



Odessa College

Department of Surgical Technology

Program Handbook

Fall 2019

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WELCOME TO THE School of Health Sciences

SURGICAL TECHNOLOGY PROGRAM

On behalf of the Faculty and staff of the department, we are pleased to welcome you to the Surgical Technology Program. We hope that you will have a gratifying, scholarly journey as a Surgical Technologist student here at Odessa College.

This handbook is a supplement to the College Catalog and general Odessa College (OC) student policies. It contains valuable information to facilitate your achievement of academic and professional excellence as a Surgical Technology student. OC on-line policies can be accessed at:

<https://www.odessa.edu/current-students/index.html>

This document information is subject to change .Changes will be published as they occur. This resource manual is accessible at the department home page

<https://www.odessa.edu/programs/Schools/HealthSciences/Surgical-Technology/index.html>

If you have questions or concerns, please do not hesitate to contact any of the surgical technology faculty or program director.

Good luck and once again welcome to this very special program.

Kristine Flickinger

Associate Professor Kristine Flickinger MAOM, RN, CNOR, CST

College Organizational

Students are encouraged to become familiar with the college organization if they require any assistance for instructional or support issues. For ease of navigation, your instructional representatives are as follows:

- Dr. Gregory D. Williams; President; gwilliams@odessa.edu
- Dr. Don Wood; Interim Vice President for Instruction; dwood@odessa.edu
- Nicole Hays; Interim Dean School of Health Sciences ; nhays@odessa.edu
- Ms. Kristine Flickinger; Surgical Technology Program Director; kflickinger@odessa.edu

Mission and Vision Statements

Odessa College Mission Statement

Odessa College leads the way in preparing its students and community for the future. The College offers exemplary courses, programs, and services to assist students in achieving their educational goals and becoming lifelong learners, community builders, and global citizens. Odessa College empowers its employees to model excellence in their service to students, colleagues, and community.

Surgical Technology Vision

The Odessa College Surgical Technology Program is committed to be a premier leader of innovative surgical technology education; empowering students to take ownership of their education.

Surgical Technology Goal (Mission Statement)

The mission of the Surgical Technology Program is to provide students with the opportunity to develop the skills and knowledge necessary to gain employment as entry-level surgical technologists and become contributing members of the health care team. This will be accomplished by (1) preparing competent graduates in the cognitive, psychomotor, and affective learning domains, and (2) meeting or exceeding the criteria set forth in the current CAAHEP Standards and Guidelines for the Accreditation of Educational Programs in Surgical Technology. The department is committed to preparing graduates to support societal and technological advancements, aligning with the college's mission to model excellence in service to the community.

Philosophy

The Surgical Technology Program at Odessa College functions as an integral part of the College. The role, the mission, and the purpose of Odessa College serve as the basis for the Surgical Technology Program. The Surgical Technology Program addresses the learner's role in society, in personal and professional growth and the delivery of patient-centered care through life-long learning.

The surgical technologist strives for excellence and demonstrates integrity by providing safe and ethical care to a diverse population of patients, as defined by religion, culture, or age. Surgical technology combines concepts from the biological, behavioral and social sciences with the goal being to provide compassionate and coordinated care based on respect for patient's preferences, values, and needs. The surgical technologist has an orientation towards service to people, and a capacity for calm and reasoned judgment in meeting emergencies.

The surgical technologist uses the concepts of patient centered care, evidenced-based practice, teamwork and collaboration, quality improvement, and patient safety. The faculty believes that students should assume personal responsibility for learning, while the faculty provides an environment which will facilitate learning. The faculty believes the learning process in surgical technology proceeds from the simple to the complex and that true learning will be manifested by observable and measurable behavioral changes. Upon completion of the clinical and academic requirements in the three learning domains (cognitive, psychomotor, and affective) the graduate of the Surgical Technology Program will have completed the program objectives and terminal competencies. It is the hope of the Surgical Technology Program that our graduates inevitably become effective educators for new students at their various places of employment.

Surgical Technology Program Details

Introduction

The Surgical Technology Program offers an Associate Degree in Applied Science. The curriculum includes selected science courses which provide the basis for in-depth consideration of both theory and clinical application of principles utilized in Surgical Technology.

Basic courses in the theoretical aspects of Surgical Technology encompass lecture, clinical and laboratory instruction. Throughout the program, students are provided with hands-on experience in cooperation with community hospitals under the direction of the program director, program faculty and clinical preceptors.

Surgical Technologists share equal responsibility with the faculty, physicians, residents, nurses, ancillary staff, surgeons, and others, in the welfare of the patient while working under the direct supervision of the surgeon. To this extent professionalism, personal appearance, and teamwork, are vital in providing for the patient the best possible manner; hard skills (technical) and soft skills (behavioral) will be emphasized throughout this program relative to the final expected outcomes for the patient and the role of the valued health care employee.

Discrimination Policy

The Odessa College Surgical Technology Program does not discriminate in regard to race, color, age, ethnic/national origin, religion/creed, gender/sex, marital status, veteran status, or disability.

Accreditation Status

Institutional: Odessa College is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools (SACSCOC) to award degrees and certificates. Contact the Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033-4097 or call 404-679-4500 for questions about the accreditation of Odessa College.

The surgical technology curriculum plan is approved by the Texas Higher Education Coordinating Board (THEBC). Contact the THECB at 1200 E. Anderson Lane, Austin, TX 78752 - P.O. Box 12788, Austin, TX 78711-2788 or call (512) 427-6101 for questions.

The Surgical Technology program is accredited by the Commission on Accreditation of Allied Health Education Programs (www.caahep.org) upon the recommendation of Accreditation Review committee for Surgical Technology and Surgical Assisting (ARC/STSA).

Commission on Accreditation of Allied Health Education Programs
25400 US Highway 19 North, Suite 158
Clearwater, FL 33763

Advising

Pathway

In our thriving west Texas economy, connections and engagement are more important than ever before. Pathway was designed to provide a framework for meaningful connections and engagement between students, their success coach and a faculty mentor. It is student centered and completion focused, and provides students with clear, coherent pathways, with high expectations and wrap around support. Pathway has shifted the advising paradigm from triage and procrastination to deliberate and intentional interactions, and has established a support system that is accountable for performance and success – a group of three committed to providing *and* finding the right support at the right time.

AAS Degree Plan Surgical Technology

| Year | Sem. | Rubric | Course Title | SCH | Lec | Lab | Clinic |
|-----------------|------------|-----------|--|-----|-----|-----|---------|
| 1 st | Term1 | BIOL 2401 | Anatomy & Physiology I | 4 | 3 | 3 | 0 |
| 1 st | Term 1 | PSYC 2314 | Lifespan Growth and Development | 3 | 3 | 0 | 0 |
| 1 st | Term 1 | MATH 1342 | Elementary Statistical Methods | 3 | 3 | 0 | 0 |
| 1 st | Term 2 | BIOL 2402 | Anatomy & Physiology II | 4 | 3 | 3 | 0 |
| 1 st | Term 2 | HPRS 1106 | Essentials of Medical Terminology | 1 | 1 | 0 | 0 |
| 1 st | Term 2 | SPCH 1318 | Interpersonal Communications | 3 | 3 | | 0 |
| 1 st | Term 3 | SRGT 1505 | Introduction to Surgical Technology | 5 | 4 | 3 | 0 |
| 1 st | Term 3 | SRGT 1244 | Technological Sciences for the surgical Technologist | 2 | 2 | 0 | 0 |
| 1 st | Term 3 | PHED 1164 | Fitness and Health Wellness | 0 | 3 | 0 | 0 |
| 1 st | Term 4 | SRGT 1509 | Fundamental of Perioperative Concepts and Techniques | 5 | 4 | 3 | 0 |
| 1 st | Term 4 | SRT 1260 | Clinics I | 2 | 0 | 0 | 16/week |
| 2 nd | Term 5 | ENGL 1301 | Composition I | 3 | 3 | 0 | 0 |
| 2 nd | Term 5 | SRGT 1541 | Surgical Procedures I | 5 | 4 | 3 | 0 |
| 2 nd | Term 5 | SRGT 1560 | Clinics II | 5 | | | 24/week |
| 2 nd | Term 6 | SRGT 1541 | Surgical Procedures I continues | 5 | 4 | 3 | 0 |
| 2 nd | Term 6 | SRGT 1560 | Clinics II continues | 5 | | | 24/week |
| 2 nd | Term 6 | HUMA 2319 | American Minority Studies | 3 | 3 | 0 | 0 |
| 2 nd | Term 7 & 8 | SRGT 1542 | Surgical Procedures II | 5 | 5 | 0 | 0 |
| 2 nd | Term 7 & 8 | SRGT 2130 | Professional Readiness | 1 | 1 | 0 | 0 |
| 2 nd | Term 7 & 8 | SRGT 2563 | Clinics III | 5 | 0 | 0 | 24/wk |
| Total | | | | 60 | | | |

Pre-Admissions Meeting

Pre-admission meetings can be scheduled prior to each deadline for application to the Surgical Technology Program. The pre-admission meeting is highly recommended to inform prospective applicants about the program and answer questions or concerns of the applicants. During the meeting the following information will be shared:

- Question/Answer session on Admission Requirements/Process/Competitive ranking

- Program Content for required Surgical Technology Orientation Meeting
- Master Curriculum Plan for Program
- Criteria for progression as related to academic courses
- Clinical Facilities utilized (travel involved)
- Criminal background check and substance abuse testing as required by clinical agencies
- Health requirements
- CPR requirements
- Blood Borne Pathogen/HIPPA requirements
- Notification of acceptance process
- Uniforms

Admissions

Applicants for competitive entry programs must satisfy minimum criteria in order to be eligible for ranking. Ranking points are obtained from the most recent Texas Success Initiative (TSI), GPA and interview. Official TSI assessment scores are valid for five (5) years and only the most recent test score will be used. Official TSI Assessment scores must contain all four (4) subject areas (Essay, Reading, Math and Writing).

General Requirements

Applicants for Competitive Entry Programs in School of Health Sciences must satisfy minimum criteria in order to be eligible for consideration of ranking.

Surgical Technology applicants are required to meet all the following:

- **Enrolled at Odessa College** as a Credit Student
- **TSIA compliant**
- **Minimum cumulative GPA of 2.5 is required** which will be based on prior general education courses accepted for the Surgical Technology Program plan of study or High School GPA if applicable.
- Must have a **High School Diploma** or other OC approved equivalent per catalog.
- Must have taken the following courses earning a C or better or be enrolled in the courses at the time of application to the program. If you are enrolled in the courses they must be completed prior to enrollment in the first SRGT course with a C or better.
 - BIOL 2401 Anatomy and Physiology
 - MATH 1342 Elementary Statistical Methods
 - PSYC 2314 Lifespan Growth and Development
 - BIOL 2402 Anatomy and Physiology II
 - HPRS 1106 Essentials of Medical Terminology
 - SPCH 1318 Interpersonal Communication

Completed Program Specific materials should be brought in person to:

Odessa College Surgical Technology Program Director
201 West University Boulevard
Odessa, TX 79764
Health Science Building (HSB) 100D
432-335-6459

Assessment Thresholds

Minimum required TSI Assessment scores for Surgical Technology Program:

Essay (PTSE) 5
Reading (PTSR) 351
Math (PTSM) 350

- Writing
- Writing Multiple Choice Score =>340 AND essay score =>4, OR
- Writing Multiple Choice Score <340 AND an ABE Diagnostic level =>4, AND an essay score =>5

Ranking Protocols

The ranking GPA is calculated based on the following courses:

BIOL 2401 Anatomy & Physiology I (Maximum of two attempts allowed)
BIOL 2402 Anatomy & Physiology II (Maximum of two attempts allowed)
HPRS 1106 Essentials of Medical Terminology
MATH 1342 Elementary Statistical Methods
PSYC 2314 Lifespan Growth and Development
SPCH 1318 Interpersonal Communications
ENGL 1301 English Composition
KINE 1164 Introduction to Physical Fitness and Sport
HUMA Choice of 1 course (HUMA 1301, 1305, 2319 or PHIL 1301)

Deadlines for Completing Specialized Admissions Requirements

Application will be taken between May 1 and June 1. Deadline for the Fall Semester is June 1st at the close of business, CST.

Pre-program Specific Requirements

Applicants for competitive programs must also meet all pre-program specific requirements prior to qualifying for ranking. The following is required for all applicants:

Complete a School of Health Sciences Orientation (in person or on-line)

- Must file a degree plan with designated Success Coach.
- Current American Heart Association CPR for the Healthcare Provider, must include AED.
- Completed current Physical Exam
- Completed Essential Performance/Technical Standards for admission and progression form
- Meet current immunization requirements.

- Completed Hepatitis B vaccination series of 3 and Titer (can take 4-6 months to complete) if a student has started the Hepatitis B series by ranking deadline June 1st, he or she may be cleared for ranking or registration with the understanding that the series must be completed in a timely manner prior to starting clinical courses. Documentation of starting the series must be on file.
 - 2 step Tuberculosis Screening prior to testing annually, or chest x-rays and questionnaire if TB testing positive (annual).
 - 2 doses – Measles, Mumps, and Rubella (MMR) and/or Titer
 - 2 doses Varicella Vaccination and/or Titer
 - Tetanus/Diphtheria and Pertussis (Tdap) within the past 10 years
 - Influenza Vaccination annually (Not required for application but during the first semester when the serum is available prior to September 15.)
 - Meningitis or booster (Effective January 1, 2012, a Bacterial meningitis is required for all entering students under the age of 22. The term entering students includes new students to OC, transfer students, and returning students, Students must provide proof of an initial meningitis immunization or booster.
 - Provide proof of health insurance, which must be maintained throughout the program.
 - Complete the following courses with a C or better:**
 - BIOL 2401 Anatomy & Physiology I (Maximum of two attempts allowed)
 - BIOL 2402 Anatomy & Physiology II (Maximum of two attempts allowed)
 - HPRS 1106 Essentials of Medical Terminology
 - MATH 1342 Elementary Statistical Methods
 - PSYC 2314 Lifespan Growth and Development
 - SPCH 1318 Interpersonal Communications
- ** You may be enrolled in any of the above courses when you submit the application. Final grade for the course must be available for calculation of points, this includes courses being taken at other institution and transcript evaluation completed by the registrar office.

Additional Information

- Program Start Dates: Fall
- Maximum Students Admitted: 10 students
- A student has three years to complete the Associate Degree in Surgical Technology after official enrollment in the first Surgical Technology course.
- Students will be expected to pay the fees that are associated with TSI Assessment testing.

Post Admissions Requirements

Students are responsible for the following requirements **AFTER** accepting a seat in the program:

- **PROGRAM ORIENTATION:** one day **in person** orientation.
- **CLINICAL ORIENTATION:** as required by director of assigned facility
- **HIPAA TRAINING:** **HIPAA Access Online as required by the clinical facility.**
- **SUPPLIES:** Uniforms, Specialized Equipment, Lab Supplies **and** Liability Insurance required for clinical.

Point Ranking System

As part of the admission criteria, the point values for all Surgical Technology applicants will be totaled. A rank ordered list of Surgical Technology applicants by point total will be developed. The applicants with the highest number of points will be admitted into the Surgical Technology program each year until all available spots are filled.

Alternates: Three alternates will be accepted.

Ties: Application packets will be time/date stamped and if a Point Tie occurs, applicants will be accepted based on first come basis.

Points are calculated based upon the following criteria:

Grade Point Average (GPA):

The GPA will be taken from the **High School Transcript unless the student has completed 12 college credit hours with at least 4 being in the Math/Science area.** The cumulative grade point average of 2.5 (4.0 system) will be based on the general education courses completed within the Surgical Technology Program plan of study only.

| GPA | Points Awarded |
|------------|----------------|
| 3.7 - 4.0 | 20 |
| 3.5 - 3.69 | 18 |
| 3.3 - 3.49 | 16 |
| 3.1 - 3.29 | 14 |
| 2.9 - 3.09 | 12 |
| 2.7 - 2.89 | 10 |
| 2.5 - 2.69 | 8 |
| ≤ 2.49 | 0 |

Students requesting admission with fewer than 12 semester credit hours of college level work, or presenting a high school GPA for consideration, will have points awarded as follows:

| GPA | Points Awarded |
|------------|----------------|
| 3.7 - 4.0 | 18 |
| 3.5 - 3.69 | 16 |
| 3.3 - 3.49 | 14 |
| 3.1 - 3.29 | 12 |
| 2.9 - 3.09 | 10 |
| 2.7 - 2.89 | 8 |
| 2.5 - 2.69 | 6 |
| ≤ 2.49 | 0 |

TSI: exempt based on SAT, ACT, or STAR they will receive the highest number of points; if remedial course was required to be taken the following points will be awarded: A= 6 points, B= 4 points and C= 2 points.

| SCORE | Points Awarded (Reading) |
|----------|--------------------------|
| 370-380 | 8 |
| 360- 369 | 6 |
| 350-359 | 4 |
| 340-349 | 2 |
| SCORE | Points Awarded (Math) |
| 380-390 | 8 |
| 370- 379 | 6 |
| 360- 369 | 4 |
| 350-359 | 2 |
| SCORE | Points Awarded (Writing) |
| 7 | 8 |
| 6 | 6 |
| 5 | 4 |
| 4 | 2 |

Math/Science GPA

GPA of all Math/Science courses added together (A=4.0, B=3, C=2) that fulfill the degree requirements for the surgical technology program. Math/Science credit hours x math/Science GPA.

| Credit hours x GPA | Points awarded |
|--------------------|----------------|
| 57-60 | 26 |
| 52-56 | 24 |
| 47-51 | 22 |
| 42-46 | 20 |
| 37-41 | 18 |
| 32-36 | 16 |
| 26-31 | 14 |
| 21-25 | 12 |
| 16-20 | 10 |

Example BIOL 2401 4 credit hours x (A) 4.0 = 16
BIOL 2402 4 credit hours x (A) 4.0 = 16
MATH 1342 3 credits x (A) 4.0=12
11 x 4 = 44 this student would earn 20 points
BIOL 2401 4 credit hours x (B) 4.0 = 12
BIOL 2402 4 credit hours x (C) 8.0 = 8
8 x 2.5 = 20 this student would earn 10 points

Interview Process:

20 points

BACKGROUND CHECK AND SUBSTANCE ABUSE SCREENING: will be required for the top 10 applicants and 3 alternates prior to final acceptance into the program.

Students will be informed of their final acceptance following the receipt of the background and substance abuse screening results.

This document is for informational purpose only and is not to be construed as a binding offer or contract between the College and the student. This document was revised September 11, 2019 , and is subject to change without prior notice. This document is intended to be used with the College Catalog and Surgical Technology Department Handbook which provide complete information on courses as well as College regulations and procedures.

Odessa College does not discriminate on the basis of race, color, national origin, religion, gender, age, disability, veteran status, sexual orientation or gender identity.

Essential Performance Standards for Admission and Progression

Surgical Technology is a practice discipline with cognitive, sensory, affective and psychomotor performance requirements. Patient safety is dependent on the student's ability to meet the following Essential Performance Standards. These standards are a part of each course. It is important that every applicant meet these standards to be able to engage in learning activities that will not endanger students, faculty or patients.

| Issue | Standard | Example of Activities |
|-------------------|---|--|
| Critical Thinking | Critical thinking ability sufficient for clinical judgment. | Identify cause-effect relationships in clinical situations (recognize, report, and correct unsafe practice by self or other team members), analyze and develop a plan of activity within an allotted time frame. |
| Communication | Communication abilities sufficient for accurate and efficient interpretation and communication in English, both verbal and written for interaction with others. | Explain procedures, responding to health care provider orders, write legibly and correctly. Computerization access skills. |
| Interpersonal | Interpersonal abilities sufficient to interact with individuals, families and groups from a variety of social, emotional, cultural, religious and intellectual backgrounds. | Establish rapport with patients, families, peers and health team members. Perform effectively under stress, remain calm and alert. Advocate for the patient's safety, legal and moral rights. Follow orders and directions as instructed, regardless of the manner in which it was delivered. Handle constructive criticism with a positive and professional attitude. Be honest and ethical. |
| Mobility | Physical abilities sufficient to move from room to room, maneuver in small spaces, navigate stairwells and bending to retrieve items. | Lifting (at least 30 lbs.), positioning and transporting patients. Moving efficiently to meet the needs of the patient and surgical team. Participate in care in emergency and nonemergency situations. Have full manual dexterity of the upper extremities, including the neck and shoulders, unrestricted movement of both lower extremities, back and hips and have the ability to touch the floor and to be able to sit, bend, reach, walk and stand for most of the work day. Hold uncomfortable positions for extended periods of time. Effective strategies for controlling bodily functions such as sweat and urination. |
| Motor Skills | Gross and fine motor abilities sufficient to provide safe, effective and skilled care. | Calibrate and use equipment, manipulating surgical instruments, sutures, and needles, assembly of power equipment. Operating equipment and devices in emergency situations. |
| Hearing | Auditory ability sufficient to monitor and assess the needs of the surgical team. | React/respond to signals, alarms and other displays indicating immediate needs, Hear team member communication through the surgical mask. |
| Visual | Visual ability sufficient for observation and assessment of the needs of the surgical team. | Observe pertinent data in the surgical environment that indicate activity for patient safety. Distinguish signs and indicators determining sterility and expiration dates. |
| Tactile | Tactile ability sufficient for participating in fine skills required on the surgical field. | Perform required skills for participation on the surgical field including manipulation of surgical needles, assembling complicated equipment. |

Technical Standards Form

All students completing the Surgical Technology Program must be able to successfully demonstrate the ability to perform all Essential Performance Standards. Determination is made on an individual basis as to whether or not necessary accommodations or modifications can be made reasonable while assuring patient safety.

Non-academic requirements that students must meet to successfully complete the program competencies are published so the student can review and assess their ability to meet them. Students are encouraged to make known any special needs requiring accommodations that would assist them in meeting the technical standards that are required to meet the Essential Performance Standards. A signed copy is kept in the student's file for the duration of the student's participation in the Surgical Technology Program.

Physical Requirements: The position of student Surgical Technologist requires the ability to lift at least 30 lbs. prolonged periods of standing, frequent bending, reaching, twisting, occasional sitting, and exposure to changes in temperature, humidity and fumes. Use of both hands for power grip, speed and precision work and use of both feet.

- I am capable of meeting these standards.
- I am not capable of meeting these requirements.
- I am capable of meeting these requirements with the following accommodations:

Data Conception: requires the ability to gather, collate or classify information about data, people or objects. Reporting and/or carrying out a prescribed action in relation to the information is frequently involved.

- I am capable of meeting these standards.
- I am not capable of meeting these requirements.
- I am capable of meeting these requirements with the following accommodations:

Color Discrimination: requires the ability to differentiate colors and shades of color.

- I am capable of meeting these standards.
- I am not capable of meeting these requirements.
- I am capable of meeting these requirements with the following accommodations:

Manual Dexterity/Motor Coordination: requires the ability to use extremities, tools or special devices to work, move, guide or place objects or materials. Hand/eye/foot coordination is mandatory for selection of appropriate tool, object, or materials.

- I am capable of meeting these standards.
- I am not capable of meeting these requirements.
- I am capable of meeting these requirements with the following accommodations:

Interpersonal communication: requires talking with and/or signaling people to convey or exchange information, includes giving assignments and/or directions to peers.

- I am capable of meeting these standards.
- I am not capable of meeting these requirements.
- I am capable of meeting these requirements with the following accommodations:

Physical Communication: requires the ability to speak and hear (express self by spoken words and perceive sounds by ear).

- I am capable of meeting these standards.
- I am not capable of meeting these requirements.
- I am capable of meeting these requirements with the following accommodations:

Reasoning Development: requires ability to apply principles of logical or scientific thinking to define problems, collect data, establish facts, and draw valid conclusions. Interpret an extensive variety of technical instructions in mathematical or diagrammatic form. Deal with several abstract and concrete variables.

- I am capable of meeting these standards.
- I am not capable of meeting these requirements.
- I am capable of meeting these requirements with the following accommodations:

Language Development: requires ability to read and understand complex information from scientific and/or technical journal, papers, etc. The ability to communicate the same types of complex information and data through speech and in writing using proper format, punctuation, spelling, grammar and using all parts of speech.

- I am capable of meeting these standards.
- I am not capable of meeting these requirements.
- I am capable of meeting these requirements with the following accommodations:

Numerical Ability: requires the ability to determine time, weight and to perform practical applications of fractions, percentages, ratio and proportion as well as basic addition, subtraction, multiplication, and division operations.

- I am capable of meeting these standards.
- I am not capable of meeting these requirements.
- I am capable of meeting these requirements with the following accommodations:

Form/Spatial Ability: requires the ability to inspect dimensions of items and to visually read information and data.

- I am capable of meeting these standards.
- I am not capable of meeting these requirements.
- I am capable of meeting these requirements with the following accommodations:

Personal Temperament: requires the ability to deal effectively with stress produced by the work environment and maintaining a calm and efficient manner during any situation with patients, visitors, staff and peers even ones that may be of critical or emergency.

- I am capable of meeting these standards.
- I am not capable of meeting these requirements.
- I am capable of meeting these requirements with the following accommodations:

Physical Exam: requires the submission of a complete health form with current immunization status and negative titers and screens as required per form.

- I am capable of meeting these standards.
- I am not capable of meeting these requirements.
- I am capable of meeting these requirements with the following accommodations:

CPR: requires the submission of documentation representing completion of Current CPR (American Heart Association) Certification at the Healthcare Provider level, must include AED.

- I am capable of meeting these standards.
- I am not capable of meeting these requirements.
- I am capable of meeting these requirements with the following accommodations:

Physical Restriction: An individual is constantly exposed to various forms of latex in the operating room setting. Known and/or developed latex allergy may result in a potential life-threatening situation.

- I am aware of this physical restriction

Health Policy Specific to Surgical Technology

Students must have submitted proper documentation of all required health information or provide a documented statement of medical/religious health information or provide a documented statement of medical/religious exemption at the time of application.

Students enrolled in the Surgical Technology Program are instructed in the proper safety precautions regarding Occupational Safety and Health Administration (OSHA) regulations and “Standard Precautions”. The clinical sites provide all necessary scrub and surgical attire. The student will provide scrubs for the laboratory setting along with eye protection. Proper eye protection is mandatory at all times of potential exposure to contamination with body fluids or chemicals. Students failing to comply will be relieved of duty until compliance is assured.

Students are instructed in the proper safety precautions regarding surgical procedures using lasers and x-ray. The clinical site provides the necessary laser specific goggles and masks for student as well as x-ray protection devices.

Pregnancy:

Any student who is pregnant at the time of registration or who becomes pregnant during the course of study must provide a written statement to the Program Director from her physician stating that she is physically able to participate in classroom and clinical experience **without restriction.** Students enrolled in the Surgical Technology Program are instructed in proper safety precautions and personnel monitoring prior to being admitted to any area where x-rays are being taken and bone cement is used. Students are required to comply with all safety precautions and the importance of keeping exposure to x-rays as low as possible through a combination of time, distance, and shielding.

Seizure Disorder:

Any student with a seizure disorder must present medical certification, from the attending physician, of being seizure free for one year.

Injury or Incident at Clinical Agency

If an incident/injury occurs at the Clinical site students must report it to the instructor and appropriate hospital personnel immediately. **Please follow the individual policies of each clinical site affiliate.**

Absent due to illness:

Any student who has been treated, hospitalized or absent due to pregnancy, surgery, injury, serious physical and mental illness or emotional disorders must present medical documentation of:

- Ability to participate **without restriction** in classroom, college laboratories and clinical areas.
- Adequate physical, mental and/or emotional ability to continue in the program of study
- Medical clearance forms must be submitted to the Program Director prior to returning to the classroom, laboratory or clinical setting.

Any student who, because of medical restriction, is unable to meet program objectives will be required to withdraw from the respective program.

Academic Policies

Re-admission Policy

A re-admission applicant is defined as an individual who withdrew or was dismissed from his/her most recently enrolled Surgical Technology Program and is seeking admission to the Surgical Technology Program at Odessa College. Re-admission is limited to one time.

Re-admission applicants are considered separately and on an individual basis. Applicants seeking readmission will be considered on clinical space availability and at the discretion of the Program Director each semester. Any former student from Odessa College or any other Surgical Technology Program desiring re-admission to the Odessa College program must complete the following items that will be used in consideration of their re-admission application:

- Meet the current admission requirements and procedures required of all Surgical Technology Program applicants by the designated date.
- Submit a detailed, professionally written letter with their application to the Surgical Technology Program Director stating:
 - The reasons for previous withdrawal or dismissal from the program
 - The reasons he/she desires to be re-admitted.
 - The circumstances that have changed to indicate that the applicant would successfully complete his/her Surgical Technology education at this time.
- Attend a conference with the Program Director
- Demonstrate competency of certain knowledge, skills, and medication calculations appropriate for the point of re-entry to the program.

Transfer of credit

Any individual desiring to transfer to the Surgical Technology Program must:

- Follow the same procedure required by the College for all transfer students as outlined in the College Catalog.
- Meet the same admission criteria required of all Surgical Technology students.
- Request the following items from his/her former school and have them mailed to the Program Director:
 - Course outlines of those courses for which one is seeking to receive transfer credit
 - Scores from any standardized tests taken at former schools
 - Letter of recommendation from clinical instructor who most recently supervised applicant.
- **Have been enrolled in a CAAHEP accredited Surgical Technology Program within one year immediately preceding transfer to Odessa College's Surgical Technology Program.**

Transfer credit for Surgical Technology courses is granted only in the following instances:

- Space available to accommodate the applicant.
- The Program Director for Surgical Technology Program, in consultation with the appropriate faculty, recommends acceptance of the specific Surgical Technology course(s).
- Final course grade in any required course(s) is C or better

<https://www.odessa.edu/current-students/index.html>

Surgical Technology Mission/Goal

The mission of the Surgical Technology Program is to provide students with the opportunity to develop the skills and knowledge necessary to gain employment as entry-level surgical technologists and become contributing members of the health care team. This will be accomplished by (1) preparing competent graduates in the cognitive, psychomotor, and affective learning domains, and (2) meeting or exceeding the criteria set forth in the current CAAHEP Standards and Guidelines for the Accreditation of Educational Programs in Surgical Technology. The department is committed to preparing graduates to support societal and technological advancements, aligning with the college's mission to model excellence in service to the community.

Program Student Learning Outcomes

1. Upon completion of this program students will develop effective interpretation and expression of ideas through written and oral communication the operating room. (Affective)
2. Upon completion of this program students will employ critical thinking skills in their identification of variations and analysis of information and/or equipment during surgical procedures. (Psychomotor and Cognitive)
3. Upon completion of this program, students will be able to demonstrate the ability to perform the role of first scrub on all basic general and specialty surgical cases as defined by the Association of Surgical technologist (AST). (Psychomotor and Cognitive)
4. Upon completion of this program, students will be able to demonstrate application of principles of asepsis in a knowledgeable manner that provides for optimal patient care in the operating room. (Psychomotor)
5. Upon completion of the program, students will be able to demonstrate global patient care by monitoring the surgical environment along with other team members. (Affective, Psychomotor and Cognitive)

Program Goals

Cognitive Learning Domain

The graduate Surgical Technologist will:

1. Become an integral part of a surgical team providing care to the patient undergoing surgical intervention.
2. Identify the structures and functions of the human body and commonly found pathologies.
3. Recognize the value of continued professional and personal growth by participating in education and professional activities and the sharing of knowledge with colleagues.
4. Evaluate own performance by identifying strengths and limitations using standards of the profession.
5. Master and complete specific performance objectives and competencies in the academic/lab/clinical areas as so stated in the Core Curriculum for Surgical Technology 6th edition.
6. Apply for and take the National Certification examination when eligible.

Psychomotor Learning Domain

The graduate Surgical Technologist will:

1. Apply the scientific principles of aseptic technique.
2. Recognize breaks in aseptic technique and take immediate corrective action.
3. Demonstrate practice that reflects the development of a surgical conscience.
4. Participate in the preparation and sterilization of supplies and equipment used in surgery.
5. Participate in the preoperative preparation for a surgical procedure.
6. Function in the "First Scrub role" on basic and specialty surgical procedures as required in the Core Curriculum 6th edition.
7. Assist with circulating duties.
8. Identify potential and existing safety hazards in the operating room environment.
9. Complete all clinical laboratory required written assignments by due date with a minimum grade of 75%.
10. Attain an average grade of 90% or better on the lab practical exams.
11. Complete mandatory student experience records using correct terminology and accurate spelling.
12. Maintain a grade of C or better in all Surgical Technology course, Anatomy and Physiology coursework and Microbiology courses.
13. Actively participate in the evaluation process, including self-evaluation.
14. Prepare and handle drugs and solutions properly with concern for legalities, under the supervision of a Registered Nurse.
15. Apply effective communication skills to a given situation.

Affective Learning Domain

The graduate Surgical Technologist will:

1. Demonstrate dependability and integrity.
2. Display an attitude of empathy and respect for the patient and co-workers.
3. Carry out Surgical Technologist duties calmly and efficiently in a stressful environment.
4. Utilize a variety of methods to facilitate personal and professional growth.
5. Functions as a surgical technologist throughout a surgical procedure, using an efficient routine, adhering to hospital policy.
6. Recognize the uniqueness of patients when providing surgical care.
7. Utilize critical thinking when providing care to achieve established goals.
8. Demonstrate accountability in their practice based on current knowledge in the field of surgery.

Assessing Program Student Learning Outcomes and Goals

The assessment process is continuous at Odessa College. The process is both formal and informal. Communication lines are open with the Executive Director for Institutional Effectiveness, Curriculum and Articulation Specialist and the Associate Dean of Teaching and Learning. The didactic and lab setting tends to appear to be focused on cognitive and psychomotor learning domains, however the affective domain is dealt with in the lab and clinical setting to help students learn soft skills. Below are some of the ways we assess our program goals and outcomes.

1. Advisory Board Meetings: Two (2) meetings per year. We ask for input regarding the following:
 - Evaluating the goals and objectives of the program curriculum
 - Establishing workplace competencies for the Surgical Technologist
 - Suggestions for program revisions
 - Adequacy of existing college facilities and equipment
 - Identifying local business and industry leaders who will provide students with external learning experiences and employment.
 - Assistance in promoting and publicizing the program to the community and healthcare facilities.

- The needs of students from special populations.
- Constructive feedback relative to student performance

We greatly value and appreciate the input we receive from our advisory board.

2. Staff/Faculty Meetings: Three (3) meeting per year. Assessment of students and us occur at these meetings. We assess how we are meeting the program goals and outcomes; what we might do different to improve our outcomes and better prepare the students; student progress is also reviewed at these meetings.
3. Mock Clinical Setting: In the lab we can witness student's hands-on progress to determine in which areas more time may be needed and/or the number of open labs that might benefit any and all students.
4. Classroom: the AVID strategies and assessment tools we utilize in the classroom provided feedback relative to student's progress for achieving the expected goals and outcomes of the entire program.
5. Clinical Setting: written feedback from preceptors, direct observation by clinical faculty and individual conferences aid in determining how students are progressing at meeting the scrub case requirements.
6. Survey Results: Graduate and employer surveys provide valuable information utilized to assess our goals and outcomes.
7. Outcomes Assessment Exam (OAE): All potential graduates will take the web-based NBSTSA CST exam on campus prior to earning a grade in SRGT 2130. This will be utilized as a direct measure for our program goals and outcomes.

Should deficiencies arise in any area we will utilize the following plan of action:

1. Meet with faculty for assessment of the particular situation. The objective for the meeting will be to determine where the deficiency occurred and to address the how best to correct it.
2. Take the information discussed by the faculty to the Advisory Committee for input. Investigate with the members alternatives to achieve a better outcome for all stakeholders.
3. Implementation of the new strategy in the next cohort and evaluation of the results to meet the program goals and outcomes.

Estimated Surgical Technology Program Expenses

| Associate in Surgical Technology | | | | | | | | | | |
|----------------------------------|--------------|------------------|-----------------|-----------------------------|-------------------|--------------------------|--------------|----------------------------|-----------------|----------------------------------|
| Course | SEM HRS | \$108 Tuition | \$23 Fees | Total Tuit & Gen Fees | 1st Class Free | Acad Progress Disc | Lab | Liability Insuranc e | Course Fee | Total Cost Excluding Books |
| BIOL 2401 | 4 | 432 | 92 | \$ 524 | | | 25 | | | \$ 549.00 |
| MATH 1342 | 3 | 324 | 69 | \$ 393 | \$ (393) | | | | 20 | \$ 20.00 |
| BIOL 2402 | 4 | 432 | 92 | \$ 524 | | | 25 | | | \$ 549.00 |
| PSYC 2314 | 3 | 324 | 69 | \$ 393 | | | | | 20 | \$ 413.00 |
| HRPS 1106 | 1 | 108 | 23 | \$ 131 | | | | | | \$ 131.00 |
| BIOL 2421 | 4 | 432 | 92 | \$ 524 | | | 25 | | | \$ 549.00 |
| SRGT 1505 | 5 | 540 | 115 | \$ 655 | | | | | 125 | \$ 780.00 |
| SRGT 1509 | 5 | 540 | 115 | \$ 655 | | | | | 282 | \$ 937.00 |
| SRGT 2130 | 1 | 108 | 23 | \$ 131 | | | | | | \$ 131.00 |
| SRGT 1260 | 2 | 216 | 46 | \$ 262 | | (26.20) | | 8 | | \$ 243.80 |
| SPCH 1318 | 3 | 324 | 69 | \$ 393 | | (39.30) | | | | \$ 353.70 |
| SRGT 1541 | 5 | 540 | 115 | \$ 655 | | (65.50) | | | 285 | \$ 874.50 |
| SRGT 1560 | 5 | 540 | 115 | \$ 655 | | (65.50) | | 8 | | \$ 597.50 |
| ENGL 1301 | 3 | 324 | 69 | \$ 393 | | (78.60) | 15 | | | \$ 329.40 |
| SRGT 1542 | 5 | 540 | 115 | \$ 655 | | (131.00) | | | | \$ 524.00 |
| SRGT 2463 | 4 | 432 | 92 | \$ 524 | | (104.80) | | 8 | | \$ 427.20 |
| HUMA 1301 | 3 | 324 | 69 | \$ 393 | | (78.60) | | | | \$ 314.40 |
| Total | 60.00 | 6,480.00 | 1,380.00 | 7,860.00 | (393.00) | (589.50) | 90.00 | 24.00 | 732.00 | \$ 7,723.50 |
| | | | | | | | | | per seme | \$ 1,930.88 |

The detailed expenses outlined below are an estimate of those you can expect to pay while in the Surgical Technology program:

| Items | 1 st semester | 2 nd semester | 3 rd semester | Gen. Ed. | Total |
|---|--------------------------|--------------------------|--------------------------|----------|--------|
| Textbooks | 600.00 | 100.00 | | varies | 700.00 |
| Uniforms(scrubs, shoes, and eye protection) | 100.00 | | | | 100.00 |
| Radiation Badge Fee | | | | | 0 |
| Liability Insurance | 8.00 | 8.00 | 8.00 | | 24.00 |
| Criminal Background Check | 45.00 | | | | 45.00 |
| Substance abuse screening | 90.00 | 45.00 | 45.00 | | 180.00 |
| CPR certification | 40.00 | | | | 40.00 |
| Gold Bundle AST | | | 297.00 | | 297.00 |
| Lab Fees | 250.00 | 297.00 | 170.00 | varies | 717.00 |
| Physical | varies | | | | varies |
| Professional Pin | | | 92.00 | | 92.00 |
| Transportation | varies | varies | varies | | varies |
| Parking Fees/ID | | | | | 0 |

Payment Policies

<https://www.odessa.edu/future-students/Tuition-and-Fees-and-Payment-Deadlines/index.html>

Sequence of Courses

All courses required in the Surgical Technology Program must be taken in the sequence outlined in the curriculum. General education courses may be taken prior to enrollment in the Surgical Technology courses. In order to progress to the next semester's course, the student must successfully complete (1) each Surgical Technology course with a final grade of 75 or better, (2) each general education course with a final letter grade of "C" or better, and (3) must maintain a minimum cumulative grade point average (GPA) of 2.5 each semester.

Courses with the rubric SRGT will require an average of 75% on all tests and the final exam for the letter grade earned to be awarded. Any student who earns less than 75% on any test will be required to attend mandatory remediation and tutoring within 48 hours of test results being shared and prior to the next test.

Grading System for Surgical Technology Course

The following grading system will be used for all courses with the rubric of SRGT:

| | |
|----------|---------|
| A | 100-93 |
| B | 92-84 |
| C | 83-75 |
| D | 74.99-0 |

Clinical Evaluation

For each Surgical Technology course with a clinical component, a specific clinical competency evaluation form has been developed. Each student will receive a copy of the evaluation form as part of the course syllabus or prior to his/her first clinical assignment. It is the student's responsibility to read the evaluation form. If any part of the evaluation form is unclear, the student should seek clarification from the Clinical Instructor. The clinical evaluation forms will be reviewed by the student as well as the Clinical Instructor at the midterm of the semester's clinical experience and at the end of the semester's clinical experience.

Criteria for Satisfactory Clinical Performance is based on:

- Successful completion of all clinical objectives and competencies.
- Adherence to Code for Professional Conduct.
- Adherence to policies of the Surgical Technology Program.
- Completion of case load requirements (120 cases minimum)

Criteria for Unsatisfactory Clinical Performance is based on:

- Failure to complete all clinical objectives and competencies.
- Failure to comply with attendance and punctuality policies.
- Failure to comply with the policies and procedures for the Surgical Technology Program.
- Inability to make adult decisions and demonstrate emotional maturity.
- Need for frequent and continuous direct guidance and detailed instructions to prevent mishap or error in carrying out duties of a Surgical Technology student described in the competencies.
- Failure to compete and submit all written work on the assigned dates.
- Failure to demonstrate safe practice in the Operating Room environment.
- The student's performance indicates continued lack of required preparation.
- Failure to demonstrate improvement to a satisfactory level in identified areas of clinical performance commensurate with level of preparation and performance.

Surgical Rotation Case Requirements

As adopted from the *Core Curriculum for Surgical Technologists, 6th ed.*

| Surgical Specialty | Total # of Cases Required | Minimum # of First Scrub Cases Required | Additional first or second scrub role cases that can be applied towards minimum of 120 |
|--|----------------------------------|--|---|
| General Surgery | 30 ² | 20 ² | 10 ² |
| Surgical specialties: <ul style="list-style-type: none"> ▪ Cardiothoracic ▪ ENT ▪ Eye ▪ GU ▪ Neuro ▪ OB-GYN ▪ Oral/Maxillofacial ▪ Orthopedics ▪ Peripheral vascular ▪ Plastics ▪ Procurement/Transplant | 90 ³ | 60 ³ | 30 ³ |
| Optional: Diagnostic Endoscopy <ul style="list-style-type: none"> ▪ Bronchoscopy ▪ Colonoscopy ▪ Cystoscopy ▪ EGD ▪ ERCP ▪ Esophagoscopy ▪ Laryngoscopy ▪ Panendoscopy ▪ Sinoscopy ▪ Ureteroscopy | | | 10 diagnostic endoscopy cases may be applied toward the second scrub cases. |
| Optional: Labor & Delivery | | | 5 vaginal delivery cases may be applied toward the second scrub cases. |
| Totals | 120 ^{1, 2} | 80 | 40 |

1. The total number of cases the student must complete is 120.
2. Students are required to complete 30 cases in General Surgery. Twenty of the cases must be in the First Scrub role. The remaining 10 cases may be performed in either the First or Second Scrub Role.
3. Students are required to complete 90 cases in various surgical specialties, sixty of the cases must be in the First Scrub Role and evenly distributed between a minimum of 4 surgical specialties. Each specialty must have a minimum of 10 cases. The additional 30 cases in the First Scrub Role or Second Scrub Role may be distributed amongst any one surgical specialty or multiple surgical specialties.
4. The surgical technology program is required to verify through the surgical rotation documentation the student's progression in First and Second scrubbing surgical procedures of increased complexity as he/she moves towards entry-level graduate abilities.
5. Diagnostic endoscopy cases and vaginal delivery cases can be counted towards maximum number of second Scrub case.
6. Observation cases must be documented, but do not count towards the 120 required cases.
7. Counting Cases
 - Cases will be counted according to surgical specialty. Examples:
 - Trauma patient requires a splenectomy and repair of a LeFort I fracture. Two cases can be counted and documented since the splenectomy is general surgery specialty and repair of LeFort I is oral-maxillofacial surgical specialty.

- Patient requires a breast biopsy followed by mastectomy. It is one pathology-breast cancer, and the specialty is general surgery; therefore, it is counted and documented as one procedure-one case.

First and Second Scrub Role and Observation

As adopted from the *Core Curriculum for Surgical Technologists, 6th ed.*

First Scrub Role

The student Surgical Technologist shall perform the following duties during any given surgical procedure with proficiency. The following list is provided to identify the items that must be completed in order to document a case in the first scrub role. A student not meeting the five criteria below cannot count the case in the first scrub role and the case must be documented in the second scrub role or observation role.

- Verify supplies and equipment needed for the surgical procedure.
- Set up the sterile field with instruments, supplies, equipment, medication(s) and solutions needed for the procedure.
- Perform counts with the circulator prior to the procedure and before the incision is closed.
- Pass instruments and supplies to the sterile surgical team members during the procedure.
- Maintain sterile technique as measured by recognized breaks in technique and demonstrate knowledge of how to correct with appropriate technique.

Second Scrub Role

The second scrub role is defined as the student who is at the sterile field who has not met all criteria for the first scrub role, but actively participates in the surgical procedure in its entirety by completing any of the following:

- Sponging
- Suctioning
- Cutting suture
- Holding retractors
- Manipulating endoscopic camera

Observation Role

The observation role is defined as the student who is in the operating room performing roles that do not meet the criteria for the first or second scrub role. These observation cases are not to be included in the required case count, but must be documented by the program

Master Case File

| Odessa College | | | | | | | | | | | | | | | | | |
|--|----|----|----|----|----|----|----|----|----|----|----|----|--------------------------------|----|----|----|-----|
| Surgical Technology Program Surgical Case Summary Log | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | Student name | | | | |
| <p>Students will document performance in the first, second and observation scrub role weekly. This must correlate with the cases listed and discussed in the weekly clinical journal and that you have received daily preceptor sheets for. The cases will be verified by the clinical coordinator and faculty. The required minimum number of cases is 120.</p> | | | | | | | | | | | | | Clinical Site | | | | |
| | | | | | | | | | | | | | Dates of attendance | | | | |
| | | | | | | | | | | | | | Faculty signature | | | | |
| <p>General Surgery: A minimum of 30 are required. 20 must be performed in the First Scrub Role (S¹). The remaining 10 cases may be performed in either the First (S¹) or Second Scrub Role (S²).</p> | | | | | | | | | | | | | Clinical Coordinator signature | | | | |
| <p>Specialty cases: A minimum of 90 are required in various surgical specialties excluding General Surgery. 60 must be performed in the First Scrub Role. The remaining 30 cases may be performed in either the First or Second Scrub Role.</p> | | | | | | | | | | | | | | | | | |
| <p>The minimum of 60 surgical specialty cases must be performed in the First Scrub Role and distributed amongst a minimum of four surgical specialties. A minimum of 10 cases in the First Scrub Role must be completed in each of the required minimum of four surgical specialties (40 cases total required). The additional 20 cases in the First Scrub Role may be distributed amongst any one surgical specialty or multiple surgical specialties. The remaining 30 surgical specialty cases may be performed in any surgical specialty either in the First or Second Scrub Role.</p> | | | | | | | | | | | | | Student signature | | | | |
| | wk | wk | wk | wk | Tot |
| | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | al | |
| S ¹ Gen | | | | | | | | | | | | | | | | | |
| S ² Gen | | | | | | | | | | | | | | | | | |
| S ¹ Cardio | | | | | | | | | | | | | | | | | |
| S ² Cardio | | | | | | | | | | | | | | | | | |
| S ¹ ENT | | | | | | | | | | | | | | | | | |
| S ² ENT | | | | | | | | | | | | | | | | | |
| S ¹ Eye | | | | | | | | | | | | | | | | | |
| S ² Eye | | | | | | | | | | | | | | | | | |
| S ¹ GU | | | | | | | | | | | | | | | | | |
| S ² GU | | | | | | | | | | | | | | | | | |
| S ¹ Neuro | | | | | | | | | | | | | | | | | |
| S ² Neuro | | | | | | | | | | | | | | | | | |

| | | | | | | | | | | | | | | | | |
|-------------------------|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|
| S ¹ Ob-GYN | | | | | | | | | | | | | | | | |
| S ² Ob-GYN | | | | | | | | | | | | | | | | |
| S ¹ Oral | | | | | | | | | | | | | | | | |
| S ² Oral | | | | | | | | | | | | | | | | |
| S ¹ Ortho | | | | | | | | | | | | | | | | |
| S ² Ortho | | | | | | | | | | | | | | | | |
| S ¹ PV | | | | | | | | | | | | | | | | |
| S ² PV | | | | | | | | | | | | | | | | |
| S ¹ Plastics | | | | | | | | | | | | | | | | |
| S ² Plastics | | | | | | | | | | | | | | | | |

Odessa College
Daily Clinical Journal

Clinical Assignment MCH and ORMC
Clinical Assignment _____
Clinical Assignment _____

Semester SRGT 1260
Semester SRGT 1560
Semester SRGT 2463

Role: Please insert your self-evaluated role of each case you have scrubbed daily in the column labeled Role using the following symbols: **S¹**, **S²**, **O**.

First Scrub Role (**S¹**) consists of:

1. Verifying supplies and equipment needed for the surgical procedure.
2. Set up the sterile field with instruments, supplies, equipment, medication(s) and solutions.
3. Perform counts with the circulator prior to the procedure and before the incision is closed.
4. Pass instruments and supplies to the sterile surgical team members during the procedure.
5. Maintain sterile technique as measured by recognized breaks in technique and demonstrate knowledge of how to correct with appropriate technique.

Second Scrub Role (**S²**) is defined as:

A student who is at the sterile field who has **not** met all criteria for the First Scrub Role (S¹), but actively participates in the surgical procedure by performing one or more of the following:

1. sponging
2. suctioning
3. cutting suture
4. holding retractors.
5. manipulating endoscopic camera.

Observation Role (**O**) is defined as the student who is in the operating room performing roles that do not meet the criteria for the First (S¹) or Second Scrub (S²) Role. These observation cases are not to be included in the required case count, but must be documented by the program.

Evaluation Column is for the faculty to track the return of Daily Preceptor sheets to verify the number of cases recorded in the First (S¹) and Second (S²) Scrub roles on the Surgical Case Summary Log. The surgical technology program is required to verify through the surgical rotation documentation the students' progress in the scrub role in surgical procedures of increased complexity as he/she moves towards entry-level graduate competency.

Case Delineation column is for you to record the type of case you scrubbed according to the guidelines set forth by the **Core Curriculum for Surgical Technology, 6th edition Surgical Rotation Case Requirements**.

"II. Students must complete a minimum of 120 cases as delineated below.

A. General Surgery cases

1. Students must complete a minimum of 30 cases in General Surgery; 20 which must be performed in the First Scrub Role. The remaining 10 cases may be performed in either the First or Second Scrub role.

B. Specialty cases

1. Students must complete a minimum of 90 cases in various surgical specialties, excluding General surgery; 60 which must be performed in the First Scrub Role. The additional 30 cases may be performed in either the First or second Scrub Role.
 - a. A minimum of 60 surgical specialty cases must be performed in the First Scrub role and distributed amongst a **minimum of four** surgical specialties.
 - (1) A minimum of 10 cases in the First Scrub Role must be completed in each of the required minimum of **four** surgical specialties (40 cases total required).
 - (2) The additional 20 cases in the First Scrub Role may be distributed amongst any one surgical specialty or multiple surgical specialties.
 - b. The remaining 30 surgical specialty cases may be performed in any surgical specialty either in the First or second Scrub role.

C. Optional surgical specialties

1. Diagnostic endoscopy cases and vaginal delivery cases are **not** mandatory. However, up to 10 diagnostic endoscopic cases and 5 vaginal delivery cases can be counted toward the maximum number of Second Scrub role cases.
 - a. Diagnostic endoscopy cases **must** be documented in the category of "**Diagnostic Endoscopy**", rather than by specialty.

b. Vaginal delivery cases **must be documented in the category of “Labor & Delivery” rather than in the OB/GYN** specialty.

D. Case experience in the Second Scrub Role is **not** mandatory.

E. Observation cases **must be documented**, but do not count towards the 120 required cases.”

Odessa College is not using any optional surgical specialties toward the required cases for graduation the role will be observation (O) cases.

You will use the following in the **Case Delineation** column for each case. General Surgical Procedures (Gen), Cardiothoracic (Cardio), Otolaryngologic (ENT), Ophthalmic (Eye), Genitourinary (GU), Neurological (Neuro), Obstetrics and Gynecology (Ob-GYN), Oral/Maxillofacial (Oral), Orthopedics/Podiatry (Ortho), Peripheral Vascular (PV), and Plastics/Reconstructive (Plastics), Diagnostic Endoscopy, (Diag), Vaginal deliveries (L&D), Sterile Processing (SP), and Reflection (R). You can use the legend provided to help place the cases in the appropriate general or specialty area.

Preceptor column is to be used to place the person who is acting as the preceptor for each case or activity you are participating in. You are to use the first initial and last name with credentials of the individual only. As an example: K. Flickinger RN, CST

Procedure Column is to record all activities during the clinical rotation including but not limited to morning meetings, weekly in-service trainings, central supply or sterile processing, pre-op, PACU, reflection and each surgical procedure you observed or scrubbed in for. This area is for you to journal what you did each case. This helps to determine if the case was a First Scrub (S¹) or Second Scrub (S²) Role or Observation (O) Role. Everything you did needs to be recorded in the Procedure column. This is graded weekly using the Written Assignment Rubric for written communication skills as well as tracking your activities. This is not an area for research information but an area for you to journal your daily activities to demonstrate an understanding of your role as a surgical technologist. The procedure or activity should be typed in **BOLD**: followed by the description. See an example below. The columns will expand as you type in them to accommodate your work. Use the Tab key to create another row. This will then be submitted weekly as instructed by your instructor in the blackboard shell and returned to you so you can continue on the same form.

| Date | Role | Evaluation | Case Delineation | Preceptor | Procedure |
|-------------|-------------|-------------------|-------------------------|-----------------------|---|
| 10/20/16 | O | | | J. Doe RN | Orientation ORMC, Human Resources for ID badges, HIPPA education, Patient Identification rules |
| 10/20/16 | O | | SP | J. Doe CRST | Colon Resection/Major Abdominal Tray: Instructed on proper attire for the decontamination area where used case carts are returned. Assisted with rinsing and counting of instruments to be placed in the washer/decontaminator. Placed case cart in the case cart washer. |
| 10/20/16 | O | | SP | J. Doe CRST | Breast Biopsy/Minor Instrument Tray: Wearing appropriate attire I placed the covered instrument basin on the field for the preceptor, removed basins from case cart and placed on rack for washer/decontaminator. Disposed of fluids in the hopper. |
| 10/20/16 | O | | R | K. Flickinger RN, CST | Reflection: Discussed today’s orientation, questions answered regarding how to handle cards that came down to sterile processing with case carts to align with HIPPA regulations. Used remaining time to start Daily Clinical Journal. |
| 10/21/16 | O | | Gen | K. Flickinger RN, CST | Exploratory Laparotomy: Gathered my gown and gloves and created a sterile field to gown myself from, scrubbed, gowned and closed gloved myself from the sterile field I created. Gowned and gloved another person acting as the First Assistant from the Back Table. Observed set-up of Mayo Stand and Back Table, passing of instruments and suture. Assisted with the end of case decontamination by |

| | | | | | |
|----------|----------------|--|--------|--------------------------|--|
| | | | | | disrobing correctly and transporting the dirty instruments to the designated area after filling the basin with water and enzymatic solution. |
| 10/22/16 | S ² | | Ob-GYN | K. Flickinger RN, CST | Abdominal Hysterectomy: Checked the preference card with the case cart. Gathered missing suction tubing, my gown and gloves. Opened supplies to create the sterile field with my preceptor. Performed a traditional hand scrub, gowned and gloved off separate sterile field and draped the Mayo Stand. Organized the instruments and supplies on the Back Table with the assistance of my preceptor. Counted soft goods with the circulator and received normal saline and labeled it on the Back Table. Participated in the “Time Out” and passed the scalpel and a few other instruments. Broke down the sterile field at the end of the case, disrobed correctly and obtained utility gloves to transport the dirty case cart to decontamination area. |
| 10/22/16 | S ¹ | | Gen | K. Flickinger RN, CST | Excision of Lipoma: Checked preference card with case cart. Obtained my gown and gloves and gloves for the preceptor. Opened sterile supplies with preceptor. Surgical hand antisepsis with Avgard, gowned and gloved myself from the separate sterile field created earlier. Draped the Mayo Stand and placed 4 hemostats, 2 Allis, 1 Adson forcep with teeth, 1 DeBakey forcep 2 Senn retractors, a pair of Metzenbaum, straight Mayo and curved Mayo scissors. Received Lidocaine 1% from circulator and labeled the medicine cup and the syringe I placed it in. Counted Ray-tec, suture, hypodermic needle and ESU tip with circulator. Received Normal Saline in my medium basin and labeled it as well. Participated in “Time Out” and passed the scalpel to the surgeon and Ray-tec to the first assistant. Had hemostats ready to pass for hemostasis. Cleaned the ESU tip after surgeon used it. Passed Metzenbaum scissors and DeBakey’ s to surgeon. Received the lipoma and passed off to circulator with the surgeon’s permission. Passed 4-0 Vicryl suture on a needle holder with DeBakey’ s to surgeon and straight Mayo scissors to the assistant. Began closing counts of Ray-tec, suture, Hypodermic needle, and ESU tip with circulator. Passed Lidocaine 1% after stating it to the surgeon, passed wet Ray-tec and dry to clean area along with Mastisol to the First Assistant. Cut steri-strips in half and passed with Adson forcep to First Assistant. Prepared the instruments for transport to Decontamination, removed my gown and gloves correctly and obtained utility gloves to transport case cart to Decontamination area. |

Code for Professional Behavior

1. Adherence to Student Code of Conduct as published in the student handbook.
<https://www.odessa.edu/current-students/student-handbook/index.html>
2. Adherence to Association of Surgical Technologist Code of Ethics.
https://www.ast.org/uploadedFiles/Main_Site/Content/About_Us/Code_of_Ethics.pdf
3. Attitudes and Behaviors- Development of attitudes that will best further the fundamental purposes of Surgical Technologists is an important aspect of professional preparation; therefore the program

expects students to present professional behavior at all times. The following areas are mandated as expected professional student behavior:

- The student must demonstrate a positive attitude toward both the field of Surgical Technology and more particularly to the patient. Empathy for patients; respect for co-workers and supervisors is essential.
- Honesty and integrity are two qualities that are essential for the health care provider. Therefore, these areas will be looked at critically throughout the program and addressed during classroom/clinical/laboratory evaluation time(s).
- Confidentiality- students entering the Surgical Technology Program will be expected to conduct themselves appropriately. Information concerning patients is never to be given out or discussed. Students are to conduct themselves both in and out of the program in a manner which will not discredit the hospital, the college, the profession of Surgical Technology or themselves.
- Responsibility and Accountability- the faculty believes that responsibility means being reliable and trustworthy; accountability means that each person is answerable for his/her individual actions. The student must apply theoretical knowledge, practice ethical and professional behavior in order to give safe and effective patient care. The faculty is here to assist the student in acquiring knowledge and techniques to meet our combined goals. However, the student must make the decision to learn as well as to have a strong motivation to succeed. In order to work together successfully, student and faculty need to have mutual expectations.
- Punctuality—Student arrives for clinical/class/lab at required time; returns from lunch and breaks at required time.
- Adhere to Odessa College's Code of Conduct regarding possession, use and sale of drugs and/or alcohol.

The Surgical Technology Program at Odessa College requires a high-level of professionalism. Professional behavior while representing the Surgical Technology Program at Odessa College is expected at all times. Students **must** conduct themselves in professional manner so as to reflect positively upon themselves and the Program they represent. The student is to accept responsibility and accountability for their actions. If at any time a student behaves in a manner which is inappropriate, unprofessional, disrespectful, argumentative, or endangers the health or safety of fellow students, faculty, staff, clients and/or the health care team the student will be disciplined for unprofessional conduct at the discretion of the Surgical Technology Program. This disciplinary action may also be implemented by the clinical agency for students that do not follow clinical agency policies during each clinical experience.

Student Code of Conduct

Institutional

<https://www.odessa.edu/current-students/student-handbook/index.html>

School of Health Sciences Code of Conduct Policy

Odessa College
School of Health Sciences
Student Professional Incident Report

It is a privilege to be accepted as a student into a Program in the School of Health Sciences at Odessa College. The faculty teaching in these programs expect students to demonstrate professional and ethical behavior at all times that are over and above student expectations as outlined in the Odessa College Student Handbook. A student Counseling/Warning Form or Violation of Professional Standards is used to alert you and to document behaviors that may result in failing grade, corrective action assignment, probation or immediate dismissal from the Program. This is notice to the student to become familiar with expected ethical and professional behaviors of your future profession.

Behaviors/Actions listed on this form address students who are currently enrolled in any Program in the School of Health Sciences at Odessa College. Students are also held accountable to the standards, guidelines, and regulations set forth in the Odessa College Student Code of Conduct. If this report indicates the Student is in violation of the Student Code of Conduct warranting College disciplinary action, the matter will be referred to the Director of Student Life to assure that all student rights are protected.

Level I offenses are actions that deviate from academic standards or are unprofessional practices or behaviors.

Informal Resolution (report by preceptor, clinical manager, or faculty of a Group I infraction) – An initial report will result in a coaching session with appropriate parties. The Director/Chair will determine whether the report can be resolved informally or whether such initial infraction may be deemed appropriate for immediate Group II consideration (i.e., Formal written warning).

1st Level I Offense – Coaching session with the student, faculty and the Director/Chair & Formal Written Warning

2nd Level I Offense – Corrective Action Assignment and/or Probation as determined by the Director or Chair

3rd Level I Offense – Failing grade for the course in which the 3rd offense occurred and **immediate and permanent dismissal*** from all School of Health Sciences Programs.

Level II offenses are actions that are deemed a substantial deviation from acceptable academic standards and/or unprofessional practices or behaviors.

The offenses do not have to be the same infraction or in the same course or the same semester. The reports are cumulative over the time of attendance in a Program of the School of Health Sciences with the following exceptions:

- If a student is permanently dismissed from any School of Health Sciences program, he or she will be unable to apply and begin study in any other Program in the School of Health Sciences without approval from the Dean of the School of Health Sciences.
- If a student has received up to two Level I Violations and voluntarily withdraws from their program of study, these violations will not cumulatively carry over into other School of Health Sciences programs, though they may affect the application process into another program and should be reported.

Level II offenses include actions that are significant breaches of professional conduct. These include but are not limited to: a threat to the safety of clients, students, or staff, breaches of client confidentiality, and serious violations of laws governing the state of Texas.

A Level II offense may result in a failing grade and possible immediate, permanent dismissal from any program in the School of Health Sciences.

ODESSA COLLEGE
School of Health Sciences
STUDENT PROFESSIONAL INCIDENT REPORT

The following incident report was issued, and it is to be made part of the following student's file.

| | | |
|------|--------|------|
| NAME | SITE * | DATE |
|------|--------|------|

* Site is defined as an off-campus clinical affiliate, and all on-campus lectures, labs, and clinicals.

| Level II | | Level I | | | |
|----------|---|---------|--|---------|---|
| 1. () | Obtaining, possessing, selling or using controlled substances, or alcohol on site. Reporting to site under the influence of any of these substances. | 1. () | Any form of intimidation against students, patients, visitors or site employees. | 8. () | Performance of unauthorized patient care or procedures. |
| 2. () | Possession of or threatening to use a weapon on site. | 2. () | Loss of ability to be cleared by governing boards to sit for state or national test. | 9. () | Smoking, eating or drinking in restricted areas. |
| 3. () | Assault on any patient, visitor, student, or site employee. | 3. () | Failure to perform responsibilities or to exercise reasonable care in the performance of responsibilities. | 10. () | Unsatisfactory performance in clinical education. |
| 4. () | Theft, abuse, intentional misuse, or destruction of equipment or property of the College, any patient, visitor, student, site employee, or the site. | 4. () | Violation of safety or sanitary rules and regulations or misuse of site property. | 11. () | Inappropriate or abusive language or gestures. |
| 5. () | Retrieving, removing, divulging of, falsifying, or disclosing confidential information about any patient, student, or site employee without proper authorization. | 5. () | Unauthorized soliciting, vending, or distribution of written, electronic, or printed matter. | 12. () | Individual's acceptance of gratuities from patients. |
| 6. () | Reckless disregard for ethical standards within the scope of professional practice. | 6. () | Engaging in academic dishonesty as defined in the College's Academic Misconduct Policy and Procedures | 13. () | Leaving the clinical area without proper authorization. |
| | | 7. () | Non-compliance with written program procedures | 14. () | Violation of direct/indirect supervision procedures of directives |

INSTRUCTOR/CHAIR REMARKS (Please note that students are afforded the opportunity for a Pre-Action meeting to address any incident listed on this document before the College takes the appropriate action. Student may bring one non-college employee to that meeting, and the Director of Student Services or appropriate designee will also attend):

STUDENT REMARKS:

| | | | |
|---|--|---|------|
| SITE INSTRUCTOR | DATE | As the student involved, I HAVE READ THIS REPORT. | |
| PROGRAM DIRECTOR/CHAIR | DATE | STUDENT | DATE |
| <u>ACADEMIC ACTION:</u> | | | |
| Level II () | Immediate, permanent dismissal from Nursing and Allied Health Programs * | | |
| Level I () | <input type="checkbox"/> INFORMAL CONFERENCE/COACHING/RESOLUTION <input type="checkbox"/> 1 ST OFFENSE – FORMAL CONFERENCE WITH WRITTEN WARNING <input type="checkbox"/> 2 ND OFFENSE – CORRECTIVE ACTION ASSIGNMENT as determined by the Director/Chair <input type="checkbox"/> 2 ND OFFENSE – PROBATION AND NOTIFICATION OF STUDENT SERVICES <input type="checkbox"/> 3 RD OFFENSE – Immediate, permanent dismissal *from all School of Health Sciences programs | | |
| <p>*Please refer to the Odessa College Academic Appeal Procedures at https://www.odessa.edu/current-students/student-handbook/index.html</p> | | | |

Rev. 9/11/2019

Statement on Professionalism

It is the philosophy of the Surgical Technology department that students should complete all scheduled experiences and be punctual in doing so. Your conduct will influence your effectiveness with other professionals, patients, staff, and visitors, along with your peers and mentors in the classroom and laboratory setting. Your conduct can greatly facilitate or impede your pre-clinical and clinical experiences, and reflects not only on yourself, but on your instructors, the Surgical Technology Program and Odessa College.

Students must demonstrate their professional work ethic, including the ability to be present and dependable during their enrollment in the program. Being on time with perfect attendance, being prepared, following student policies, and completing all assignments on time are necessary to have the maximum opportunity for learning. Complete participation in class is possible only when the student is able to focus attention on the class; therefore entering class after it has begun is disrespectful to Faculty and classmates. Talking out of turn or exhibiting other disruptive behaviors is not tolerated and students will be asked to leave the classroom or lab.

During classroom, laboratory and clinical sessions, you are expected to spend your time in educational activities. Cellular phones and any other electronic device that makes noise are to be turned off during class and should be left in your locker during clinical hours. No texting is allowed in class or laboratory. Members of the academic community must exit the classroom to make or receive calls. Any and all rules of conduct specific to particular settings are to be followed. If a student exhibits behavior deemed unprofessional or inappropriate by any faculty member, while in the classroom, clinic or laboratory setting, the faculty will follow the School of Health Sciences Code of Conduct policy.

All class or laboratory absences will require a makeup homework assignment (assignment to be determined by the instructor). Clinical experience is critical to the success of the Surgical Technology student. In order to be eligible to graduate, the student must have completed the required number of cases in the first scrub role. All clinical absences must be made up. A final course grade will not be awarded until all absences are satisfied.

Unsafe and Unprofessional Clinical Practice

Unsafe clinical practice shall be deemed to be behaviors demonstrated by the student which threaten or violate the physical, biological or emotional safety of the patient assigned to their care.

Physical safety examples: Inappropriate use of side rails, wheelchairs, positioning straps and equipment, lack of proper protection of the patient that potentiates falls, lacerations, etc.

Biological safety examples: Failure to recognize errors in aseptic technique, performs technical actions without appropriate supervision, fails to seek help when needed.

Emotional safety examples; threatens patient, makes patient fearful, provides patient with inappropriate or incorrect information, and demonstrates unstable emotional behaviors.

Unprofessional practice include verbal or non-verbal language, actions or voice inflection which compromises rapport or working relations with the patient, family member of patients, staff, physicians or instructor which may compromise contractual agreements and/or working relations with clinical affiliates, or constitutes violations of legal or ethical standards. Violations of these standards are considered to be of exceptional importance. At the clinical instructor's discretion the student may be removed from the clinical site immediately. A conference between the student, clinical faculty and the program director will be scheduled. If necessary, the meeting may include the Dean.

Dress Code

Students in Surgical Technology will be required to wear a teal/Caribbean blue scrub suit in the college laboratory. Students will also wear teal/Caribbean blue or white warm-up jackets that snap and have stockinet cuffs. Students will wear a white lab coat of $\frac{3}{4}$ length minimum whenever they leave the laboratory setting on campus and to each clinical site visit. Dedicated shoes will be worn in the college laboratory and clinical settings. Shoes will be closed toe and heel, no canvas or cloth shoes will be allowed. They will be white or black athletic shoes and should provide good support. Socks will be worn with the shoes and when sitting no skin should show. Hair is to be kept neat and off the collar when entering the clinical setting. Eye protection will be provided in the surgical lab, students can purchase their own if desired. Eyewear is required on all cases. Students will wear shoe covers in the clinical setting at all times.

Surgical Technology students represent Odessa College and therefore need to dress accordingly when in clinical agencies.

- All students are expected to observe good personal hygiene. Only non-perfumed hygienic products are to be used. There are no perfumes or colognes in the clinical setting.
- Fingernails should be kept short, clean and healthy. No nail polish, nail dips, artificial nails, wraps or extensions are allowed. The fingernail should not be visible beyond the fingertip.
- There is to be no jewelry worn to clinical sites. This includes earrings, tongue piercings and other visible piercings.
- Omit chewing of gum in the Operating Room
- Make-up is to be kept minimal.
- Hair is to be secured in the surgical cap and away from the face to avoid contamination in the surgical field: All hair must be covered.
- Mustaches and beards must be clean and neatly trimmed. They must be totally covered in the Operating Room to avoid contamination in the Operating Room.
- Students are required to wear surgical attire for clinical practice. The student will wear the assigned facility's scrub apparel consistent with AST Operating Room guidelines and AORN Standards and Practices. A long sleeve, $\frac{3}{4}$ length white lab coat and appropriate shoes are required. Student will have an Odessa College patch sewn onto the left upper sleeve of the lab coat, 2 inches below the shoulder seam. Students are expected to report to and from the clinical agency in college approved scrub attire and lab coat.
- Surgical attire (OR scrubs, shoe covers, hat, when required mask and eye protection) is not to be worn outside the clinical facility.
- Students will wear shoe covers and eye protection on every case.

- Masks are to be changed between cases and worn at all times, covering the mouth and nose, while in the O.R. rooms, whether the room is opened or not.
- All students will double glove for all surgical procedures.
- Surgical attire should be changed if soiled between cases.
- Students must also have the Odessa identification badge at all off-campus clinical agency experiences.

Absenteeism/Tardy Policy

- One goal of the Surgical Technology Program is to prepare students to practice competently and professionally in the health care work environment. Students are expected to attend class, lab, and clinical rotations regularly. Students shall be prompt to class and clinical rotations. Points will be deducted from the professional grade in each course that the student is late, leaves early or is absent from. The professional grade in each class ranges from 3-5% of the weighted grade. A student is considered absent if more than 30 minutes late to lecture, lab or clinical rotation.
- A student arriving one (1) to 29 minutes late for clinic will be marked as such. Three (3) late arrivals will constitute one (1) absence.
- Clinics may send a student home that arrives late to the clinical area. This will be counted as an absence.
- There are a limited number of days each semester for make-up of missed or absent clinical days. If the number of clinical days exceeds the number of days available for make-up the student will earn an incomplete and be dropped from successive courses until requirements are met.

Student Work Policy

Student Work Policy: All student activities associated with the curriculum, especially while students are completing clinical rotations, will be educational in nature. Students will not receive any monetary remuneration during this educational experience, nor will the student be substituted for hired staff personnel within the clinical institution, in the capacity of a surgical technologist.

Standard Precautions

Standard precautions are expected to be implemented by all students in the clinical setting.

- Exudative lesions, weeping dermatitis or other possible communicable conditions should be brought to the attention of the clinical instructor prior to giving care.
- Appropriate barrier precautions should be implemented to prevent skin and mucous membrane exposure when in contact with blood and other body fluids is anticipated.
- Exposure to blood, body fluids or needle sticks must be reported to the clinical instructor in a timely manner.

Patient Assignment and Clinical/Lab Responsibility

As health care providers, our primary responsibility is to serve the public. The patient has the right to expect quality care, regardless of race, creed, color, or health status. The care must be delivered in a non-judgmental manner. All patients are to be treated with equal care and compassion. Students must be prepared to work with all patients. The method for selecting student assignments varies with each affiliation facility. Failure to accept a patient assignment will be reflected in the course outcome. It may also result in a course grade of F. While students are completing clinical rotations, their time spent at the clinically affiliated institution will be educational in nature.

The lab may be used for additional learning/practice time. Competency testing of certain skills is required for selective courses and must be successfully complete in order to complete designated courses.

It is understood that, in the course of the duties associated with lab/clinical practice, it may be necessary for physical contact to take place between the student and another member of the team. This contact may be as a result of the close proximity necessary for the surgical team to function, or as a result of the need for the instructor or preceptor to provide guidance to the student. The exclusive purpose of these actions is (1) to provide appropriate care for the patient and (2) to further the education of the student.

Patient Confidentiality

Subjects of a confidential nature are not to be discussed except with your preceptor, your clinical faculty, or instructor in a private setting. You are expected to treat everyone with consideration and respect.

Patient confidentiality is strictly protected by law, clinical facility policy, and Surgical Technology Program policy. Violations of patient confidentiality, whether willful or unintentional, may result in dismissal from the program. By receiving and signing this handbook, you are acknowledging that you understand and will adhere to all patient confidentiality issues and rights; clinical sites may require a separate form for you to sign as well.

Health and Safety Requirements for Nursing and Allied Health Students Policy and Release of Information

Students admitted to Odessa College School of Health Sciences Programs must submit to a criminal background check during or shortly before the first semester of the program's curriculum. The student understands that the background check application will be submitted to the investigation agency selected by the College, the results of the investigation will be reviewed by the department chair/program director or dean. The College President, Vice President for Instruction, Vice President for Student Services, and the college's legal counsel may also have access to the background check results in certain situations, such as but not limited to, a student's removal from School of Health Sciences program due to the background check. Results of criminal background checks will be maintained in a locked space with immediate access only by the department chair/program director or dean.

The student understands that the surgical program must provide the results of the criminal background check to participating clinical agencies and that the student must be approved by those agencies before he/she is allowed to do clinical practice in the agency. Sufficient clinical practice is a requirement of the regulatory agencies governing health careers programs and students must have sufficient clinical practice to satisfy course and program objectives. Not being allowed to enter a clinical site makes it impossible for students to satisfy course and program objectives and therefore the student would be required to withdraw from the surgical technology program.

The student further understands that clinical agencies require proof of compliance with health a safety requirements including the individual's immunization record, which may include results of laboratory testing confirming immunity to certain diseases, results of urine drug screening, and results of testing for tuberculosis (skin test or recent chest x-ray). The School of Health Sciences program director/department chair or dean or their designee will provide this information to the clinical agencies which request that such information be provided.

By signing and dating below, the student acknowledges that he/she has read and understands this policy and gives the School of Health Sciences program permission to release information related to health and safety. Further, permission is granted to conduct the criminal background check.

Information Release

By receiving and signing this handbook, the student agrees that his or her information, relative to acceptance into the program and student records that may be required for review by accreditation site visitor teams, will be disclosed to such persons for review relative to evaluation of the quality of the program, along with post

graduate information (i.e. graduate surveys and employer survey) provided by the graduate and his/her employer.

With this acknowledgment by the student/graduate, information from his/her present or future employer may be disclosed for the purpose of information gathering to assess the educational experience of the student in preparation for the Surgical Technology profession, and likewise ensure quality of the program.

In addition by signing this handbook the student agrees to release of information for standardized testing and test results for the purpose of assessing the educational experience.

Acknowledgement Form

**Odessa College
School of Health Sciences
Surgical Technology Program
Student Acknowledgement**

I, the undersigned, have

1. Received a copy of: **Odessa College Surgical Technology Handbook** available online.
2. Read the: **Odessa College Surgical Technology Handbook** online
3. Received an explanation of any questions I personally had: **YES** **NO**
 4. Have had the opportunity to have questions answered regarding the policies and guideline as stated in the Surgical Technology Department Handbook.
 5. Given consent for criminal background check and release of information to clinical facilities as required.
 6. Given consent to release health information as requested by the clinical facilities.
 7. Student will not receive any monetary compensation during this education experience, nor will the students be substituted for hired staff personnel within the clinical institution in the capacity of the Surgical Technologist.
 8. Given consent to release of student records for application of standardized testing and release of results to the department director.
 9. Granted permission for my first employer to complete an employer survey as required by the accreditation body
 10. Agreed to abide by the guidelines and/or modifications as warranted for the duration of time that I am in the Surgical Technology Program.
 11. Agree to all Essential Performance/Technical Standard requirements as presented in this handbook.
 12. Understand that this signed acknowledgement will be filed in my student file.

Student Printed Name: _____

Student Signature: _____ Date: _____

Program Director Printed Name: Kristine Flickinger MAOM, RN, CNOR, CST _____

Program Director Signature: _____ Date: _____

Application Form



SURGICAL TECHNOLOGY PROGRAM APPLICATION FOR ADMISSION

Note: INCOMPLETE APPLICATIONS will NOT BE CONSIDERED

Please submit completed forms to: Kristine Flickinger

Program Director, Surgical Technology
201 W. University Blvd.
Odessa, Tx 79764

Applicant Information: PLEASE PRINT

Name: _____
First Last Middle Initial

OC Student ID number if applicable _____ U.S. Citizen yes/no

Permanent Address: _____
Street City State Zip code

Mailing Address (If different from above) _____

E-Mail Address: _____

Other Names(s) on Transcript: _____
Last First Middle

Phone Number: Primary with area code _____ (Mobile/home/work)

Secondary with area code _____ (Mobile/home/work)

Emergency Notify: _____
Name Relationship (area code) phone number

Educational Background: High School/GED

| Name of School | Location | Dates Attended | Date conferred |
|----------------|----------|----------------|----------------|
| | | | |

College/University: List most recent first; List all attended

| Name of school | Location | Dates Attended | Major course of study | Degree earned/date |
|----------------|----------|----------------|-----------------------|--------------------|
| | | | | |
| | | | | |
| | | | | |

Note: This check list is for your use in completing the application process for the Surgical Technology Program. Please be advised that it is not a substituted for reading ad understanding the information in the Surgical Technology Program Fact sheet. Additionally, it does not address State of Texas testing requirements for enrollment in college (Texas Success Initiative). Applicants should seek the advice of a success coach.

If not previously enrolled at Odessa College, please visit <https://www.odessa.edu/future-students/index.html> regarding:

- Initiating the admissions process to OC
- <https://www.odessa.edu/future-students/Admissions/index.html>
- Submitting transcripts from other institutions
- <https://www.odessa.edu/future-students/Admissions/be-a-wrangler/3-steps/1-Applying%20for%20Admission/Submit%20Official%20Transcripts/index.html>
- Applying for Financial Aid
- <https://www.odessa.edu/future-students/Financial-Aid/index.html>

If applicable, request a Transcript Evaluation for all other colleges or universities attended. Contact the Registrar's/Record's Office, 432.335.6404, or request online at <https://www.odessa.edu/current-students/records/transcripts/request-evaluation-of-another-colleges-transcript/index.html>

Complete the Texas Success Initiative Assessment. For more information, contact the Testing Center at <http://www.odessa.edu/current-students/testing/index.html> or via phone at 432.335.6620
Odessa College does not discriminate on the basis of sex, race, color, national origin, religion, disability or age.

Surgical Technology Program Application Checklist-

- _____ Have official transcripts from all other colleges or universities attended sent to the Admission's Office, if applicable
- _____ If applicable, request a Transcript Evaluation for all other colleges or universities attended
- _____ Take the TSI if more than five (5) years have past since you last took it.
- _____ Complete Technical Standards Form

- _____ Copy of your CPR card

- _____ Copy of your health insurance card

- _____ Copy of your physical and immunization record

The Surgical Technology Program has selective admissions. Not all candidates who apply are accepted.

I certify that all of the information I have entered on this application is accurate and complete to the best of my knowledge. I understand that falsification of an application is cause for program rejection or dismissal.

Date: _____ Signature: _____

Student Handouts

Essential Performance/Technical Standards Form

All students completing the Surgical Technology Program must be able to successfully demonstrate the ability to perform all Essential Performance Standards. Determination is made on an individual basis as to whether or not necessary accommodations or modifications can be made reasonable while assuring patient safety.

Non-academic requirements that students must meet to successfully complete the program competencies are published so the student can review and assess their ability to meet them. Students are encouraged to make known any special needs requiring accommodations that would assist them in meeting the technical standards that are required to meet the Essential Performance Standards. A signed copy is kept in the student's file for the duration of the student's participation in the Surgical Technology Program.

Physical Requirements: The position of student Surgical Technologist requires the ability to lift at least 30 lbs. prolonged periods of standing, frequent bending, reaching, twisting, occasional sitting, and exposure to changes in temperature, humidity and fumes. Use of both hands for power grip, speed and precision work and use of both feet.

- I am capable of meeting these standards.
- I am not capable of meeting these requirements.
- I am capable of meeting these requirements with the following accommodations:

Data Conception: requires the ability to gather, collate or classify information about data, people or objects. Reporting and/or carrying out a prescribed action in relation to the information is frequently involved.

- I am capable of meeting these standards.
- I am not capable of meeting these requirements.
- I am capable of meeting these requirements with the following accommodations:

Color Discrimination: requires the ability to differentiate colors and shades of color.

- I am capable of meeting these standards.
- I am not capable of meeting these requirements.
- I am capable of meeting these requirements with the following accommodations:

Manual Dexterity/Motor Coordination: requires the ability to use extremities, tools or special devices to work, move, guide or place objects or materials. Hand/eye/foot coordination is mandatory for selection of appropriate tool, object, or materials.

- I am capable of meeting these standards.
- I am not capable of meeting these requirements.
- I am capable of meeting these requirements with the following accommodations:

Interpersonal communication: requires talking with and/or signaling people to convey or exchange information, includes giving assignments and/or directions to peers.

- I am capable of meeting these standards.
- I am not capable of meeting these requirements.
- I am capable of meeting these requirements with the following accommodations:

Physical Communication: requires the ability to speak and hear (express self by spoken words and perceive sounds by ear).

- I am capable of meeting these standards.
- I am not capable of meeting these requirements.
- I am capable of meeting these requirements with the following accommodations:

Reasoning Development: requires ability to apply principles of logical or scientific thinking to define problems, collect data, establish facts, and draw valid conclusions. Interpret an extensive variety of technical instructions in mathematical or diagrammatic form. Deal with several abstract and concrete variables.

- I am capable of meeting these standards.
- I am not capable of meeting these requirements.

I am capable of meeting these requirements with the following accommodations:

Language Development: requires ability to read and understand complex information from scientific and/or technical journal, papers, etc. The ability to communicate the same types of complex information and data through speech and in writing using proper format, punctuation, spelling, grammar and using all parts of speech.

- I am capable of meeting these standards.
- I am not capable of meeting these requirements.
- I am capable of meeting these requirements with the following accommodations:

Numerical Ability: requires the ability to determine time, weight and to perform practical applications of fractions, percentages, ratio and proportion as well as basic addition, subtraction, multiplication, and division operations.

- I am capable of meeting these standards.
- I am not capable of meeting these requirements.
- I am capable of meeting these requirements with the following accommodations:

Form/Spatial Ability: requires the ability to inspect dimensions of items and to visually read information and data.

- I am capable of meeting these standards.
- I am not capable of meeting these requirements.
- I am capable of meeting these requirements with the following accommodations:

Personal Temperament: requires the ability to deal effectively with stress produced by the work environment and maintaining a calm and efficient manner during any situation with patients, visitors, staff and peers even ones that may be of critical or emergency.

- I am capable of meeting these standards.
- I am not capable of meeting these requirements.
- I am capable of meeting these requirements with the following accommodations:

Physical Exam: requires the submission of a complete health form with current immunization status and negative titers and screens as required per form.

- I am capable of meeting these standards.
- I am not capable of meeting these requirements.
- I am capable of meeting these requirements with the following accommodations:

CPR: requires the submission of documentation representing completion of Current CPR (American Heart Association) Certification at the Healthcare Provider level, must include AED.

- I am capable of meeting these standards.
- I am not capable of meeting these requirements.
- I am capable of meeting these requirements with the following accommodations:

Physical Restriction: An individual is constantly exposed to various forms of latex in the operating room setting. Known and/or developed latex allergy may result in a potential life-threatening situation.

- I am aware of this physical restriction

Student signature and date

Program representative and date



Surgical Technology Program
Kristine Flickinger MAOM, RN, CNOR, CST
Program director
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Odessa, Texas 79764
Phone: 432-335-6459
Email: kflickinger@odessa.edu

Pre-Participation Student Physical Examination and Clearance

Name _____ DOB: _____

Based on the assessment, examination, and evaluation, this student is capable of participating in classroom and clinical activities in the Surgical Technology program. _____ YES _____ No

Healthcare Provider Printed Name/Credentials

Healthcare Provider Signature: _____ Date: _____

Address: _____

Phone: _____