

COURSE SYLLABUS

Department: Radiologic Technology

Course Title: Special Topics in Medical Radiologic Technology - Professionalism

Section Name: RADR 1191

Start Date: 01/18/2011

End Date: 05/14/2011

Modality: FACE-TO-FACE

Credits: 1

Instructor Information

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Course Description

Topics address recently identified current events, skills, knowledge, and/or attitudes and behaviors pertinent to the technology or occupation and relevant to the professional development of the student. This course was designed to be repeated multiple times to improve student efficiency.

Prerequisites/Corequisites

Prerequisite: RADR 2333. Corequisites: RADR 2313 and RADR 2267.

SCANS

1, 2, 6, 7, 9

Course Objectives

The student is required to complete a self evaluation, prepare a cover letter, interview questions and a resume and participate in a mock job interview.

COURSE COMPETENCIES

1XRA.01.00 KNOW/ADHERE TO THE RULES AND REGULATIONS OF THE EDUCATIONAL PROGRAM

1XRA.01.01 State/adhere to the rules and regulations of the educational program regarding class attendance, grading, vacation/sick leave, and the appeals procedure.

1XRA.01.02 Define/abide by the Essentials and guidelines of an Accredited Educational Program for the Radiographer and state its purpose.

1XRA.01.03 Discuss/adhere to the departmental and hospital rules and regulations which directly or indirectly affect students.

1XRA.01.04 List/perform the major duties and responsibilities of a radiography student.

1XRA.01.05 Identify/employ basic radiation safety procedures for staff and patients.

1XRA.01.06 State/monitor the procedure for monitoring of occupational exposed individuals.

1XRA.01.07 State/adhere to the policies concerning communicable disease and pregnancy for students enrolled in the program.

1XRA.02.00 IDENTIFY/DISCUSS/WORK WITH OTHER HEALTH SCIENCE PROFESSIONALS TO INCLUDE NECESSARY INTERACTIONS WITH OTHER DEPARTMENTS.

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1XRA.02.01 Identify/work with individuals in other health science professions which impact on the health care provided to patients seen in radiology.

1XRA.02.02 Describe the relationship of these health care workers to the integrated care of patients.

1XRA.03.00 UNDERSTAND/DISCUSS HOSPITAL ORGANIZATION

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1XRA.03.01 Discuss the philosophy and mission of the hospital

1XRA.03.02 Identify key administrative personnel and discuss their relationship with the radiology department.

1XRA.03.03 Describe relationships and inter dependencies of departments within the hospital.

1XRA.04.00 UNDERSTAND/DISCUSS RADIOLOGY ORGANIZATION

1XRA.04.01 Identify key personnel and discuss their function in the radiology department.

1XRA.04.02 Explain patient services available in the radiology department.

1XRA.04.03 Discuss the educational programs in the radiology department.

1XRA.21.00 DISCUSS/PUT INTO PRACTICE APPROPRIATE ATTITUDES AND COMMUNICATION IN PATIENT CARE

1XRA.21.01 Discuss the perceptions of death and dying from patient and technologist viewpoints.

1XRA.21.02 Discuss ethical, emotional, personal, and physical aspects of death.

1XRA.21.03 List the stages of dying and describe the characteristics of each stage.

1XRA.21.04 Identify the support mechanisms available to the terminally ill.

1XRA.22.00 DISCUSS/EMPLOY PROFESSIONAL PATIENT/TECHNOLOGIST INTERACTIONS

1XRA.22.01 Describe methods of determining the proper patient identification.

1XRA.22.02 Explain the use of audio and visual communication systems.

1XRA.22.03 Explain the use of immobilization devices.

1XRA.22.04 Explain the use of machine type.

1XRA.22.05 Explain the use of axillary equipment.

- 1XRA.22.06 Alleviate fears by explaining positioning for examination.
- 1XRA.22.07 Alleviate fears by explaining length of procedure.
- 1XRA.22.08 Alleviate fears by explaining room noises.
- 1XRA.22.09 Alleviate fears by explaining machine movement.
- 1XRA.22.10 Alleviate fears by explaining machine/patient contact.
- 1XRA.22.11 Given case studies, interact with patient family members and/or friends.

1XRA.23.00 SAFELY TRANSFER AND POSITION PATIENTS

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- 1XRA.23.01 Describe and demonstrate good principles of body mechanics applicable to patient care.
- 1XRA.23.02 Demonstrate different techniques for various types of patient transfer.

2XRA.27.00 DESCRIBE/EMPLOY PRACTICAL RADIATION PROTECTION MEASURES

2XRA.27.01 Identify barrier materials and their use in specific x-ray installations.

2XRA.27.02 Distinguish between primary and secondary barriers.

2XRA.27.03 Describe how Use (U) influences the design of x-ray installations.

2XRA.27.04 Describe how Workload (W) influences the design of x-ray installations.

2XRA.27.05 Describe how Occupancy (T) influences the design of x-ray installations.

2XRA.27.06 Describe how Distance (T) influences the design of x-ray installations.

2XRA.27.07 Describe how Material influences the design of x-ray installations.

2XRA.27.08 Describe how the operation of various ancillary equipment influences radiation safety and describe the potential consequences of failure of this equipment.

2XRA.27.09 Describe how the operation of various x-ray equipment influences radiation safety and describe the potential consequences of failure of this equipment.

2XRA.27.10 Identify who should evaluate ancillary/x-ray equipment; frequency evaluations should be made; how is this related to the Quality Assurance Program for radiation safety.

2XRA.27.11 Demonstrate how time, distance and shielding can be manipulated to keep radiation exposures to a minimum.

2XRA.27.12 Perform calculations of exposure with varying time, distance and shielding.

2XRA.27.13 Discuss the relationship between half-value layer and shielding design.

2XRA.27.14 Identify emergency procedures to be followed during failures of x-ray mechanisms.

2XRA.90.00 DISCUSS/OBSERVE DEPARTMENTAL SUPERVISION OF PERSONNEL

2XRA.91.00 DISCUSS THE RELATIONSHIP BETWEEN HEALTH CARE PROVIDERS AND THEIR PATIENTS

2XRA.92.00 PREPARE TO ENTER THE JOB MARKET AS A RADIOLOGIC TECHNOLOGISTS

2XRA.92.01 Write a cover letter and resume

2XRA.92.02 Attend a mock job interview and be critiqued afterward

2XRA.93.00 DISCUSS FILMLESS RADIOGRAPHY

2XRA.94.00 DISCUSS DIGITAL RADIOGRAPHY: NECESSITY AND IMPACT

Required Readings/Materials

You must purchase the following required readings/materials:

Radiation Protection in Medical Radiography, Sherer/Visconti/Ritenour, 6th Ed.

Radiation Protection in Medical Radiography Workbook, Sherer/Visconti/Ritenour, 6th Ed.

Course Requirements (Lectures, Assignments and Assessments)

COURSE REQUIREMENTS:

- A. Regular and punctual attendance of all class lectures and laboratory exercise.
- B. Read and discuss textbook assignments and outside readings when they are assigned.
- C. Complete all course assignments to include worksheets, laboratory exercises, written papers, examinations, etc.
- D. Demonstrate proficiency of the requirements set forth in this course by attainment of a grade of "C" or better.
- E. **Tests** - Students will be allowed to make up tests; however, 10 points will be deducted for each class day a student fails to take the examination. It is the student's responsibility to make an appointment with the instructor for the make-up examination

METHOD OF EVALUATION

Grading Criteria:

- A - 93-100
- B - 84-92
- C - 75-83

Weight of Course Requirements

- 25% Cover Letter
- 25% Resume
- 15% Miscellaneous
- 35% Mock Registry Final Examination

ATTENDANCE POLICY

Student attendance at every class, lab and clinical practicum is expected. Students shall be prompt to class and clinical practicums. Points will be deducted from a student's final course grade for absences. (1-2 abs = 1.0 pt. ea.; 3-5 abs = 1.5 pt. ea.; 6-7 abs = 2 pt. ea.) A student is considered absent if more than 15 minutes late to lecture or lab or more than 2 hours late for clinical practicums. Three (3) or more absences will constitute an administrative drop.

ACADEMIC ETHICS:

You are expected to complete your own assignments and take tests without notes or other outside assistance. **ALL WORK IS EXPECTED TO BE YOUR OWN.** If unethical behavior is detected, **ALL** parties involved will be denied points for that project or exam. The questioned material and a report of the ethics violation will be submitted to the department chair for further action as deemed necessary by the department chair. Unethical behavior including dishonesty (cheating) on any work can be reason for dismissal from the class and ultimately the Program.

Statement of Academic Dishonesty

Ethics, Cheating and Plagiarism

"Using someone else's ideas or phrasing and representing those ideas of phrasing as our own, either on purpose or through carelessness, is a serious offense known as plagiarism. "Ideas or phrasing" includes written or spoken material, of course, from whole papers and paragraphs to sentences, and indeed, phrases. But it also includes statistics, lab results, art work, etc. "Someone else" can mean a professional source, such as a published writer or critic in a book, magazine, encyclopedia, or journal; an electronic resource such as material we discover on the World Wide Web; another students at our school or anywhere else; a paperwriting "service" (online or otherwise), which offers to sell written papers for a fee." (statement taken from <http://webster.comnet.edu/mla/plagiarism.shtml>)

STUDENT ASSISTANCE:

The following resources are available to assist you in successful completion of this course:

- A. In the LRC - Audiovisual materials from LRC presented during course.
- B. **Smarthinking** (<http://Smarthinking.com>)
Smarthinking Provides live, online, on-demand tutoring and writing assistance to Odessa College students in **Mathematics (Basic Skills - Calculus II), Writing, General Chemistry, Organic Chemistry, Physics, Biology, Introduction to Human Anatomy and Physiology, Accounting, Economics, Introductory Finance, Spanish and Statistics.** Keep in mind that the Success Center still has 7 outstanding tutors for in-house face-to-face tutoring sessions.
- C. Instructor Assistance - Instructor office hours are posted on their office doors. Instructors are available during these hours to assist students. Some office hours are at the college while others are at clinical affiliates.

SPECIAL NEEDS STATEMENT

Special Needs: Odessa College complies with Section 504 of the Vocational Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990. If you have any special needs or issues pertaining to your access to and participation in this or any other class at Odessa College, please contact Becky Rivera-Weiss in the Office of Disability Services at 432-335-6861 to request assistance and accommodations.

IMPORTANT NOTES

The final examination is a comprehensive mock registry examination.

MISSED EXAMINATIONS

Students will be allowed to make up tests; however, 10 points will be deducted for each class day a student fails to schedule and complete the examination. It is the student's responsibility to schedule the retake with regards to the instructor's schedule.

Summary of Assignments & Activities

Item (Name)	Type	Description
Mock Registry – combine with class with RADR 2313 – First day only		Mock Registry Exam
Testament	DVD	Watch Movie and Discuss
Go Over Mock Registry	FACE-TO-FACE	Go Over Questions Missed on Exam
Preparing a Cover Letter Hand out template for cover letter. Discuss layout and NO typographical Or grammar errors. Discuss what topics should be discussed in each Paragraph. What does a cover letter do for a person seeking a job?	FACE-TO-FACE	Template and Powerpoint with Class discussion
Assignment Due		Rough Draft of Cover Letter
Preparing a Resume Hand out template for a resume. Discuss basic layout options and NO Typographical or grammar errors. Discuss what should and should not	FACE-TO-FACE	Powerpoint with Examples and Class discussion

Be included in a resume. What should be the length of a resume?		
Assignment Due Will return rough draft of cover letter; student has one more chance to create A terrific cover letter.		Rough Draft of Resume
Interview Questions What type questions should a job seeker be prepared to answer during an Interview? What questions should a job seeker ask during an interview?	FACE-TO-FACE	Handout of sample Interview questions Powerpoint with Class discussion
Assignment Due Will return rough draft of resume; student has one more chance to create an Excellent resume.		Final Draft of Cover Letter and sample Interview questions
Overview of Cover Letter, Resume and Interview Questions	FACE-TO-FACE	General class discussion
Assignment Due Will return final copy of resume. Will return sample interview questions.		Final Draft of Resume
The Job Interview Discussion of the do's and don'ts of a job interview. Power plays for both Sides of the interview. Appropriate dress for an interview. Who should Attend the job interview?	FACE-TO-FACE	Powerpoint with Class discussion
Mock Job Interviews conducted	FACE-TO-FACE	Actual job interview For each student
Evaluation of Job Interviews Job interview of each student will be evaluated with said student.	FACE-TO-FACE	Evaluations
OC Career Fair Must attend in appropriate dress with cover letter and resume available for Prospective employers		Attendance and Distribution of Cover letter and resume
Communication View videos about communication between peers; patients and physicians. Discussion of good and bad communication issues.	FACE-TO-FACE	View videos and Discuss communication Styles and do's and Don'ts of communication
What!?! Continuing Education is mandatory? Why? Requirements for radiologic technologists continuing education, state and Federal. Why is is necessary? How can I obtain CE and work full time? What are my options?	FACE-TO-FACE	Class Discussion
Mock Registry		Final Examination