a university town with the attractions of a big city. It is a great place to live and work, vibrant and full of surprises, with some of the best qualities urban living has to offer.