

RADIOLOGIC TECHNOLOGY

GATEWAYCC.EDU/**RADIOLOGIC-TECHNOLOGY**

[INFORMATION PACKET]



HEALTH SCIENCES



GATEWAY
COMMUNITY COLLEGE
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The Maricopa County Community College District does not discriminate on the basis of race, color, national origin, sex, disability or age in its programs or activities. For Title IX/504 concerns, call the following number to reach the appointed coordinator: (480) 731-8499. For additional information, as well as a listing of all coordinators within the Maricopa College system, <http://www.maricopa.edu/non-discrimination>.

For the latest information on programs, graduation rates and other important consumer information, please visit our website at gatewaycc.edu

Radiologic Technology Program

Dear Prospective Student:

The Radiologic Technology program at GateWay Community College has been serving the communities within Maricopa County since 1972. Our standards are high, and as a result, so is the quality of our graduates. Our reputation in the community will attest to that fact.

Our curriculum is in alignment with the national professional organizations' and accreditation standards. We continually monitor student learning outcomes to ensure that students will be able to perform exams competently, communicate effectively, and develop critical thinking.

Additionally, the Radiologic Technology program at GateWay provides students with the opportunity to become well versed in digital imaging through courses and labs based in our state-of-the-art, imaging laboratory. More importantly, they learn how to keep radiation exposures as low as reasonably achievable using advanced technology.

We are partnered with over 40 acute care and out-patient imaging centers to include organizations such as: Banner Health, Dignity Health (CommonSpirit), HonorHealth, Mayo Clinic, OrthoArizona, Phoenix Children's, Tenet Health (Abrazo), Southwest Medical Imaging, SimonMed, and Valleywise Health.

At GateWay, we strive to continually improve and adapt to the needs of the students and imaging community. We are committed to making students aware of every resource available to contribute to students' success in this program. Between the dedication of the faculty members, the strong support of our imaging community partners, and the students' commitment to becoming a competent radiologic technologist, the probability of success is high.

Please feel free to contact an adviser at the Center for Health Education Careers, 602.286.8181, and visit our program's website for further information, <https://www.gatewaycc.edu/degrees-certificates/radiologic-technology>. Please note that program curriculum and general education requirements will be revised periodically. It is the applicant's responsibility to check for changes that may occur.

Sincerely,

Bradley D. Johnson, M.Ed., R.T.(R)(ARRT)
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CAREER OVERVIEW

The Associate in Applied Science (AAS) in Radiologic Technology is a full-time program providing educational activities preparing its graduates for certification, licensure, and employment as radiographers in the healthcare community. Graduates may also advance in their profession by pursuing continuing education, additional certifications, or a bachelor's and/or master's degree in a related field.

Radiologic technologists are the healthcare professionals who use medical imaging equipment to perform x-ray examinations in a variety of settings including, but not limited to, hospitals, physician's offices, clinics, medical imaging centers, surgical centers, and mobile imaging agencies. Technologists work in collaboration with other medical professionals to ensure high quality outcomes for the patient experience.

The Radiologic Technology program is an intensive, rigorous course of study with hands-on clinical experiences. Students will perform patient care and are educated in anatomy, physiology, math, physics, patient positioning, examination techniques, equipment protocols, radiation safety, and radiation protection. Students in the program will be exposed to blood-borne pathogens and infectious diseases.

The Radiologic Technology program is accredited by the Joint Review Committee on Education in Radiologic Technology (JRCERT) and graduates are eligible to apply for admission to the certification exam administered by the American Registry of Radiologic Technologists (ARRT). Visit www.jrcert.org for more information. Joint Review Committee on Education in Radiologic Technology 20 N. Wacker Drive, Suite 2850 Chicago, IL 60606-3182 Phone: (312) 704-5300 | Fax: (312) 704-5304 | mail@jrcert.org | www.jrcert.org.

PROGRAM OVERVIEW

The Radiologic Technology Program at GateWay Community College begins each year in August with a new cohort of students. During the 22 month program, students will accomplish numerous learning objectives through coursework and laboratory exercises at GateWay's Washington Campus. In addition, students will complete four clinical practicum over 17 months, at hospitals and imaging centers located throughout the Phoenix metropolitan area.

In the first fall semester, students will be solely based at GateWay's Washington Campus to learn about topics such as radiation protection, imaging equipment, radiation production, principles of radiographic exposure, patient care, and radiographic positioning. It is in the spring semester of the first year where students begin their clinical rotations. Also, during that time, students will attend classes at GateWay's Washington Campus to learn more radiographic procedures, patient care, and digital imaging. During the summer months, students attend clinical rotations full-time, providing them opportunities to apply new knowledge and skills.

Students return to GateWay's campus in the fall semester of the second year to attend classes while completing labs, and part-time clinical experiences. Course topics in the fall of the second year include: radiation biology, image analysis, radiographic procedures, pharmacology and venous access. The spring semester of the second year is also a combination of class, lab, and clinical. Coursework will include advanced digital imaging, pathology, image analysis, as well as topics related to professional preparation aimed at assisting the student in successfully entering the workforce.

As previously mentioned, the Radiologic Technology Program is an intensive, rigorous course of study. It is a full-time program with many demands in and outside the walls of the classroom. Students should plan on dedicating 40 hours per week, at a minimum, to the program. While working in addition to completing the program may be necessary for some students to provide income, please be aware that more time allocated to working, equates to less time available for studying. Students must maintain a "C" average to remain in the program.

The program's curriculum is in alignment with the national professional organizations' and accreditation standards. A solid foundation in anatomy, physiology, math, and science is quite critical to a student's success in the program core courses.

DISTANCE EDUCATION

Most, if not all, radiologic sciences programs nationwide have integrated distance education into the curriculum and now use a variety of teaching strategies to provide instruction to students in face-to-face, online, and hybrid courses. The JRCERT Policy 10.803 defines distance education/delivery as an educational process characterized by the separation, in time or place, between instructor and students. Distance education/delivery courses are taught primarily (more than 50%) through the use of TV, audio, or computer transmissions (broadcast, closed-circuit, cable, microwave, satellite transmissions); audio or computer conferencing; video cassettes or disks; correspondence; and/or a combination of face-to-face instruction with a distance learning component (hybrid).

The JRCERT identifies programs offering 4 or more radiologic science didactic courses in the professional curriculum via distance education as "distance education" programs. Distance education programs are expected to comply with all standards just as traditional programs are.

The Radiologic Technology program at GateWay Community College is not a "distance education" program as defined by the JRCERT; however, students are required to have access to a computer or mobile device, internet access, a webcam, speaker, and microphone for any class taking place in an online, hybrid, or hybrid/virtual environment; unless otherwise specified.

GateWay uses the learning management system, Canvas, for all courses. You will use your Maricopa Enterprise Identification to securely log into the system to access course information. As a student enrolled at GateWay, you will also have access to Google's *G Suite Enterprise for Education*. You will use your Maricopa Enterprise Identification to securely access the G Suite (Gmail, Calendar, Google Meet, Google Docs, etc...). To ensure security during exams, your instructors may use Respondus LockDown Browser + Monitor. Your instructors will provide additional guidance with regard to course outcomes, expectations for attendance, safety protocols and more in your course syllabus.

Student services are available remotely to help you with your questions, to provide guidance on the application and enrollment processes, advising, tutoring and so much more between 8 a.m. to 6 p.m., Monday through Wednesday, and 10 a.m. to 6 p.m. on Thursday. The campus is closed on Fridays during the summer.

Reach out in one of following ways:

CALL (602) 286-8000

CHAT [Online](#)

EMAIL info@gatewaycc.edu

DISTANCE EDUCATION (CONTINUED)

In this [video](#) , it describes the five delivery modes GateWay will use when teaching courses and various programs. Below is also a brief description of each

 <p>In Person</p>	<p>In Person/Face-to-Face : Class times will be listed in the schedule and will be held on the indicated GateWay campus.</p>
<p>For the remaining four class types, a computer or mobile device with Internet connection is required in order to access CANVAS, our learning management system.</p>	
 <p>Live Online</p>	<p>Live Online: Live Online classes have sessions that meet online on specific days and times. Attendance in these sessions will be at the discretion of the instructor, and additional work will be required on your own time.</p>
 <p>Hybrid</p>	<p>Hybrid: Part of the class will be held online without a set time to attend. The other part will occur in a face-to-face format on campus at the time listed in the class schedule.</p>
 <p>Hybrid/Virtual</p>	<p>Hybrid/Virtual: Part of the class will be held online without a set time to attend. The other part will occur at the time listed in the class schedule using a virtual platform.</p>
 <p>Online</p>	<p>Online: The entire class will be held online without a set time to attend. *Find a Class denotes online courses as "internet" courses.</p>

ESSENTIAL BEHAVIORS & ATTRIBUTES

Throughout the educational experience, the student will act in such a way as to demonstrate the following behaviors and attributes:

1. **Initiative**
 - By becoming involved in cases in order to learn from the experiences
 - By utilizing newly learned or routine skills without waiting for directions
2. **Dependability**
 - By completing assigned tasks in a timely manner
 - By reporting for shifts and after breaks on time
 - By following the routine procedures and protocols of the clinical facility
3. **Empathy**
 - By demonstrating awareness of any physical distress the patient may have
 - By anticipating the patient's concerns regarding their condition or the examination
4. **Interest**
 - By asking relevant questions which are appropriate for the level of training
 - By focusing attention on the procedures
5. **Integrity**
 - By being honest and accountable in all interactions with program faculty & clinical staff
 - By maintaining the confidentiality of patient information
 - By acting in a professional manner at all times
6. **Effective Communication**
 - By maintaining a professional level of conversation with patients during procedures
 - By presenting themselves to patients and staff in a poised and confident manner
 - By asking questions at the appropriate time and place
 - By ensuring that essential messages, STAT REPORTS, etc. are delivered on time
7. **Acceptance of Authority**
 - By recognizing the hierarchy of the department and their position in it
 - By avoiding familiar names when addressing senior staff members
 - By following the published rules and procedures
8. **Acceptance of Corrective Feedback**
 - By recognizing that timely feedback is the first step towards mastery
 - By using the corrective feedback to modify techniques or behaviors as necessary
 - By avoiding defensive responses at all times
9. **Good Judgment** – reaching a balance
 - By gradually taking on more responsibility and striving for self-reliance,
 - BUT always recognizing when assistance is necessary to ensure optimal patient care

TECHNICAL PERFORMANCE STANDARDS

The Maricopa Community Colleges are in compliance with the Americans with Disabilities Act and Section 504 of the Rehabilitation Act of 1973 to make reasonable accommodations for those otherwise qualified individuals with a disability who request accommodations.

A reasonable academic accommodation is a modification or adjustment that allows an individual to gain equal access and have equal opportunity to participate in a Maricopa Community College's courses, services, activities, and use of facilities. The Maricopa Community Colleges are not obligated to provide an accommodation that requires a substantial change in the curriculum or alteration of any essential elements or functions of a program.

The following describes the technical performance standards necessary to complete the Radiologic Technology Program at GateWay Community College. The standards below are based upon the Radiography Practice Standards as defined by the American Society of Radiologic Technologists. These standards are not conditions of admission to the program. Each applicant for the Radiologic Technology Program however, prior to application, should review these requirements to determine their abilities to successfully fulfill the clinical competency requirements and physical demands of the profession.

Visual	A student must be able to acquire a defined level of required information as presented through demonstrations and experiences in the basic and clinical sciences.
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Specifics

- The student must be able to learn to perform visual and tactile examinations to differentiate subtle variations in color, shape and general appearance.
- The student must be able to accurately observe patients from a distance or close at hand, correctly read digital, analog or graphic gauges, scales and monitors, recognize visual alarms and recognize bio-hazardous fluids.
- The student must be able to see gray-scale and color images.
- The student must possess the visual acuity to read or view various forms of documentation including records, charts, images and handwritten notation.

Hearing	Hearing abilities adequate to provide safe and efficient patient care and to effectively communicate with healthcare personnel.
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Specifics

- An auditory capacity ensuring patient identification (ability to hear patients' state name/ date of birth within noisy environments) is correctly performed according to institutional policy.
- Interact with healthcare faculty, patients and family in person and via the telephone.
- Hear various equipment sounds such as alarms, emergency signals and instrumentation in noisy environments such as, but not limited to, Emergency Department and/or during a code-situation.

Motor Skills/Mobility	The student should have sufficient motor functions such that they are able to execute movements required to provide general care and treatment to clients in all healthcare settings within a specified amount of time.
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TECHNICAL PERFORMANCE STANDARDS (CONTINUED)

Specifics

- The student must be able to perform basic life support (including CPR), transfer and position patients and position and re-position self around patients.
- The student must also be able to position and operate equipment typically found in the healthcare environment (for example: IV pumps, electric beds, oxygen tanks, wheel chairs, radiology imaging equipment, etc.).
- Demonstrate the ability to manipulate multiple objects simultaneously, utilize computer equipment such as keyboard, mouse and bar-code scanner.
- Such actions may require standing for prolonged periods of time and coordination of both gross and fine muscular movements, including equilibrium and functional uses of senses to perform patient care procedures.

Communication

The student must be able to communicate clearly and effectively with a degree of sensitivity and cultural appropriateness with patients, parents and/or guardians; establish good rapport, convey or exchange information at a level allowing development of a health history; identify problems presented; explain alternative solutions; and give directions during treatment and post- treatment. Communication includes oral and written modes.

Specifics

- A student must have sufficient facility with English to retrieve information from literature, computerized databases and lectures and to communicate concepts on written exams and patient charts.
- Patients, faculty, students, and staff must be able to easily understand the student's oral and written communication in order to effectively evaluate performance and to work collaboratively in the care of patients.
- Have the fluency to read and comprehend the English language necessary to understand caregivers' written and/or electronic orders, and any signage related to patient care.

Interpersonal Behavior and/or Social Skills

A student must possess the emotional health and maturity required for full utilization of his or her intellectual abilities, the exercise of good judgment, maintenance of patient confidentiality, the prompt completion of all responsibilities attendant to the diagnosis and care of patients, and the development of mature, sensitive, and effective relationships with patients, faculty, staff and students.

TECHNICAL PERFORMANCE STANDARDS (CONTINUED)

Specifics

- The student must be able to tolerate physically, mentally and emotionally demanding workloads, function effectively under stress, adapt to changing environments, display flexibility and learn to function in the face of uncertainties inherent in the clinical problems of patients.
- Compassion, integrity, concern for others, interpersonal skills, interest, and motivation are all personal qualities that will be assessed during the admission and educational processes. Further, a student must be able to manage apprehensive patients with a range of moods and behaviors in a tactful, culturally sensitive, congenial, personal matter so as not to alienate or antagonize them.
- A student must reasonably be expected to accept criticism and respond by appropriate modification of behavior.

Cognitive /Intellectual

A student must be able to measure, calculate reason, analyze, integrate, and synthesize information.

Specific Information

- The student must be able to self-organize his/her time, independently manage multifaceted demands and schedules.
- The student must be able to quickly read and comprehend extensive written materials.
- The student must be able to comprehend and apply didactic concepts and engage in critical thinking in the classroom, lab and clinical setting all in a timely manner. This involves physiologic measurements, mathematical computation, information gathering, interpretation and analysis of data, and problem solving.
- The student must be able to comprehend three- dimensional relationship and to understand the spatial relationships of structures.

WAIVER OF LICENSURE/CERTIFICATION GUARANTEE

Admission or graduation from the GateWay Community College Radiologic Technology program does not guarantee certification as a registered Radiologic Technology with the American Registry of Radiologic Technologists (ARRT). It also does not guarantee licensure in Arizona or any other state with a licensure mandate. Licensure, certification, and registration requirements and the subsequent procedures are the exclusive right and responsibility of the ARRT and the Arizona Department of Health Services [Bureau of Special Licensing \(BSL\)](#).

If students have concerns about a potential ethics violation consider requesting an ARRT ethics review now, before applying for ARRT certification and registration. This may also be an option if not yet enrolled in a program.

With this option, the student submits information and documentation regarding the potential ethics violation before applying for certification and registration. The ARRT Ethics Committee will review the submission and determine if it warrants a sanction. If the student receives a sanction, they might be ineligible to apply for certification and registration for a set period of time.

If the student has fewer than six months until graduation, the ethics review preapplication isn't an option. They'll have to wait and report any potential ethics violations on the application for certification and registration.

Students should use the ethics review preapplication if they've faced:

- Misdemeanor or felony charges or convictions
- Military courts-martial
- Disciplinary actions taken by a state or federal regulatory authority or certification board
- Serious honor code (academic) violations as described in our Rules of Ethics, such as patient abuse, violating patient confidentiality, and cheating. Students don't have to report offenses such as poor grades or falling asleep in class.

Students may request a preapplication review form by contacting the ARRT:

<https://www.arrt.org/pages/earn-art-credentials/initial-requirements/ethics/ethics-review-preapplication> or

ARRT Ethics Requirements Department at 651.687.0048, choose the option for ethics information.

ACCREDITATION

GateWay Community College is a Maricopa Community College, accredited by the Higher Learning Commission (hlcommission.org), a regional accreditation agency recognized by the U.S. Department of Education. For the latest information on programs, graduation rates and consumer information, visit gatewaycc.edu.

The GateWay Radiologic Technology Program is accredited by the Joint Review Committee on Education in Medical Radiologic Technology (JRCERT) www.jrcert.org, or 20 N. Wacker Drive, Suite 2850, Chicago, IL 60606-3182. Phone: (312) 704-5300.

The continuing accreditation status of the program was considered at the August 29, 2018 meeting of the Joint Review Committee on Education in Radiologic Technology. The program was evaluated according to the Standards for an Accredited Educational Program in Radiography (2014). The JRCERT awarded:

ACCREDITATION FOR A PERIOD OF EIGHT YEARS.

MISSION

Our mission is to cultivate accountability and resilience through meaningful learning opportunities that empower students to succeed in the healthcare workforce.

GOALS

1. Students will be able to perform examinations competently.
2. Students will communicate effectively.
3. Students will develop critical thinking skills.

STUDENT LEARNING OUTCOMES

Goal 1: Students will be able to perform examinations competently.

SLO 1: Students will demonstrate positioning.

SLO 2: Students will apply radiation safety.

Goal 2: Students will communicate effectively.

SLO 3: Students will demonstrate oral communication skills.

SLO 4: Students will use writing skills.

Goal 3: Students will develop critical thinking skills.

SLO 5: Students will adjust to changes in situations and patient conditions that deviate from the normal routine.

SLO 6: Students will determine corrective action to improve image quality.

ADMISSION STRUCTURE

A maximum of 48 students must accept invitations each fall. Here is the admissions structure that is used by the Radiologic Technology Program:

Program Admissions Structure

- 80% - General Program Queue
- 15% - Clinical Partner Employee Pipeline*
- 5% - Military Reserved Seating*

**Refer to the "How to Apply & Enroll" section of the Radiologic Technology Program Information Packet for detailed information about these options.*

ADMISSION CRITERIA

1. Formal application and admission to the program.
2. Background Check Requirements: Admission to an Allied Health program requires that a student be in compliance with the Maricopa County Community College District (MCCCD) Background Check standards. Upon conditional program enrollment, the student must comply with all requirements of the MCCCD background check policy.
3. Clinical Health and Safety requirements must be met. Upon conditional program enrollment, the student must comply with all requirements of the MCCCD clinical health and safety policy.
The MCCCD Health & Safety Requirements can be found by visiting the following website:
<https://www.maricopa.edu/degrees-certificates/healthcare-education/health-safety-requirements>
4. Inability to comply with Background Check requirements and/or Clinical Health and Safety requirements at the start of classes may result in cancellation of enrollment.

DEGREE REQUIREMENTS

PLACEMENT TESTING

Placement test are designed to identify your skill levels in English language usage, reading and mathematics. Assessment tests are scheduled at a variety of times in GateWay's Testing Center and are free of charge for the initial testing. Please contact GateWay's Testing Center or visit the website to get updated requirements and hours of operation. <https://www.gatewaycc.edu/testing>. You can also visit the MCCCD Assessment and Placement Information at <https://www.maricopa.edu/future-students/assessment-placement>.

GENERAL EDUCATION REQUIREMENTS

Students must complete the following general education courses with a 3.0 GPA prior to formal application to the program.

+ BIO201 Human Anatomy and Physiology I (4 credits) AND

+ BIO202 Human Anatomy and Physiology II (4 credits)

COM100 Introduction to Human Communication (3 credits) OR

COM110 Interpersonal Communication (3 credits) OR

COM230 Small Group Communication (3 credits)

+ CRE101 College Critical Reading and Critical Thinking (3 credits) OR
Equivalent by Assessment

+ ENG101 First-Year Composition (3 credits) OR

+ ENG107 First-Year Composition for ESL (3 credits)

+ ENG102 First-Year Composition (3 credits) OR

+ ENG108 First-Year Composition for ESL (3 credits)

Any approved general education course in the Social-Behavioral Sciences [SB] area. (3 credits)

PSY101 Introduction to Psychology required for students transferring to Northern Arizona University to complete the Bachelor of Science in Diagnostic Medical Imaging and Therapy program.

Any approved general education course in the Humanities, Arts, and Design [HU] area. (3 credits)

Recommend meeting the Cultural [C] and Global [G] or Historical [H] Awareness Areas and Literacy (if exempt from CRE101) with choice if transferring to Northern Arizona University to complete the Bachelor of Science in Diagnostic Medical Imaging and Therapy program or to complete the AGEC-A transfer requirements for an Arizona public state university.

GENERAL EDUCATION REQUIREMENTS (CONT.)

MAT15+ OR any MAT course where MAT15+ is a prerequisite. (5 credits)

Students transferring to Northern Arizona University to complete the Bachelor of Science in Diagnostic Medical Imaging and Therapy program or students transferring to another Arizona state public university must complete MAT15+ or higher course where MAT12+ is a prerequisite to satisfy the relevant Arizona General Education Curriculum (AGEC-A) and transfer requirements.

Students interested in transferring to the Northern Arizona University Bachelor of Science in Diagnostic Medical Imaging and Therapy program or another Arizona state public university can satisfy the relevant Arizona General Education Curriculum (AGEC-A) and transfer requirements by completing the following courses while waiting in the program queue:

1. An additional course with the Humanities, Arts and Design [HU] general studies designation meeting the Cultural [C] and Global [G] or Historical [H] Awareness Areas and Literacy (if exempt from CRE101) with choice as needed. (3 credits)
2. An additional course with the Computer/Statistics/Quantitative Applications general studies designation. (3 credits)
3. For the Natural Science requirement, complete BIO156 or BIO181 or another course with the Science Quantitative [SQ] designation. (4 credits)

COURSE SEQUENCE BY TERM

The following is the suggested course sequence by term. Please keep in mind:

- At a minimum, students must complete the program required general education courses listed in **bold italic font** in Term 1, 2, and 3 with a 3.0 GPA prior to formal application to the program.
- Students should meet with an academic advisor to develop an individual education plan that meets their academic and career goals. Use the Pathway Planner tool in your [Student Center](#) to manage your plan.
- Initial course placement is determined by current district placement measures and/or completion of 100-200 level course and/or program requirements.
- Degree and transfer seeking students may be required to successfully complete a MCCCCD First Year Experience Course (FYE) within the first two semesters at a MCCCCD College. Courses include AAA/CPD150, AAA/CPD150AC, CPD104, and AAA115/CPD115. Course offerings will vary by college. See an academic, program, or faculty advisor for details.
- Consult with your faculty mentor or academic advisor to determine educational requirements, including possible university transfer options, for your chosen career field.

GENERAL EDUCATION SEQUENCE

TERM 1

Course Number	Course Title	Credits: 9 - 16
BIO156 BIO181	Introductory Biology for Allied Health OR General Biology (Majors) I OR	0 - 4
ENG101 ENG107	First-Year Composition OR First-Year Composition for ESL	3 0 - 3
AAA/CPD115 AAA/CPD150 AAA/CPD150AC CPD104	Creating College Success OR Strategies for College Success OR Educational and Career Planning OR Career and Personal Development	
COM100 COM110 COM230	Introduction to Human Communication OR Interpersonal Communication OR Small Group Communication	3
SB	Social & Behavioral Sciences	3
Any approved general education course in the Social-Behavioral Sciences [SB] area.		

TERM 2

Course Number	Course Title	Credits: 10 - 16
+BIO201	Human Anatomy and Physiology I OR	4

A grade of C or better in (BIO156, or BIO156XT, or BIO181, or BIO181XT, or one year of high school biology) and (RDG100, or RDG100LL, or higher, or eligibility for CRE101). CHM130 or higher or one year of high school chemistry suggested but not required.

TERM 2 (continued from previous page)

Course Number	Course Title	Credits: 10 - 16
CRE101	College Critical Reading and Critical Thinking	0 - 3
+MAT15+	College Algebra/Functions	5
Prerequisites: A grade of C or better in MAT095, or MAT096, or MAT114, or MAT115, or MAT12+, OR an appropriate district placement for MAT15+, OR permission of Department or Division Chair.		
ENG102 ENG108	First-Year Composition OR First-Year Composition for ESL	3

TERM 3

Course Number	Course Title	Credits: 7 - 16
+BIO202	Human Anatomy and Physiology II	4
Prerequisites: A grade of C or better in BIO201 or BIO201XT.		
HU	Humanities, Fine Arts & Design	3
Recommend meeting the Cultural [C] and Global [G] or Historical [H] Awareness Areas and Literacy (if exempt from CRE101) with choice if transferring to NAU or AGEC-A.		

SB Social & Behavioral Sciences 0 - 3
NAU Transfer and AGEC-A option: May double-dip with COM choice.

HU Humanities, Fine Arts & Design 0 - 3
An additional course with the Humanities, Arts and Design [HU] general studies designation meeting the Cultural [C] and Global [G] or Historical [H] Awareness Areas and Literacy (if exempt from CRE101) with choice as needed.

CS Computer/Statistics/Quantitative Application 0 - 3

PROGRAM SEQUENCE (PROFESSIONAL CORE CONTENT)

After acceptance into the program, and before the start of required courses in the fall semester, students must complete the following courses in the spring semester (TERM 4)

TERM 4 SPRING SEMESTER		Credits:
Course Number	Course Title	0 - 4
+RAD100	Introduction to Radiologic Science and Health Care	3
+RAD101	Ethics and Law in the Radiologic Sciences	1
HCC/RES109	CPR for Health Care Provider OR	0 - 0.5
Proof of Current American Heart Association Health Care Provider CPR Certification		
Students must maintain a current CPR Certification throughout the program. Specific requirements for this certification will be shared as part of the program orientation.		
TERM 5 FALL SEMESTER		Credits:
Course Number	Course Title	13
+RAD102	Structured Diagnostic Medical Imaging Skills Enhancement I	1
+RAD103	Radiation Biology and Health Physics I	2
+RAD104	Image Production I	2.5
+RAD105	Radiation Physics and Instrumentation	2
+RAD106	Patient Care in Radiologic Sciences I	2.5
+RAD107	Radiographic Procedures I	3
TERM 6 SPRING SEMESTER		Credits:
Course Number	Course Title	12
+ RAD109	Radiography Practicum I	3.5
+ RAD112	Structured Diagnostic Medical Imaging Skills Enhancement II	1
+ RAD114	Image Production II	2
+ RAD116	Patient Care in Radiologic Sciences II	2.5
+ RAD117	Radiographic Procedures II	3
TERM 7 SUMMER SEMESTER		Credits:
Course Number	Course Title	6
+ RAD119	Radiography Practicum II	6
TERM 8 FALL SEMESTER		Credits:
Course Number	Course Title	12
+ RAD203	Radiation Biology and Health Physics II	2
+ RAD206	Pharmacology and Venipuncture	1
+ RAD207	Radiographic Procedures III	3
+ RAD208	Image Analysis I	1
+ RAD209	Radiography Practicum III	5
TERM 9 SPRING SEMESTER		Credits:
Course Number	Course Title	11 - 15
+ RAD212	Structured Diagnostic Medical Imaging Skills Enhancement III	1
+ RAD214	Image Production III	2

+ RAD217	Radiographic Pathology and Additional Modalities	2
+ RAD218	Image Analysis II	1
+ RAD219	Radiography Practicum IV	5
**ICE/DMI/DMS220	Sectional Anatomy	0 - 3
**DMI/ICE223	Introduction to Computed Tomography OR	0 - 1
**ICE233	Fundamentals of Magnetic Resonance Imaging (MRI)	

COURSE AREA KEY

CS = Computer/Statistics/Quantitative Application

FYC = First Year Composition

HU = Humanities, Fine Arts, and Design

L = Literacy & Critical Inquiry

SB = Social-Behavioral Sciences

SG = Natural Sciences General

SQ = Natural Sciences Quantitative

+Pre-requisites and/or co-requisites required

**Optional Restricted Electives

DISCLAIMER

Students must earn a grade of C or better for all courses required within the program.

Course Sequence total credits may differ from the program information located on the MCCCCD curriculum website due to program and system design.

View MCCCCD's curriculum website for the Associate in Applied Science in Radiologic Technology (<http://aztransmac2.asu.edu/cgi-bin/WebObjects/MCCCCD.woa/wa/freeForm3?id=143479>).

At Maricopa, we strive to provide you with accurate and current information about our degree and certificate offerings. Due to the dynamic nature of the curriculum process, course and program information is subject to change. As a result, the course list associated with this degree or certificate on this site does not represent a contract, nor does it guarantee course availability. If you are interested in pursuing this degree or certificate, we encourage you to meet with an advisor to discuss the requirements at your college for the appropriate catalog year.

ADVISOR CONTACT INFORMATION

If you have any questions about the enclosed program material, please feel free to contact a program advisor at healthcareadvising@gatewaycc.edu.

ESTIMATED PROGRAM COSTS

The estimated cost for the program is outlined in the chart below. The student is responsible for providing transportation, housing, and additional uniforms. Students must also plan on the expense of driving to clinical locations across the metropolitan Phoenix. Several clinical affiliates are not on bus routes so one's own private transportation vehicle is necessary.

AAS Degree Program	
Program Required Courses* (66-66.5 credit hrs @ \$97 a credit hr) ¹	\$ 6,402 – 6,451
General Education Requirements Tuition (18-24 credit hrs @ \$97 a credit hr) ¹	1,746 – 2,328
Restricted Elective Tuition (0 – 4 credit hrs @ \$97 a credit hr) ¹	0 – 388
Registration fees (\$15 per semester [9 Terms])	135
Course / Lab Fees ²	665
Books ²	500 – 900
Distance Education Technology Costs: ³	0 – 1,000
Program Clinical Costs: tracking & compliance systems, immunizations, and other health & safety requirements. ⁴	420 – 1,815
Total Estimated Costs	\$ 9,068 – 13,682
<u>ADDITIONAL COSTS AFTER PROGRAM COMPLETION/GRADUATION</u>	
Arizona Department of Health Services Bureau of Special Licensing	\$ 100
American Registry of Radiologic Technologists (ARRT) Certification	\$ 225

Out-of-County residents pay \$518* / Out-of-State residents pay \$372 a credit hr ¹**

* Rates are set according to Arizona Revised Statute. Applies only to counties with no community colleges.

** According to Arizona Revised Statute, 15-1802 F, "A person who is a member of an Indian tribe recognized by the US Department of the Interior whose reservation land lies in this state and extends into another state and who is a resident of the reservation is entitled to classification as an in-state student." Therefore, unclassified and out of state surcharges do not apply to such students.

¹ Tuition and fees are set by the Maricopa Community College Governing Board and approved by the State Board of Directors for Community Colleges; all fees are subject to change. Tuition is higher for non-county residents; visit www.gatewaycc.edu for more information.

² Fees/Book costs may change without notice. Costs do not include fees/books associate with prerequisite, general education, or restricted elective courses, as these costs can vary based on the individual student and campus where completed.

³ Distance Education Technology Costs will vary based on a student's access to a computer or mobile device, internet access, a webcam, speaker, and microphone.

⁴ Program Clinical Costs will vary based on a student's individual health record in respect to being in compliance with the [immunization and safety requirements](#) for the clinical experience.

IMPORTANT – Once you register for your courses, you're almost ready for the semester. The next step is to secure your classes by [making a plan to pay your tuition](#) by the due date using one or more of the following options: Self-pay; Payment plan; Financial aid; Military and veterans education benefits; Third-party authorization.

FREQUENTLY ASKED QUESTIONS

IS THERE A POSSIBILITY OF AN EVENING OR PART-TIME PROGRAM?

No. Normal hours of operation are typically between the hours of 7:00 a.m. to 7:00 p.m., Monday- Friday. As previously mentioned, the Radiologic Technology Program is an intensive, rigorous course of study. It is a full-time program with many demands in and outside the walls of the classroom. Students should plan on dedicating 40 hours per week, at a minimum, to the program. While working in addition to completing the program may be necessary for some students to provide income, please be aware that more time allocated to working, equates to less time available for studying. Students must maintain a "C" average to remain in the program.

BESIDES REQUISITE COURSES, WHAT OTHER CLASSES COULD A STUDENT TAKE WHILE WAITING TO START THE PROGRAM?

Northern Arizona University now offers a Bachelor's Degree in Health Science: Diagnostic Medical Imaging and Therapy. If this interests you, you will need to take courses that will transfer and meet university requirements. A GateWay advisor will assist you with this process. In addition, you will need to speak an NAU advisor at 602.286.8194.

IS THERE OPPORTUNITY FOR ADVANCED PLACEMENT IN THE PROGRAM?

No. On Dec. 31, 2021, the American Registry of Radiologic Technologists stopped accepting advanced placement applications for the primary eligibility pathway for students who have previous experience and want to earn an ARRT credential.

IS THERE OPPORTUNITY TO TRANSFER FROM ANOTHER RADIOLOGIC TECHNOLOGY PROGRAM INTO THE PROGRAM OFFERED AT GATEWAY?

No. The Radiologic Technology Program at GateWay Community College does not accept transfer credit(s) for the RAD courses.

CAN A GRADUATED STUDENT FIND CONTINUING EDUCATION CLASSES?

Yes. GateWay Community College offers courses/programs in MRI, CT, Mammography, Nuclear Medicine, and Diagnostic Medical Sonography.

IF I HAVE A CRIMINAL RECORD, WILL THAT PROHIBIT ME FROM BEING SUCCESSFUL IN THIS CAREER?

Possibly. Our clinical agreements with the healthcare facilities require that our students receive a Level 1 Fingerprint Clearance Card issued by the Arizona Department of Public Safety. Additionally, a student must not be listed on the Federal Government's Office of the Inspector General's Exclusion List. Students that are unable to obtain either of these clearances will be prohibited from attending their clinical experience. In addition, as of 2011, all healthcare students must pass a MCCCCD background check within six (6) months of beginning their program of study.

WHERE CAN I GO FOR MORE INFORMATION ABOUT THE PROFESSION?

WWW.ASRT.ORG – American Society of Radiologic Technologists

WWW.ARTT.ORG – American Registry Radiologic Technologists

CONFIDENTIALITY STATEMENT

Students enrolled in healthcare program pathways will have learning experiences in healthcare settings where they will have access to confidential information. Prior to beginning any clinical studies, the students will be asked to sign agreements to adhere to the requirements of those clinical sites and applicable law, including the Health Insurance Portability and Accountability Act of 1996 (HIPAA).

POLICIES, RULES, REQUIREMENTS, AND REGULATIONS COMPLIANCE

- Policies, courses, programs, fees, and requirements may be suspended, deleted, restricted, supplemented, or changed through action of the Governing Board of the Maricopa Community Colleges.
- The Maricopa Community Colleges reserves the right to change, **without notice**, any materials, information, curriculum, requirements, and regulations.
- Admission or graduation from any Allied Health program at GateWay Community College does not guarantee the student's professional certification, licensure, or employability. The student must comply with legal requirements of the profession. This may include provisions from Arizona Revised Statutes 41-1758.03 (sections B and C) regarding the denial of a fingerprint clearance card or being listed on the US government's Office of Inspector General's Exclusion List.
- Up to date Program material can be found online at <https://www.gatewaycc.edu/degrees-certificates/radiologic-technology>

NON-DISCRIMINATION STATEMENT

- The Maricopa County Community College District (MCCCD) is an EEO/AA institution and an equal opportunity employer of protected veterans and individuals with disabilities. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, age, or national origin. A lack of English language skills will not be a barrier to admission and participation in the career and technical education programs of the District.
- The Maricopa County Community College District does not discriminate on the basis of race, color, national origin, sex, disability or age in its programs or activities. For Title IX/504 concerns, call the following number to reach the appointed coordinator: [\(480\) 731-8499](tel:4807318499). For additional information, as well as a listing of all coordinators within the Maricopa College system, visit <http://www.maricopa.edu/non-discrimination>.

FOR THOSE STUDENTS SEEKING ADMISSIONS TO RADIOLOGIC TECHNOLOGY PROGRAM, COMPLETE THE FOLLOWING STEPS:

STEP 1: GET ADMITTED

- Create MEID Account and apply for admissions: <https://admissions.maricopa.edu/>.
- Provide proof of identity to the college at which you applied.
- For tuition purposes, verify your residency status by providing a government issued ID.
- Undecided on a major? Connect with Counseling and Career Services at your college.
- Visit the campus to familiarize yourself with the services and resources.

STEP 2: COMPLETE ASSESSMENTS

- Need English, reading, and mathematics placements through one or multiple of the following options:
 - High school cumulative, unweighted GPA of 2.6 or higher and graduated within the last 10 years
 - ACT, SAT, and/or GED scores if completed within the last 5 years
 - Complete Accuplacer Next Generation Assessments
 - Testing Center is open Monday through Thursday from 8:00 a.m.-4:00 p.m. and Friday from 10:00 a.m.-3:00 p.m. (Located on the first floor of the IE Building, to the left of the Financial Aid Front Desk)
 - No appointment needed; walk-in basis
 - No time limit, but on average, can take 1.5 hours to complete all three tests
 - Can view sample questions at <https://www.gatewaycc.edu/testing> under "Test Resources"
- Submit prior education (if applicable) i.e. high school and/or college/university official transcript
 - If attended any other colleges, submit your official transcripts to Admissions and Records for evaluation and possible course placement
 - **Official transcripts must be directly sent from campus to campus**
 - **NOTE: If you have transcripts sent to another Maricopa campus and plan to use courses from that non-Maricopa transcript toward a program at GateWay, those non-Maricopa transcripts must also be on file with GateWay**

STEP 3: REVIEW PROGRAM REQUIREMENTS

- Each of our Health Science programs has unique requirements. We strongly encourage you to review the program packets and the current catalog for any specialties that you might consider. These resources will provide you with detailed program information regarding prerequisite courses and application procedures.
- **It is required you attend the GateWay Community College Healthcare Information Sessions. The sessions are held on Mondays at 5:00 p.m.: 1st and 3rd of the month, and Thursdays at 12:30 p.m.: 2nd and 4th of the month (closed on holidays). The session information can be found at <https://www.gatewaycc.edu/virtual-sessions>.**

STEP 4: APPLY FOR FINANCIAL AID

- Review how to pay for college: <https://maricopa.edu/paying-for-college>
- Complete FAFSA for every academic year you plan to complete courses
- Apply for scholarships

STEP 5: ORIENTATION

- Complete Orientation: <https://maricopa.edu/new-student-orientation>
 - All new to college students must attend New Student Orientation. Research shows that those who participate, have higher rates of attaining their goals.

STEP 6: SEEK ACADEMIC ADVISEMENT

Advisors will help with identifying courses and creating an Educational Plan to meet your academic goals: <https://www.gatewaycc.edu/advisement>
Meet with a Health Careers Academic Advisors every semester prior to class registration. The Health Careers Academic Advisors are available by appointments only. More information can be found at the following links:

Healthcare Programs

If you are currently not enrolled in one of GateWay Community College's Healthcare Programs you are **required** to attend one of the Healthcare Programs Information Sessions before meeting with an advisor. Please visit <https://www.gatewaycc.edu/virtual-sessions> to find out more about information sessions.

If you are a new student, you must complete the Student Information Form found at <https://admissions.maricopa.edu/> before scheduling an appointment with Advising.

Advisor Appointments

For student inquiries or appointments, please email your specific question/need and your Student ID number to the following <https://www.gatewaycc.edu/advisement>, and the appropriate advisor will contact you within 24 hours.

Before you meet with an advisor, we recommend you check out the current Catalog to learn more about the programs that interest you. Let your advisor know if you have any questions or concerns.

If you have taken a class for college credit and you are interested in transferring credits to GateWay, you may better prepare if you have your official transcripts (from all colleges & schools previously attended) sent to:

GateWay Community College
Attn: Admissions & Records
108 N 40th Street
Phoenix, AZ 85034-1704

Bring a copy of your transcripts to review with your advisor. Your advisor can help you choose courses that will apply to most degrees and give you an introduction into your areas of interest.

STEP 7: REGISTER FOR CLASSES

- Register for classes early to ensure the best schedule, maximize financial aid options, and to get prepared for a successful semester: <https://maricopa.edu/register>

STEP 8: PAY TUITION AND FEES

- Explore Payment Options: <https://maricopa.edu/paying-for-college>
- Monitor your Student Center for current balance and pay on or before due date
- Complete the Free Application for Federal Student Aid (FAFSA) at fafsa.gov
- Explore college websites for scholarships, such as the Presidents' Scholarship and more

STEP 9: PROGRAM APPLICATION

- Many of GateWay Community College's Health Science programs have a special admissions procedure. The Radiologic Technology Program admits students on a first come first serve basis. Students must complete the general education requirements of the program with an overall GPA of 3.0 or higher before they can submit their application and receive their official number in the admissions queue. This program does currently have a waitlist. For the most up to date waitlist numbers, please email selectiveadmissions@gatewaycc.edu.
- You may submit your completed application via email, mail, or in-person. Once you submit your program application, you will receive confirmation via e-mail. This will arrive through the Maricopa email account set up when you received your MEID. All correspondence regarding the waitlist, program updates, and admissions into the program will be sent to this email address, so you will want to check this account regularly or have it forwarded to an account which you do check often. Keep your contact information current with GateWay Community Colleges Admissions and Records department.

STEP 10: PROGRAM ADMISSION

- Mid-September we begin sending acceptance letters and acknowledgement forms to applicants in the wait queue. The acknowledgement form must be returned by the date stated in the acceptance letter.
- **Clinical Partner Employee Pipeline Eligibility Requirements**
 - Prospective students eligibility for the Clinical Partner Employee Pipeline will be determined by the following criteria; *Formal Application, Employment History, and Employment Status*. The following section provides further information in regards to the aforementioned criteria.
 - **Formal Application**
 - Prospective students must submit a formal application to the Radiologic Technology Program. Upon application approval, the student will be assigned a queue number.
 - **Employment History**
 - Prospective students are required to be employed consecutively for 6 months with a clinical partner of the Radiologic Technology Program. Current clinical partners include:
 - Banner Health
 - Dignity Health (CommonSpirit)
 - HonorHealth
 - Mayo Clinic
 - OrthoArizona
 - Phoenix Children's
 - SimonMed Imaging
 - Southwest Medical Imaging
 - Tenet Health (Abrazo)
 - Valleywise Health
 - **Employment Status**
 - The prospective student must be employed by the same clinical partner, with whom they have worked for 6 months or more, when they are formally invited into the program by Enrollment Services.
- **Clinical Partner Employee Pipeline Invitation Process**
 - The following process will be used to identify and invite prospective students who are eligible for the Clinical Partner Employee Pipeline for a given cohort:
 1. Upon application to the Radiologic Technology Program, prospective students indicate if they are eligible for the Clinical Partner Employee Pipeline. The program queue will also be surveyed on an annual basis to provide prospective students with an opportunity to update their status if they become eligible for the Clinical Partner Employee Pipeline.
 2. Students will be notified by Enrollment Services no earlier than Oct 1, and no later than Dec 15, if they are invited in as a student via the Clinical Partner Employee Pipeline.
 3. When requested, students must notify enrollment services that they accept a seat in the Clinical Partner Employee Pipeline and provide HR documentation from their employer that they are currently employed, and have been employed with the selected clinical partner for 6 months or longer.
 4. Employment verification must be provided to Selective Admissions at GateWay Community College within 30 days of the program invitation. Documentation must be sent to selectiveadmissions@gatewaycc.edu.
 5. Clinical Partner Employee Pipeline students cannot defer, they must either accept a seat or accept a new invitation the following year.
 6. Students who accept a seat understand they must complete program required courses in the spring semester prior to entering the program.
- ****Program invitations are based on the students' order in the program queue, therefore, every clinical partner cannot be guaranteed a seat each year.***

- **Military Reserved Seating**
 - The Radiologic Technology program at GateWay has allocated 5% of its available seats for any student in the application queue that currently is or was in the military.
 - These individuals must have documented their application appropriately and include a copy of their DD214, to be placed at the top of the queue.
- We accept a maximum of 48 students per fall cohort.
- Upon admission, students will receive a list of courses to enroll.
- GateWay requires on-time registration because we believe success starts from day one. Enroll early, get your books, and be in class ready to learn from the first day.
- For classes with published start dates and meeting times, registration in the class must be completed before the first official class meeting date and time. No late registration in a class once it has started is allowed. Registration for a class on the date it starts must be done in person or on the phone, and must be completed before the class start time.
- You will find there are many ways to receive academic, financial, or career assistance to get involved in our community.
- The Maricopa Community Colleges Class Schedule at <https://classes.sis.maricopa.edu/> allows you to find classes by semester, time, & date.
- Pick out the classes you need and go to the My.maricopa.edu Online Student Center. Login using your MEID & password to create your class schedule.
- The applicants in the wait queue receive emails to see if they want to remain in the queue, and applicants are given their new number in the queue.

STEP 11: PROGRAM ORIENTATION

Orientation is typically held in March with all communication sent using official college communication. Attendance to new student orientation is MANDATORY for all new Radiologic Technology Program students. We will notify you of date, time, and location of your new student orientation via your Maricopa email.

COLLEGE COMMUNICATION

-IMPORTANT-

We communicate with students strictly through the official Maricopa County Community College District email. We have a district-wide, Google powered email system. This system is the way we send all official college communications concerning selective admissions, class enrollment, financial aid, tuition due dates and other important student information.

All students will need to check their new student e-mail regularly or forward the new student e-mail to a personal e-mail to ensure that all official college communication is received. Students may access their new e-mail accounts directly from their Student Center once they log in at my.maricopa.edu. 1st section "Student Communication Center".

ADMISSION APPLICATION FOR RADIOLOGIC TECHNOLOGY PROGRAM

GATEWAY COMMUNITY COLLEGE
108 N 40th Street
Phoenix, AZ 85034-1704 / 602.286.8000

Please print clearly

An official transcript must be sent to GWCC Admission and Records Office from each attended college or your application cannot be processed.

Failure to maintain this information may result in disqualification from the admission process.

LEGAL NAME (LAST)	(FIRST)	(MIDDLE)
ADDRESS (STREET)		
(CITY)	(STATE)	(ZIP)
FORMER NAME(S) which may appear on transcript		
HOME PHONE NUMBER		CELL PHONE NUMBER
E-MAIL ADDRESS REQUIRED		
STUDENT ID NUMBER		
PERSON TO NOTIFY IN CASE OF EMERGENCY		PHONE
ADDRESS		
Are you eligible for the Clinical Partner Employee Pipeline? Yes <input type="checkbox"/> No <input type="checkbox"/>		
Are you a United States veteran? Yes <input type="checkbox"/> No <input type="checkbox"/>		
<ul style="list-style-type: none"> • Attached a copy of DD214 		
Are you currently enrolled in college? Yes <input type="checkbox"/> No <input type="checkbox"/>		
If "YES", where?		
What classes are you enrolled in?		

Last Name

First Name


Student ID

Date

Radiologic Technology Program General Education Requirements

The courses listed in the table below must be completed before students are eligible to apply to the program and be placed in the Radiologic Technology queue. Students must earn a GPA of 3.0 or better in these general education courses required by the program.

This signed document should be submitted along with the Admission Application.

Course	Course Title	Credits Required	College	Semester Completed or Enrolled	Grade
BIO201 BIO202	Human Anatomy and Physiology I (4) AND Human Anatomy and Physiology II (4) Prerequisite courses BIO156 Introductory Biology for Allied Health (4) OR + BIO181 General Biology (Majors) I (4) OR One year high school biology with a grade of C or better	8			
COM100 COM110 COM230	Introduction to Human Communication (3) OR Interpersonal Communication (3) OR Small Group Communication (3)	3			
CRE101	College Critical Reading (3) OR Equivalent by Assessment on Placement Test	0 – 3			
ENG101 ENG107 ENG102 ENG108	First Year Composition (3) OR First Year Composition for ESL (3) AND First-Year Composition (3) OR ENG108 First-Year Composition for ESL	6			
MAT15+	College Algebra/Functions OR Any MAT course where MAT15+ is a prerequisite	5			
SB	Any approved general education course in the Social & Behavioral Sciences [SB] area	3			
HU	Any approved general education course in the Humanities, Fine Arts & Design [HU] area	3			
MCCCD Policy Background Check Acknowledgement (write your initials in this box)					

Student Signature

Student Name (printed)

Date

Adviser Signature

Adviser Name (printed)

Date



**Allied Health and Nursing Programs
Maricopa County Community College District
Summary of Criminal Background Check Requirement**

(Student Copy)

Overview of the Requirements

In order for students to be admitted to or maintain enrollment in good standing in Maricopa County Community College District's ("MCCCD") Allied Health and Nursing programs ("Programs"), students must provide with their application to a Program all of the following:

- A copy of an Arizona Department of Public Safety Level-One Fingerprint Clearance Card ("Card"). Students are required to pay the cost of applying for the Card. Cards that are NOT Level-One status will not be accepted.
- An original version of the "**Criminal Background Check Disclosure Acknowledgement**" form attached to this Summary signed by the student.

At all times during enrollment in a Program, students must obtain and maintain BOTH a valid Level-One Fingerprint Clearance Card and passing disposition on supplemental background check performed by MCCCD authorized vendor. Admission requirements related to background checks are subject to change as mandated by clinical experience partners

Implementation of the Requirements

1. Students that are denied issuance of a Card may be eligible for a good cause exception through the Arizona Department of Public Safety. It is the student's responsibility to seek that exception directly with the department. Until the student obtains a Card and meets the other requirements for admission, he or she will not be admitted to a Program.
2. Students admitted to a Program whose Card is revoked or suspended must notify the Program Director immediately and the student will be removed from the Program in which they have been admitted or are enrolled. Any refund of funds would be made per MCCCD policy.
3. The **Criminal Background Check Disclosure Acknowledgement** directs students to disclose on the data collection form of the MCCCD authorized background check vendor all of the requested information as well as any information that the background check may discover. Honesty is important as it demonstrates character. Lack of honesty will be the basis for denial of admission or removal from a Program if the information that should have been disclosed but was not would have resulted in denial of admission. Failure to disclose other types of information constitutes a violation of the Student Code of Conduct and may be subject to sanctions under that Code. Students have a duty to update the information requested on the [background check vendor] data collection form promptly during enrollment in a Program. The [background check vendor] data collection form may ask for the following information but the form may change from time to time:
 - Legal Name
 - Maiden Name
 - Other names used
 - Social Security Number
 - Date of Birth
 - Arrests, charges or convictions of any criminal offenses, even if dismissed or expunged, including dates and details.
 - Pending criminal charges that have been filed against you including dates and details.
 - Participation in a first offender, deferred adjudication or pretrial diversion or other probation program or arrangement where judgment or conviction has been withheld.

The authorized MCCCD background check vendor will be asked to pass or fail each student based on the standards of MCCCD's clinical experience partners that have established the most stringent requirements. The sole recourse of any student who fails the background check and believes that failure may have been in error is with the background check vendor and not MCCCD.



**Allied Health and Nursing Programs
Maricopa County Community College District
Summary of Criminal Background Check Requirement**

(Student Copy)

(Student: Sign and Attach to Application)

All allied health and nursing students who seek to enroll in MCCCCD healthcare programs must complete a Criminal Background Check. The outlined criteria have been created based on MCCCCD's largest clinical experience hospital partners. These partners have stringent background check standards that preclude MCCCCD from assigning students to their sites who cannot meet those standards. In order for MCCCCD students to be able to continue to complete clinical experiences at local hospitals, students must meet these standards.

For persons wishing to enroll in a Program the person must meet the following standards:

- Possession of a valid Arizona Department of Public Safety Level One Fingerprint Clearance Card. Students who currently possess a DPS Card that is another level will not be allowed entrance into a health care program. Students are required to pay the cost of obtaining this background check. If the Level-One Fingerprint Clearance Card is revoked or suspended at any time during the admission process or while enrolled in a MCCCCD healthcare program a student must notify the Program Director immediately and he or she will be removed from the Program. Please see the "Frequently Asked Questions" sheet for details regarding the DPS Card.
- Each student must provide documentation that he or she has completed and "passed" a MCCCCD-supplemental background check through the approved vendor **CastleBranch**. Students are required to pay the cost of obtaining this background check. Students whose background checks are more than six months old on the date of beginning a healthcare program must obtain an updated background check. Students who have been in a Program for more than 12 months may be requested to obtain an updated background check. Please see the attached "Frequently Asked Questions" sheet for more details regarding the MCCCCD supplemental-background check.
- The MCCCCD supplemental or the clinical agency background check may include but are not limited to the following:
 - Nationwide Federal Healthcare Fraud and Abuse Databases
 - Social Security Verification
 - Residency History
 - Arizona Statewide Criminal Records
 - Nationwide Criminal Database
 - Nationwide Sexual Offender Registry
 - Homeland Security Search
- By virtue of the MCCCCD supplemental background check, students will be disqualified for admission to a program or continued enrollment in a program based on their criminal offenses, the inability to verify their Social Security number, or their being listed in an exclusionary database of a Federal Agency or on a sex offender registry. Offenses that will lead to a "fail" on the supplemental background check may include but are not limited to:
 - Social Security Search-Social Security number does not belong to applicant
 - Any inclusion on any registered sex offender database
 - Any inclusion on any of the Federal exclusion lists or Homeland Security watch list
 - Any conviction of Felony no matter what the age of the conviction
 - Any warrant in any state

- Any misdemeanor conviction for the following-No matter age of crime
 - violent crimes
 - sex crime of any kind including non consensual sexual crimes and sexual assault
 - murder, attempted murder
 - abduction
 - assault
 - robbery
 - arson
 - extortion
 - burglary
 - pandering
 - any crime against minors, children, vulnerable adults including abuse, neglect, exploitation
 - any abuse or neglect
 - any fraud
 - illegal drugs
 - aggravated DUI
- Any misdemeanor controlled substance conviction last 7 years
- Any other misdemeanor convictions within last 3 years
- Exceptions: Any misdemeanor traffic (DUI is not considered Traffic)
- At all times students are in a program they must maintain BOTH a valid Level-One Fingerprint Clearance Card and passing disposition on the MCCCCD supplemental background check performed by the MCCCCD-authorized vendor.
- Admission requirements related to background checks are subject to change without notice.
- Some clinical agencies may require additional components of a criminal background check, other than those required by MCCCCD, as well as a drug screening. Students are required to pay for any and all criminal background checks and drug screens required by a clinical agency to which they are assigned
- Even though a student possesses a valid DPS Level One Fingerprint Clearance Card and has passed the MCCCCD supplemental background check, a clinical agency may decline to place a student due to information the clinical agency obtains in a background check it requires.
- If a clinical agency to which a student has been assigned does not accept the student based on his or her criminal background check, the student may not be able to complete the program.
- MCCCCD may, within its discretion, disclose to a clinical agency that a student has been rejected by another clinical agency.
- MCCCCD has no obligation to make attempts to place a student when the reasons for lack of placement are criminal background check issues. Since clinical agency assignments are critical requirements for completion of the program, inability to complete required clinical experience due to a student's criminal background check will result in removal from the program.

Signature

Date

Printed Name

Student ID Number

Desired Health Care Program