Content Statement

This Catalog represents the health programs offered by the St. Vincent College of Health Professions and the associated policies and procedures at the time of publication. This Catalog and the provisions contained herein do not represent in any way a contract between the St. Vincent College of Health Professions, Ascension St. Vincent, or any Ascension St. Vincent hospital and any applicant, student or College graduate. The St. Vincent College of Health Professions does not guarantee in any way employment following completion of any College program. Furthermore, the College is not responsible for any misrepresentation of its requirements or provisions that might arise as a result of errors in the preparation of this publication.

Rights Reserved

While we make a reasonable effort to assure that all information contained herein is updated and accurate, the St. Vincent College of Health Professions reserves the right to modify, revoke, or add regulations, policies, fees, or requirements at any time and without prior notice. Candidates are advised to consult the appropriate program director for current information.

Rules and Regulations

This Catalog provides an overview of the policies, procedures, rules and regulations that impact current and prospective College students. Detailed policies, procedures, rules and regulations are included in each program’s Student Handbook given to each student on the first day of student enrollment. A copy of the Student Handbook can be obtained by contacting the respective Program Director below.

College Administration

College President
Jeffrey Rothenberg, MD
St. Vincent Indianapolis Hospital
2001 W. 86th Street
Indianapolis, IN 46260
Jeffrey.Rothenberg@ascension.org
(317) 338-7088

Dean of Accreditation & Compliance
Mark Adkins, MEd, RT (R)(QM)
St. Vincent Indianapolis Hospital
2001 W. 86th Street
Indianapolis, IN 46260
MEAdkins@ascension.org
(317) 338-3879

Executive Advisory Board

<table>
<thead>
<tr>
<th>Jeffrey Rothenberg, MS, MD</th>
<th>Mark Adkins, MEd, RT (R)(QM)</th>
</tr>
</thead>
<tbody>
<tr>
<td>President, St. Vincent College of Health Professions</td>
<td>Dean of Accreditation &amp; Compliance / Radiography Program Director</td>
</tr>
<tr>
<td>Chief Medical Officer &amp; Executive Director of Graduate Medical Education</td>
<td>St. Vincent College of Health Professions</td>
</tr>
<tr>
<td>Ex-officio member</td>
<td>Ex-officio member</td>
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<table>
<thead>
<tr>
<th>Cynthia Adams, RN, PhD</th>
<th>Nancy Frick, NDiv CFRE</th>
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<tbody>
<tr>
<td>Chief Nursing Officer, St. Vincent</td>
<td>Vice President of Development</td>
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<td>St. Vincent Foundation</td>
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<thead>
<tr>
<th>Eugene Johnson</th>
<th>Kelly Horst, MD</th>
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<tbody>
<tr>
<td>Assistant Commissioner for Special Projects and Program Management</td>
<td>Radiologist</td>
</tr>
<tr>
<td>Indiana Commission for Higher Education</td>
<td>Northwest Radiology</td>
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<tr>
<th>Anne M. Ruff, JD</th>
<th>Jonathan S. Nalli</th>
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<tr>
<td>Attorney</td>
<td>Chief Executive Officer, St. Vincent - Indiana</td>
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<tr>
<th>Ann Varner</th>
<th>Don Selcik, DO</th>
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<tr>
<td>Chief Mission Integration Officer</td>
<td>Dean, Marian University College of Osteopathic Medicine</td>
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<td>St. Vincent</td>
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<thead>
<tr>
<th>Dawn Zimmer, MD</th>
<th>Linda Wilgus, CPA CMPE</th>
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<tr>
<td>St. Vincent</td>
<td>Executive Director/CFO</td>
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<td>Northwest Radiology</td>
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<tr>
<th>Dr. Nikki Woodson, Superintendent</th>
<th>President</th>
</tr>
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<tr>
<td>MSD of Washington Township Schools</td>
<td>Catalog Approval:</td>
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Published: February 2020
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Dear Prospective Allied Health Students,

We want to welcome and encourage you to explore the St. Vincent College of Health Professions! The St. Vincent College of Health Professions serves to educate and train qualified individuals in allied health disciplines that are offered in the Ascension St. Vincent ministries.

The St. Vincent College of Health Professions was formed to include allied health programs that to award students the appropriate certification required for entry-level employment. The College is institutionally accredited by the Accrediting Bureau of Health Education Schools (ABHES) and offers an Associate of Applied Science degree to approved programs. This accreditation makes the St. Vincent College of Health Professions the only hospital-sponsored academic institution in Indiana accredited to award academic degrees. The College is also authorized by the Indiana Commission on Higher Education, Board for Proprietary Education.

We value individuals and want to make a positive difference in the lives of patients we serve. Our commitment is to provide students with the highest quality health education available and the appropriate pathway to professional certification. Each program has designed a rigorous curriculum with an active clinical and field participation. Please take some time to look over the information presented.

Our goal is to serve as a model for hospital-based allied health education and training and we are looking for individuals that are called to serve and learn in our hospital communities. Please let us know if you have any questions. We hope to hear from you soon. Thank you for your interest and may God bless you.

Jeffrey Rothenberg, MD,
College President / Executive Director of Medical Education
St. Vincent College of Health Professions
Section I

Ascension St. Vincent
Ascension St. Vincent

The St. Vincent College of Health Professions is owned and operated by St. Vincent Indianapolis Hospital, which itself is a subsidiary of Ascension, the largest Catholic health system in the world and the largest non-profit health system in the United States. Our Catholic health ministry is dedicated to spiritually centered, holistic care that sustains and improves the health of individuals and communities. Through our national health ministries, we promise to provide Healthcare That Works, Healthcare That is Safe, and Healthcare That Leaves No One Behind. In support of our healing Mission, and driven by compassion and dedication to care for those most in need, Ascension has become a leading voice for Catholic healthcare in the United States. Ascension St. Vincent is dedicated to spiritually centered, holistic care that sustains and improves the health of individuals and communities. As an organization rooted in humanity, Ascension St. Vincent is committed to serving all persons, especially the poor and vulnerable, and advocate compassion in actions and words. To learn more about Ascension and Ascension St. Vincent, visit [http://www.stvincent.org/](http://www.stvincent.org/) and [https://ascension.org/](https://ascension.org/).

Ascension St. Vincent Mission

Rooted in the loving ministry of Jesus as healer, we commit ourselves to serving all persons with special attention to those who are poor and vulnerable. Our Catholic health ministry is dedicated to spiritually centered, holistic care, which sustains and improves the health of individuals and communities. We are advocates for a compassionate and just society through our actions and our words.

Ascension St. Vincent Core Values

Ascension St. Vincent is dedicated to minister to the mind, body, and spirit of anyone in need through the Core Values of Ascension St. Vincent.

- **Service to the Poor** – generosity of spirit for persons most in need
- **Reverence** – Respect and compassion for the dignity and diversity of life
- **Integrity** – Inspiring trust through personal leadership
- **Creativity** – Courageous innovation
- **Wisdom** – Integrating excellence and stewardship
- **Dedication** – Affirming the hope and joy of our ministry
Ascension St. Vincent Facilities
Ascension St. Vincent consists of over 20 hospitals, immediate care clinics and physician practices serving 47 counties in central and southern Indiana. With more than 16,000 associates and 3,000 physicians, St. Vincent Health has long been one of the largest employers in Indiana. Our health practices include:

- A 4-building medical complex on the north side of Indianapolis
- 3 large state-of-the-art hospitals in Indianapolis, Kokomo and Anderson
- 8 critical access hospitals
- 7 specialty hospitals
Accreditation and Licensure of Ascension St. Vincent Hospitals

All Ascension St. Vincent hospitals are accredited by The Joint Commission (TJC), an independent, not-for-profit organization that certifies more than 20,500 health care organizations and programs in the United States. Joint Commission accreditation and certification is recognized nationwide as a symbol of quality that reflects an organization’s commitment to meeting certain performance standards. TJC accreditation of Ascension St. Vincent hospitals and information about TJC can be seen by visiting http://www.jointcommission.org/.

All Ascension St. Vincent hospitals are also licensed by the Indiana State Department of Health (ISDH). For more information about the ISDH licensure of acute-care hospitals and to search for licensed facilities in Indiana, visit https://secure.in.gov/isdh/reports/QAMIS/hosdir/index.htm.
Section II

College of Health Professions
General Information
College Ownership
The St. Vincent College of Health Professions is an institution of higher learning owned and operated by Ascension St. Vincent. The College exists to educate and train qualified individuals in allied health disciplines relevant to clinical services offered in Ascension St. Vincent ministries. The College itself was established in 2015 as a means of growing health education program within Ascension St. Vincent.

Mission Statement
Our Mission is to make a positive difference in the lives the people we serve, our Ascension St. Vincent ministries and their respective communities by delivering high-quality education and training in allied health professions. We exist to safeguard our patients and the communities we serve by graduating individuals who exhibit caring, compassionate and highly competent patient care. This is accomplished through a commitment of excellence from our faculty and staff, Advisory Board, and our affiliated Ascension St. Vincent institutions. Our paradigms are open to all aspects of education that do not violate the Mission or Core Values of Ascension St. Vincent and our affiliated institutions.

Vision Statement
Our Vision is to become a national model for enterprise-wide, hospital-based allied health education and training. We envision a system-wide College dedicated to meeting the human resource needs of the affiliating Ascension St. Vincent ministries and their respective communities.

Facilities / Locations
The College does not have a central facility but exists as an entity for institutional accreditation purposes. Individual programs within the College exist at the St. Vincent Indianapolis Hospital campus. Separate classrooms exist for the Radiography Program at St. Vincent Anderson Regional Hospital in Anderson, IN and St. Vincent Kokomo Hospital in Kokomo, IN. Individual programs utilize clinical services found within Ascension St. Vincent ministries or their contracted entities for clinical education and training purposes. All College programs are residential in nature and are not offered online. Additional information on program facilities can be found in individual program sections herein.

College Accreditation
The St. Vincent College of Health Professions is institutionally accredited by:
Accrediting Bureau of Health Education Schools (ABHES)
7777 Leesburg Pike, Suite 314 N
Falls Church, VA 22043
(703) 917-9503
www.ABHES.org
College Licensure
This institution is authorized by:
Indiana Board for Proprietary Education
101 West Ohio Street, Suite 300
Indianapolis, IN 46204-4206

Programs Offered
The St. Vincent College of Health Professions currently offers the following health programs:
● Radiography (Radiologic Technology) – Associate of Applied Science
● Diagnostic Medical Sonography (DMS) – Associate of Applied Science
● Central Sterile Processing (CSP) – Certificate

Program Accreditations and Licenses
Individual programs within the College are accredited by agencies recognized to accredit programs within the respective disciplines. Below are College program accreditations.

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

The Radiography and DMS Programs are authorized by the following state agencies:
Indiana Commission for Higher Education /
Indiana Board for Proprietary Education
101 West Ohio Street, Suite 300
Indianapolis, IN 46204-4206

The Radiography Program is authorized by the following state agencies:
Indiana State Department of Health
Medical Radiology Services Program
4th Floor Selig
2 N. Meridian Street
Indianapolis, IN 46204
http://www.in.gov/isdh/23279.htm
The Central Sterile Procession Program provides training in alignment with the sterile processing certification counsel of International Association of Healthcare Central Service Materiel Management (IAHCSMM) and the Certification Board for Sterile Processing and Distribution, Inc. (CBSPD).

<table>
<thead>
<tr>
<th>IAHCSMM</th>
<th>CBSPD</th>
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<tbody>
<tr>
<td>55 West Wacker Drive, Suite 501</td>
<td>1392 US Hwy 22, Suite #1</td>
</tr>
<tr>
<td>Chicago, IL 60601</td>
<td>Lebanon, NJ, 08833</td>
</tr>
<tr>
<td><a href="https://www.iahcsmm.org/">https://www.iahcsmm.org/</a></td>
<td><a href="https://www.cbspd.net/">https://www.cbspd.net/</a></td>
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**Program Managers**

<table>
<thead>
<tr>
<th>Radiography Program</th>
<th>Diagnostic Medical Sonography Program</th>
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<tbody>
<tr>
<td>Mark Adkins, MSEd, RT (R)(QM)</td>
<td>Ashlie Munchel, BS, RT (R), RDMS, RVT</td>
</tr>
<tr>
<td>St. Vincent Indianapolis Hospital</td>
<td>St. Vincent Indianapolis Hospital</td>
</tr>
<tr>
<td>2001 W. 86th Street</td>
<td>2001 W. 86th Street</td>
</tr>
<tr>
<td>Indianapolis, IN 46260</td>
<td>Indianapolis, IN 46260</td>
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<tr>
<td><a href="mailto:MEAdkins@ascension.org">MEAdkins@ascension.org</a></td>
<td><a href="mailto:Ashlie.Munchel@ascension.org">Ashlie.Munchel@ascension.org</a></td>
</tr>
<tr>
<td>(317) 338-3879</td>
<td>(317) 338-2484</td>
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<tr>
<th>Central Sterile Processing Program</th>
<th>Accreditation &amp; Compliance Manager</th>
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<tbody>
<tr>
<td>Monique L. Jelks, MSOL, CRCST*</td>
<td>Mark Adkins, MSEd, RT (R)(QM)*</td>
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<tr>
<td>Operations Manager</td>
<td>Accreditation &amp; Compliance Manager</td>
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<tr>
<td>St. Vincent Indianapolis Hospital</td>
<td>St. Vincent Indianapolis Hospital</td>
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<tr>
<td>2001 W. 86th Street</td>
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<tr>
<td>Indianapolis, IN 46260</td>
<td>Indianapolis, IN 46260</td>
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<tr>
<td><a href="mailto:Moniquejelks@ascension.org">Moniquejelks@ascension.org</a></td>
<td><a href="mailto:MEAdkins@ascension.org">MEAdkins@ascension.org</a></td>
</tr>
<tr>
<td>(317) 338-3873</td>
<td>(317) 338-3879</td>
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*Jelks & Adkins serve collectively as CSP program co-managers
Section III

Admissions
St. Vincent College of Health Professions provides equal opportunity to all qualified applicants. The College is selective in its admissions practices and evaluates applicants based on merit without discrimination on the basis of age, race, religion, creed, color, national origin, marital status, gender, disability, veteran status, sexual orientation, or any other legally protected status. The College reserves the right to deny acceptance to any individual based on application procedure requirements, minimum academic requirements, or preferences described herein. Selection into the College is based on selection into a program within the College.

**Enrollment Status**

The following terms will be used to describe the enrollment status of students.

*Applicant*: An applicant is an individual who has applied for admission into a College program but has yet to be accepted or rejected.

*Conditionally Accepted*: An individual who has applied for admission and has been accepted to enroll in a College program but has not met all enrollment contingencies will be considered conditionally accepted. Failure to meet all enrollment contingencies will result in a withdrawal of acceptance. In such instance, the conditionally accepted candidate will not have been considered enrolled.

*Inactively Enrolled*: A student is considered inactively enrolled once a conditionally accepted candidate has met all contingencies for active enrollment, when an actively enrolled student begins an approved Leave of Absence (LOA) or when a previously enrolled student has been granted approval for reinstatement.

*Actively Enrolled*: A student is considered actively enrolled when he/she is attending and actively engaged in academic activities including classroom attendance, clinical and lab participation. Under such conditions the student will remain actively enrolled unless he/she voluntarily withdraws, is dismissed, is on an approved Leave of Absence, or stops attending College-related academic activities for a period of three (3) business days without notice to program directors of intent to remain actively enrolled. The last date of attendance will be the last day a student had any academic activity including but not limited to classroom attendance, clinical or lab participation.

*Withdrawn*: The College will honor the notice of students wishing to withdraw from any College program. The withdrawal notice must be in writing (hand-written, typed or e-mail), dated, and signed (signature or electronically) by the student. Students who withdraw prior to the final exam week of the semester in which they are currently enrolled will receive a "W" grade for each course with no impact on the student’s GPA. Withdrawing during or after final exams week will result in earned grades for the courses. The official withdrawal date will be the next business day following the last day a student had any academic activity.

*Dismissed*: A student is considered dismissed when he/she is involuntarily terminated from the College. The two forms of dismissal are 1) academic dismissal (see Academic progress Standards policy) and 2) corrective action dismissal (see Corrective Action policy). In either instance, the student will be given a letter of termination from the respective program director stating the reason for dismissal. A student who is dismissed prior to the final day of the semester will receive an "F"
letter grade for each course taken during the semester of dismissal. The official dismissal date will be the date on the termination letter.

*Graduated:* The student successfully completed all program requirements and achieved the terminal award offered by the program.

**Application Procedure**

To be considered for acceptance into any college program, applicants must submit the following:

1. Completed and signed application.
2. Submission of the non-refundable $20 application fee. The fee must be in the form of a personal check, money order, or cashier’s check. Cash will **not** be accepted.
3. Submission of official transcripts from all high school, American college, technical, vocational or other post-secondary institutions / schools listed on the specific program application.
4. Proof of United States citizenship or permanent legal “green card” residency.
5. Additional requirements may be required by individual programs.

**Application Deadlines**

Radiography and Diagnostic Medical Sonography Programs: Applications, application fees, typed essays, and other program required documents must be submitted between **November 1** and **January 31**. Final deadline for submission of official college transcripts is **the second Tuesday in February**. All admission documents must be in the possession of the respective program director by the stipulated deadline. All submitted documents become the permanent possession of the College.

Central Sterile Processing Program: Application, application fees, official high school, college, technical/trade school transcripts, and any other program required documents must be submitted by **May 29** for **August enrollment** and **November 27** for **January enrollment**. All admission documents must be in the possession of the respective program director by the stipulated deadline. All submitted documents become the permanent possession of the College.

**Foreign Educated Applicants**

For degree programs, applicants must have completed all the program’s general education requirements through regionally-accredited American colleges and universities. No foreign academic work will be considered toward the general education requirements. Foreign transcripts or the equivalent domestic evaluation of foreign transcripts (ECE, for example) are not required.

For certificate programs, applicants who have not completed coursework through regionally-accredited American colleges and universities must have completed an American high school or attained a general education diploma (GED). No foreign academic work will be considered toward the program’s admission requirements.

**Minimum Requirements**

Each program within the College will establish minimum admission requirements. Candidates should refer to the individual program of interest for minimum requirements.
**Selection Procedure**

Each program within the College will establish its own selection procedure and timelines. Candidates should refer to the individual program of interest for the selection process.

**Conditional Acceptance**

Individuals granted conditional acceptance by a College program must meet additional requirements before active enrollment in August is granted. Active enrollment of applicants will be contingent on the following (details will be provided in the applicant’s acceptance packet):

1. Complete all admission requirements by August 1 of the year of enrollment.
2. Complete and returned Enrollment Agreement.
3. Submit the required tuition deposit.
4. Send updated academic transcripts to the Program Director if academic work is in progress at the time of application. High school students who apply to certification programs prior to graduation must submit an official transcript following high school graduation.
5. Meet all Ascension St. Vincent requirements and state regulations regarding immunity.
7. Pass criminal background check, sex offender check, professional license/certification review and excluded provider check.
8. Submit proof of health insurance coverage.
9. Complete CPR certification (CSP applicants excluded)
10. Meet additional program-specific requirements if stipulated.

**Disability**

St. Vincent College of Health Professions does not discriminate based on disability as determined by the American with Disabilities Act (ADA). College programs do not request disability information from program candidates. Likewise, candidates are advised to not discuss or disclose a disability to College faculty, students or other Ascension St. Vincent representatives. The SVCHP Disability Accommodations policy will detail the procedure requests for disability accommodations.

**Disclosure of Criminal History**

All College applicants will be asked on the application to disclose their criminal history, excluding speeding and minor traffic violations. Applicants who disclose their criminal history must provide details as directed on the application. Failure to disclose a positive criminal history will result in denial of the application or withdrawal of conditional acceptance. The College reserves the right to deny acceptance or rescind conditional acceptance to any individual with a positive criminal history based on individual circumstances. Individual programs with the College may have additional requirements regarding a positive criminal history.

**Disclosure of Professional License or Certification Suspension or Revocation**

All College applicants will be asked on the application to disclose if they have ever had a professional license or certification suspended or revoked by any certifying agency or governing body. Applicants must provide details of the suspended or revoked professional license or certification as directed in the application. Failure to disclose a suspended or revoked professional license or certification will result in denial of consideration or withdrawal of conditional acceptance. The College reserves the right to deny acceptance or rescind conditional acceptance to any individual history of suspended or revoked professional license or certification based on individual circumstances.
Section IV

Academic Information
**Academic Overview**

The College of Health Professions runs on a semester calendar. Each semester is 20 weeks in length, except for an 8-week summer semester. During each semester, students will complete academic and clinical courses taught during that semester. The length of each program will be described in the appropriate program section. Students must enroll in all courses taught during the semester; part-time enrollment is not permissible. Students are given course syllabi at the beginning of each semester for each course taught during that semester. Course syllabi detail content taught in the course, course expectations, grading criteria, and a course calendar.

<table>
<thead>
<tr>
<th>Academic Calendar</th>
<th>2020 – 2021</th>
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<tr>
<td><strong>Fall 2020</strong></td>
<td></td>
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<tr>
<td>August 3</td>
<td>Fall Semester Begins</td>
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<td></td>
<td>16-week CSP Program Term Begins</td>
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<td>September 7</td>
<td>Labor Day Holiday</td>
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<td>November 20</td>
<td>Final Day of CSP Training</td>
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<td>November 26 &amp; 27</td>
<td>Thanksgiving Holiday Break</td>
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<td>December 18</td>
<td>Fall Semester Ends</td>
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<tr>
<td>December 21 – January 1</td>
<td>Winter Break</td>
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<td><strong>Spring 2021</strong></td>
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<tr>
<td>January 4</td>
<td>Spring Semester Begins</td>
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<tr>
<td>February 1</td>
<td>16-week CSP Program Term Begins</td>
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<tr>
<td>January 18</td>
<td>Martin Luther King Day Holiday</td>
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<tr>
<td>March 15 - 19</td>
<td>Spring Break</td>
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<tr>
<td>March 29</td>
<td>Good Friday Holiday</td>
</tr>
<tr>
<td>May 21</td>
<td>Final Day of CSP Training Fall Semester Ends</td>
</tr>
<tr>
<td>May 24 – 28</td>
<td>Early Summer Break</td>
</tr>
<tr>
<td><strong>Summer 2021</strong></td>
<td></td>
</tr>
<tr>
<td>May 31</td>
<td>Summer Semester Begins</td>
</tr>
<tr>
<td>July 5</td>
<td>Independence Day Holiday (observed)</td>
</tr>
<tr>
<td>July 23</td>
<td>Summer Semester Ends</td>
</tr>
<tr>
<td>July 26 – 30</td>
<td>Late Summer Break</td>
</tr>
</tbody>
</table>

*Second year calendar is presented in each program handbook given to enrolled students on enrollment*
**Academic Credit**

Academic credit is awarded following completion of each program course. The number of credits awarded varies according to the number of scheduled hours for lecture, lab and clinicals. Academic credit is used in the calculation of Grade Point Average (GPA – see below). For this purpose, “clinical” refers to any activity in which the student applies their training in the delivery of care to actual patients and the related activities of a practicing professional in the respective field. “Clinicals” may be referred to as “externships” or “internships” by individual programs.

Academic credit is awarded according to the following:

- Lecture Credit: 15 hours per semester = 1 credit
- Lab Credit: 30 hours per semester = 1 credit
- Clinical Credit: 45 semester hours = 1 credit

**Transfer of Credit**

1. **General Education Credit**: The St. Vincent College of Health Professions does not teach general education coursework therefore all general education credit must be transferred in from outside institutions. Only general education courses relevant to individual College program requirements are transferred. The College will only transfer in general education academic credit from regionally-accredited institutions. The list of approved regional accrediting agencies is found at [http://www.chea.org/Directories/regional.asp](http://www.chea.org/Directories/regional.asp). The SV College will only transfer academic credit, not actual course grades.

2. **Core Course Credit**: Core courses are the field-specific courses required by each program. The St. Vincent College of Health Professions does not transfer core education credit except for individuals currently enrolled in and seeking transfer from an outside program. The program must be programmatically accredited or the sponsoring institution by be institutionally accredited by an agency sufficient to allow program graduates eligibility to sit for the respective certifying examination. In such cases, the SV College program faculty will review and determine what, if any, core course credit will transfer. The SV College will only transfer academic credit, not actual course grades. The St. Vincent College of Health Professions is under no obligation to accept program transfer students.

3. **Institutional Credit Requirement**: Students must complete 25% or more of the program curriculum through the SV College of Health Professions. For example, a transfer student must complete at least 20.0 credit hours through the St. Vincent College of Health Professions to graduate from a program that requires 80.0 semester credit hours.
**Prior Learning Credit**

Prior Learning Credit refers to credit awarded for relevant academic or work experiences. Credit can be in the form of full course credit or specific course requirements based on prior experiences. Candidates should refer to each individual program for their policy on Prior Learning Credit.

**Academic Progress Standards**

The St. Vincent College of Health Professions is committed to offering enrolled students high quality health education that leads to gainful employment and/or advanced training in the respective health field. Likewise the College has high expectations of enrolled students consistent with competent, entry-level practice. To that end, the College has established academic standards of performance to assure student progress. These standards will be communicated to all students and applied consistently and fairly to all students within respective programs.

**Satisfactory Academic Progress**

Students are required to maintain satisfactory academic progress to remain enrolled in the St. Vincent College of Health Professions. Academic progress standards include:

- The student must pass individual assessments as determined by the individual College program.
- The student must pass all program courses in accordance to the criteria published in the respective course syllabi.
- The student must successfully complete all courses in a given semester with a minimum grade of “C” or “Pass” before the student can enroll in the following semester unless the student has been given a written notification of an incomplete course with a defined course completion date. In this case the student will be permitted to enroll in the following semester but the incomplete course(s) must be complete by the specified completion date for the student to remain enrolled in the College.
- The student must take all courses for the semester in the proper course sequence as outlined in each program’s curriculum.
- The student must complete all program requirements for graduation within 150% of the normal program length as measured from the initial date of active enrollment.

Individual College programs have discretion for establishing pass/fail thresholds for student assessments and required actions, if any, for failed assessments. College programs will publish specific criteria in each course syllabus in accordance with accreditation standards and will provide enrolled students with a course syllabus at the start of each course.

College programs may choose to have a probation policy. If so, the policy must clearly state conditions on which a student is placed on probation, requirements the student must meet to have probation lifted, the probationary time frame, and results for failing to meet requirements to have probation lifted.
Course Grades

At the conclusion of each course, students will be assigned a course grade as determined by the individual course syllabus. The academic transcript for each student depicts the student’s progress through the program curriculum and the final course grades and grade point average (GPA). For all programs, students must earn a grade of "C" or higher in each core program course to remain enrolled in the program and graduate.

Course grades are as follows:

<table>
<thead>
<tr>
<th>Letter Grade</th>
<th>Score Range</th>
<th>GPA Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>A+</td>
<td>100% – 98.0%</td>
<td>4</td>
</tr>
<tr>
<td>A</td>
<td>97.99% – 96.0%</td>
<td>4</td>
</tr>
<tr>
<td>A-</td>
<td>95.99% – 93.0%</td>
<td>3.7</td>
</tr>
<tr>
<td>B+</td>
<td>92.99% – 90.0%</td>
<td>3.3</td>
</tr>
<tr>
<td>B</td>
<td>89.99% – 87.0%</td>
<td>3</td>
</tr>
<tr>
<td>B-</td>
<td>86.99% – 84.0%</td>
<td>2.7</td>
</tr>
<tr>
<td>C+</td>
<td>83.99% – 80.0%</td>
<td>2.3</td>
</tr>
<tr>
<td>C</td>
<td>79.99% – 75.0%</td>
<td>2</td>
</tr>
<tr>
<td>F</td>
<td>74.99% and lower</td>
<td>0</td>
</tr>
<tr>
<td>Pass</td>
<td>NA</td>
<td>NA</td>
</tr>
<tr>
<td>Fail</td>
<td>NA</td>
<td>NA</td>
</tr>
<tr>
<td>T</td>
<td>Transfer Course</td>
<td>NA</td>
</tr>
<tr>
<td>I</td>
<td>Incomplete</td>
<td>NA</td>
</tr>
<tr>
<td>W</td>
<td>Withdrawal</td>
<td>NA</td>
</tr>
</tbody>
</table>

Incomplete: The College issues incomplete course grades only for certain courses as defined in the respective course syllabus. At the completion of said course, any student who has not met all course objectives and requirements identified in the course syllabus will be issue an incomplete “I” grade. The student will be allowed to enroll in the upcoming semester under a written plan to complete all course requirements by a specified date as determined by the individual program. Completing the course requirements by the specified date will result in the final course grade being determined based on the requirements set forth in the course syllabus. Failure to complete the course requirements by the specified date will result in the student receiving a failing grade for the course, thus resulting in dismissal from the program.

Transferred: Transferred (T) course grades are assigned to courses transferred into the College from other accredited institutions (see Academic Credit policy). The final course grade must be a letter grade of “C” or higher to be accepted as a transferred course. Transferred course grades do not factor into grade point average calculation (see below).

Withdrawal: Any student who voluntarily withdraws from the College in writing will be assigned a withdrawal (W) course grade for all courses not completed during the semester of withdrawal. A “W” course grade is not factored into the student’s grade point average calculation (see below). The withdrawal notice must be in writing, dated, and signed by the student. Withdrawing during or after final exams week will result in earned grades for the courses.
Pass/Fail: Some courses within specific programs of the College are assigned Pass or Fail rather than a letter grade. All required course competencies must be met in order to be assigned a passing grade designation. Failure to complete the course requirements may result in an incomplete being issued with a specified date of completion. Failure to complete the course requirements by the date specified will result in the student receiving a failing grade for the course, thus resulting in dismissal from the program. Pass/Fail courses are not calculated in the student’s grade point average.

Grade Point Average (GPA)
Grade point average is the numerical average of all course grades completed during the semester (term GPA) or entire program tenure (Cumulative GPA) and is calculated as follows:

\[
\text{Sum of all course points earned} \div \text{Sum of all course credit hours}
\]

Academic Dismissal
Program dismissal will occur as a result of the following circumstances.
1. Failing to achieve a passing grade of “C” or higher or “Pass” in any core program course as outlined in the respective course syllabus.
2. Failing to meet requirements to have probation lifted as defined in the program’s respective Probation Policy.
3. Failing to meet all graduation requirements pursuant to the Graduation Requirements Policy.
4. Failing to complete all program requirements within 150% of the normal program length as measured from the initial date of active enrollment.

Students dismissed for academic failure will receive a letter grade of “F” for all courses not completed and passed by the date of dismissal.

Grievance
A student dismissed for failing to meet academic progress standards has the right to appeal the academic dismissal in accordance to the Grievance and Appeal policy. Should the academic dismissal be overturned by the Grievance Panel, the student’s status will become inactively enrolled and will be permitted to return to active enrollment at the beginning of the next semester the same courses are offered. In such instance, the student must enroll in and take all core program courses during the semester of reinstatement even if some courses were or would have been previously passed. The student will not be charged tuition and fees for the semester of re-enrollment but must pay tuition and fees for all subsequent semesters as described in the Tuition and Fees policy. The re-enrolled student is reminded that the program must be completed within 150% of the program length as measured from the initial date of active enrollment.

Reinstatement
A student dismissed for failing to meet academic progress standards may request reinstatement. The request must be made in writing to the respective program director and must include a rationale why the student is to be reinstated. The student is encouraged to make a compelling argument for reinstatement addressing the specific deficiencies leading to the academic dismissal. The reinstatement request must occur within 30 days following the date of academic dismissal.

If approved, reinstatement will occur at the beginning of the same semester the next academic year. The student must enroll in and take all core program courses during the semester of reinstatement even if some courses were previously passed. Reinstated students are required to pay semester tuition and fees as
described in the Tuition and Fees policy. If approved, the student’s status will be changed from “Dismissed” to “Inactively Enrolled.”

The reinstated student is reminded that the program must be completed within 150% of the program length as measured from the initial date of active enrollment and is thus limited to only one (1) reinstatement.

Repeated Courses
Once a reinstated student returns to active enrollment, repeated course grades will be calculated into the student’s cumulative grade point average. Previously earned course grades will remain on the student’s academic transcript but will not be calculated into the student’s cumulative grade point average.

Reapplication
Former students may re-apply for admission into the program under the College admission requirements and procedures applicable to the year in which the student applies. Each student will be evaluated for enrollment based on his/her individual merits against the merits of other applicants. Special consideration will not be given to such applicants. Program faculty reserve the right to deny admission to said candidates regardless of merit if the faculty feel that circumstances leading to academic dismissal have not been sufficiently addressed.

Academic Integrity
Academic integrity is the commitment to and demonstration of honest and moral behavior in academic and clinical settings and is a commitment to the three fundamental values.

1. **Honesty**: Representing one’s academic and or clinical work as true and fairly earned.
2. **Trust**: A firm belief in the truth and moral behavior of someone’s actions.
3. **Fairness**: Actions that are in accordance with rules, regulations and expectations without taking any advantage to misrepresent one’s work or performance.

The St. Vincent College of Health Professions believes these three values, plus the courage to uphold them even in the face of adversity, are truly foundational to ethical and moral behavior. The SVCHP strives to communicate and support clear standards of integrity, so students can carry them forward in their personal and professional lives and be proud of meeting the rigorous academic standards.

Protected Academic Information
Any SVCHP information related to an academic exercise the SVCHP has deemed protected and therefore restricts student access, if at all, to faculty-supervised conditions. PAI includes but is not limited to the following.

- Academic tests, graded or ungraded
- Graded papers, projects and evaluations
- Instructor Notes

Misconduct Terms
Academic misconduct is any action or behavior in an academic or clinical situation that calls into question a student’s honesty, trust, or fairness. Examples of academic misconduct include but are not limited to the following.
1. **Plagiarism**: The adoption or reproduction of ideas, words or statements of another person without due acknowledgment.

2. **Cheating**: Any attempt to give or obtain assistance in a formal academic exercise not permitted by the instructor, program or College.

3. **Fabrication**: The falsification of data, information, or citations in any formal academic exercise.

4. **Academic Theft**: Unpermitted taking of Protected Academic Information by any means including but not limited to physically removing the material, taking pictures, transcribing verbally or in writing, digitally copying, or printing the material.

5. **Interference/Sabotage**: Acting to prevent others from completing their work or misrepresenting their work.

6. **Unauthorized Access**: Accessing another’s private academic information or institutional PAI by any means and in any setting including but not limited to via computer systems, hard copies, faculty offices and classrooms.

**Academic Misconduct Consequences**

Violations of academic integrity demean the violator, degrade the learning process, discredit the accomplishments of past and present students, and tarnish the SVCHP reputation. SVCHP students are expected to always demonstrate and uphold these values of academic integrity. To that end, the SVCHP has zero tolerance for academic misconduct. Any violations of academic integrity will result in immediate dismissal from the SVCHP program.
Section V

Tuition and Expenses
Tuition and Fees

Total fees for each program are broken down according to the table below.

<table>
<thead>
<tr>
<th>Tuition (paid per semester)</th>
<th>Radiography</th>
<th>Diagnostic Medical Sonography</th>
<th>Central Sterile Processing</th>
</tr>
</thead>
<tbody>
<tr>
<td>Semester I: $1400</td>
<td>Semester I: $400</td>
<td>$1200 Fall/Spring Term</td>
<td></td>
</tr>
<tr>
<td>Semester II: $1400</td>
<td>Semester II: $1400</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Semester III: $400</td>
<td>Semester III: $1400</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Semester IV: $400</td>
<td>Semester IV: $400</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Semester V: $1400</td>
<td>Semester V: $1400</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total $6000</td>
<td>Total $6400</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

| Books and Materials         | $414*                                    | $665*                        | Included with Tuition |
| Total                       | $6444                                    | $7225                        | $1200                  |

*Approximate cost; actual cost will be included on the enrollment agreement if accepted.

Additional fees not paid to the College or programs are listed below.

<table>
<thead>
<tr>
<th></th>
<th>Radiography</th>
<th>Diagnostic Medical Sonography</th>
<th>Central Sterile Processing</th>
</tr>
</thead>
<tbody>
<tr>
<td>Textbooks and Resources**</td>
<td>$202</td>
<td>$400</td>
<td>$0</td>
</tr>
<tr>
<td>CPR**</td>
<td>Up to $100</td>
<td>Up to $100</td>
<td>Not Required</td>
</tr>
<tr>
<td>Uniforms**</td>
<td>$100 - $150</td>
<td>$100 - $150</td>
<td>$0 (Provided by Program)</td>
</tr>
<tr>
<td>Certifying Exam(s)***</td>
<td>$200</td>
<td>SPI (Year 1): $250</td>
<td>$125**</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Specialty (Graduation): $250</td>
<td></td>
</tr>
<tr>
<td>State License***</td>
<td>$60</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>Total</td>
<td>$562 - $712</td>
<td>$1000 - $1250</td>
<td>$125</td>
</tr>
</tbody>
</table>

** Estimated cost; subject to vendor charges.

*** Current cost; subject to agency fee changes.
Payment Due Dates

Tuition and fees are paid per semester by the last business day of the first week of the semester unless a financial hardship payment plan has been requested by the student and approved by the program director. Personal checks or cash will not be accepted.

Failure to pay tuition and fees by the established due dates will result in the student being suspended for up to two weeks or until all required fees are paid. Failure to pay all tuition and fees within the two-week suspension period will result in the student being dismissed from the respective program.

Accepted students will be required to pay an enrollment deposit as determined by the specific program by the date established in the Enrollment Agreement to reserve their place in the program. This deposit will be deducted from the remaining tuition balance for the first semester. The deposit is fully refundable if the student chooses to decline their acceptance and a written request is made to the respective program director within three (3) business days from the date the Enrollment Agreement is signed by the student. After three (3) business days, the deposit is not refunded.

Refunds

Tuition (excluding textbook, materials and other fees) refunds are made for voluntary student withdrawal from the program. Upon the student’s written request, a refund will be according to the refund schedule below (allowing 4-6 weeks for processing). The semester refund schedule is as follows:

1. With the exception of the enrollment deposit, 100% of the semester tuition is refunded if the withdrawal is before the first day of class of the semester.
2. 50% of the semester tuition is refunded if the withdrawal is by the last business day of the second week of the semester.
3. No refund is made if the withdrawal is after the second week of the semester.

To be eligible for a refund, the student must meet the following conditions and follow the procedure below.

1. The withdrawal notice must be in writing to the student’s respective Program Director. The withdrawal notice must be dated and signed by the student.
2. The refund is determined based on the date of withdrawal, not the date of last attendance. The withdrawal date cannot precede the date of last attendance.
   a. The withdrawal date is the date indicated on the student’s withdrawal notice.
   b. The last day of attendance will be the last day the student had any on-site, academically-related activity. This includes attending class, attending clinicals / externships, completing written or practical examinations or participating in any program-sanctioned activity.
3. Only tuition is refunded. The College will retain other fees paid.
Financial Aid

The College does not participate in Title IV federal student aid (FASFA) programs and, as a result, students may not be able to have their existing student loans deferred. Students should contact the financial aid of the college/ institution through which the loan was processed to discuss their options.

Some College programs are approved by the Indiana Department of Workforce Development “WorkOne” for tuition and fee assistance. Eligible enrolled students may obtain financial assistance to cover College fees through this provision, provided state funds are available. Programs can be searched by visiting https://webapps.dwd.in.gov/INTraining/. Interested candidates should contact the Program Director for more information.

While the College will work with any third-party payer, it is the student’s responsibility to secure adequate funding sources.
Section VI

Student Services
Students enrolled in St. Vincent College of Health Professions are eligible to receive the following services.

**Counseling Services**

College faculty offers academic counseling to all enrolled students. Students will be counseled regularly regarding their academic and clinical progress. While College faculty members are available for individual academic assistance, the College does not offer formal tutoring services.

Enrolled students are also entitled to pastoral counseling for matters of personal or religious nature free of charge. Interested students should see the Pastoral Department for more information.

**Health Services**

College students are eligible to receive the following health services.

1. **Pre-enrollment health assessment** is through St. Vincent Immediate Care Clinics. Pre-enrollment services include drug screening and immunization screening to assure compliance with hospital and regulatory requirements.

2. **Annual surveillance** includes but may not limited to annual TB testing, mandatory flu vaccinations, and other annual health services offered to hospital associates through associate health departments.

3. **Training-related injury:** Initial assessment and care is provided through either the respective hospital office of associate health. Approved out-of-pocket expenses are covered by an accident insurance policy established by the college.

4. **Training-related exposure to communicable disease:** Initial assessment and care is provided through the respective hospital office of associate health. Follow-up care is provided by the student’s healthcare provider. Any accident that results in the exposure to HIV and hepatitis which then results in a positive HIV or hepatitis test is covered under the accident insurance provided by the college. Any other infectious disease exposure is not covered.

Students are required to carry their own personal health insurance. The College will not be liable for any general illness that occurs to a student as a result of clinical training.

**Malpractice and General Liability Coverage**

College students are covered under the general liability and medical malpractice coverage of Ascension Health only while acting in the authorized capacity and scope of students assigned to clinical sites within Ascension St. Vincent and only while acting in accordance to all established program and clinical site policies and procedures.

**Career / Employment Placement**

While the College does not guarantee employment upon graduation, the College faculty assists students in finding employment opportunities relative to their training field. In addition to writing recommendation letters, College faculty also post position openings, and offer resume’ and interview writing tips.
**Academic Services**

Enrolled students are eligible to use the St. Vincent Indianapolis Hospital medical library within normal operating hours. The medical library has numerous written resources including periodicals as well as internet access for research purposes. Students are to use hospital resources, including internet access, for legitimate and relevant purposes. Inappropriate use of such resources will result in disciplinary action up to and including program termination.

**Benefits**

College students are not full or part time employees and thus not eligible for the same level of benefits entitled to those associates.

**Disability Services**

The American Disabilities Act (ADA) defines “disability” as a person who has a physical or mental impairment that substantially limits one or more major life activity or who have a record of such impairment, even if they do not currently have a disability ([http://adata.org/](http://adata.org/)).

College programs do not request disability information from program candidates. Likewise, candidates are advised to not discuss or disclose a disability to College faculty, students or other representatives. The College does not discriminate based on disability in any of its programs, services or activities. The College will not deny any otherwise qualified student with a disability the opportunity to participate in, or benefit from, any aid, benefit or service that the College provides. The College strives to ensure that all disabled students have full access to the benefits of the College and will engage in a good-faith interactive process with all disabled students to attempt to identify reasonable accommodations. Reasonable accommodations do not include measures which fundamentally alter the academic programs, which place an undue financial burden on the College, or which may endanger the student or others at the College. Additional information regarding requesting accommodations will be provided to enrolled students.

All Ascension St. Vincent facilities comply with the ADA regarding facility accessibility.

**Language**

All College programs are offered only in English. Language assistance is not available.
Section VII

Safety
Campus Safety Overview

Ascension St. Vincent and the College of Health Professions are committed to ensuring the safety and well-being of patients, visitors, associates, physicians, and students while on hospital premises. Security Services of Ascension St. Vincent hospitals oversees personnel safety. To provide this protection, systematic procedures have been developed for the detection, reporting and controlling of all security-related problems which might occur during any hours of hospital operation. Below is a summary of security measures performed.

- Security officers conduct security rounds on a scheduled basis to check all areas of the Hospital and campus grounds for any suspicious activities or individuals.
- Hospitals are locked down overnight. During lock-down hours visitors/patients are directed to specific doors to enter buildings.
- Security escorts associates, patients, visitors and students to/from their vehicles during evening hours upon request.
- Closed-circuit camera surveillance is used to monitor areas of hospital premises.
- Panic buttons are in certain areas in on hospital premises to rapidly contact security officers.

Weapons / Firearms Policy

The State of Indiana provides that the holder of an Indiana Handgun Permit may carry a handgun on his/her person or in a vehicle; however, all persons are strictly prohibited from bringing any firearm, knife or any other type of device that may be considered a weapon onto Hospital property without the written consent of the Manager of Security Services. Pursuant to hospital policy, a weapon is defined as any article which may readily be used to inflict injury on humans.

Environmental Risks

Students or prospective students in allied health must be aware of the risks associated with working and training in a healthcare environment. The following environmental risks apply to all College programs.

1. Exposure to infectious diseases:
   - Students may be exposed to patients with known and unknown infectious diseases.
   - Students may handle and dispose of body secretions, blood, stool, etc.
   - Students may be exposed to infectious waste and blood borne pathogens.

2. Exposure to workplace violence:
   - Students may be exposed to combative or aggressive patients, family or the general public.

3. Exposure sharp instruments:
   - Students may be exposed to needles, scalpels, surgical instruments, and other sharp objects which may or may not be contaminated with infectious waste and blood borne pathogens.

4. Exposure to potentially harmful radiation:
   - Radiography students will have frequent contact with radiation producing devices.

5. Exposure to powerful magnetic fields:
   - Radiography students will train in the MRI clinical area.
6. Ergonomic stressors:
   ● Students may encounter physical demands of pushing heavy carts, stretchers and other objects.
   ● CSP students may encounter physical demands of lifting heavy surgical instrument sets.
   ● Sonography students will repetitively move their hand and wrist and abducted arm holding a transducer during the scanning process.

**Tobacco Free Workplace**

All Ascension St. Vincent facilities including the College of Health Professions are tobacco-free. The use of tobacco products on any Ascension St. Vincent or clinical affiliate premises is strictly prohibited.
Section VIII

Radiography Program
Program Overview

The St. Vincent College of Health Professions Radiography Program is a twenty-two month (88 instructional weeks), full-time residential education program covering the art and science of radiography (or radiologic technology). Radiography is one of several fields of medicine involving diagnostic imaging examinations that are interpreted by a radiologist or other physician. These fields collectively are referred to as medical imaging. Radiographers (or Radiologic Technologists) are educated in anatomy, patient positioning, examination techniques, equipment protocols, radiation safety, radiation protection and basic patient care. Radiographers work in a variety of areas of Medical Imaging including general radiography, fluoroscopy, surgical radiography, trauma radiography, and pediatric radiography. With additional training and education, radiographers also perform computed tomography (CT), magnetic resonance imaging (MRI), ultrasound, nuclear medicine, positron emission tomography (PET), mammography, radiation oncology, and angiography / interventional radiology. Radiographers with advanced degrees may also work in hospital management, education, or sales / marketing. Radiographers work in a variety of settings, including hospitals, clinics, physician offices, and mobile units. To learn more about radiography and related fields in medical imaging, visit http://www.asrt.org/main/careers/careers-in-radiologic-technology.

Individuals interested in the program must submit an application to be considered for acceptance into the program. If selected, classes begin in August, with graduation occurring 22 months later in May. Since the program has limited student capacity, selection into the program is competitive. Not every applicant who applies to the program will be selected. To learn more about the selection process, see “Admissions” in this section.

The Radiography Program offers a residential curriculum that consists of both intensive classroom education and hands-on clinical training. Enrolled students are engaged in clinical or classroom activities on-site five days per week. All classroom education and clinical training is conducted within the Ascension St. Vincent system.

The Radiography Program is fully accredited by the Joint Review Committee on Education in Radiological Sciences. The program's accreditation can be verified by visiting http://www.jrcert.org/find-a-program/. For contact accreditation information, see Section II:

General Information.

Program graduates are eligible to sit for the national certifying exam administered by the American Registry of Radiologic Technologists (www.ARRT.org). Upon successfully passing the ARRT examination, the program graduate can be issued a license to work as a radiographer in Indiana. The Indiana State Department of Health issues the Radiologic Technologist license (https://secure.in.gov/isdh/23279.htm), which is required to work as a radiographer in Indiana.
Job Overview

Radiographers, or Radiologic Technologists, work under the direction of a radiologist or other qualified physician to perform medical imaging procedures on patients for diagnosis. Radiographers work in a variety of settings including but not limited to hospitals, walk-in clinics and physician offices. In hospital settings, radiographers perform medical imaging procedures in the medical imaging department, emergency department (ER), surgery, and bedside in patient rooms and critical care units.

During the performance of radiographic procedures, radiographers must communicate with and provide care to patients of all ages and in all physical conditions. Radiographers manipulate radiographic and patient care equipment to accurately demonstrate anatomical structures on medical images and to provide quality care. Radiographers work frequently with computer systems to enter patient information and produce digital radiographic images. Radiographers also prepare and administer contrast media and other medications within the scope of practice and applicable state and federal regulations. Radiographers exercise safety practices to minimize radiation exposure to patients, self and others.

Radiographers must be able to take direction from physicians and management and yet operate independently within the scope of practice and state and federal regulations. Radiographers use critical thinking in adapting radiographic examinations to unique circumstances and in assessing medical images for appropriate image quality and corrective actions, if needed. Radiographers must be emotionally stable to perform radiographic examinations on patients under difficult circumstances.
Essential Skills and Abilities

To competently practice radiography, radiographers must possess the following skills and abilities:

1. Physical/Motor Skills
   ● Stand and walk for extended periods of the time
   ● Perform physically strenuous tasks including raising patients in bed, maneuvering patients to and from tables/stretchers and carrying or maneuvering equipment
   ● Rise from a seated position without assistance
   ● Twist and bend at the waist
   ● Extend the hands and arms in any direction
   ● Hold, grasp and turn objects with the hands
   ● Reach up to six feet off the floor

2. Sensory Abilities
   ● Correctable near vision to 20 / 40 in at least one eye
   ● Correctable far vision to 20 / 40 in at least one eye
   ● Depth perception
   ● Distinguish colors
   ● Hear audible speech (e.g. person-to-person communication) at 10 feet
   ● Hear speech when lips are not visible (e.g. wearing a surgical mask)
   ● Hear auditory alarms (e.g. patient monitors, fire alarms)
   ● Hear speech over a telephone
   ● Detect odors such as smoke, alcohol, noxious gases

3. Communication Abilities
   ● Read documents in English
   ● Write legibly in English
   ● Speak fluently in English
   ● Understand speech in English
   ● Adapt verbal communication to patient/visitor limitations (e.g. hearing loss, pediatrics, diminished mental capacity)

4. Emotional and Behavior Skills
   ● Willingness to take directions
   ● Be self-directed and assertive
   ● Provide emotional support to others in distress
   ● Adapt to a changing environment
   ● Monitor own emotional state
   ● Manage frustration appropriately
   ● Accept responsibility for own errors or shortcomings
   ● Express emotions in a socially-acceptable manner
   ● Respect interpersonal boundaries
   ● Manage interpersonal and organizational conflicts in a respectful and professional manner
5. Intellectual Abilities

- Recall information with reasonable accuracy
- Recognize cause and effect relationships
- Anticipate/plan ahead for activities or situations
- Perform tasks in a logical and efficient sequence
- Prioritize competing tasks
- Problem solve when the solution is not self-evident
- Use visual/spatial processing in evaluating radiographic images
- Demonstrate attention to detail
- Evaluate own performance to determine corrective actions when appropriate

St. Vincent College of Health Professions does not discriminate on the basis of disability as determined by the American with Disabilities Act (ADA).

Physical/motor skills, sensory abilities, and communication skills are not assessed during the selection phase of the admissions process. Emotional/behavioral skills and intellectual abilities are assessed during the selection phase of the admissions process as they relate to a candidate’s academic record, ability to compose an essay, and ability to communicate effectively in English during a personal interview.

Facilities

All radiography education occurs within the Ascension St. Vincent network. The Radiography Program has dedicated classrooms at St. Vincent Indianapolis Hospital, St. Vincent Anderson Hospital and St. Vincent Kokomo Hospital. All students will have classes at their clinical education site with their respective clinical coordinator. Additionally, St. Vincent Anderson Hospital and St. Vincent Kokomo Hospital students will have approximately half of their classes taught at St. Vincent Indianapolis Hospital. The St. Vincent Indianapolis Hospital classroom has a radiographic table, tube and ancillary equipment for practicing but is not energized for radiographic exposures.

Clinical education occurs at hospitals throughout Ascension St. Vincent. All Ascension St. Vincent hospitals have a variety of medical imaging equipment that students will use under supervision for performing radiographic procedures on actual patients, practicing radiographic positioning concepts (without exposure) and performing “laboratory” assignments to better understand theoretical concepts and imaging principles. The program does not have an energized lab. More information is found in this section under “Clinical Externships.” More information about Ascension St. Vincent hospitals and medical imaging services provided can be found at www.stvincent.org.
**Program History**

St. Vincent Kokomo Hospital in Kokomo, IN began a two-year training program in radiography in 1966. While the St. Vincent Kokomo Hospital School of Radiologic Technology quickly became an important fixture at St. Vincent Kokomo Hospital and the Kokomo community, it was not well-known outside of Kokomo and thus primarily served the Kokomo and surrounding communities. The program continued in this fashion until 2002, when the School of Radiologic Technology was on the verge of being shut down due to leadership turnover. During this same time, hospitals around the country were dealing with tremendous demand for qualified radiographers. The decision was made to conduct a national search for a tenured program director and expand the St. Vincent Kokomo Hospital School of Radiologic Technology to the other health ministries in Ascension St. Vincent.

That expansion began in 2003 when Mark Adkins was recruited from Kentucky to take over the program. Initially only St. Vincent Kokomo Hospital and St. Vincent Indianapolis Hospitals were involved in the newly named Ascension St. Vincent / St. Vincent Kokomo Hospital Radiography Program. By 2005 however, the program had expanded to smaller, rural hospitals in Ascension St. Vincent. In 2006, St. Vincent Anderson Regional Hospital (then Saint John’s Health System) in Anderson terminated their affiliation with the Hancock Regional Hospital Radiography Program and became the third primary clinical site for the program. Since the 2006 expansion, the Radiography Program has 80 students, many of whom have gone on to specialize in sonography, vascular imaging, mammography, and many other areas of medical imaging. The Ascension St. Vincent Radiography Program is now known throughout the region as a top-class program that produces highly competent, versatile and safe radiographers.

**Mission Statement**

Our Mission is to make a positive difference in the lives and health delivery status of our students, the people we serve, and the community. This is accomplished through a commitment of excellence by our faculty and staff, Advisory Board, and the sponsoring institutions in the delivery of quality training and education opportunities in radiological sciences. We will display compassion and dignity to all. Our paradigms will be open to all aspects of education that do not violate the Mission or Core Values of our sponsoring and affiliated institutions.

**Admissions**

Ascension St. Vincent Radiography Program provides equal opportunity to all applicants. The Program is selective in its admissions practices and evaluates applicants based on merit without discrimination on the basis of age, race, religion, creed, color, national origin, marital status, gender, disability, veteran status, sexual orientation, or any other legally protected status. The program selects one class annually based on requirements and preference categories listed herein.

**Application Procedure**

In addition to the College admission requirements described in Section III, Radiography Program applicants must also attend a mandatory pre-admission conference during the year of application. Dates, locations and times can be found at [www.stvincent.org/education/radiography](http://www.stvincent.org/education/radiography). All application documents must be sent directly to the Program Director as indicated on the application.
Admission Requirements
To be accepted in the program, the applicant must meet the following requirements:

1. Be 18 years of age by August 1 of the year applying for enrollment.
2. Be a citizen of the United States or permanent “green card” legal resident.
3. Have a minimum college GPA of 2.50 (4.00 scale) on all college academic work.
4. Complete at least 3 credit hours in Mathematics courses by August 1* of the enrollment year.
5. Complete of at least 3 credit hours in Communication courses by August 1* of the enrollment year.
6. Complete of at least 9 credit hours from by August 1* of the enrollment year in any combination of the following general education areas:
   a. Information Systems
   b. Social / Behavioral Sciences
   c. Natural / Physical Sciences
7. The above coursework must be from regionally-accredited institutions.
8. All of the above courses must be completed with a letter grade of “C” or better.
9. A minimum of 12 credit hours of 100-level courses must be complete at the time of application.

*#3, #4 and #5 requirements not met by August 1 will have to be approved by the program director prior to enrollment with the understanding that all requirements will have to be met prior to program graduation.

Preferences
All candidates who meet minimal requirements are encouraged to apply to the program. Because the selection processes is competitive, not all applicants who meet minimal admission requirements will be selected into the program. All qualified candidates will be evaluated for consideration based on merit utilizing the program’s established screening process. Preference will be given to candidates who, at the time of application, have earned an academic degree in any discipline from a regionally-accredited institution.

Clinical Observation
Although not required for consideration of admission, the program faculty strongly recommends that candidates complete an onsite observation in general radiography of a medical imaging department. Applicants are advised to allow sufficient observation time in general radiography to familiarize themselves with the role of radiographers in a health care setting. Observations may or may not be completed at a hospital affiliated with the Radiography Program.

Bankruptcy Appeal
Applicants may request in writing to the program director that college grades prior to a specified date not be factored into the calculation of an overall college GPA and therefore not be considered as part of the selection criteria provided the following criteria are met:
● The applicant must make the request in writing and include the college(s) attended and dates of attendance to be bankrupted.

● The applicant must include a rationale why the original GPA should be bankrupted and what the applicant did to improve his/her academic performance since the bankruptcy date.

● The request must be signed and dated.

● The applicant must have completed and maintained at least a 2.50 / 4.00 cumulative GPA on at least 12 credit hours of 100 level courses following the date of requested bankruptcy.

If approved, all academic grades prior to the bankruptcy date will not be considered toward the calculated GPA. However, all courses passed with a letter grade of “C” or higher regardless of bankruptcy will still be counted toward meeting the program’s general education requirements.

The program faculty will review each bankruptcy request and render a decision based on the merits of each request individually. Transcripts of all academic work must still be submitted as indicated earlier.

Foreign Educated Applicants
Applicants educated in foreign countries are welcomed to apply to the program. However, candidates must have completed all of the program’s general education requirements through regionally-accredited American colleges and universities. No foreign academic work will be considered toward the general education requirements. Foreign transcripts or the equivalent domestic evaluation of foreign transcripts (ECE, for example) are not required.

Primary Clinical Site Selection
When an applicant applies to the Radiography Program, the applicant must select one of three primary clinical education sites (St. Vincent Indianapolis, St. Vincent Kokomo, and St. Vincent Anderson) for placement during their two-year tenure in the program. During the selection of candidates, the Radiography Program faculty endeavors to take into consideration the wishes of applicants to attend a clinical site nearest their place of residence. The program faculty, however, does not guarantee placement at the clinical education site chosen by the candidate.

Selection Procedure
Applications are initially reviewed for completeness of required documents. Only members of the program faculty will review application files for minimal requirements and scoring. Only applications meeting minimal requirements will be considered for admission. Applications are scored using an established and approved score sheet. The program reserves the right to reject candidates who have been interviewed and rejected twice (not including alternate status).

Of the applicants who attend the Pre-Admission Conference, a pre-determined number of applicants will be invited to attend a personal interview. Interviews will be conducted in whole or by a subset of members of the core program faculty, a representative from each primary clinical education site and a student representative. Interview candidates will be notified via letter of their respective interview appointment. Interviews will be conducted using an established format including defined questions and interview score sheet.

Following each candidate’s interview, a comprehensive score will be determined by the interview team. This comprehensive score is based in part on the interview itself but will also include characteristics and
factors that are predictive of success in the program. Applicants will be rank ordered according to their comprehensive score. Final selection of applicants into the program will be based on the comprehensive score and represents the interview team’s assessment of the overall likelihood of applicant success in the program. Applicants with tied comprehensive scores are further rank ordered according to their academic scores.

**Disclosure of Criminal History**

Consistent with ARRT practices, applicants will be asked on the application to disclose their criminal history, excluding speeding and minor traffic violations. Applicants who disclose their criminal history must provide details as directed on the application. Failure to disclose a positive criminal history will result in denial of the application. A positive criminal history will require the candidate to submit to the ARRT a pre-eligibility application at their own expense. The applicant will be required to forward the decision of the ARRT to the Program Director upon receipt. The decision of the ARRT will be considered when selecting candidates into the program. In such cases when the ARRT decision is pending when final selections are made, full acceptance will be contingent upon receiving the ARRT decision by an established deadline. **Denial of pre-eligibility by the ARRT will result in immediate revocation of acceptance.** While approval of pre-eligibility by the ARRT is required to gain full acceptance into the program, the program reserves the right to deny full acceptance to any individual with a positive criminal history based on individual circumstances.

**Disclosure of Professional License or Certification Suspension or Revocation**

All College applicants will be asked on the application to disclose if they have ever had a professional license or certification suspended or revoked by any certifying agency or governing body. Applicants must provide details of the suspended or revoked professional license or certification as directed in the application. Failure to disclose a suspended or revoked professional license or certification will result in denial of consideration or withdrawal of conditional acceptance. The College reserves the right to deny acceptance or rescind conditional acceptance to any individual history of suspended or revoked professional license or certification based on individual circumstances.

**Satisfactory Academic Progress**

Students are required to maintain satisfactory academic progress to remain enrolled in the Radiography Program. This includes meeting the published grading criteria, attendance standards, or professional standards. On occasion, it becomes necessary to delay completion of the program due to completion of program requirements, medical leave, or other situations. A delay in academic progression, however, cannot exceed 150% of the normal program length. The Radiography Program adheres to the Academic Progress Standards herein Section IV and follows the College grading unless otherwise noted in the course syllabus.

Additionally, the Radiography Program follows a mastery-based approach to academic performance expectations. The program requires a minimum score to be achieved (80.0% for most written lecture tests, 85.0% for clinical competency evaluation) before the student can be considered to have “mastered” the material. Failure to achieve this minimum score will result in the student being required to repeat the exam/assessment for a capped maximum score. Failure to achieve the minimum passing score after the third attempt will result in remediation of the material and either probation or dismissal from the program depending on the situation. Further information regarding program academic progress expectations are
included the Student Handbook made available to the student on the first day of class or may be obtained by contacting the Radiography Program Director.

**Prior Learning Credit**

The Radiography Program does not offer Prior Learning Credit.
Radiography Program Curriculum - Associate of Applied Science Degree

### General Education (Transferred in)

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### General Education Credits Required

- 15.0

### Program Credits Required

- 70.0

### Total Credits Required

- 85.0
Radiography Program Course Descriptions

SEMESTER I

Introduction to Radiography – RAD 111 (21 lecture hours, 1.0 credit)
This course is an introduction to the Radiography Program, the field of radiology and the organization. Topics for discussion will include program policies and procedures; general radiology history; professional organizations; accreditation, licensure, and professional pathways. Fundamentals of radiation protection for the patient, general public, and radiographer/student with emphasis on minimizing radiation exposure and methods to accomplish ALARA concepts will be discussed. Fundamentals of radiobiology including somatic and genetic effects and units of radiation measurement will be discussed. Basic presentation of exposure factors and their application to the clinical setting is included. More complete courses on radiation protection and exposure factors will be presented in the senior year. Prerequisites: admission to the radiography program. Parallel: RAD 112, 113, 114, 115, 119. Open only to radiography students.

Medical Terminology I – RAD 112 (8 lecture hours, 0.5 credit)
This course is an introduction to the origin and derivation of medical terms and abbreviations, as well as their meaning. An exploration of prefixes, suffixes and root word combinations to create specific medical terms is included. Medical terminology specific to the musculoskeletal and respiratory system will be included. This course is largely self-guided with instructor direction. Prerequisites: admission to the radiography program. Parallel: RAD 111, 113, 114, 115, 119. Open only to radiography students.

Radiographic Anatomy and Physiology I – RAD 113 (30 lecture hours, 2.0 credits)
This course is designed to study the human structure and its functions. Specific emphasis will be placed on structure and function of cells, tissues, and systems to include respiratory, general abdomen, basic digestive anatomy, and the appendicular skeleton including the upper extremities, shoulder, lower extremities, and bony pelvis. Prerequisites: admission to the radiography program. Parallel: RAD 111, 112, 114, 115, 119. Open only to radiography students.

Radiographic Positioning I – RAD 114 (25 lecture hours, 31 lab hours, 2.5 credits)
The principles of this class are to obtain basic knowledge, skills, and application of alignment of body parts, cassettes, and x-ray tube in each elementary radiographic examination correlated with patient care procedures. Emphasis will be placed on positioning terms, projections of the chest, abdomen, upper extremities, shoulder, lower extremities, and pelvis as well as corresponding radiographic analysis. A laboratory component is included. Prerequisites: admission to the radiography program. Parallel: RAD 111, 112, 113, 115, 119. Open only to radiography students.

Patient Care – RAD 115 (13 lecture, 4 lab hours, 1.0 credits)
This course provides the student with the basic concepts of patient care including consideration for the physical and psychological needs of the patient. Some topics to be covered include: Safety and transport of a patient, infection control, handling acute situations, pharmacology, emergency recognition and response, and vital signs. Prerequisites: admission to the radiography program. Parallel: RAD 111, 112, 113, 114, 119. Open only to radiography students.

Clinical Education I – RAD 119 (417 clinical hours, 9.0 credits)
Clinical Education I is the first in a series of five courses that provide the student with the necessary clinical education needed in the actual practice of radiography. This course takes place in the clinical area. The student is exposed to actual patient contact. The student will begin to rotate through clinical areas of general radiology and will begin to master the basic skills necessary to function in a radiography room. Student rotations through support areas of radiology including transport and clerical/office are included but limited. The student will also begin to learn to master basic radiographic examinations under the direct supervision of a technologist. Students will be assigned clinically to approximately 24 contact hours / week Students will perform competency exams as identified by the syllabus. Prerequisites: admission to the radiography program. Parallel: RAD 111, 112, 113, 114, 115. Open only to radiography students.
SEMESTER II

Medical Terminology II – RAD 121 (8 lecture hours, 0.5 credit)
A continuation of Medical Terminology I. Medical terminology specific to the gastrointestinal, urinary, reproductive, cardiovascular, integumentary, endocrine, nervous and sensory systems is presented. This course is largely self-guided with instructor direction. Prerequisites: RAD 111, 112, 113, 114, 115, 119. Parallel: RAD 122, 123, 129. Open only to radiography students.

Radiographic Anatomy and Physiology II – RAD 122 (54 lecture hours, 3.5 credits)
This course is a continuation of Radiographic Anatomy and Physiology I and is designed to study the human structure and its functions. Structures and functions to be discussed include the axial skeletal system including the vertebral column, bony thorax, cranial and facial bones, digestive, urinary, biliary, reproductive, endocrine, muscular, integumentary, central nervous, cardiovascular, and lymphatic systems. Sectional anatomy of the head, thorax, abdomen and pelvis will be presented with CT and or MRI image correlation to line diagrams. Prerequisites: RAD 111, 112, 113, 114, 115, 119. Parallel: RAD 121, 123, 129. Open only to radiography students.

Radiographic Positioning II – RAD 123 (36 lecture hours, 23 lab hours, 3.0 credits)
This course is a continuation of Radiographic Positioning I and emphasizes the application of skills learned in RAD 104 to new clinical procedures including the vertebral column, bony thorax, cranial exams, and an in-depth presentation of contrast media procedures with focus on the digestive, urinary, and biliary systems. In depth analysis of contrast media pharmacology including uses, contraindications and adverse reactions is included. Venipuncture administration is likewise discussed. Emphasis will be place on radiographic analysis and corrective measures for sub-optimal quality. Additionally, a basic presentation of procedures of the reproductive system, arthrography, and myelography will be presented. An overview of imaging during trauma and surgery is discussed. Age specific considerations including the technical adaptation for and behavioral considerations of patients across a wide spectrum of age will be emphasized. A laboratory component is included. Prerequisites: RAD 111, 112, 113, 114, 115, 119. Parallel: RAD 121, 122, 129. Open only to radiography students.

Clinical Education II – RAD 129 (448 clinical hours, 9.5 credits)
This course is a continuation of Clinical Education I as students continue to rotate through various aspects of the radiology department to involve clinical participation under direct and indirect supervision of procedure taught in Radiographic Positioning I and II and to master basic patient care. Students will be assigned clinically to approximately 24 contact hours / week. Students will perform competency exams as required by syllabus. Prerequisites: RAD 111, 112, 113, 114, 115, 119. Parallel: RAD 121, 122, 123. Open only to radiography students.

SEMESTER III

Medical Ethics and Law – RAD 131 (8 lecture hours, 0.5 credit)
This course is a basic presentation of standards of ethical conduct and behavior relevant to the medical field in general and radiology in specific. Ethical principles and doctrines are reviewed. Discussion of professional responsibility to patient and the profession in terms of Patient Bill of Rights, Code of Ethics, Scope of Practice, and Standard of Care. The basics of legal aspects of medicine will also be discussed. Various situations pertaining to moral, legal and professional conduct will comprise the core material. Among the legal topics to be discussed will be medico-legal consideration, confidentiality, liability, and informed consent. This course will culminate with an in-depth exploration of a medico-ethical dilemma resulting in an oral debate and written thesis. Prerequisites: RAD 111, 112, 113, 114, 115, 119, 121, 122, 123, 129, 131, 139. Parallel: RAD 211, 212, 214, 219. Open only to radiography students.

Fundamentals of Computed Tomography – RAD 132 (8 lecture hours, 0.5 credit)
This course presents the student with information necessary to achieve clinical competency in routine CT exams of the head / brain, thorax and abdomen / pelvis. Information covered includes basic operating principles of CT, patient care of the CT patient, radiation safety in CT, and procedural aspects of the head / brain (with and without contrast media), thorax and abdomen / pelvis (with and without contrast media). Prerequisites: RAD 111, 112, 113, 114, 115, 119, 121, 122, 123, 129, 131, 139. Parallel: RAD 211, 212, 213, 219. Open only to radiography students.
Clinical Education III – RAD 139 (240 clinical hours, 5.0 credits)
This course is a continuation of Clinical Education II and serves as an intensive focus on the advancement of clinical skills acquired in Clinical Education I and II. Students will continue to rotate through various aspects of the radiology department to involve clinical participation under direct and indirect supervision of procedures taught in Radiographic Positioning I and II. Supplemental outside rotations at secondary clinical education sites within the Ascension St. Vincent system and primary care/ambulatory clinics to promote a wider range of experiences with equipment, protocols, and patient care may be utilized. Students will begin pediatric rotations to advance age specific consideration skills. Students will be assigned clinically to approximately 36 contact hours / week. Students will perform competency exams as required by syllabus. Prerequisites: RAD 111, 112, 113, 114, 115, 119, 121, 122, 123, 129. Parallel: RAD 131. Open only to radiography students.

SEMESTER IV

Radiographic Principles I – RAD 211 (53 lecture hours, 6 lab hours, 3.5 credits)
Basic fundamentals concerned with the production, analysis, and recording of radiographic images are included in this course. Understanding density, contrast, detail and distortion as well as their interrelationships will be emphasized. Subject matter will include mAs, kVp, distance relationships, geometric image formation, grids, beam limiting devices, filtration, computers, digital image acquisition and processing, and technique charts. A laboratory component is included. Prerequisites: RAD 111, 112, 113, 114, 115, 119, 121, 122, 123, 129, 131, 139. Parallel: RAD 212, 213, 214, 219. Open only to radiography students.

Fundamentals of Radiation Production – RAD 212 (24 lecture hours, 1.5 credits)
This course is an overview of how x-rays are produced and their interactions in human tissue. To provide a foundation for understanding the production of x-rays, the fundamentals of units of measurements and mathematics, atomic structure and nomenclature, electrodynamics and x-ray circuits, x-ray tubes, and characteristics of x-rays will be discussed. Prerequisites: RAD 111, 112, 113, 114, 115, 119, 121, 122, 123, 129, 131, 139. Parallel: RAD 211, 213, 214, 219. Open only to radiography students.

Radiographic Pathology – RAD 213 (12 lecture hours, 0.5 credit)
This course includes the nature and causes of disease, injury and illness, especially as it applies to radiology. This course is intended to provide the student a focus on pathology that can affect the technical factors used to obtain a radiographic image. The course correlates various anatomic systems of the body with pathologies found in those systems. Terminology and technical characteristics will be of major emphasis. Systems will include osseous, respiratory, digestive, cardiovascular, and nervous. Non-systemic neoplasia pathologies and general terms will also be discussed. Basic epidemiology will be presented. Prerequisites: RAD 111, 112, 113, 114, 115, 119, 121, 122, 123, 129. Parallel: RAD 139. Open only to radiography students.

Clinical Education IV – RAD 219 (440 clinical hours, 9.5 credits)
This course is a continuation of Clinical Education III as students continue to rotate through various aspects of the radiology department to involve clinical participation under direct and indirect supervision of procedures taught in Radiographic Positioning I and II and to continue the advancement basic patient care skills. Supplemental outside rotations at secondary clinical education sites within the Ascension St. Vincent system and primary care/ambulatory clinics to promote a wider range of experiences with equipment, protocols, and patient care may be utilized. Students will continue pediatric rotations and will begin evening assignments as an introduction to radiography services performed after normal working hours. Students will begin dedicated CT rotations to foster clinical competency in required CT exams. Students will also begin rotations through medical imaging modalities of MRI, angiography, sonography, radiation oncology, and nuclear medicine to gain comprehensive understanding of medical imaging. Students will be assigned clinically to approximately 24 contact hours / week. Students will perform competency exams as required by syllabus. Prerequisites: RAD 111, 112, 113, 114, 115, 119, 121, 122, 123, 129, 131, 139. Parallel: RAD 211, 212, 213, 214. Open only to radiography students.
SEMESTER V

Radiographic Principles II – RAD 221 (38 lecture hours, 2.5 credits)
This course provides the student with a thorough understanding of specific radiographic imaging equipment used in general radiology and the evaluation of these systems through systematic quality control testing. Also included is a thorough exploration of film processing and conditions. Topics of discussion will include tomography, image intensifiers and fluoroscopic equipment, mobile radiographic equipment, automatic exposure control, darkroom and processing equipment, film / screen structure and function, artifacts, sensitometry / characteristic curves, and quality control. Prerequisites: RAD 111, 112, 113, 114, 115, 119, 121, 122, 123, 129, 131, 139, 211, 212, 213, 214, 219. Parallel: RAD 222, 223, 224, 229. Open only to radiography students.

Radiation Protection and Radiobiology – RAD 222 (34 lecture hours, 2.0 credits)
This course identifies the human response to ionizing radiation and identifies tissues that are more sensitive than others in radiation. A synopsis of health physics is also introduced to the student identifying specific agencies that govern the radiation exposure to the general public as well as the occupational worker. The application of radiation protection for patients and personnel will be emphasized. Prerequisites: RAD 111, 112, 113, 114, 115, 119, 121, 122, 123, 129, 131, 139, 211, 212, 213, 214, 219. Parallel: RAD 221, 223, 224, 229. Open only to radiography students.

Radiographic Image Analysis – RAD 223 (17 lecture hours, 1.0 credit)
This course is designed to assess each student’s ability to critique radiographic images for proper patient positioning, exposure factors, anatomy, artifacts and evidence of radiation protection. Critical thinking and problem-solving skills are necessary in determining causes of technical problems and identifying corrective actions. Prerequisites: RAD 111, 112, 113, 114, 115, 119, 121, 122, 123, 129, 131, 139, 211, 212, 213, 214, 219. Parallel: RAD 221, 222, 224, 229. Open only to radiography students.

Registry Review – RAD 224 (4 lecture hours, 48 lab hours, 1.5 credits)
This course is a review session to help prepare the students for the national ARRT registry examination. A brief overview of the subjects studied during the course of the program will be addressed. The course also incorporates the use of mock board exams to help aid students in the review process and to chart progress toward ARRT board readiness. Prerequisites: RAD 111, 112, 113, 114, 115, 119, 121, 122, 123, 129, 131, 139, 211, 212, 213, 214, 219. Parallel: RAD 221, 222, 223, 229. Open only to radiography students.

Clinical Education V – RAD 229 (432 clinical hours, 9.5 credit hours)
This course is a continuation of Clinical Education IV as students continue to rotate through various aspects of the radiology department with the expectation to refine clinical skills through clinical participation under direct and indirect supervision of procedures taught in Radiographic Positioning I and II and to continue the advancement of basic patient care skills. Supplemental outside rotations at secondary clinical education sites within the Ascension St. Vincent system and primary care/ambulatory clinics to promote a wider range of experiences with equipment, protocols, and patient care may be utilized. Students will continue dedicated CT rotations to foster clinical competency in required CT exams. Students will also continue rotations through medical imaging modalities of MRI, angiography, sonography, radiation oncology, and nuclear medicine to further their understanding of medical imaging. Students will be assigned clinically to approximately 24 contact hours / week. Students must complete all required competencies as defined in syllabus and the Clinical Competency Policy. Prerequisites: RAD 111, 112, 113, 114, 115, 119, 121, 122, 123, 129, 131, 139, 211, 212, 213, 214, 219. Parallel: RAD 221, 222, 223, 224. Open only to radiography students.
Clinical Externships

In addition to on-site didactic (classroom) education, enrolled students learn to apply radiographic concepts in clinical settings. All clinical education is conducted through the Ascension St. Vincent system. When applying for admission to the program, candidates will choose one of three clinical education sites. These so-called Primary Clinical Education Sites are where the student will spend most of their clinical time in the program. Primary Clinical Education Sites are St. Vincent Kokomo, St. Vincent Indianapolis Hospital, and St. Vincent Anderson Regional Hospital. Students assigned to St. Vincent Kokomo Hospital and St. Vincent Anderson Regional Hospital will perform some rotations to St. Vincent Indianapolis Hospital for clinical services not offered in Kokomo or Anderson.

In addition to primary clinical education sites, students will also rotate to Secondary Clinical Education Sites during their senior year. Secondary sites are smaller hospitals within St. Vincent Health and offer unique experiences only found in small-town settings. These assignments are 1 week in duration and will occur generally once or twice each semester. Below is a map of all clinical education sites in the Radiography Program.
Graduation Requirements

Radiographers are highly skilled professionals qualified by education to perform imaging examinations and accompanying responsibilities at the direction of a physician qualified to request radiologic procedures. To that end, for the safety and well-being of patients and the community in general, it is the policy of Radiography Program to assure that all graduates entering to profession of radiography have met the rigorous requirements for graduation, thus enabling their eligibility to sit for the American Registry of Radiologic Technologists (ARRT) board examination.

To be eligible for graduation, the following requirements must be met.

**Competent Practice**
1. Apply knowledge of anatomy, physiology and positioning to competently and accurately demonstrate anatomical structures on a radiograph or other imaging receptor.
2. Determine exposure factors to achieve optimum radiographic results with minimum radiation exposure to the patient.
3. Evaluate radiographic images for appropriate positioning and overall image quality.
4. Apply problem solving and critical thinking skills in the academic and clinical settings.

**Safety**
5. Apply principles of radiation protection to patients, self and others.
6. Understand the dangers associated with powerful magnetic fields and apply safety practices while in the MRI area.
7. Apply principles of infection control and standard precautions for the protection of patients, self and others.

**Patient Care**
8. Provide basic patient care and comfort to patients across the age continuum.

**Professional Practice**
10. Recognize when radiographic equipment is not operating properly and report equipment malfunctions to the proper authority.
11. Demonstrate understanding of the role quality assurance and continual quality improvement play in medical imaging.
12. Demonstrate effective verbal, non-verbal and written medical communication in providing patient care and maintaining professional relationships with other members of the health care team.
14. Comply with the profession’s Code of Ethics and Practice Standards and perform clinically within the industry’s standard of care.
15. Develop professionally beyond the program’s clinical and academic performance expectations (see Professional Development policy).
Qualifications
16. Demonstrate ARRT Board examination readiness.

Early Graduation
The program does not allow for early graduation. All students will graduate on or after their scheduled date of graduation.

Program Goals and Outcomes
The Radiography Program is committed to offering the highest quality education in medical imaging available. That commitment is carried out through the educational process and high the performance standards students are expected to meet. To measure the effectiveness of the education process, the Radiography Program has established broad Goals and specific Outcomes, which are the foundation of a comprehensive Assessment Plan that details how these Goals and Outcomes are assessed annually. The Radiography Program Assessment Plan can be found online at http://www.stvincent.org/education/radiography/.

Goal 1: Students will be clinically competent.
1.1. Students will produce radiographs of diagnostic patient positioning quality.
1.2. Students will produce radiographs demonstrating appropriate radiation safety.
1.3. Students will provide quality patient care.

Goal 2: Students will demonstrate critically thinking.
● Students will be able to analyze radiographs for technical quality.
● Students will be able to adapt clinically.

Goal 3: Students will communicate effectively.
3.1. Students will demonstrate written communication skills.
3.2. Students will demonstrate verbal communication skills.

Goal 4: Students will model professionalism.
4.1. Students will be reliable in the clinical environment.
4.2. Graduates will demonstrate professional behaviors in daily practice.

Goal 5: The program will prepare students to challenge the ARRT credentialing exam.
5.1. An adequate % of program graduates will successfully pass the ARRT examination on the first attempt upon graduation.
5.2. Program graduates will demonstrate overall mastery on the ARRT exam.

Goal 6: The program will maintain a positive learning environment.
6.1. Graduating students will express overall satisfaction with the program prior to graduation.
6.2. Alumni will express overall satisfaction with the program quality

Goal 7: The program will demonstrate a positive effect on the community.
7.1. Students will graduate from the program.
7.2. Program graduates actively seeking employment will be gainfully employed.
7.3. Employers of program graduates will express overall satisfaction with graduate quality.
Program Outcome Results

Below are the 5-year running results on key program outcomes. For more detailed program assessment results, contact the program director (contact information is found herein under “Program Faculty”).

ARRT Results (Goal 5)
- 2019: 100% first-attempt pass rate (13 of 13 graduates passed)
- 2018: 100% first-attempt pass rate (15 of 15 graduates passed)
- 2017: 100% first-attempt pass rate (9 of 9 graduates passed)
- 2016: 100% first-attempt pass rate (6 of 6 graduates passed)
- 2015: 92% first-attempt pass rate (11 of 12 graduates passed)
- 5-year average: 98% first-attempt pass rate (54 of 55 graduates passed)

Program Completion (Goal 7)
- 2019: 81% (13 of 16 students graduated)
- 2018: 94% (15 of 16 students graduated)
- 2017: 64% (9 of 14 students graduated)
- 2016: 60% (6 of 10 students graduated)
- 2015: 80% (12 of 15 students graduated)
- 5-year average: 79% (55 of 70 graduated)

Employment / Placement within 12 months following graduation (Goal 7)
- 2019: 100% (13 of 13 graduates employed)
- 2018: 100% (15 of 15 graduates employed)
- 2017: 100% (8 of 8 graduates employed; 1 graduate continued education)
- 2016: 100% (6 of 6 graduates employed)
- 2015: 91% (10 of 11 graduates employed)
- 5-year average: 98% (53 of 54 graduates employed)
Terminal Credential

Upon completion of the program, graduates will earn from the St. Vincent College of Health Professions a Associate of Applied Science degree in Radiography. After completing the program, graduates must take and pass the national certifying exam given by the American Registry of Radiologic Technologists (ARRT) to earn a Radiologic Technologist license from the Indiana State Department of Health (see “Program Overview” herein).

Program Faculty

Program Director / Dean of Accreditation and Compliance
Mark Adkins, MSEd, RT (R)(QM)
St. Vincent Indianapolis Hospital
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Mark Adkins assumed the role of Ascension St. Vincent Radiography Program Director in March 2003. Mr. Adkins was appointed the Ascension St. Vincent College of Health Professions Dean of Operations in January 2015. Mr. Adkins previously served as a Program Director for 6 years at St. Mary’s Hospital in Huntington, WV and as a program faculty member at the University of Kentucky for 5 years. He also served as Director of Radiology for St. Joseph Healthcare in Lexington, KY. Mark completed his radiography training at a hospital-based program in Ashland, KY in 1986, graduated from the University of Kentucky with a BS in 1990 and a MSEd in 1994. He is board certified by the American Registry of Radiologic Technologist (ARRT) in general radiography (R) and quality management (QM).

Clinical Coordinators
David Sidor, MS, RT (R)
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David Sidor has been an associate at St Vincent Hospital since 1999. He has served as clinical instructor and departmental education consultant for the Medical Imaging department from 2001 - 2003. Mr. Sidor received his radiology training during his four years of service in the United States Army from 1984-1988. He worked four years in a Level 1 acute trauma center in Baltimore, MD and seven years at an immediate care center in Avon, IN. Mr. Sidor attended IUPUI and received a Bachelor of Science degree in biology from Purdue University in 2001 and his Master of Science degree in learning and technology from Western Governor’s University in 2013. He is board certified by the American Registry of Radiologic Technologist (ARRT) in general radiography (R).
Kevin Godshall, BS, RT (R)
St. Vincent Kokomo Hospital
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Kevin Godshall has been an associate at St. Vincent Kokomo Hospital since 2003. He has been a professional radiographer for over 35 years with past experience in general radiography, trauma radiography, C.T., radiation therapy and education. For 14 years he served as the clinical instructor and faculty member of the St. Francis Medical Center Radiography Program in Peoria, Illinois. Mr. Godshall received his Associates degree in Radiography from Sauk Valley Community College in Dixon, Illinois. He earned his Bachelor of Science degree in Health Arts from the College of St. Francis, Joliet, Illinois in 1994. He is board certified by the American Registry of Radiologic Technologists (ARRT) in general radiography (R).

Summer Cox, BS, RT (R)(CT)
St. Vincent Anderson Regional
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Anderson, IN 46016
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Email: Summer.Cox@ascension.org
Summer Cox has been employed at St. Vincent Anderson Hospital in medical imaging since 2008. She graduated from Ball State University with a bachelor's degree in 2002. She completed radiography training through Ascension St. Vincent/St. Joseph Hospital Radiography Program in 2008. Following graduation she worked in general radiography and served as clinical instructor for St. Vincent Anderson Hospital for one year. In 2010, Ms. Cox began cross-training in CT and completed post graduate training in computed tomography through Ascension St. Vincent/St. Joseph Hospital Radiography Program. Summer is board certified by the American Registry of Radiologic Technologists (ARRT) in general radiography (R) and computed tomography (CT).

Adjunct Clinical Instructors

Kelly Allen, BS, RT (R)
St Vincent Indianapolis Hospital
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Angela Bruther, RT (R)
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Kathy Reger, RT (R)
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Kevin Bangle, RT (R)
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St Vincent Randolph Hospital
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Section IX

Diagnostic Medical Sonography Program
Program Overview

Ascension St. Vincent Diagnostic Medical Sonography Program is a twenty-four month (96 instructional weeks), full-time residential education program covering the art and science of sonography (or ultrasound technology). Sonography is one of several fields of medicine involving diagnostic imaging examinations that are interpreted by a radiologist or other physician. These fields collectively are referred to as medical imaging. Sonographers (or Ultrasound Technologists) are educated in anatomy, patient positioning, examination techniques, equipment protocols, ultrasound safety, and basic patient care. Sonographers work in a variety of areas of Medical Imaging including general sonography, obstetrics and gynecology sonography, vascular sonography and pediatric sonography. Sonographers with advanced degrees may also work in hospital management, education, or sales / marketing. Sonographers work in a variety of settings, including hospitals, clinics, physician offices, and mobile units. To learn more about sonography and related fields in medical imaging, visit http://www.ardms.org/Discover-ARDMS/Students/Pages/Resources-for-Students.aspx

Individuals interested in the program must submit an application to be considered for acceptance into the program. If selected, classes begin in June, with graduation occurring 24 months later in May. Since the program has limited student capacity, selection into the program is competitive. Not every applicant who applies to the program will be selected. To learn more about the selection process, see “Admissions” in this section.

The Sonography Program offers a residential curriculum that consists of both intensive classroom education and hands-on clinical training. Enrolled students are engaged in clinical or classroom activities on-site five days per week. All classroom education and clinical training is conducted within the Ascension St. Vincent system. The Sonography Program will be pursuing accreditation once the first class starts in June of 2019.

Graduates are eligible to sit for the sonography boards through American Registry for Radiologic Technologists (ARRT). To be able to be credentialed as a sonographer through the American Registry of Diagnostic Medical Sonography (ARDMS), the student must pick from one of the following prerequisites as written on the ARDMS website, ARDMS General Prerequisites. The student must pass the ARDMS Sonography Principles and Instrumentation (SPI) exam and at least one specialty exam (abdomen, OB/Gyn, and/or vascular technology) to be credentialed as a sonographer through the ARDMS.

- Pathway 1 (Prerequisite 1): Completion of a single two-year allied health education program that is patient-care related.
- Note: If you are using your diagnostic medical sonography program for the educational requirement, you still have to document an additional 12 months of full-time clinical ultrasound/vascular experience earned outside the two-year program.
- Pathway 2 (Prerequisite 2): Graduate from an accredited sonography program
- Pathway 3 (Prerequisite 3A): Currently hold a Bachelor’s degree (any major) or foreign degree equivalent to a Bachelor’s degree in the U.S. or Canada.
- Pathway 4 (Prerequisite 5): Must hold one of the following active credentials: Sonography, Vascular Sonography or Breast Sonography through American Registry of Radiologic Technologists (ARRT).
Sonographers, or Ultrasound Technologists, work under the direction of a radiologist or other qualified physician to perform medical imaging procedures on patients for diagnosis. Sonographers work in a variety of settings including hospitals, walk-in clinics and physician offices. In hospital settings, sonographers perform medical imaging procedures in the medical imaging department, emergency department (ER), surgery, and bedside in patient rooms and critical care units.

Sonography has many different areas of concentration, including but not limited to, abdomen, superficial structures, obstetrics, gynecology and vascular technology. Each of these concentrations will be taught to the sonography students to provide a well-rounded education that prepares them to work as a sonographer within the hospital setting.

During the performance of sonographic procedures, sonographers must communicate with and provide care to patients of all ages and in all physical conditions. Sonographers manipulate sonographic and patient care equipment to accurately demonstrate anatomical structures on medical images and to provide quality care. Sonographers work frequently with computer systems to enter patient information and produce digital sonographic images.

Sonographers must be able to take direction from physicians and management and yet operate independently within the scope of practice and state and federal regulations. Sonographers use critical thinking in adapting sonographic examinations to unique circumstances and in assessing medical images for appropriate image quality and corrective actions, if needed. Sonographers must be emotionally stable to perform sonographic examinations on patients under difficult circumstances.

**Essential Skills and Abilities**

To competently practice sonography, sonographers must possess the following skills and abilities:

1. **Physical/Motor Skills**
   - Stand and walk for extended periods of the time
   - Perform physically strenuous tasks including raising patients in bed, maneuvering patients to and from tables/stretchers and carrying or maneuvering equipment
   - Rise from a seated position without assistance
   - Twist and bend at the waist
   - Extend the hands and arms in any direction
   - Hold, grasp and turn objects with the hands
   - Reach your hands above your head
2. Sensory Abilities
   ● Correctable near vision to 20 / 40 in at least one eye
   ● Correctable far vision to 20 / 40 in at least one eye
   ● Depth perception
   ● Distinguish colors
   ● Hear audible speech (e.g. person-to-person communication) at 10 feet
   ● Hear speech when lips are not visible (e.g. wearing a surgical mask)
   ● Hear auditory alarms (e.g. patient monitors, fire alarms)
   ● Hear speech over a telephone
   ● Detect odors such as smoke, alcohol, noxious gasses

3. Communication Abilities
   ● Read documents in English
   ● Write legibly in English
   ● Speak fluently in English
   ● Understand speech in English
   ● Adapt verbal communication to patient/visitor limitations (e.g. hearing loss, pediatrics, diminished mental capacity)

4. Emotional and Behavior Skills
   ● Willingness to take directions
   ● Be self-directed and assertive
   ● Provide emotional support to others in distress
   ● Adapt to a changing environment
   ● Monitor own emotional state
   ● Manage frustration appropriately
   ● Accept responsibility for own errors or shortcomings
   ● Express emotions in a socially-acceptable manner
   ● Respect interpersonal boundaries
   ● Manage interpersonal and organizational conflicts in a respectful and professional manner

5. Intellectual Abilities
   ● Recall information with reasonable accuracy
   ● Recognize cause and effect relationships
   ● Anticipate/plan ahead for activities or situations
   ● Perform tasks in a logical and efficient sequence
   ● Prioritize competing tasks
   ● Problem solve when the solution is not self-evident
   ● Use visual/spatial processing in evaluating sonographic images
   ● Demonstrate attention to detail
   ● Evaluate own performance to determine corrective actions when appropriate
St. Vincent College of Health Professions does not discriminate on the basis of disability as determined by the American with Disabilities Act (ADA). Physical/motor skills, sensory abilities, and communication skills are not assessed during the selection phase of the admissions process. Emotional/behavioral skills and intellectual abilities are assessed during the selection phase of the admissions process as they relate to a candidate’s academic record and ability to communicate effectively in English during a personal interview. The SVCHP Disability Accommodations policy will detail the procedure to request disability accommodations.

**Program History**

The Diagnostic Medical Sonography Program began in 2018 and enrolled its first class of students in June of 2019. Ashlie Munchel was brought on board in April of 2018 as the Sonography Program Director to begin building the sonography program. The sonography program is a great addition to the college and St. Vincent as it will help fill the shortage of ultrasound technologists within the radiologic field.

**Mission Statement**

Our Mission is to make a positive difference in the lives and health delivery status of our students, the people we serve, and the community. This is accomplished through a commitment of excellence by our faculty and staff, Advisory Board, and the sponsoring institutions in the delivery of quality training and education opportunities in medical imaging sciences. We will display compassion and dignity to all. Our paradigms will be open to all aspects of education that do not violate the Mission or Core Values of our sponsoring and affiliated institutions.

**Facilities**

All sonography education occurs within the Ascension St. Vincent network. The Sonography Program has a dedicated classroom at St. Vincent Indianapolis Hospital where all students will have didactic classes. The St. Vincent Indianapolis Hospital Sonography Scan Lab has two patient carts and two ultrasound machines for practicing. Students will scan each other in a supervised scan lab to gain practice on the material taught in the classroom and seen during clinical rotations.

Clinical education occurs at hospitals throughout Ascension St. Vincent. All Ascension St. Vincent hospitals have a variety of medical imaging equipment that students will use under supervision for performing sonographic procedures on actual patients, practicing sonographic positioning concepts and performing “laboratory” assignments to better understand theoretical concepts and scanning techniques. More information is found in this section under “Clinical Externships.” More information about Ascension St. Vincent hospitals and medical imaging services provided can be found at [www.stvincent.org](http://www.stvincent.org).

**Program Goals and Outcomes**

The Sonography Program is committed to offering the highest quality education in medical imaging available. That commitment is carried out through the educational process and through the performance standards students are expected to meet. To measure the effectiveness of the education process, the Sonography Program has established broad **Goals** and specific **Outcomes**, which are the foundation of a comprehensive Assessment Plan that details how these **Goals** and **Outcomes** are assessed annually. The Sonography Program Assessment Plan can be found online at [http://www.stvincent.org/education/sonography/](http://www.stvincent.org/education/sonography/).
Goal 1: Students will be clinically competent.
   1.1. Students will produce sonographic images of diagnostic quality.
   1.2. Students will produce sonographic images demonstrating the ALARA principle.
   1.3. Students will produce sonographic images demonstrating appropriate anatomical identification.
   1.4. Students will be able to analyze sonographic images for quality.

Goal 2: Students will demonstrate the ability to critically think.
   2.1. Students will be able to analyze sonographic images for quality.

Goal 3: Students will communicate effectively.
   3.1. Students will demonstrate written communication skills.
   3.2. Students will demonstrate verbal communication skills.

Goal 4: Students will model professionalism.
   4.1. Students will display a professional attitude in daily practice.
   4.2. Students will demonstrate professional behaviors in daily practice.
   4.3. Graduates will demonstrate professional behaviors in daily practice.

Goal 5: Student will provide quality patient care.
   5.1. Students will provide quality patient care in daily practice.
   5.2. Students will recognize and demonstrate understanding of behavioral and communication characteristics of patients across the age continuum

Goal 6: The program will prepare students to challenge the ARDMS credentialing exam.
   5.2. An adequate % of program graduates will successfully pass the ARDMS examination on the first attempt upon graduation.
   6.2. Program graduates will demonstrate overall mastery on the ARDMS exam.

Goal 7: The program will maintain a positive learning environment.
   7.1. Students will express satisfaction with clinical education sites.
   7.2. Students will express satisfaction with academic courses.
   7.3. Graduating students will express overall satisfaction with the program prior to graduation.
   7.4. Alumni will express overall satisfaction with the program quality

Goal 8: The program will demonstrate a positive effect on the community.
   8.1. Students will graduate from the program.
   8.2. Program graduates actively seeking employment will be gainfully employed.
   8.3. Employers of program graduates will express overall satisfaction with graduate quality.

Goal 9: The program will prepare competent entry-level general sonographers in the cognitive (knowledge), psychomotor (skills) and affective (behavior) learning domains.

Goal 10: The program will prepare competent entry-level vascular sonographers in the cognitive (knowledge), psychomotor (skills) and affective (behavior) learning domains.

Program Outcome Results
There are currently no program outcome results available due to the Diagnostic Medical Sonography beginning in June of 2019. Results will be available come June of 2021.
Clinical Externships

In addition to on-site didactic (classroom) education, enrolled students learn to apply sonographic concepts in clinical settings. All clinical education is conducted through the Ascension St. Vincent system. Clinical Education Sites are St. Vincent Indianapolis Hospital, St. Vincent Carmel Hospital, St. Vincent Women’s Hospital, St. Vincent Fishers Hospital, St. Vincent Kokomo, St. Vincent Anderson Regional Hospital, St. Vincent Maternal Fetal Medicine and St. Vincent Medical Group Vascular Lab.

Below is a map of all clinical education sites in the Sonography Program.
Admissions
Ascension St. Vincent Sonography Program provides equal opportunity to all applicants. The program is selective in its admissions practices and evaluates applicants based on merit without discrimination on the basis of age, race, religion, creed, color, national origin, marital status, gender, disability, veteran status, sexual orientation, or any other legally protected status. The program selects one class annually based on requirements and preference categories listed herein.

Application Procedure
In addition to the College admission requirements described in Section III, Sonography Program applicants must also attend a mandatory pre-admission conference during the year of application. Dates, locations and times can be found at www.stvincent.org/education/sonography. All application documents must be sent directly to the Program Director as indicated on the application.

Admission Requirements
To be accepted in the program, the applicant must meet the following requirements:

1. Be 18 years of age by June 1 of the year applying for enrollment.
2. Be a citizen of the United States or permanent “green card” legal resident.
3. Have a minimum college GPA of 2.50 (4.00 scale) on all college academic work.
4. Complete at least 3 credit hours in Algebra, Statistics or higher mathematics course by June 1 of the enrollment year.
5. Complete at least 3 credit hours in general college-level physics and/or radiographic physics by June 1 of the enrollment year.
6. Complete at least 3 credit hours in Communication Skills (The communication skills requisite may be met by a variety of courses including, English, speech or composition) by June 1 of the enrollment year.
7. Complete at least 5 credit hours in Human Anatomy and Physiology by June 1 of the enrollment year.
8. Complete at least 1 credit hours in Medical Terminology by June 1 of the enrollment year.
9. All general education courses must be 100 level or higher courses.
10. The above coursework must be from regionally-accredited institutions.
11. All of the above courses must be completed with a letter grade of "C" or better.
12. Application to the Diagnostic Medical Sonography Program
13. Narrative, signed and dated, that addresses the following:
   - Explain why you want to be a sonographer
   - Through your observation experience, explain what various sonography examinations are performed by the sonographer in a general, vascular and obstetric sonography department and explain what concentration interested you the most
   - Describe what you believe are essential traits of a diagnostic medical sonographer
   - List your long-term career goals
14. Submission of verification of observation within general, vascular and obstetric areas of sonography. A minimum of four (4) hours must be completed in EACH general AND vascular concentrations AND a minimum of four (4) hours in the obstetric concentration for a total of twelve (12) hours. This needs to be completed before the application deadline and must be completed less than two years prior to the start of the program. Please see the program website, www.stvincent.org/sonography, to set up observation hours within St. Vincent. All
observation hours must be documented in the observation log and verified by the supervising sonographer.

15. Attend mandatory pre-admission conference during the year of application

Preferences
All candidates who meet minimal requirements are encouraged to apply to the program. Because the selection process is competitive, not all applicants who meet minimal admission requirements will be selected into the program. All qualified candidates will be evaluated for consideration based on merit utilizing the program’s established screening process. Preference will be given to candidates who, at the time of application, have earned a bachelor’s degree in any discipline from a regionally-accredited institution.

Clinical Observation
Submission of verification of observation within general, vascular and obstetric areas of sonography. A minimum of four (4) hours must be completed in EACH general AND vascular concentrations AND a minimum of four (4) hours in the obstetric concentration for a total of twelve (12) hours. This needs to be completed before the application deadline and must be completed within two years to the start of the program. Please see the program website, www.stvincent.org/sonography, to set up observation hours within St. Vincent. All observation hours must be documented in the observation log and verified by the supervising sonographer.

Bankruptcy Appeal
Applicants may request in writing to the program director that college grades prior to a specified date not be factored into the calculation of an overall college GPA and therefore not be considered as part of the selection criteria provided the following criteria are met:

- The applicant must make the request in writing and include the college(s) attended and dates of attendance to be bankrupted.
- The applicant must include a rationale why the original GPA should be bankrupted and what the applicant did to improve his/her academic performance since the bankruptcy date.
- The request must be signed and dated.
- The applicant must have completed and maintained at least a 2.50 / 4.00 cumulative GPA on at least 12 credit hours of 100 level courses following the date of requested bankruptcy.

If approved, all academic grades prior to the bankruptcy date will not be considered toward the calculated GPA. However, all courses passed with a letter grade of “C” or higher regardless of bankruptcy will still be counted toward meeting the program’s general education requirements.

The program faculty will review each bankruptcy request and render a decision based on the merits of each request individually. Transcripts of all academic work must still be submitted as indicated earlier.
Foreign Educated Applicants
Applicants educated in foreign countries are welcomed to apply to the program. However, candidates must have completed all the program’s general education requirements through regionally-accredited American colleges and universities. No foreign academic work will be considered toward the general education requirements. Foreign transcripts or the equivalent domestic evaluation of foreign transcripts (ECE, for example) are not required.

Selection Procedure
Applications are initially reviewed for completeness of required documents. Only members of the program faculty will review application files for minimal requirements and scoring. Only applications meeting minimal requirements will be considered for admission. Applications are scored using an established and approved score sheet. The program reserves the right to reject candidates who have been interviewed and rejected twice (not including alternate status).

Of the applicants who attend the Pre-Admission Conference, a pre-determined number of applicants will be invited to attend a personal interview. Interviews will be conducted in whole or by a subset of members of the core program faculty, medical imaging managers and sonographers within St. Vincent. Interview candidates will be notified via email of their respective interview appointment. Interviews will be conducted using an established format including defined questions and interview score sheet.

Following each candidate’s interview, a comprehensive score will be determined by the interview team. This comprehensive score is based in part on the interview itself but will also include characteristics and factors that are predictive of success in the program. Applicants will be rank ordered according to their comprehensive score. Final selection of applicants into the program will be based on the comprehensive score and represents the interview team’s assessment of the overall likelihood of applicant success in the program. Applicants with tied comprehensive scores are further rank ordered according to their academic scores.

Disclosure of Criminal History
Students are required to disclose in a timely manner to the Program Director any criminal actions or proceedings, excluding speeding and minor traffic violations, that occur at any time during enrollment in the program. Students who disclose their criminal actions must provide details of the proceedings. If the criminal proceedings are in progress, the student is expected to provide a timeline of the court proceedings and to submit to the program the final verdict and actions. Failure to disclose a criminal action or proceedings will result in corrective action.

The College reserves the right to consult with Human Resource personnel regarding the criminal verdict and may elect to terminate the student if circumstances merit expulsion.

The American Registry of Diagnostic Medical Sonography (ARDMS) or American Registry of Radiologic Technologists (ARRT) may deny eligibility to write the certification exam to individuals who have been convicted of a felony or a misdemeanor excluding speeding and minor traffic violations. Upon disclosure of criminal proceedings, the student may be required to submit to the ARDMS or ARRT a pre-eligibility application at their own expense. The student will be required to forward the decision of the ARDMS/ARRT to the Program Director upon receipt of the decision. The decision of the ARDMS will be considered when
determining if the student will remain enrolled in the program. Denial of pre-eligibility by the ARDMS/ARRT will result in immediate termination of the student.

The program reserves the right to consult with Human Resource personnel regarding the criminal verdict and may elect to terminate the student regardless of the ARDMS/ARRT pre-eligibility decision.

**Disclosure of Professional License or Certification Suspension or Revocation**

All College applicants will be asked on the application to disclose if they have ever had a professional license or certification suspended or revoked by any certifying agency or governing body. Applicants must provide details of the suspended or revoked professional license or certification as directed in the application. Failure to disclose a suspended or revoked professional license or certification will result in denial of consideration or withdrawal of conditional acceptance. The College reserves the right to deny acceptance or rescind conditional acceptance to any individual history of suspended or revoked professional license or certification based on individual circumstances.

**Satisfactory Academic Progress**

Students are required to maintain satisfactory academic progress to remain enrolled in the Sonography Program. This includes meeting the published grading criteria, attendance standards, or professional standards. On occasion, it becomes necessary to delay completion of the program due to completion of program requirements, medical leave, or other situations. A delay in academic progression, however, cannot exceed 150% of the normal program length.

The Diagnostic Medical Sonography Program adheres to the Academic Progress Standards in Section IV and follows the College grading unless otherwise noted in the course syllabus.

Additionally, the Sonography Program follows a mastery-based approach to academic performance expectations. The program requires a minimum score to be achieved (80.0% for most written lecture tests, 75.0% for clinical competency evaluation) before the student can be considered to have “mastered” the material. Failure to achieve this minimum score will result in the student being required to repeat the exam/assessment for a capped maximum score. Failure to achieve the minimum passing score after the third attempt will result in remediation of the material and either probation or dismissal from the program depending on the situation. Further information regarding program academic progress expectations are included the Student Handbook made available to the student on the first day of class or may be obtained by contacting the Sonography Program Director.
Graduation Requirements

Sonographers are highly skilled professionals qualified by education to perform imaging examinations and accompanying responsibilities at the direction of a physician qualified to request radiologic procedures. To that end, for the safety and well-being of patients and the community in general, it is the policy of Sonography Program to assure that all graduates entering to profession of sonography have met the rigorous requirements for graduation, thus enabling their eligibility to sit for the American Registry of Diagnostic Medical Sonography (ARDMS) or American Registry of Radiologic Technologists (ARRT) board examination.

To be eligible for graduation, the following requirements must be met.

**Competent Practice**
1. Apply knowledge of anatomy, physiology and positioning to competently and accurately demonstrate anatomical structures on a sonographic image.
2. Apply knowledge of physics instrumentation to achieve the best diagnostic quality sonographic images possible.
3. Evaluate sonographic images for appropriate positioning and overall image quality.
4. Apply problem solving and critical thinking skills in the academic and clinical settings.

**Safety**
5. Apply principles of ultrasound safety to patients, self and others.
6. Apply knowledge of physics instrumentation to adhere to the ALARA principle.
7. Understand the dangers associated with powerful magnetic fields and apply safety practices while in the MRI area.
8. Apply principles of infection control and standard precautions for the protection of patients, self and others.

**Patient Care**
9. Provide basic patient care and comfort to patients across the age continuum.
10. Recognize emergency patient conditions and initiate life-saving first-aid and basic life-support procedures.

**Professional Practice**
11. Recognize when sonographic equipment is not operating properly and report equipment malfunctions to the proper authority.
12. Demonstrate understanding of the role quality assurance and continual quality improvement play in medical imaging.
13. Demonstrate effective verbal, non-verbal and written medical communication in providing patient care and maintaining professional relationships with other members of the health care team.
15. Comply with the profession's Code of Ethics and Practice Standards and perform clinically within the industry's standard of care.
16. Develop professionally beyond the program's clinical and academic performance expectations (see Professional Development policy).

**Qualifications**
17. Demonstrate ARDMS/ARRT Board examination readiness.
Evidence of Eligibility
Prior to graduation, each student will meet with the Program Director or designee to evaluate eligibility for graduation against the graduation requirements.

Early Graduation
The program does not allow for early graduation. All students will graduate on or after their scheduled date of graduation.
# Diagnostic Medical Sonography Program
## Associate of Applied Science Curriculum

### General Education (Transferred in)

<table>
<thead>
<tr>
<th>Course Code</th>
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### Summer Semester I

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<tr>
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### Summer Semester IV

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### Fall Semester V

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<td>Vascular Technology III</td>
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<td>Clinical Practicum IV</td>
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### Spring Semester VI

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<th>Course Title</th>
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<td><strong>93</strong></td>
<td><strong>440</strong></td>
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### General Education Credits Required
15

### Program Credits Required
81.5

### Total Credits Required
96.5
Prior Learning Credit
The Diagnostic Medical Sonography Program does not offer Prior Learning Credit.

Financial Aid
The College does not participate in Title IV federal student aid (FASFA) programs and, as a result, students may not be able to have their student loans deferred. Students should contact the financial aid office of the college through which the loan was processed to discuss their options.

College programs are approved by the Indiana State Department of Veterans Affairs under Title 38, US Code 3676 for G.I. Bill funding. Eligible enrolled students may obtain financial assistance to cover College fees through this provision. Interested candidates should contact the Program Director for more information. While the College will work with any third-party payer, it is the student’s responsibility to secure adequate funding sources.

Course Descriptions

SEMESTER I

Intro to DMS - DMS 111 (16 lecture hours, 24 lab hours, 1.5 credits)
This course provides the diagnostic medical sonography student with an orientation of the program, introduces the student to the sonographic equipment, sonographic anatomy and sonographic scanning so the student can transition into the clinical site with basic knowledge of a sonographer and their expectations. This course will give the student’s knowledge of the protocols being utilized in their clinical settings. The students will have a very basic and limited understanding of normal anatomy, physiology, protocol, and scanning techniques with the more frequent exams seen in general and vascular sonography so the students can transition into their clinical site with a better understanding of sonography. This course contains educational objectives, learning activities and scan labs directed toward aiding the student in obtaining this goal. Parallel: DMS 112, 113, 119. Open only to sonography students.

Patient Care - DMS 112 (24 lecture hours, 9 lab hours, 1.5 credits)
This course provides the diagnostic medical sonography students with the basic concepts of patient care including consideration for the physical and psychological needs of the patient. Some topics to be covered include: Safety and transport of a patient, infection control, isolation techniques, aseptic technique, handling acute situations, pharmacology, emergency recognition and response, and vital signs. This is a time for the students to develop their own patient care techniques while developing an understanding of body mechanics, patient assessment techniques, ethical, legal, and professional issues. This course contains educational objectives and learning activities directed toward aiding the student in obtaining this goal. Parallel: DMS 111, 113, 119. Open only to sonography students.
Fundamentals of Ultrasound - DMS 113 (20 lecture hours, 0 lab hours, 1 credits)
This course is designed to provide the diagnostic medical sonography students an understanding of work related musculoskeletal injury, incidence of sonographer injuries, and prevention of such injuries by following proper ergonomic guidelines. This course will also provide the student with knowledge of and the importance of professional development and continuing education within the field of Diagnostic Medical Sonography. The student will be able to discuss and define the use of Information Technology within the field of Radiology. This course will also give the student a good understanding of Medical Ethics and Law as it pertains to the Patient’s Bill of Rights and the Health Insurance Portability and Accountability Act (HIPAA). Parallel: DMS 111, 112, 119. Open only to sonography students.

Clinical Observation - DMS 119 (20 lecture, 80 clinical hours, 3 credits)
This course provides the diagnostic medical sonography student with an introduction to sonographic anatomy, sonographic scanning, and patient care. This course unit contains educational objectives and learning activities directed toward aiding the student in obtaining this goal. Parallel: DMS 111, 112, 113. Open only to sonography students.

SEMESTER II

General Sonography I - DMS 121 (38 lecture hours, 60 lab hours, 4.5 credits)
Upon completion of this course, the diagnostic medical sonography student will gain knowledge and understanding of the normal organ systems and vascular structures of the abdomen and superficial organs. The student will gain knowledge to recognize and identify the sonographic appearance of normal anatomic structures, including anatomic variants and normal Doppler patterns of the abdomen and superficial organs. This course unit contains educational objectives and learning activities directed toward aiding the student in obtaining this goal. Prerequisites: DMS 111, 112, 113, 119. Parallel: DMS 122, 123, 124, 129. Open only to sonography students.

OBGYN Sonography I - DMS 122 (30 lecture hours, 15 lab hours, 2.5 credits)
This course is designed to provide the diagnostic medical sonography student with a thorough understanding of normal and abnormal female pelvic anatomy, pathology associated with the female pelvis, conception, infertility, embryonic development, first trimester normal anatomy and sonographic technique and appearance of the aforementioned topics. This course will also teach pelvic Doppler technique. The students will gain knowledge of the invasive procedures that are performed with ultrasound guidance. This course contains educational objectives and learning activities directed toward aiding the student in obtaining this goal. Prerequisites: DMS 111, 112, 113, 119. Parallel: DMS 121, 123, 124, 129. Open only to sonography students.
Vascular Technology I - DMS 123 (20 lecture hours, 57 lab hours, 3 credits)

This course is designed to provide the diagnostic medical sonography student with the knowledge of the peripheral venous system and abdominal venous system to include anatomy, physiology and pathology of the aforementioned system. This course is also designed to provide an understanding of miscellaneous arterial and venous anatomic and pathological conditions related to the profession of sonography. This course contains educational objectives and learning activities directed toward aiding the student in obtaining this goal. Prerequisites: DMS 111, 112, 113, 119. Parallel: DMS 121, 122, 124, 129. Open only to sonography students.

Ultrasound Physics I - DMS 124 (47.5 lecture hours, 0 lab hours, 3 credits)

This course allows the diagnostic medical sonography student to develop a fundamental knowledge of the physical and vascular principles that are used in the field of diagnostic medical sonography. This course unit contains educational objectives and learning activities directed toward aiding the student in obtaining this goal. Prerequisites: DMS 111, 112, 113, 119. Parallel: DMS 121, 122, 123, 129. Open only to sonography students.

Clinical Practicum I - DMS 129 (312 clinical hours, 6.5 credits)

This course has students rotate through various clinical sites. This course provides the diagnostic medical sonography student with the clinical opportunity to develop their scanning techniques and patient care skills with the guidance of a staff sonographer. Students will be assigned approximately 16 clinical hours per week. Students will perform competency exams as required by the syllabus. Prerequisites: DMS 111, 112, 113, 119. Parallel: DMS 121, 122, 123, 124. Open only to sonography students.

SEMESTER III

General Sonography II - DMS 131 (36 lecture hours, 57 lab hours, 4 credits)

Upon completion of this course, the diagnostic medical sonography student will gain knowledge and understanding of the normal and abnormal organ systems and vascular structures of the abdomen and superficial organs. The student will gain knowledge to recognize, identify, and appropriately document the abnormal sonographic and Doppler patterns of disease processes, pathology, and pathophysiology of the abdomen and superficial structures. The student will learn how to modify the scanning protocol based on the sonographic findings and the differential diagnosis. This course unit contains educational objectives and learning activities directed toward aiding the student in obtaining this goal. Prerequisites: DMS 111, 112, 113, 119, 121, 122, 123, 124, 129. Parallel: DMS 132, 133, 134, 139. Open only to sonography students.

OBGYN Sonography II - DMS 132 (28.5 lecture hours, 11 lab hours, 2 credits)

This course is designed to provide the diagnostic medical sonography student with a thorough understanding of, normal and abnormal 1st, 2nd and 3rd trimester fetal development, pathologies that can occur during fetal development and prognosis and treatment of such pathologies during pregnancy and after birth. This course contains educational objectives and learning activities directed toward aiding the student in obtaining this goal. Prerequisites: DMS 111, 112, 113, 119, 121, 122, 123, 124, 129. Parallel: DMS 131, 133, 134, 139. Open only to sonography students.
Vascular Technology II - DMS 133 (19 lecture hours, 54 lab hours, 3 credits)
This course is designed to provide the diagnostic medical sonography student with the knowledge of the peripheral arterial system and abdominal arterial system to include anatomy, physiology and pathology of the aforementioned system. This course contains educational objectives and learning activities directed toward aiding the student in obtaining this goal. Prerequisites: DMS 111, 112, 113, 119, 121, 122, 123, 124, 129. Parallel: DMS 131, 132, 134, 139. Open only to sonography students.

Ultrasound Physics II - DMS 134 (45 lecture hours, 0 lab hours, 3 credits)
This course is a continuation of Ultrasound Physics I and allows the diagnostic medical sonography student to develop a fundamental knowledge of the physical and vascular principles that are used in the field of diagnostic medical sonography. This course unit contains educational objectives and learning activities directed toward aiding the student in obtaining this goal. Prerequisites: DMS 111, 112, 113, 119, 121, 122, 123, 124, 129. Parallel: DMS 131, 132, 133, 139. Open only to sonography students.

Clinical Practicum II - DMS 139 (304 clinical hours, 6.5 credits)
This course is a continuation of Clinical Practicum I as students continue to rotate through various clinical sites. This course provides the diagnostic medical sonography student with the clinical opportunity to develop their scanning techniques and patient care skills with the guidance of a staff sonographer. Students will be assigned approximately 16 clinical hours per week. Students will perform competency exams as required by the syllabus. Prerequisites: DMS 111, 112, 113, 119, 121, 122, 123, 124, 129. Parallel: DMS 131, 132, 133, 134. Open only to sonography students.

SEMESTER IV
Clinical Practicum III - DMS 219 (312 clinical hours, 6.5 credits)
This course is a continuation of Clinical Practicum II as students continue to rotate through various clinical sites. This course provides the diagnostic medical sonography student with the clinical opportunity to develop their scanning techniques and patient care skills with the guidance of a staff sonographer. Students will be assigned approximately 40 clinical hours per week. Students will perform competency exams as required by the syllabus. Prerequisites: DMS 111, 112, 113, 119, 121, 122, 123, 124, 129, 131, 132, 133, 134, 139. Open only to sonography students.

SEMESTER V
General Sonography III - DMS 221 (19 lecture hours, 21 lab hours, 1.5 credits)
This course is designed to provide the diagnostic medical sonography students an understanding of normal and abnormal conditions associated with a pediatric patient, including normal and abnormal neurological development of neonatal head and spinal cord. This course will also give the students the knowledge of the ultrasound exams performed less often, such as MSK, GI Tract, abdominal wall, contrast imaging, organ transplants, neck levels and 3d/4d ultrasound. This course contains educational objectives and learning activities directed toward aiding the student in obtaining this goal. Prerequisites: DMS 111, 112, 113, 119, 121, 122, 123, 124, 129, 131, 132, 133, 134, 139, 219. Parallel: DMS 222, 223, 229. Open only to sonography students.
OBGYN Sonography III - DMS 222 (28.5 lecture hours, 8 lab hours, 2 credits)

This course is a continuation of OBGYN Sonography II. This course is designed to provide the diagnostic medical sonography student with a thorough understanding of pathologies that can occur during fetal development and prognosis and treatment of such pathologies during pregnancy and after birth as well as medical ethics associated with pathological processes. High risk fetal development will also be taught in this course. This course contains educational objectives and learning activities directed toward aiding the student in obtaining this goal. Prerequisites: DMS 111, 112, 113, 119, 121, 122, 123, 124, 129, 131, 132, 133, 134, 139, 219. Parallel: DMS 221, 223, 229. Open only to sonography students.

Vascular Technology III - DMS 223 (20 lecture hours, 57 lab hours, 3 credits)

This course is designed to provide the diagnostic medical sonography student with the knowledge of the extracranial cerebrovascular and intracranial cerebrovascular systems to include anatomy, physiology and pathology of the aforementioned system. This course contains educational objectives and learning activities directed toward aiding the student in obtaining this goal. Prerequisites: DMS 111, 112, 113, 119, 121, 122, 123, 124, 129, 131, 132, 133, 134, 139, 219. Parallel: DMS 221, 222, 229. Open only to sonography students.

Clinical Practicum IV - DMS 229 (464 clinical hours, 10 credits)

This course is a continuation of Clinical Practicum III as students continue to rotate through various clinical sites. This course provides the diagnostic medical sonography student with the clinical opportunity to develop their scanning techniques and patient care skills with the guidance of a staff sonographer. Students will be assigned approximately 24 clinical hours per week. Students will perform competency exams as required by the syllabus. Prerequisites: DMS 111, 112, 113, 119, 121, 122, 123, 124, 129, 131, 132, 133, 134, 139, 219. Parallel: DMS 221, 222, 223. Open only to sonography students.

SEMESTER VI

Research on Case Studies - DMS 231 (0 lecture hours, 57 lab hours, 1.5 credits)

This course allows the diagnostic medical sonography student to develop professional awareness of the knowledge that can be gained, by doing follow-up work and research on interesting cases. This course unit contains educational objectives and learning activities directed toward aiding the student in obtaining this goal. Prerequisites: DMS 111, 112, 113, 119, 121, 122, 123, 124, 129, 131, 132, 133, 134, 139, 219, 221, 222, 223, 229. Parallel: DMS 232, 239. Open only to sonography students.

Registry Review - DMS 232 (21 lecture hours, 36 lab hours, 2.5 credits)

This course will review all subjects covered throughout the course of the program. The goal is to prepare diagnostic medical sonography students for taking the ARDMS registry examinations upon completion of the program. Prerequisites: DMS 111, 112, 113, 119, 121, 122, 123, 124, 129, 131, 132, 133, 134, 139, 219, 221, 222, 223, 229. Parallel: DMS 231, 239. Open only to sonography students.
Clinical Practicum V - DMS 239 (440 clinical hours, 9.5 credits)

This course is a continuation of Clinical Practicum IV as students continue to rotate through various clinical sites. This course provides the diagnostic medical sonography student with the clinical opportunity to develop their scanning techniques and patient care skills with the guidance of a staff sonographer. Students will be assigned approximately 24 clinical hours per week. Students will perform competency exams as required by the syllabus. Prerequisites: DMS 111, 112, 113, 119, 121, 122, 123, 124, 129, 131, 132, 133, 134, 139, 219, 221, 222, 223, 229. Parallel: DMS 231, 232. Open only to sonography students.

Terminal Credential

Upon completion of the program, graduates will earn an Associate of Applied Science degree from the St. Vincent College of Health Professions. After completing the program, graduates must take and pass the national certifying exam given by the American Registry of Diagnostic Medical Sonography (ARDMS) or American Registry of Radiologic Technologists (ARRT) to gain the appropriate credentials needed to practice sonography. (see “Program Overview” herein).

Program Faculty

Program Director
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Ashlie Munchel is the Diagnostic Medical Sonography Program Director for the St. Vincent College of Health Professions. She attended IUPUI, where she has graduated with an Associate of Science degree in Radiography and a Bachelor of Science degree in Medical Imaging Technology. She is certified by the ARRT in radiography and by the ARDMS in abdominal sonography and vascular technology. Currently, she is pursuing her Master of Science degree in Adult Education through Indiana University. She began her radiology career as a radiographer at St. Vincent Carmel Hospital in 2006 and became a sonographer in 2012. Over the last six years she has worked within IU Health and Franciscan Health as a sonographer. In 2017, she began teaching at IUPUI in the Medical Imaging Technology Program as an Adjunct Lecturer. She is excited to bring her professional experience to Ascension St. Vincent and build the sonography program within St. Vincent College of Health Professions. She has a passion for teaching and sonography and she is excited to share this passion with our first class of sonography students starting in June of 2019.
General Clinical Coordinator/OB Concentration Coordinator
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Rebecca Edwards is the Diagnostic Medical Sonography Clinical Coordinator for the St. Vincent College of Health Professions. She attended Butler University, where she graduated with an Associate of Science degree in the Allied Health Ultrasound Technology Program. She is certified by the ARDMS in abdominal sonography, obstetrical & gynecological sonography, and breast sonography. Currently, she would like to pursue her ARDMS vascular certification. She began her career at Methodist Hospital in 1985. She has worked in the Methodist Hospital/IU Health system in both the inpatient and outpatient Radiology Departments. She has also worked PRN for Advanced Fertility Group and Riverview Health. At Methodist Hospital, Rebecca worked for several years with students who were attending the Methodist Hospital Ultrasound Add-A-Comp training program. It was here that she developed her love of teaching. Rebecca has a passion for the field of sonography and feels it is time to share her knowledge and passion with the next generation of sonographers.

Vascular Clinical Coordinator
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Sarah Maloy is the Vascular Clinical Coordinator for the Diagnostic Medical Sonography Program through St. Vincent College of Health Professions. She attended St. Vincent Health/St. Joseph Hospital Radiography program where she completed her radiography certification. She went on to receive her Bachelor of Science in Medical Imaging focusing on Sonography at Indiana University Kokomo followed by receiving her Master of Science degree in Management through Indiana Wesleyan University. She is board certified through the American Registry of Radiologic Technologists in radiography, computed tomography and general ultrasound. She also received her vascular ultrasound certification through the American Registry of Diagnostic Medical Sonographers. She has worked at Logansport Memorial Hospital for over fifteen years and over nine years cumulatively at St. Vincent Kokomo in medical imaging. She developed her love of teaching working with medical imaging and sonography students at both locations. She loves what she does and wants to share her knowledge and passion to future students wanting to develop a career in medical imaging.
Section X

Central Sterile Processing Program
**Program Overview**

The St. Vincent College of Health Professions CSP Program is a 16-week, full-time training program covering the science and practice of surgical instrument and device sterilization and distribution. The program is offered in the spring and fall (August and February). The CSP program provides the training and education required to promote professional accountability for safe patient care in alignment with the Association for the Advancement of Medical Instrumentation (AAMI) with the goal of successful preparation for national certification examination.

Sterile processing students are educated in medical terminology (surgery focused), surgical instrument name and function, standards of practice for decontamination, inspection, preparation, packaging, sterilization and distribution of surgical instrumentation, materials and devices. Sterile processing technicians work in a variety of settings including hospital-based central sterile processing departments, endoscopy, outpatient clinics and dental offices. Technicians who achieve national certification and additional training and education may also work in hospital management, education, or sales. To learn more about central sterile processing, visit [https://www.iahcsmm.org/](https://www.iahcsmm.org/).

Individuals interested in the program must submit an application to be considered for acceptance into the program. If selected, the fall program will begin in August 2020 and the spring program will begin February 2021. A formal graduation for both classes will be May 2021. Since the program has limited student capacity, selection into the program is competitive. Not every applicant who applies to the program will be selected. To learn more about the selection process, see “Admissions” in this section.

Program graduates are eligible to sit for the national certifying exam administered by either The International Association of Healthcare and Central Service Material Management (IAHCSMM) or The Certification Board for Sterile Processing and Distribution, Inc. (CBSPD). Upon successfully passing either national certification exam the program graduate will be issued a certification with credentials from CBSPD as a Certified Sterile Processing and Distribution Technician (CSPDT) or from IAHCSMM as a Certified Registered Central Service Technician (CRCST).
**Job Overview**

Sterile processing is one of few allied health professions that directly impacts the safety of surgical patient care. Individuals who work in this field are responsible for surgical instrument reprocessing in all aspects of sterile processing, including biohazard transportation, decontamination, inspection, assembly, sterilization, sterile storage, and distribution.

Central sterile processing (CSP) is the department located in various healthcare facilities that own the responsibility of ensuring reusable surgical instruments and devices are made safe to use from one patient to the next. Instruments that come in contact with the body during surgery and non-surgical procedures must be free of all microorganisms. To ensure patient safety every central sterile processing department has a minimum of three designated reprocessing areas: Decontamination, Assembly and Sterilization. Depending on the facility and surgical services offered there could be additional areas as well as complex reprocessing steps within each. The professional title of those who work as sterile processing may vary depending on the healthcare facility, however *Certified Sterile Processing Technician* is the most title used today common.

Sterile processing technicians work as infection control agents with an assignment of assurance that every instrument and or device is safe to use from one patient to the next. Sterile processing technicians work in a variety of settings including but not limited to hospitals, outpatient procedure clinics and dental offices.

Depending on the facility both the department and or the professional name of technicians may vary. No matter the healthcare setting sterile processing technicians provide instruments, devices and other materials that keep patients safe.
Essential Skills and Abilities

To competently perform all sterile processing functions, sterile processing technicians must possess the following knowledge and abilities:

1. Physical/Motor Skills
   - Stand and walk for extended periods of the time
   - Perform physically strenuous tasks including lifting instrument sets and loading and unloading instruments from washers and sterilizers
   - Rise from a seated position without assistance
   - Twist and bend at the waist
   - Extend the hands and arms in any direction

2. Sensory Abilities
   - Correctable near vision to 20 / 40 in at least one eye
   - Correctable far vision to 20 / 40 in at least one eye
   - Depth perception
   - Distinguish colors
   - Hear audible speech (e.g. person-to-person communication) at 10 feet
   - Hear speech when lips are not visible (e.g. wearing mask during decontamination)
   - Hear auditory alarms (e.g. sonic, washer and sterilizer alarms)
   - Hear speech over a telephone

3. Communication Abilities
   - Read documents in English
   - Speak fluently in English
   - Understand speech in English

4. Emotional and Behavior Skills
   - Willingness to take directions
   - Be self-directed
   - Adapt to a changing environment
   - Manage frustration appropriately
   - Accept responsibility for own errors or shortcomings
   - Express emotions in a socially-acceptable manner
   - Respect interpersonal boundaries
   - Manage interpersonal and organizational conflicts in a respectful and professional manner

5. Intellectual Abilities
   - Recall information with reasonable accuracy
   - Recognize cause and effect relationships
   - Anticipate/plan ahead for activities or situations
   - Perform tasks in a logical and efficient sequence
   - Prioritize competing tasks
● Problem solve when the solution is not self-evident
● Demonstrate attention to detail

St. Vincent College of Health Professions does not discriminate on the basis of disability as determined by the American with Disabilities Act (ADA). College Physical/motor skills, sensory abilities, and communication skills are not assessed during the selection phase of the admissions process. It is the student’s responsibility to request accommodations for disabilities according to the College Disability and Accommodations Policy. The College will determine if disability accommodations are reasonable. The College reserves the right to not accept an individual with a disability requiring accommodations that are not deemed reasonable.

Emotional/behavioral skills and intellectual abilities are assessed during the selection phase of the admissions process as they relate to a candidate’s academic record, ability to compose an essay, and ability to communicate effectively in English during a personal interview.

Program History
St. Vincent College of Health Professions will begin its inaugural Central Sterile Processing Program August 2020. The CSP Program will offer students an opportunity to obtain a career in healthcare through a non-degreed educational training program with a focus on indirect patient care services.

Mission Statement
Our mission is to provide education to central sterile processing students and develop a strong foundation of excellent patient care for our community. This is accomplished through the commitment for our faculty and clinical instructors to provide the highest standards of instruction in central sterile processing for positive surgical outcomes. We will provide an atmosphere of respect, compassion and integrity as we uphold accountability, professional conduct, and a strong teamwork ethic in accordance with the mission and core values of our sponsoring institution.

Facilities
All CSP education will occur at Ascension St. Vincent Indianapolis campus. The CSP Program will consist of lecture, lab and clinical education hours. Lecture and Lab hours will be facilitated at the William K. Nasser, MD., Healthcare Education and Simulation Center located across the street from the north parking lot of Ascension St. Vincent hospital (see campus map on page 88). All students will receive hands-on clinical education at five sterile processing departments at Ascension St. Vincent 86th Street campus location (St. Vincent Hospital surgery department, Cardiovascular surgery department, Women’s hospital, Seton Specialty hospital and Joshua Max Simon Primary Care Center).

Admissions
Ascension St. Vincent Central Sterile Processing Program (CSP) provides equal opportunity to all applicants. The Program is selective in its admissions practices and evaluates applicants based on merit without discrimination on the basis of age, race, religion, creed, color, national origin, marital status, gender,
disability, veteran status, sexual orientation, or any other legally protected status. The program selects two classes annually based on requirements and preference categories listed herein.

**Application Procedure**

In addition to the College admission requirements described in Section III, CSP Program applicants must complete an application obtained from the [www.stvincent.org/CHP](http://www.stvincent.org/CHP) website. All application documents must be sent directly to the Program Director as indicated on the application.

**Admission Requirements**

To be accepted and enroll in the program, the applicant must meet the following requirements:

1. Be 18 years of age by **February 1** for February enrollment or **August 1** for August enrollment of the year applying for admission.
2. Be a United States citizen or permanent legal “green card” resident.
3. Meet one of the minimum requirements below.
   a. Be a graduate from an American high school, or...
   b. Completed a General Education Diploma (GED) with a minimum score of 145 on each section (mathematics, language, social studies, and science), or...
   c. Completed 12 or more credit hours of 100-level or higher coursework with a cumulative grade point average (GPA) of 2.0 from a college, vocational or technical school institution located in the United States.

**Selection Procedure**

Applications are initially reviewed for completeness of required documents. Only members of the college faculty will review application files for minimal requirements and scoring. Only applications meeting minimal requirements will be considered for admission.

An essential part of the selection process is an in-person interview. The interview is by invitation only and may include observation time in a sterile processing department to become familiar with the role and responsibilities of sterile processing technicians. Interviews will be conducted and scored objectively using established forms. Interview candidates will be notified via email of the date, time and location of the interview.

Candidates applying to the program may be accepted for admission, rejected, or placed on an alternate list. Final selection into the program will occur after all interviews have been conducted. Rejected candidates must reapply to the program to be considered for future enrollment. All candidates will be notified via email of their admission status.

**Preferences**

Because the selection process is competitive, not all applicants who meet minimal admission requirements will be selected into the program. All qualified candidates will be evaluated for consideration based on merit using the program’s established screening process. Preference will be given to candidates who currently work as a non-certified sterile processing technician. A letter of support from the candidate’s sterile processing supervisor must be submitted for this preference to be given.

**Foreign Educated Applicants**
Applicants educated in foreign countries are welcomed to apply to the program. However, all applicants must show evidence of academic success at institutions in the United States. For candidates who did not graduate from an American high school and have not earned a General Education Diploma (GED), those applicants must have documented a minimum of 12 credit hours of 100-level college coursework from an accredited American college or university.

**Disclosure of Criminal History**

Consistent with many healthcare hiring practices, applicants will be asked on the application to disclose their criminal history, excluding speeding and minor traffic violations. Applicants who disclose their criminal history must provide details as directed on the application. Failure to disclose a positive criminal history will result in denial of the application. The St. Vincent College of Health Professions Central Sterile Processing program reserves the right to deny candidates admission based on the circumstances of the applicant’s criminal history.

**Disclosure of Professional License or Certification Suspension or Revocation**

All College applicants will be asked on the application to disclose if they have ever had a professional license or certification suspended or revoked by any certifying agency or governing body. Applicants must provide details of the suspended or revoked professional license or certification as directed in the application. Failure to disclose a suspended or revoked professional license or certification will result in denial of consideration or withdrawal of conditional acceptance. The College reserves the right to deny acceptance or rescind conditional acceptance to any individual history of suspended or revoked professional license or certification based on individual circumstances.

**Satisfactory Academic Progress**

Students are required to maintain satisfactory academic progress to remain enrolled in the CSP Program. This includes meeting the published grading criteria, attendance standards, or professional standards. The CSP Program adheres to the Academic Progress Standards herein. Section IV and follows the College grading unless otherwise noted in the course syllabus.

Additionally, the CSP Program follows a mastery-based approach to academic performance expectations. The program requires a minimum score of 75% on all comprehensive progress exams before the student can be considered to have “mastered” the material. Failure to achieve this minimum score will result in the student being required to repeat an exam. Failure to achieve the minimum passing score after the second attempt will result in probation or dismissal from the program depending on the situation. Further information regarding program academic progress expectations are included the Student Handbook made available to the student on the first day of class or may be obtained by contacting the CSP Program Director.

**CSP Program Training Description**
The CSP training program provides Central Sterile Processing students with lecture, lab and hands-on experiences for the care and handling of reusable surgical instruments and devices used in invasive and non-invasive procedures in care of patients.

All CSP students will receive a minimum of 210 lecture hours covering all 24 chapters of the Central Service Technical Manual, 8th Edition, from the International Association of Healthcare Central Service Material Management. CSP students will complete a minimum of 210 lecture hours, 13 lab hours and 400 clinical hours in designated areas of sterile processing under the general supervision and direction of a qualified sterile processing preceptor.

**Lectures**
CSP students will be provided with educational lectures that examine and explain the role and responsibilities of central sterile processing personnel in cleaning, decontamination, disinfecting, inspecting, packaging, sterilization and inventory management using tracking systems for surgical instruments, devices and supplies used in hospitals and other healthcare facilities. In addition, students will receive the knowledge and application of infection control processes, standards and regulations, facility policies and procedures, and state and federal guidelines, with emphasis on safety, interpersonal communication and teamwork.

**Labs**
It is extremely important that a central sterile processing technician possess the skills and knowledge necessary to be a trusted member of healthcare professionals who are responsible for keeping patients safe. Therefore, students will be provided with hands-on experience in a simulated sterile processing environment where they will learn the standards of practice for sterile processing and work to become proficient in the recognition of surgical instrument names and functions.

**Clinical Rotations**
CSP students will be required to complete a minimum of 400 hours of hands-on practicum experience in designated areas under the general supervision and direction of a qualified sterile processing preceptor. CSP students will complete 400 hours in designated areas* as follows:

**CSP Program Curriculum**

**COURSE TITLE:** Central Service and Sterile Processing  
**COURSE INSTRUCTOR:** J. Brandon Edwards, CST, CSPDT  
**LECTURE HOURS:** 210  
**LAB HOURS:** 13  
**CLINICAL HOURS:** 400  
**CREDITS:** 23.0  
**PREREQUISITES:** High School Diploma or GED  
**CLINICAL COURSE CONTENT:**
1. Decontamination (120 Hours)
Blood-Borne Pathogens, Soiled Item Transport, Safety (e.g. Chemical Handling, Sharps), Manual Instrument Cleaning, Mechanical Cleaning (e.g. Washers, Ultrasonic Cleaners), Decontamination Area Disinfection Processes, Interpreting Manufacturer’s IFUs (e.g. Device Cleaning, Equipment Operation, Chemical, Enzymatics/Detergents, Current Measurements/Concentration, Soak Time).

2. Preparing & Packaging Instruments (120 Hours)
Identification, Inspection/Testing of Instruments, Inspection/Testing of Containers & Wrapping Material, Assembly, Packaging Techniques (e.g. Pouches, Flat Wraps, Rigid Containers), Labeling

3. Sterilization & Disinfection (96 Hours)
High Temperature Sterilization Processes, Low Temperature Sterilization Processes, Logging & Record Keeping (e.g. Sterilization/HLD, Biologicals/Incubation), Handling & Putting Away of Sterile Supplies, Automated/Manual Disinfection, Troubleshooting (e.g. Aborted/Failed Cycles, Wet Loads, Repairs)

4. Storage & Distribution (24 Hours)
Clean & Sterile, Handling & Putting Away of Sterile Supplies, Rotating Supplies, Inventory & Restocking Carts/Shelves (e.g. Inventory Systems, Par Levels), Event Related Shelf Life / Expiration Dating, Cleaning Storage Shelves, Case Carts (e.g. Assembly, Pick Lists & Locator Systems)

5. Quality Assurance Processes (24 Hours)
Interpreting Manufacturer’s IFUs (e.g. Devise Inspection & Testing, Sterilizers), Standards, Regulations, Policies & Procedures, Documentation & Record Keeping (e.g. Management, Area Cleaning), Quality/Functionality Testing Processes (e.g. Sterilizer, Washer Testing, HLD)

6. Equipment (16 Hours)
Cleaning, Inspection and/or Preparation of Patient Care Equipment, Equipment Functionality Check (e.g. Autoclaves, Sterilizers, Washers), Familiarity with Routine Maintenance Guides for Equipment, Equipment Tracking

**Terminal Credential**

Upon completion of the program, graduates will earn from the St. Vincent College of Health Professions an endorsed certificate of completion of the Central Sterile Processing Program. After completing the program, graduates will be eligible to take the national certifying exam given by IAHCSMM or CBSPD to earn the professional credentials of Certified Registered Central Service Technician (CRCST) or Certified Sterile Processing and Distribution Technician (CSPDT).
Clinical Education Sites

All CSP clinical education is conducted on the Ascension St. Vincent Indianapolis, IN campus. CSP students will be assigned to a rotating clinical schedule with hands-on experience at four sterile processing departments on the St. Vincent Indianapolis campus. The CSP clinical education sites are St. Vincent Hospital, Main Surgery Department (1), St. Vincent Hospital Cardiovascular Surgery Department (1), St. Vincent Women’s Hospital (10) Joshua Max Simon Primary Care Center (9) and Seton Specialty Hospital (15).

St. Vincent Indianapolis Campus Map

See Driving directions on reverse side
Graduation Requirements
Sterile processing technicians are highly trusted professionals, qualified by education to ensure patients receive safe surgical care by providing instruments and devices that are free of infectious microorganisms capable of producing diseases. To that end, for the safety and well-being of patients and the community in general, it is the policy of the CSP Program to assure that all graduates entering the profession of sterile processing have met the rigorous requirements for graduation, thus enabling their eligibility to sit for the national certification exam administered by either IAHCSMM or CBSPD.

To be eligible for graduation, the following requirements must be met.

Competent Practice
1. Apply knowledge of microbiology, regulations and standards to competently and accurately demonstrate mastery in all central sterile processing competency skills assessments.
2. Demonstrate effective communication skills through verbal, written and listening behaviors.
3. Apply problem solving, critical and creative thinking skills in the clinical settings.

Safety
4. Use standard precautions to control the spread of infection
5. Comply with pertinent regulatory guidelines and recommended standards of practice from OSHA and AAMI to prevent harm to patients, self and others.
6. Use equipment as directed and understand the dangers associated with powerful reprocessing equipment and machines.

Professional Practice
7. Practice team membership skills, such as cooperation, leadership and anticipation of co-worker needs.
8. Respect diversity within your team.
9. Interact with others in a manner consistent with the healthcare teams’ structure and lines of authority.
10. Recognize when sterile processing equipment is not operating properly and report equipment malfunctions to the proper authority.
11. Demonstrate understanding of the role quality assurance and continual quality improvement play in sterile processing.
12. Demonstrate effective verbal, non-verbal and written communication in providing safe patient care and maintaining professional relationships with other members of the health care team.
13. Exercise independent judgment in the technical performance of reprocessing steps.
14. Develop professionally beyond the program’s clinical and academic performance expectations.

Qualifications
15. Demonstrate central sterile processing certifying examination (CSPDB or IAHCSMM) readiness.

Early Graduation
The CSP program does not allow for early graduation. All students will graduate on or after their scheduled date of graduation.
Program Goals and Outcomes

The Central Sterile Processing Program is committed to offering the highest quality education in medical instrument reprocessing and sterilization available. That commitment is carried out though the educational process and the high-performance standards students are expected to meet. To measure the effectiveness of the education process, the CSP Program has established goals and outcomes to support certification achievement and professional development.

Student Learning Goals

Goal 1: Understand the broad functional areas and technical responsibilities of the CS department.
   1.1 Explain the role and responsibilities of a central sterile processing technician.
   1.2 Understand medical terminology used to refer to surgical procedures in a surgery schedule.
   1.3 Explain how knowledge of anatomy can help with surgical instrument identification.
   1.4 Explain environmental conditions necessary for bacterial growth and survival.

Goal 2: Understand regulations, standards and infection prevention in the CS department
   2.1 Explain the roles and responsibilities of the regulatory agencies that impact how the CS Department functions
   2.2 Identify the hazards of bloodborne pathogens and how the Occupational Safety and Health Administration’s requirements impact personal safety

Goal 3: Understand the complete decontamination process from point of use to disinfection.
   3.1 Explain point-of-use preparation and procedures
   3.2 Define cleaning and identify challenges to cleaning medical devices
   3.3 Explain the difference between disinfection and sterilization

Goal 4: Surgical instrumentation names, functions, inspection and packaging
   4.1 Explain the importance of care and handling of surgical instruments.
   4.2 Define the basic categories of surgical instruments.
   4.3 Explain the objectives of the packaging process and the different types of packaging.

Goal 5: Identify and understand the use of different sterilization methods.
   5.1 Explain basic work practices and factors that impact the effectiveness of sterilization.
   5.2 Explain the basic procedures necessary to safely perform Immediate Use Steam Sterilization.
   5.3 Explain specific requirements for low-temperature sterilization methods commonly used.

Goal 6: Explain sterile storage and distribution
   6.1 Explain the concept the event-related sterility

Goal 7: Understand quality assurance and explain its importance in the CS department.
   7.1 Explain the types of monitoring needed in each area of the CS department
   7.2 Describe the components of a Central Service quality program
   7.3 Describe common inventory replenishment systems

Goal 8: Understand the use of information technology in the CS department.
   8.1 Define ancillary department
   8.2 Explain why tracking systems must address the specific needs of the CS department.

Goal 9: Understand and explain Safety and Risk Management
   9.1 Explain the importance of safety and risk management in the CS department
Goal 10: Understand the importance of communication and professionalism.
   10.1 Explain why CS technicians must use effective communication and human relations skills
   10.2 Explain the meaning of personal development and how it can impact a career in the CS department.

Program Effectiveness Goals and Results
Below are the 5-year running results on key program outcomes. For more detailed program assessment results, contact the program director (contact information is found herein under “Program Faculty”).

Goal 1: The program will graduate students.
   Benchmark: 75% program completion rate
   Results: 2020: No data to report; results expected November 2020

Goal 2: Graduates will successfully pass the certification exam.
   Benchmark: 90% passing on either the CSPDB or the IAHCSMM certifying exam
   Results: 2020: No data to report; results expected first quarter 2021

Goal 3: Graduates will be gainfully employed.
   Benchmark: 75% graduates will be employed as a CSP technician or related healthcare profession within 6 months following graduation.
   Results: 2020: No data to report; results expected second quarter 2021

Program Faculty

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Brandon Edwards began his career in surgical services as a certified surgical technologist (CST) in 2012 at the AnMed Women’s and Children’s Hospital in Anderson, South Carolina. After coming to Indianapolis and working as a traveling surgical tech in 2015, Brandon decided to call Indy home and transitioned from the operating room to the sterile processing department at Ascension St. Vincent as a technician. He later became an educator for the department in 2017, providing training to new hires as well as providing continuing education to all department team members. Brandon holds certifications in surgical technology and sterile processing as well as an Associate of Science degree in the field of surgical technology from Virginia College of Greenville, SC.
Program Director
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Monique L Jelks, serves as the Operations Manager of Sterile Processing and high level disinfection (HLD) for Ascension St. Vincent. Ms. Jelks began her career as a surgical technologist in her hometown of Detroit, MI in 1993. Ms. Jelks became a Certified Registered Central Service Technician (CRCST) and an expert leader in sterile processing after working hard to improve OR – SPD relations. Ms. Jelks holds an associate degree in science and surgical technology from Highland Park College in Detroit, MI, and from Indiana Institute of Technology she earned both a bachelor’s degree in business administration and a Master of Science degree in organizational leadership.

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Mark Adkins assumed the role of Ascension St. Vincent Radiography Program Director in March 2003. Mr. Adkins was appointed the Ascension St. Vincent College of Health Professions Dean of Operations in January 2015. Mr. Adkins previously served as a Program Director for 6 years at St. Mary’s Hospital in Huntington, WV and as a program faculty member at the University of Kentucky for 5 years. He also served as Director of Radiology for St. Joseph Healthcare in Lexington, KY. Mark completed his radiography training at a hospital-based program in Ashland, KY in 1986, graduated from the University of Kentucky with a BS in 1990 and a MSEd in 1994. He is board certified by the American Registry of Radiologic Technologist (ARRT) in general radiography (R) and quality management (QM).
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