DALLAS COLLEGE BROOKHAVEN CAMPUS [http://www.dallascollege.edu/](https://www1.dcccd.edu/catalog/programs/degree.cfm?degree=computed_tomography_adv_tec_cert&loc=econ)

# Radiologic Sciences Program

# Modality Certificate Computed Tomography

# Updated: Spring 2023

The Radiologic Sciences program offers a two-semester modality certificate for Computed Tomography. The courses are offered as college credit semester hours. Completion of required classroom, lab, and clinical components with a “C” or above will result in a Certificate in Computed Tomography from Dallas College. Students that successfully obtain the Certificate will accomplish the educational and clinical requirements needed to take the national registry examination administered by the American Registry of Radiologic Technologists (ARRT) for Computed Tomography.

This information packet details the programs and the procedure for program application. Potential applicants are expected to be familiar with the application requirements and process. A class will be admitted every Fall semester.

EQUAL EDUCATIONAL OPPORTUNITY

Educational and employment opportunities are offered by the Dallas County Community College District without regard to race, color, religion, sex, national origin, age, disability, sexual orientation, genetic information, gender identity or gender expression.

# ADMISSION REQUIREMENTS TO THE RADIOLOGIC SCIENCES PROGRAM

Application to the Radiologic Sciences Program requires the following steps:

* Application and admission to Dallas College – submit a complete set of Official Transcripts to the Admissions Office. Application to the college can now be completed online at [Apply and Register](https://www.brookhavencollege.edu/apply-reg/Pages/default.aspx)
* Completion of the three prerequisite courses, Anatomy and Physiology I & II (BIOL 2401 & 2402 or SCIT 1407, 1408), and Sectional Anatomy (RADR 2240 OR 2340) with a minimum grade of C or higher. Sectional Anatomy (RADR 2340) is offered online with Dallas College each semester. All these courses can be transferred from other educational institutions.
* ARRT certification in Radiography, Nuclear Medicine, or Therapy (or students in the final semester of their program)
* Submission of a complete program application during the designated filing period.

Dallas College is accredited by the Southern Association of Colleges and Schools Commission on Colleges to award the associate degree. Contact the Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033-4097 or call 404-679-4500 for questions about the accreditation of Brookhaven College. The three-fold purpose for publishing the Commission's address and contact numbers is to enable interested constituents (1) to learn about the accreditation status of Dallas College, (2) to file a third-party comment at the time of Dallas College's decennial review, or (3) to file a complaint against Dallas College for alleged non-compliance with a standard or requirement. Normal inquiries about Dallas College, such as admission requirements, financial aid, educational programs, etc., should be addressed directly to Dallas College and not to the Commission's office.

Table of Contents

# Section Page #

Program Mission and Goals 3

Program Philosophy and Standards 4

Program Description, Prerequisite courses, College Admission 5

Immunizations, CPR, Drug Screen, Background Check 6-7

Ethical Behavior 7

Transportation, Application Submission, 8

Application Filing Period, Selection Process, Educational Planning 9-10

Advisement Contact Information 10

CT Degree Plan 11

Application Checklist 12

# Mission and Goals of the Programs

## Mission

The Mission of the Dallas College Radiologic Sciences CT Certificate Program is to prepare students both academically and technically in the foundational principles of the modality. After completing the certificate coursework, the student will be able to perform CT procedures and respond to their patients’ needs while assuming a vital role in the patient’s healthcare team competently, ethically, and safely.

## Program Goals and Outcomes

Goal 1: Students will competently and safely perform radiographic procedures.

• Students will properly position patients for CT procedures.

• Students will demonstrate safe radiation safety practices.

• Students will set technical factors to produce diagnostic quality radiographic images.

Goal 2: Students will demonstrate problem solving and critical thinking skills.

• Students will critique radiographic images.

• Students will adapt standard radiographic practices to varying clinical situations.

Goal 3: Students will demonstrate proper communication skills.

• Students will explain radiographic procedures.

• Students will demonstrate effective communication skills.

• Students will obtain an accurate patient history.

Goal 4: Students will demonstrate the importance of professional development and growth.

• Students will demonstrate professional behavior.

• Students will articulate the importance of membership in a professional organization.

Program Effectiveness Goal: The program will fulfill its mission by providing the community with qualified radiographers specializing in CT.

• Graduates will pass the related ARRT CT certification exam.

• Graduates will be employed within the community of interest.

• Students will complete the program within 2 years of initial acceptance.

• Employers will be satisfied with program graduates.

• Graduates will be satisfied with the quality of education received.

# Philosophy and Program Standards

## Philosophy

Dallas College's Radiologic Sciences Programs were developed with the philosophy that clinical experience coupled with didactic education is the key to having an exceptional learning experience. In the classroom, the student will acquire theoretical information necessary to perform as a CT technologist. In the clinical environment, all students will have an opportunity to perfect their technological skills and progressively develop professional skills and independence so they will be ready to enter the specialized modality following completion of the certificate program. The goal of the Program is to prepare outstanding modality technologists who have the potential to become effective supervisors, instructors, and leaders.

## PROGRAM STANDARDS

OBJECTIVES: Competencies developed by the program shall be supported by specific behavioral objectives documented throughout the didactic and clinical curriculum and shall include but not be limited to, the following knowledge areas:

1. Safely administer ionizing radiation to humans for diagnostic purposes by correctly determining exposure factors to achieve optimal radiographic techniques.

2. Apply knowledge of anatomy, physiology, positioning, and radiographic technique to accurately demonstrate anatomical structures on obtained images.

3. Apply principles of radiation protection to patients, self, colleagues, and the general public.

4. Evaluate radiographic images for image quality.

5. Provide patient care and comfort in a professional manner regardless of patient’s personal attributes, nature of disease or illness, and without discrimination.

6. Recognize and respond to emergency patient conditions and initiate lifesaving first aid and basic life-support procedures.

7. Evaluate performance of radiologic systems, identify the safe limits of equipment operation, and respond to malfunctions properly.

8. Exercise independent judgment and discretion in the technical performance of medical imaging procedures.

9. Participate in quality assurance programs to maintain elevated levels of performance standards.

10. Communicate effectively in the medical environment and function as a team member in a radiology department.

# Program Description

The Radiologic Sciences CT certificate program accepts students every fall semester. Breaks will occur between academic semesters per the college class calendar.

On-campus CT classroom courses are offered on Monday evenings on the Brookhaven Campus during the Fall and Spring semesters. Clinicals are assigned to a total of 24 clock hours/week in addition to the Monday evening on-campus classes. Students will change clinical sites between the fall and spring sessions to gain breadth of experience.

 Technologists working in a CT setting are not required to complete the clinical coursework unless additional clinical experience is desired. Course credit for the clinical courses can be obtained through ARRT competencies achieved in the work environment.

## Program Prerequisite Courses

Applicants must complete the following courses with a “C” or better:

* BIOL 2401 and 2402 – Anatomy & Physiology I & II ***OR***
SCIT 1407 and 1408 Introduction to Human Anatomy & Physiology I & II
* RADR 2240 or 2340 – Sectional Anatomy for Medical Imaging

Prerequisite courses completed at colleges and universities outside Dallas College must be approved for transfer credit prior to the semester in which the course is required as stipulated in the curriculum outline.

## General Admission Requirements to the College

 Applicants to the Radiologic Sciences Program must meet college admission requirements of Dallas College as outlined in the college catalog. Applicants must submit a complete set of Official Transcripts from each college attended to the College Admissions Office. Applicants must have earned a high school diploma or General Education Development (GED) certificate and comply with Texas Success Initiative (TSI) requirements. For specific information, please refer to the college catalog found on the [Dallas College Website](https://www1.dcccd.edu/catalog/cattoc.cfm?loc=0).

## Immunizations

Immunizations are to be completed during the CT program application period. A current record of the following immunizations will be required:

* **Tuberculin skin test** within the last six months (if positive, a chest x-ray is required)
* **Tetanus/Diphtheria/Acellular Pertussis (Tdap)** current within 10 years
* **Measles/Mumps/Rubella (“MMR”)** *two doses of measles immunization* are required either separately or in combination with MMR
* **Varicella** (blood titer or proof of vaccine is required)
* **Meningitis Vaccine (Under 30 years of age – see website for specific instructions)**
* **Seasonal Flu Vaccine**
* **Hepatitis B Series (three injections). Titer required.**
* **Covid vaccine**

The Brookhaven Campus Health Center and other Dallas College campuses can administer some of these immunizations at a reduced cost. Please contact the health Center directly for details – 972-860-4195 or e-mail @ healthservices@dcccd.edu .

## CPR

All students must be certified in cardiopulmonary resuscitation (CPR) at the “Health Care Provider” or “BLS (Basic Life Support) Provider” level as designated by the American Heart Association. A copy of a current card must be submitted by a designated deadline before acceptance into the program. CPR courses are available through the Dallas College Corporate & Continuing Education Division, the American Heart Association, American Red Cross, various hospitals, certified CPR instructors, etc.

## *Criminal Background Check / Drug Screening*

All students enrolled in Radiologic Sciences Programs are required by the Dallas/Fort Worth Hospital Council member facilities to undergo a criminal background check and drug testing before beginning their clinical experience. This procedure is conducted during the program application process. Results of these screenings are forwarded to the Dallas College Radiologic Sciences Program Office for review and verification that a student is eligible to attend clinical rotation. Students are responsible for all charges incurred (approximately $90) for these screenings.

A clinical agency reserves the right to remove a student from the facility for suspicion of substance use or abuse including alcohol. The clinical agency reserves the right to request that a student submit to a repeat drug screening at the student’s expense on the same day that the student is removed from the clinical facility. Failure to comply will result in the student’s immediate expulsion from the clinical facility. Further, regardless of testing or testing results, a clinical agency reserves the right to expel a student from their facility.

## DRUG SCREENING

The drug screen follows National Institute on Drug Abuse (NIDA) guidelines and screens for 10 substances as designated in the Substance Abuse Panel 10 ("「SAP 10”).

These substances are:

Amphetamines

Barbiturates

Benzodiazepines

Benzoylecgonine-Cocaine

Marijuana Metabolites

Methadone

Methaqualone

Opiates

Phencyclidine

Propoxyphene

SAP 10 test results which fall outside of any of the acceptable ranges are considered positive test results and are automatically sent for a separate confirmatory test by a Gas Chromatography MSS Spectrometry (GCMS) method. If these results remain positive, the test results are sent to a Medical Review Officer (“MRO”), which will entail an additional cost of $25-75 to the student. The MRO will then contact the student to determine if there is a valid prescription for the drug in question. If a valid prescription exists and is verified, the test result will be deemed to the negative and acceptable.

If the test result is positive, the student will be dismissed from the program. The student can re-apply during the next application process but will only be admitted after a negative drug test. If the student tests positive a second time, the student will be ineligible to reapply.

If a student is readmitted after a positive drug test, the student may be drug tested on any random date throughout their program experience. On a random date, the student will be sent to a drug screen laboratory for immediate testing. If the student refuses to be tested, the student will be dismissed from the program. If the student tests positive, the student will be dismissed from the program and referred to student services for counseling.

##  CRIMINAL BACKGROUND CHECK

The criminal background check reviews a person’s criminal history. The check will include all cities and counties of the person’s reported residency. The following histories will disqualify an individual from consideration for a clinical rotation:

* felony convictions;
* misdemeanor convictions or felony deferred adjudications involving crimes against persons (physical or sexual abuse);
* misdemeanor convictions related to moral turpitude (prostitution, public lewdness/exposure, etc.);
* felony deferred adjudications for the sale, possession, manufacture, distribution, or transfer of narcotics or controlled substances;
* registered sex offenders.

## Ethical Behavior

Students are responsible for their own actions and must not engage in any activities considered non-professional or non-conducive to proper patient care. Failure of a student to maintain a professional attitude may result in reduction of course grade, course failure, and possible expulsion from the program. A clinical agency reserves the right to remove a student from the facility for any behavior that disrupts the clinical setting or endangers a patient or peer’s well-being. If a student is removed from a clinical site for behavioral reasons, the student will be counseled by the Clinical Coordinator and the Radiologic Sciences Program Director and will receive discipline up to and including dismissal from the program.

## Transportation

Students are responsible for their own transportation arrangements to campus and to their assigned health care facilities for clinical experience. Assignments are based on availability, proximity to the student’s residence, student’s preference, and clinical experiences required. Clinical assignments vary among the hospitals listed below:

Baylor Scott & White Medical Center - Grapevine

Baylor Scott & White Medical Center - Irving

Baylor Scott & White Medical Center - Plano

Baylor University Medical Center

Dallas Medical Center

Dallas Regional Medical Center

Denton Regional Medical Center

Medical City Dallas

Medical City of Las Colinas

Medical City of Lewisville

Medical City of McKinney

Medical City of Plano

Methodist Charlton Medical Center

Methodist Richardson Medical Center

Parkland Hospital

THR (Texas Heath Resources) Arlington Memorial

THR Presbyterian Hospital of Allen

THR Presbyterian Hospital of Dallas

THR Presbyterian Hospital of Kaufman

THR Presbyterian Hospital of Plano

UTSW University Hospital

## Application Packet Submission

Students must first apply to Dallas College and then the program. To apply to the program, contact Lydia Donaldson by e-mail @ ldonaldson@dallascollege.edu . Express interest in the CT program and include your DCCCD student ID if available.

Once enrolled into the e-campus CT application community, applicants will compile the materials requested within the application and submit them as indicated on the e-campus application community. Materials must be submitted as instructed on or before the application filing deadline. Incomplete packets will not be considered for admittance.

The following supporting documents are required for your program application on the e-campus application community:

* Official Transcripts – must be sent directly to the College Admissions Office. [Transfer to Dallas College](https://www.dcccd.edu/admissions/transfer-to/pages/default.aspx)
* Current Resume
* Program Application submission and Application Essay
* ARRT Card
* Program of Study

If attending CT clinicals:

* Immunizations, Drug Screen, Background check, CPR
* Health Insurance verification
* DFW Hospital Council Clinical Orientation
* On-line Clinical site selection form

Supporting documents will be submitted to Dallas College CT/VI program e-campus organization site on-line or Sur Scan, as directed.

# Application Filing Period

**Official application filing period for Fall semester admission: April 1 – July 15**

Notification letters are e-mailed by August 15.

*NOTE: Early submission of an application during a specific filing period does not influence ranking for admission.*

A student who applies during the official filing period and receives an acceptance letter is required to acknowledge acceptance within a specified timeframe to confirm their space in the class. Failure to acknowledge confirmation by the specified date will result in forfeiture of the student’s space in that class.

NOTE: Students who are not selected for admission the semester for which they apply or students who decline their acceptance for that semester must resubmit a new application during the next filing period to be considered for the next admission opportunity.

# Selection Process

If the applicant completes the clinical experiences at their own facility during employment work hours, only the minimum admission requirements must be met for acceptance into the program.

Qualified CT program applicants that need to be placed in clinical sites will be admitted based on their clinical site selection. Each applicant will designate **all** possible location/shift/days that they are willing to attend on the site selection form. Sites are matched to student applicants. When a site has more than one student choosing a particular shift/day, the decision for student placement will be by random selection from all wanting that same site/shift. If the student is not selected for placement into any of their chosen clinical sites, the student will not be accepted to the program.

# Educational Planning

##  Transfer Course Evaluation

Applicants requesting coursework completed outside Dallas College for transfer as prerequisite or general support courses for the Radiologic Sciences Program should forward to the registrar’s office for [Dallas College](https://www.dcccd.edu/admissions/transfer-to/pages/default.aspx). If the registrar’s office does not officially equate the course for transfer, compile the following materials and forward to the Radiologic Science Program at Brookhaven Campus:

* Copies of college transcripts;
* Photocopy of course description of each course to be reviewed taken from that college’s catalog (course description numbers must match those indicated on the transcript).

*The Radiologic Sciences Program and the School of Health Sciences reserve the right to accept or reject any coursework completed outside Dallas College presented for transfer evaluation toward the program.*

**Coursework Completed Outside the United States**

No coursework will be accepted from a college outside of the United States.

## Financial Aid

 Students should contact the Scholarships/Financial Aid Office at 972-587-2599 or [Financial Aid homepage](https://www.dcccd.edu/paying-for-college/financial-aid/pages/default.aspx) for application forms, filing procedures and deadlines. Several area hospitals offer financial assistance to students pursuing health care careers. Please contact individual hospitals for information.

## Advisement Assistance

Please contact any of the individuals below for assistance:

Lydia Donaldson MSHS, MBA, (CT) RT(R) - (Try First)

Clinical Coordinator

Telephone: 972-860-4719

Email: ldonaldson@dallascollege.edu

[Schedule a Meeting or Book an Appointment](https://book.ms/b/DallasCollegeCTandMRIProgramConsultationBooking%40dcccd.onmicrosoft.com)

 Valerie Martin, MS, RT(R)

 Telephone; 972 860 4264

 E-mail: vmartin@dcccd.edu

 Christi Carter, MSRS, R.T.(R), CIIP

Program Chair, Diagnostic Imaging

 Telephone: 972-860-4285

 E-mail: ccarter@dcccd.edu

***NOTE: Program* guidelines are subject to change. Students are advised to obtain the latest program information packet from the Dallas College Radiologic Sciences Program Office and review information on the Web site below.**

**Visit the** [**Radiologic Sciences CT and VI Programs**](https://www.dcccd.edu/cd/credit/radiologic-sciences/bhc/pages/ct-and-vi.aspx) **Web page**

# CURRICULUM

# RADIOLOGIC SCIENCES CT Certificate

# 2020-2021

| PREREQUISITES |  | CREDIT HOURS |
| --- | --- | --- |

|  |
| --- |
| [**BIOL 2401**](https://www1.dcccd.edu/cat1011/courseDescriptions/detail.cfm?loc=econ&course=BIOL#2401) | **Anatomy and Physiology I OR** | **4** |
| [**SCIT 1407**](https://www1.dcccd.edu/cat1011/courseDescriptions/detail.cfm?loc=econ&course=SCIT#1407)**\*** | **Applied Human Anatomy and Physiology I** | **(4)** |
| [**BIOL 2402**](https://www1.dcccd.edu/cat1011/courseDescriptions/detail.cfm?loc=econ&course=BIOL#2402) | **Anatomy and Physiology II OR** | **4** |
| [**SCIT 1408**](https://www1.dcccd.edu/cat1011/courseDescriptions/detail.cfm?loc=econ&course=SCIT#1408)**\*** | **Applied Human Anatomy and Physiology II** | **(4)** |
| [**RADR 2340**](https://www1.dcccd.edu/cat1011/courseDescriptions/detail.cfm?loc=econ&course=RADR#2240) **(****or 2240\*)** | **Sectional Anatomy for Medical Imaging**  | **3 (2)** |

## SEMESTER I – Fall

|  |  |  |
| --- | --- | --- |
| [**CTMT 2336**](https://www1.dcccd.edu/cat1011/courseDescriptions/detail.cfm?loc=econ&course=CTMT#2336) | **Computed Tomography Equipment and Methodology** | **3** |
| [**CTMT 2267**](https://www1.dcccd.edu/cat1011/courseDescriptions/detail.cfm?loc=econ&course=CTMT#2267) | **Practicum (or Field Experience)-Radiologic Technology/Science-Radiographer** | **2** |
|  |  |  |

## SEMESTER II – Spring

| [**CTMT 2332**](https://www1.dcccd.edu/cat1011/courseDescriptions/detail.cfm?loc=econ&course=CTMT#2332) | **Principles of Computed Tomography** | **3** |
| --- | --- | --- |
| [**CTMT 1391**](https://www1.dcccd.edu/cat1011/courseDescriptions/detail.cfm?loc=econ&course=CTMT#1391) | **Special Topics in Computed Tomography Technology/Technician** | **3** |
| **Minimum Hours Required** |  | **25 (24)** |
|  |  |  |
|  |  |  |

**\*Archived courses no longer available but will accept as previously completed courses**

**Tuition is $79/credit hour for Dallas County residents and $135/credit hour for all other Texas residents. Out of state/out of country residents' tuition is $200/credit hour. The tuition is subject to change.**

**Other expenses might** **include: uniforms, textbooks, dosimeter liability insurance.**

# CT Certificate Program

# APPLICATION CHECKLIST

Use this document to determine if your application process is complete.

1. \_\_\_\_\_ Admission to Dallas College.

2. Completion of the following prerequisite courses must be reflected on your transcript:

\_\_\_\_\_ BIOL 2401 or SCIT 1407 (A&P I) and

\_\_\_\_\_ BIOL 2402 or SCIT 1408 (A&PII)

\_\_\_\_\_ RADR 2240 or 2340 (sectional anatomy) before program start

\_\_\_\_\_Send copies of course descriptions for these courses if taken outside the DCCCD.

To access the e-campus program application, send an e-mail with your name and DCCCD student ID

number to ldonaldson@dallascollege.edu Program application information will be sent to you by email.

The application process is on-line.

Completion of the following is found in the e-campus on-line program application community.

4. \_\_\_\_\_ Completed program application with verified Statement of Students’ Responsibility form. (in the e-campus community)

5. \_\_\_\_\_ An essay stating why this program is of interest to you.

6. \_\_\_\_\_ Current Resume’

7. \_\_\_\_\_ Copy of ARRT card

8. \_\_\_\_\_\_ Program of study report

For clinical students only

9. \_\_\_\_\_ Clinical Site Selection form

10. \_\_\_\_\_ Completion of drug testing and background check (after verification of program admission).

11. \_\_\_\_\_ Immunization record, CPR Healthcare provider care, proof of medical insurance, verification of Health Insurance submitted to Sur Scan.

12. \_\_\_\_\_\_ DFW Hospital Orientation