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. 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
Medical Radiography Program

Dear Prospective Student:

Thank you for your inquiry into our Medical Radiography program at GateWay Community College.

The attached Information and Application packet will provide you with answers to most of your questions. Please be advised that the contents of this packet are subject to change throughout the year. It would be prudent to periodically check for more current versions.

The Medical Radiography program at GWCC continues to enjoy the respect of the medical community and the support of our affiliate hospitals. Our standards are high and as a result so are the quality of our graduates. Our reputation in the community will attest to that fact. Additionally, our graduates have consistently passed the A.R.R.T. national registry examination and have gone on to be very competent technologists and valued employees.

Please feel free to contact an adviser at the Center for Health Education Careers, 602.286.8181.

Please note that program curriculum and prerequisites will be revised periodically. It is the applicant’s responsibility to check for changes that may occur.

Sincerely,

Bradley Johnson

Bradley Johnson, MEd, RT(R)(ARRT)
Program Director, Medical Radiography
johnsonb@gatewaycc.edu
602.286.8502
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MEDICAL RADIOGRAPHY MISSION

The Medical Radiography program will provide educational activities leading to the preparation of its graduates for employment as radiographers in the health care community. The program will offer continuing education opportunities to enhance and/or provide new skills for the qualified practitioner.

CAREER OVERVIEW

The Medical Radiography program mission is to provide educational activities leading to the preparation of its graduates for employment as radiographers in the health care community. The program will offer continuing education opportunities to enhance and/or provide new skills for the qualified practitioner.

Radiography is the art and science of using radiation to provide images of the tissues, organs, bones and vessels that comprise the human body. These images may be recorded on film or displayed on a video monitor or videotape. A Radiologist (a physician with specialized training in interpreting x-ray images) reads or makes a diagnosis utilizing these images. The Radiographer is responsible for producing accurate and precise radiographic examinations.

A Radiographer is a health care professional who provides a service that is essential for the diagnosis and subsequent treatment of all types of injuries and diseases. A Radiographer takes images (radiographs) of the human body for use in diagnosing medical problems; prepares patients for radiologic examination; positions the patients so that the correct parts of the body can be radiographed; operates radiographic equipment/machines and ensures appropriate radiation safety.

As a registered Radiographer, you will find a wide market for your acquired professional skills. Opportunities for employment are available throughout the country as well as abroad. Graduates are needed in hospitals, clinics, surgical and urgent care facilities providing services to patients around the clock or on various shift assignments. Qualified Radiographers can also find job opportunities in Education, Civil Service, Industry and Commercial Sales.

Graduates of the Associate of Applied Science in Medical Radiography Program at GateWay Community College may continue on to earn a Bachelor of Science at other colleges after completing selected courses. With continuing education, a Radiographer can become a Nuclear Medicine Technologist, a Radiation Therapist, and/or a Diagnostic Medical Sonographer. Also, continuing education and/or clinical experiences are offered to become an Interventional Technologist, Magnetic Resonance Imaging Technologist, Computed Tomography Technologist and/or Mammography Technologist.

PROGRAM OVERVIEW

The Medical Radiography program usually begins in early August. The program is based on 40 hours per week in classes at the college and clinical practice at affiliated hospitals in the valley. In January of the first year the 40-hour per week clinical portion of the program begins. Clinical practice may include some weekends, some evenings, and periods of time between semesters. Limited personal leave will be granted for sickness and vacations.

The Medical Radiography program is academically rigorous in nature, involving science, math, and technical aspects of Radiologic Technology. The total length of the program is 21.5 months.

Completing ENG 102, MAT 120, 121, or 122 Social Sciences, and the Humanities and Fine Arts electives prior to starting the program, will lighten your course load.

Drug screening for all Medical Radiography students is a requirement. The cost of this test is approximately $25-35 and will be the responsibility of the student. The urine drug screen will test for alcoholic beverages, illegal drugs, or drugs which may impair judgment while in the clinical agency. If a drug test is positive with no prescription indicators, the student will be dropped from the program. This test will be administered on a specific date during the first semester, or “for cause” anytime after.
Program graduates must comply with the ARRT “Rules of Ethics”. One issue addressed by the Rules of Ethics is the conviction of a crime, including a felony, a gross misdemeanor, or a misdemeanor with the sole exception of speeding and parking violations. All alcohol and/or drug related violations must be reported. Conviction, as used in this provision, includes a criminal proceeding where a finding or verdict of guilt is made or returned but the adjunction of guilt is either withheld or not entered, or a criminal proceeding where the individual enters a plea of guilty or nolo contendere. Individuals who have violated the Rules of Ethics may request a review by the ARRT of the violation in order to obtain a ruling of the impact on their eligibility for the post-graduate ARRT examination. This review may be done either before or after entry into GateWay’s program. Contact: American Registry of Radiologic Technologists at 651.687.0048. Please be advised that fingerprinting and criminal background checks are a program requirement and a level 1 fingerprint clearance card must be obtained prior to entrance to the freshman class.

Mental & Physical Demands

It is essential that Medical Radiography students be able to perform a number of physical activities in the clinical portion of the program. At a minimum, students will be required to lift patients, stand for several hours at a time and perform bending activities. Medical Radiography also places students under considerable mental and emotional stress as they undertake responsibilities and duties impacting patients’ lives. Students must be able to demonstrate rational and appropriate behavior under stressful conditions. Individuals should give careful consideration to the mental and physical demands of the program prior to making application.

Use of Confidential Information

Students enrolled in program pathways of the Health Care Integrated Educational System (HCIES) will have learning experiences in a health care setting where they will have access to confidential information. Prior to beginning any clinical studies, the students will be asked to sign an agreement to adhere to the requirements of those clinical sites and applicable law, including the Health Insurance Portability and Accountability Act of 1996 (HIPAA).

PROGRAM EFFECTIVENESS GOALS

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

ASSESSMENT STUDENT LEARNING OUTCOMES

Goal: Students will be able to perform examinations competently.
- Students will select appropriate technical factors
- Students will demonstrate positioning
- Students will apply radiation safety

Goal: Students will communicate effectively.
- Students will demonstrate oral communication skills
- Students will use writing skills
- Students will interpret orders

Goal: Students will develop critical thinking skills.
- Students will adjust positioning and procedure protocol for trauma patients.
- Students will evaluate images for diagnostic quality.
- Students will analyze issues and problems.

Goal: Students will demonstrate professionalism.
- Students will determine importance of continued professional development.
- Students will demonstrate professional behavior
1. Process and evaluate radiographic images for processing quality. Required Course(s): DMI 103

2. Position patients for radiographic examinations of the chest, hand, foot, lower leg, and forearm. Required Course(s): DMI 102, 104

3. Employ basic body mechanics, first aid patient care skills, and oral and written communications during a radiographic examination. Required Course(s): HCC 200, DMI 100 (as of spring 2015), DMI 104

4. Position patients for radiographic examinations of the upper and lower limbs, abdomen, pelvis, bony thorax, and contrast media procedures. Required Course(s): DMI 112, 118

5. Determine exposure factors to achieve optimum radiographic techniques with minimal radiation exposure to the patient. Required Course(s): DMI 105, 107

6. Produce diagnostic images for all types of patients, using different equipment, contrast media, and accessory devices. Required Course(s): DMI 104, 114, 204, 214, 224

7. Explain basic physical concepts, equipment malfunctions, and safe limits of operation. Required Course(s): DMI 105

8. Position patients for radiographic examinations of the spine and skull. Required Course(s): DMI 112

9. Evaluate medical imaging procedures independently and recommend technical modifications to ensure diagnostic quality. Required Course(s): DMI 106, 216

10. Demonstrate knowledge of quality assurance procedures. Required Course(s): DMI 105, 221

11. Explain advanced physics and radiation biology principles. Required Course(s): DMI 215

12. Apply principles of radiation protection for patient, self, and others. Required Course(s): DMI 101, 221

13. Describe the radiographic appearances and risks associated with specific forms of pathology. Required Course(s): DMI 222

14. Describe and/or perform selected advanced radiographic procedures. Required Course(s): DMI 212, 221, 224

15. Apply job application and interviewing techniques. Required Course(s): DMI 227
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 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.

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.

PLACEMENT TESTING

Placement tests 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.

PREREQUISITES FOR ASSOCIATE OF APPLIED SCIENCE DEGREE

PROGRAM PREREQUISITES

Students must earn an average GPA of 3.0 or better in all courses within the Program Prerequisites area that are outlined in Semesters one (1) & two (2) on page nine (9) of this packet.
ALL SEMESTERS ARE COMPETENCY-BASED. ALL DMI COURSES IN EACH SEMESTER MUST BE COMPLETED WITH A “C” OR BETTER BEFORE THE STUDENT CAN ENROLL IN THE NEXT SEMESTER.

Medical Radiography grading policy is as follows:
93% – 100% = A
84% – 92% = B
75% – 83% = C
74% or Below = F

SEMESTER 1 – CREDITS: 10 (PART 1)
- Students must earn a minimum cumulative GPA of 3.0 in Part I Program Prerequisites.
- Part I Program Prerequisites courses must be completed before students are eligible to apply to the program and placed in the Medical Radiography queue.

Note: Students selecting BIO201 & BIO202 must complete the 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.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIO160</td>
<td>Introduction to Human Anatomy and Physiology (4)</td>
<td></td>
</tr>
<tr>
<td>+ BIO201</td>
<td>Human Anatomy and Physiology I (4)</td>
<td>4</td>
</tr>
<tr>
<td>COM100</td>
<td>Introduction to Human Communication (3)</td>
<td></td>
</tr>
<tr>
<td>+ COM110</td>
<td>Interpersonal Communication (3)</td>
<td></td>
</tr>
<tr>
<td>+ COM225</td>
<td>Public Speaking (3)</td>
<td></td>
</tr>
<tr>
<td>COM230</td>
<td>Small Group Communication (3)</td>
<td></td>
</tr>
<tr>
<td>+ ENG101</td>
<td>First-Year Composition (3)</td>
<td></td>
</tr>
<tr>
<td>+ ENG102</td>
<td>First-Year Composition (3)</td>
<td></td>
</tr>
<tr>
<td>+ ENG107</td>
<td>First-Year Composition for ESL (3)</td>
<td></td>
</tr>
<tr>
<td>+ ENG108</td>
<td>Technical and Professional Writing (3)</td>
<td></td>
</tr>
</tbody>
</table>

SEMESTER 2 – CREDITS: 0-7
- **must take BIO202 with BIO201 to complete Biology requirement

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>+ BIO202</td>
<td>Human Anatomy and Physiology II (4)</td>
<td>4</td>
</tr>
<tr>
<td>+ CRE101</td>
<td>College Critical Reading (3)</td>
<td></td>
</tr>
<tr>
<td>+ CRE111</td>
<td>Critical Reading for Business and Industry (3)</td>
<td></td>
</tr>
<tr>
<td>+ MAT120</td>
<td>Intermediate Algebra (5)</td>
<td></td>
</tr>
<tr>
<td>+ MAT121</td>
<td>Intermediate Algebra (4)</td>
<td></td>
</tr>
<tr>
<td>+ MAT122</td>
<td>Intermediate Algebra (3)</td>
<td></td>
</tr>
</tbody>
</table>

SEMESTER 3 – SPRING – CREDITS: 1-7.5 (PART 2)
- The core classes in this term are only offered in the Spring.
- HCC130 requirement must be met by the 3-credit course.
- After acceptance into program and before the start of required courses, students must complete the following courses:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>DMI100</td>
<td>Introduction to Diagnostic Medical Radiography: Professionalism &amp; Patient Care</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td>CPR for Health Care Provider (0.5)</td>
<td>0.5</td>
</tr>
<tr>
<td>HCC/RES109</td>
<td>American Heart Association Health Care Provider CPR Certification (0)</td>
<td>0 – 0.5</td>
</tr>
</tbody>
</table>
SEMESTER 4 – FALL – CREDITS: 16.5-17.5
The core classes in this term are only offered in the Fall.
+ DMI101 Radiation Safety 2
+ DMI102 Radiographic Positioning I 3
+ DMI102LL Radiographic Positioning II 1
+ DMI103 Introduction to Imaging 1.5
+ DMI105 Fundamentals of Radiation Physics 3
+ DMI107 Digital Imaging 4
Any approved general education course in the Humanities/Fine Arts area 2 – 3

SEMESTER 5 – SPRING – CREDITS: 16
The core classes in this term are only offered in the Spring.
+ DMI104 Practicum I (40 hours/week) [280 hours] 3.5
+ DMI106 Radiographic Image Evaluation I 1
+ DMI112 Radiographic Positioning II 3
+ DMI114 Radiography Practicum II (24 hours/week) [288 hours] 3
+ DMI118 Contrast Media Procedures 2.5
Any approved general education course from the Social & Behavioral Sciences area 3

SEMESTER 6 – SUMMER – CREDITS: 9-11
The core classes in this term are only offered in the Summer.
+ DMI124 Radiography Practicum III (40 hours/week) [208 hours] 3
+ DMI204 Radiography Practicum IV (40 hours/week) [240 hours] 3
Students must be eligible to enroll in MAT120, MAT121, or MAT122 by satisfactory score on District Placement exam OR
+ Satisfactory completion of a higher level mathematics course 0 – 5
### SEMESTER 7 – FALL – CREDITS: 13

*The core classes in this term are only offered in the Fall.*

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>DMI212</td>
<td>Advanced Radiographic Procedures</td>
<td>1</td>
</tr>
<tr>
<td>DMI214</td>
<td>Radiography Practicum V (24 hours/week) [384 Hours]</td>
<td>4.5</td>
</tr>
<tr>
<td>DMI215</td>
<td>Radiation Biology</td>
<td>2</td>
</tr>
<tr>
<td>DMI216</td>
<td>Radiographic Image Evaluation II</td>
<td>1</td>
</tr>
<tr>
<td>DMI222</td>
<td>Advance Radiographic Pathology</td>
<td>1</td>
</tr>
<tr>
<td>ENG102</td>
<td>First Year composition (3) <strong>OR</strong></td>
<td></td>
</tr>
<tr>
<td>ENG108</td>
<td>First-Year Composition for ESL (3)</td>
<td>3</td>
</tr>
<tr>
<td>HCC218</td>
<td>Venous Access for Diagnostic Agents</td>
<td>0.5</td>
</tr>
</tbody>
</table>

### SEMESTER 8 – SPRING – CREDITS: 8.5-12.5

*The core classes in this term are only offered in the Spring.*

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>DMI221</td>
<td>Advanced Digital Imaging</td>
<td>2.5</td>
</tr>
<tr>
<td>DMI224</td>
<td>Radiography Practicum VI (24 hrs / wk + 40 hrs) [424 hours]</td>
<td>5</td>
</tr>
<tr>
<td>DMI227</td>
<td>Radiography Seminar</td>
<td>1</td>
</tr>
<tr>
<td>** DMI/ICE220</td>
<td>Sectional Anatomy</td>
<td>3</td>
</tr>
<tr>
<td>** DMI/ICE223</td>
<td>Introduction to Computed Tomography (1) <strong>OR</strong></td>
<td></td>
</tr>
<tr>
<td>** ICE233</td>
<td>Fundamentals of Magnetic Resonance Imaging (MRI) (1)</td>
<td>1</td>
</tr>
</tbody>
</table>

Please see the [Center for Curriculum & Transfer Articulation](#) for the full descriptions of program requirements.

+ Pre-requisites and/or co-requisites required.
* Refer to program calendar
** Optional Restricted Electives

### PROGRAM COREQUISITE COURSES

The courses listed below are considered co-requisites and may be taken along with the Medical Radiography Program.

These courses may be completed prior to entry into the program (check if completed):

- **ENG102 First Year Composition ..........................................................**
- **Humanities and Fine Arts Elective (2.0 – 3.0 credit hours) ....................**
- **Social and Behavioral Sciences Elective (3.0 credit hours) .....................**
- **MAT120, MAT121, or MAT122 by satisfactory score on District ....................**

Placement exam **OR** Equivalent course **OR** Satisfactory completion of a higher level mathematics course

- **Meets A. A. S. degree requirements ..........................................................**
**Estimated Program Costs**

The estimated cost for the program is outlined in the chart below. The student is responsible for providing transportation, housing, and uniforms.

### AAS Degree Program

<table>
<thead>
<tr>
<th>Description</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition* (56 credit hrs @ $85 a credit hr)</td>
<td>$4,760</td>
</tr>
<tr>
<td>Program Prerequisite Tuition (11-24.5 credit hrs @ $85 a credit hr)</td>
<td>$935 – 2,083</td>
</tr>
<tr>
<td>Program General Tuition (11-14 credit hrs @ $85 a credit hr)</td>
<td>$935 – 1,190</td>
</tr>
<tr>
<td>Registration fees ($15 per semester)</td>
<td>$120</td>
</tr>
<tr>
<td>Clinical Tracking System</td>
<td>$150</td>
</tr>
<tr>
<td>Course / Lab Fees</td>
<td>$660 – 790</td>
</tr>
<tr>
<td>Equipment / Supplies</td>
<td>$200</td>
</tr>
<tr>
<td>Books</td>
<td>$1,280 – 2,373</td>
</tr>
<tr>
<td>Other Program Costs: Pre-Clinical Health &amp; Safety Requirements, etc.**</td>
<td>$477 – 1,142</td>
</tr>
<tr>
<td><strong>Total Estimated Costs</strong></td>
<td>$9,445 – 12,752</td>
</tr>
</tbody>
</table>

* 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 District Governing Board and subject to change. All other fees are also subject to change. All Tuition and fees are the responsibility of the student.

2 Book costs/fees may change without notice.

3 Costs may be less or more than listed based on a student’s individual health record in respect to being in compliance with the immunization requirements for the clinical experience.

4 For ARRT examination and the Arizona State license: Medical Radiologic Technology Board of Examiners (MRTBE).

*** DRUG SCREENING FOR ALL MEDICAL RADIOGRAPHY STUDENTS IS A REQUIREMENT. **THE COST FOR THIS TEST WILL BE THE RESPONSIBILITY OF THE STUDENT.**

**** Any rejection after the appeal process will disallow entrance into clinicals unless reversed on appeal. Some clinical facilities have additional background testing. **THE COST FOR THIS TEST WILL BE THE RESPONSIBILITY OF THE STUDENT.**

**IMPORTANT – Tuition is charged per academic credit hour, according to your residency classification or status. Fees may vary, and will be assessed at the time of registration. For more information please visit [https://www.maricopa.edu/become-a-student/tuition-paying/tuition-cost-chart](https://www.maricopa.edu/become-a-student/tuition-paying/tuition-cost-chart)**
IMMUNIZATION AND TB TESTING REQUIREMENTS
All health and safety is now completed digitally. The health and safety requirements are subject to change based on the requirements of our clinical partners. Once a student has been accepted into a program for the start of an upcoming semester, clinical requirements will be sent out.

MCCCD BACKGROUND CHECK POLICY REQUIREMENTS
Students seeking admission to an MCCCD Allied Health or Nursing Program (Program) will be required to obtain a valid Level-One Arizona Department of Public Safety Fingerprint Clearance Card (FCC Card) AND a passing score on an MCCCD background check. This policy precludes MCCCD faculty or staff from assigning students to a clinical experience who cannot meet the new requirements.

Upon admission to the program, students are required to present a copy of the DPS card and apply for the MCCCD Background Check. Students bear the financial costs for both the MCCCD Background Check and the AZ Fingerprint Clearance Card. Students will receive information regarding the MCCCD Background Check after admission, but prior to the beginning of the program.

We encourage students to apply for the card early in the application process. Please allow a minimum of eight weeks processing time for the DPS Level-One Fingerprint Clearance card. The card is valid for six years from the date of issue.

DRUG SCREENING
Each student must go through a preclinical drug screen prior to beginning the first clinical rotation. The cost for tests will be the responsibility of the student. The urine drug screen will test for alcoholic beverages; illegal drugs, or drugs that may impair judgment while in the clinical agency. If the drug test is positive for the illegal drugs or undocumented prescription drugs, the student will not be able to continue in the program. MCCCD policy regarding medical marijuana: "Medical marijuana, or its metabolite, is not an accepted substance in urine drug screens and will result in a positive urine drug screen. Students with a prescription for medical marijuana would not be considered exempt from urine drug screening". Readmission is at the discretion of the college and the program. Some clinical sites also require screening for nicotine. Students who test positive for nicotine are allowed to continue in the program, but may be limited to clinical agencies that do not test for nicotine.

FREQUENTLY ASKED QUESTIONS

IS THERE A POSSIBILITY OF AN EVENING OR PART-TIME PROGRAM?
No. Due to the recent changes in health care a full-range of clinical experiences is not available in the evening hours. Normal hours of operation are from 7:00 a.m. to 9:00 p.m. There is NO Part-time program! The curriculum is sequential and competency-based; meaning that one semester builds on the next semester and must be completed before the student can enroll for the next semester. Thirty to thirty-two (30-32) clock hours per week will be the minimum time a student will spend in the program between didactic and clinical courses.

BESIDES CO-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.

Other classes you can take while on the waiting list include: NCE 242 - Twelve Lead Electrocardiogram (EKG) Interpretation, HSM - Health Supervision Mgmt, NCE 168 - End of Life Care Training, NCE 173 - LPN-Venipuncture, NCE 203 - Interpretation of Laboratory Diagnostic Examinations, NCE 214 CA - Interpretation of Cardiac Arrhythmias, and SPA 117 - Health Care Spanish (for Medical Personnel).
COULD ENG 111 BE ALSO LISTED AS A CO-REQUISITE IN ADDITION TO ENG 102?
ENG 111 meets A.A.S. Degree requirements and therefore could substitute for ENG 102. It is, however, not transferable.

IS THERE OPPORTUNITY FOR ADVANCED PLACEMENT IN THE PROGRAM?
No. The Medical Radiography Program at GateWay Community College is not recognized by the ARRT as an Advanced Placement Program. You’ll find educational programs that offer advanced placement opportunities on the ARRT’s list of recognized programs.

IS THERE OPPORTUNITY TO TRANSFER INTO THE PROGRAM?
No. The Medical Radiography Program at GateWay Community College does not accept transfer credit(s) for the required program core courses.

WHERE CAN I GO FOR MORE INFORMATION ABOUT THE PROFESSION?
WWW.ASRT.ORG – American Society of Radiologic Technologists
WWW.ARRT.ORG – American Registry Radiologic Technologists

CAN A GRADUATED STUDENT FIND CONTINUING EDUCATION CLASSES?
Yes, in MRI, CT, Mammography, Special Procedures and cross-training courses.

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 MCCCD background check within six (6) months of beginning their program of study.

ACCREDITATIONS
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 Medical Radiography 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.

CONFIDENTIALITY STATEMENT
Students enrolled in program pathways of the HCIES will have learning experiences in health care 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.

- Students with related health care experiences not listed in the Program (Health Core Curriculum courses) Prerequisites/Co-requisite options, may request an evaluation for course competency equivalence by contacting the Health Sciences Division at 602-286-8477 or by contacting Admissions and Records at 602-286-8200.

- Up to date Program material can be found online at https://www.gatewaycc.edu/medical-radiography.

EEO 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. For additional information, as well as a listing of all coordinators within the Maricopa College system, http://www.maricopa.edu/non-discrimination.

College Communication

The following information is very important so you do not miss any notices:

We communicate with students strictly through your Maricopa College email, not your personal email account.

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”.

The benefits to you include:
- Quicker response
- Convenience. You can receive & read email even if out-of-town
- Saves trees!

Go to my.maricopa.edu & log in to your account. Click on ‘create an account’ in the paragraph above the picture of the students to set up your student account. You may edit your information, such as address, phone, etc. here also if you need to. This is a self-service for students, which includes registering for classes, adding/dropping classes, making payments, printing your class schedules, viewing financial aid & viewing your grades. If you have any technical issues, please call 1-888-994-4433.
**CONTACT INFORMATION**

If you have any questions about the enclosed program material, please feel free to contact any of the following program contacts:

Bradley Johnson, Program Director / Phone 602.286.8502 / Email: johnsonb@gatewaycc.edu

Caroline Delgado, Health Sciences Academic Advisor / Phone: 602.286.8183 / Email: delgado@gatewaycc.edu

Lucy Granillo, Health Sciences Academic Advisor / Phone: 602.286.8185 / Email: luciella.granillo@gatewaycc.edu

**MEDICAL RADIOGRAPHY PROGRAM INFORMATION & CHECKLIST**

___ 1. Obtain and carefully read all the information about the Medical Radiography Program (brochure, catalog, information and application packet) also note any questions. Become as well informed as you can about the program. A counselor, program advisor, or program faculty member will assist you if you have any questions.

___ 2. Complete the Student Information Form (for first time visitors only) obtained at Information Desk

   a. Return to Admissions and Records.

___ 3. Transcripts

   a. Request ALL official college transcripts be sent to the Admissions and Records Office at 108 N 40th Street, Phoenix, AZ 85034-1704.

   b. Official transcripts must be sent from institution to institution, **allow 2-4 weeks for receipt**. Please request institution to include current name and student ID number used at GateWay Community College.

___ 4. The Health Sciences Academic Advisors are available by phone, email, or in person at the CHCE Center for Health Careers Education Building on the north side of campus. Please review the Academic Advising - Healthcare & Nursing page for hours and schedule.

___ 5. Schedule any necessary assessment testing. Please review the Testing Center's page for hours and schedule.

___ 6. Program Prerequisites:

   a. Biology prerequisite – BIO160*
   
   b. English prerequisite – ENG101, ENG102, ENG107 or ENG108 First Year Composition
   
   c. Math prerequisite – Introductory Algebra (3) OR higher level mathematic course.
   
   d. Reading prerequisite – CRE101 or CRE111, or equivalent by assessment. Applicants who score 47 or higher on the Asset Reading Placement Test or a score of 91 on Compass will be allowed to waive this reading prerequisite. No credit will be given for a waiver.
   
   e. Communication elective prerequisite (prefer COM100 OR 110) that meets degree requirements

   *Note: Students may complete BIO201 and 202 for this prerequisite.

   **An average GPA of 3.0 or better is required in application prerequisite courses.**

___ 7. Application to the PROGRAM

   To place your name on the List of Applicants you must complete A-E above. The number of applicants admitted to this program varies according to clinical positions available at each hospital. Completed applications to the program will be accepted in the order in which they are received on a first-come, first-served basis.

___ 8. A **completed** program application for Medical Radiography consists of:

   ◆ Program Application
   
   ◆ G.P.A. of 3.0 in A-E in #6 above
9. **Student Personal Information:**

Every student is responsible for keeping the college admission’s office updated on email addresses and best phone numbers. Acceptance letters are sent out via email to the email address listed in the college system. If information is not updated, it could mean missing the opportunity to enter the program.

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**ALL DOCUMENTATION MUST BE SUBMITTED AT THE SAME TIME. NO PARTIAL PROGRAM APPLICATION WILL BE ACCEPTED.**

---

### How to Apply & Enroll

#### STEP 1: GET ADMITTED

Create MEID Account and Apply for Admissions

[maricopa.edu/admissions](http://maricopa.edu/admissions)

- Provide proof of identity to the college at which you applied.
- For tuition purposes, verify your residency status by providing a government issued ID.
- Submit prior education (if applicable) i.e. high school and/or college/university official transcript.
- Undecided on a major? Connect with [Counseling](http://www.maricopa.edu/counseling) and Career Services at your college.
- Visit the campus to familiarize yourself with the services and resources.
- Complete the FAFSA and scholarship applications at: [maricopa.edu/paying-for-college](http://maricopa.edu/paying-for-college).

#### STEP 2: TAKE THE PLACEMENT TEST

Prepare, Study, and Schedule Test

[maricopa.edu/testing](http://maricopa.edu/testing)

- Prepare by reviewing the sample questions at [maricopa.edu/testing](http://maricopa.edu/testing).
- Placement test will ensure appropriate level of classes for enrollment.
- The Placement Test is not a pass/fail exam.
- The Placement Test is untimed and FREE.
- Bring your government issued photo ID on the day of testing.
- To review your test score results, ask for a Course Placement Chart.

#### STEP 3: GET ENROLLED

Seek Academic Advisement

[maricopa.edu/advisement](http://maricopa.edu/advisement)

- Advisors will help with identifying courses and creating an Educational Plan to meet your academic goals.
- Meet with a Health Sciences Academic Advisors every semester prior to class registration.

The Health Sciences Academic Advisors are available by phone, email, or in person at the CH Center for Health Careers Education Building, on the north side of campus during the following business hours:

**Walk-in basis**

- Tuesday: 8 a.m. to 6 p.m.
- Wednesdays: 8 a.m. to 2 p.m.

**Note:** *Students must check in 2 hours before closing time to ensure they will be seen.*

**For an appointment call 602.286.8181**

- Monday, Thursday & Fridays by appointments.
- Decrease your waiting time by scheduling an appointment at [advisor@gateway.cc.edu](mailto:advisor@gateway.cc.edu) or by calling 602.286.8200.

*(During the Summer, college is closed on Fridays)*
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 for your meeting if you bring a copy of your transcripts to review with your advisor and then: Arrange to have your official transcripts (from all colleges & schools previously attended) sent to:

**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.

**Register for Classes**  
[maricopa.edu/register](http://maricopa.edu/register)  
- Register for classes early to ensure the best schedule, maximize financial aid options, and to get prepared for a successful semester.  
- Know when your tuition is due.

**Attend New Student Orientation**  
[maricopa.edu/new-student-orientation](http://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 4: PAY TUITION AND FEES**

**Explore Payment Options**  
[maricopa.edu/paying-for-college](http://maricopa.edu/paying-for-college)  
- Monitor your Student Center for current balance and pay on or before due date.  
- Explore paying for college at maricopa.edu/paying-for-college.  
- 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 5: PROGRAM APPLICATION**

Many of GateWay Community College’s Health Science programs have a special admissions procedure. The Medical Radiography Program information packet contains detailed information regarding this process. Please be sure to review this information to ensure that your application materials are complete. Once all pre-reqs are completed with the required 3.0 GPA, you must make an appointment with an adviser to have them complete and sign off on the checklist found on page 25. When this is completed, you may take your application to Selective Admissions. This will be place you on the application queue. You will receive notification of your acceptance via e-mail. This will arrive through the Maricopa email account set up when you received your MEID. 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.
The following are some of the services available to students.

**Advising** – The Health Sciences Academic Advisors are available by phone, email, or in person at the **CH Center for Health Careers Education Building**, on the north side of campus during the following business hours:

- **Walk-in basis**
  - Tuesday: 8 a.m. to 6 p.m.
  - Wednesdays: 8 a.m. to 2 p.m.
- **For an appointment call 602.286.8181**
  - Monday, Thursday & Fridays by appointments.
  - Decrease your waiting time by scheduling an appointment at advisor@gatewaycc.edu or by calling 602.286.8200.

**Bookstore** – Available are textbooks and supplies for classes, call 602.286.8400. You may visit their website at: [www.efollett.com](http://www.efollett.com) and selecting “College Textbooks”.

**Counseling** – Academic, personal, or career counseling available. Call 602.286.8900.

**Employment** – Upon completion of the Medical Radiography Program, contact the Career & Re-Entry Services, at 602.286.8500 for assistance.

**Financial Aid** – Available for qualified students. Contact the Financial Aid Office at 602.286.8300 or visit website: [http://enrollgatewaycc.edu/FinancialAid/ApplyForFinancialAid/default.htm](http://enrollgatewaycc.edu/FinancialAid/ApplyForFinancialAid/default.htm)

**Student Assessment Center** – Services include instructor makeup exams, the English, Math, and Reading COMPASS placement tests, and selected instruments required for acceptance into the Health Science or Nursing programs. Call 602.286.8160 for specific days and times tests are available.

**Tutoring Assistance** – Available through the Learning Center, 602.286.8800.

For a complete listing of student services, please refer to the college catalog, or visit GateWay’s website: [www.gatewaycc.edu](http://www.gatewaycc.edu) or call college information at 602.286.8000.

**Pregnancy** – The student, upon declaring her pregnancy in writing, has the option of remaining in the program and continuing her education without notification or interruption. This decision should be made in consultation with her physician. If the student chooses to take a leave of absence from the program during the pregnancy, she will be allowed to re-enter the program once the period of convalescence is complete. Based upon the length of absence from training, the student may be required to re-certify in specific clinical competencies prior to graduation. Placement into the original clinical site is not guaranteed, but another training site will be provided for the student. The student must complete all program and institutional graduation requirements prior to graduation as outlined in the college catalog. (See program policies for more details). The student can withdraw her declaration in writing at any time.
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 a United States veteran? Yes ☐ No ☐
• Attached a copy of DD214

Are you currently enrolled in college? Yes ☐ No ☐
If “YES”, where? ____________________________________________
What classes are you enrolled in? ________________________________________
STARTING WITH MOST RECENT AND WORKING BACK, LIST EMPLOYERS:

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PREVIOUS COLLEGES OR TECHNICAL SCHOOLS ATTENDED:

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<th>DATE OF LEAVING</th>
<th>DIPLOMA OR DEGREE RECEIVED</th>
<th>COLLEGE MAJOR</th>
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Attach separate sheet if additional space is needed
Listed below are the acute care locations where students can potentially complete clinical rotations:

- Abrazo Arrowhead Campus / N 67th Ave & W Union Hills Dr
- Banner Baywood Medical Ctr / Power Rd & Broadway
- Banner Boswell Medical Ctr / 103rd Ave & Thunderbird
- Banner Del Webb Medical Ctr / W Meeker Blvd & W Granite Valley Dr
- Banner Desert Medical Ctr / Southern & Dobson Rd
- Banner Estrella Medical Ctr / Thomas Rd & 101
- Banner Gateway Medical Ctr / Higley & US 60
- Banner Good Samaritan Medical Ctr / 11th St & McDowell
- Banner Thunderbird Medical Ctr / 55th Ave & Thunderbird
- Chandler Regional Medical Ctr / Frye Rd & Dobson Rd
- HonorHealth – Osborn Med Ctr / N Drinkwater Blvd & E Osborn Rd
- HonorHealth – Shea Med Ctr / E Shea Blvd & N 90th St
- HonorHealth – Thompson Peak Med Ctr / Thompson Peak Pkwy & N 73rd St
- HonorHealth Deer Valley Hospital / I-17 & W Beardsley Rd
- HonorHealth N. Mountain Hospital / Dunlap & 3rd St
- Maricopa Medical Ctr / N 24th St & E Roosevelt St
- Mayo Clinic & Hospital / 134th St. & Shea
- Mercy Gilbert Medical Ctr / S 202 & Val Vista Dr
- St. Joseph’s Hospital / N 7th Ave & W Thomas Rd
- West Valley Hospital / N Litchfield Rd & W McDowell Rd

In addition, the program utilizes numerous outpatient imaging centers for training, Scottsdale Med Imaging, Valley Radiology, and Simon Med Imaging.

Do you have any relatives employed at any of these hospitals or facilities?  □ Yes  □ No

If yes, which hospitals?  __________________________________________________________

Are you or have you ever been employed in a health facility?

If yes, where?  __________________________________________________________

In what capacity?  ________________________________  How long?  __________________________

CERTIFICATION:
I certify that the above answers are true, correct and complete. I understand that any falsification or intentional misrepresentation of information on this application may be cause for dismissal from the Medical Radiography Program and from the college. I understand that it is my responsibility to keep the Admissions/Selective Admissions Office notified of any changes of information stated on this application.

_________________________      __________________________
Signature                        Date
Your admission to the GateWay Community College Medical Radiography Program is no guarantee that you will receive an Associate of Applied Science Degree from the college. Further, completion of the Medical Radiography program is not the sole criterion for obtaining a license to practice in Arizona. You must also meet the licensing requirements of the Medical Radiologic Technology Board of Examiners (MRTBE) 602.255.4845. Certification requirements are the sole exclusive responsibility of the American Registry of Radiologic Technologist ARRT 651.687.0048, and you must satisfy those requirements independently of graduation requirements for the college. Both organizations, ARRT and the MRTBE, review (among other criteria) educational qualifications and issues of moral turpitude.

I have read and understand the Admissions Application Disclaimer.

__________________________________________  ______________________________
Signature                                      Date

__________________________________________
Student ID Number

This disclaimer will become a part of your Medical Radiography Program records.
**Part I / Credits 10-17**

Part I Program Prerequisite courses must be completed before students are eligible to apply to the program and be placed in the Medical Radiography queue. Students must earn a GPA of 3.0 or better in all courses within the Program Prerequisites area. Applications without this Adviser Review form completed and signed by a GateWay Community College Healthcare or General Adviser will not be accepted.

Note: Students selecting BIO201 and BIO202 must complete the 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.

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<tr>
<th>Course</th>
<th>Course Title</th>
<th>Credits Required</th>
<th>College</th>
<th>Semester Completed or Enrolled</th>
<th>Grade</th>
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<tbody>
<tr>
<td>BIO160 + BIO201 + BIO202</td>
<td>Introduction to Human Anatomy and Physiology (4) <strong>OR</strong> Human Anatomy and Physiology I (4) <strong>AND</strong> Human Anatomy and Physiology II (4)</td>
<td>4 – 8</td>
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<tr>
<td>COM100 + COM110 + COM225 + COM230</td>
<td>Introduction to Human Communication (3) <strong>OR</strong> Interpersonal Communication (3) <strong>OR</strong> Public Speaking (3) <strong>OR</strong> Small Group Communication (3)</td>
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<tr>
<td>CRE101 + CRE111</td>
<td>College Critical Reading (3) <strong>OR</strong> Critical Reading for Business &amp; Industry (3) <strong>OR</strong> Equivalent by Assessment on Placement Test</td>
<td>0 – 3</td>
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<tr>
<td>ENG101 + ENG102 + ENG107</td>
<td>First Year Composition (3) <strong>OR</strong> First-Year Composition (3) <strong>OR</strong> First Year Composition for ESL (3)</td>
<td>3</td>
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Students must be eligible to enroll in MAT120, MAT121, or MAT122 by satisfactory score on District Placement exam **OR** Satisfactory completion of a higher level mathematics course **OR**

After completion of Part I program prerequisites, the student is eligible to complete the application process for the Medical Radiography program to be placed in the Medical Radiography queue.

| Level One Fingerprint Clearance Card (copy required) | Expiration Date | MCCCD Policy Background Check Acknowledgement (copy attached) | | |
| American Heart Association Healthcare Provider CPR Card | Expiration Date | | | |

| Student Signature | Student Name (printed) | Date |
| Adviser Signature | Adviser Name (printed) | Date |
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.
All allied health and nursing students who seek to enroll in MCCCD healthcare programs must complete a Criminal Background Check. The outlined criteria have been created based on MCCCD’s largest clinical experience hospital partners. These partners have stringent background check standards that preclude MCCCD from assigning students to their sites who cannot meet those standards. In order for MCCCD 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 MCCCD 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 MCCCD-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 MCCCD supplemental-background check.

- The MCCCD 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 MCCCD 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 MCCCD supplemental background check performed by the MCCCD-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 MCCCD, 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 MCCCD 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.

• MCCCD may, within its discretion, disclose to a clinical agency that a student has been rejected by another clinical agency.

• MCCCD 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