



## Radiologic Sciences Program Information Packet Summer 2020 Applicants

The Radiologic Sciences Program is a two-year, 62-credit-hour curriculum leading to the Associate Degree in Applied Sciences. Brookhaven College is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools (1866 Southern Lane, Decatur, Georgia 30033-4097: Telephone number 404-679-4501) to award the associate degree. The Brookhaven College Radiologic Science Program has been awarded accreditation from the Joint Review Committee on Education in Radiologic Technology (20 N. Wacker Drive, Suite 2850 Chicago, IL 60606 Phone: 312-704-5300 Website: [www.jrcert.org](http://www.jrcert.org)). The program must meet the requirements outlined in the "Standards for an Accredited Educational Program in Radiologic Sciences". A graduate of the program will be eligible to take the national registry examination administered by the American Registry of Radiologic Technologists (ARRT). Upon passing the Registry Exam, the graduate is eligible to be licensed by the Texas Medical Board as a General Medical Radiologic Technologist.

Acceptance to the Radiologic Sciences Program is via a **competitive selection process based on the point system outlined in section G**. This information packet details the procedure for program application. When submitting completed application materials, potential applicants are expected to be familiar with the application requirements and process. A class will be admitted every **Summer** (June) **semester**.

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### EQUAL EDUCATIONAL OPPORTUNITY

Educational and employment opportunities are offered by the Dallas County Community College District without regard to race, color, religion, sex, national origin, age, disability, sexual orientation, genetic information, gender identity or gender expression. Inquiries regarding the non-discrimination policies may be directed to the following: vice president, instruction - 972-860-4802 or the director of human resources - 972-860-4813

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### ***ADMISSION REQUIREMENTS TO THE RADIOLOGIC SCIENCES PROGRAM***

Application to the Radiologic Sciences Program requires the following steps:

- ❖ Application and admission to Brookhaven College – submit a complete set of Official Transcripts to the Admissions Office.
- ❖ View our Program Information Video located on the Radiologic Sciences [website](#).
- ❖ Completion of the five program prerequisite courses with a minimum cumulative grade point average of 3.0 or higher on those specific courses.
- ❖ You must receive a grade of B or higher in BIOL 2401. Course is valid only if completed within 5 years of your application
- ❖ A cumulative score of 75 or above on the HESI Entrance Exam.
- ❖ Completion of the Situational Judgment Test
- ❖ Submission of a completed application packet to the eCampus Community during the designated filing period.

**NOTE: Students applying to the program must have a valid Social Security Number.**

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## **A. *General Admission Requirements to the College***

Applicants to the Radiologic Sciences Program must meet college admission requirements of the Dallas County Community College District (DCCCD) as outlined in the college catalog. Applicants must submit a complete set of Official Transcripts from each college attended to the College Admissions Office. Applicants must have earned either a high school diploma or General Education Development (GED) certificate in addition to complying with TSI, Texas Success Initiative requirements. For specific information, please refer to the college catalog found on the Brookhaven College website at [www.BrookhavenCollege.edu](http://www.BrookhavenCollege.edu)

## **B. *Educational Planning***

Although the Radiologic Sciences Program Office advises potential applicants in regard to program admission requirements, individuals who have not yet applied or been accepted to the Radiologic Sciences Program are considered general students and must follow general advisement and registration procedures for the Dallas County Community College District.

### *Initial Advisement*

Students pursuing the Radiologic Sciences Program who are either new to the college experience and/or need assistance with registration for prerequisite courses, have assessment issues, or need placement testing, etc., should consult an academic advisor located in Building S, room S113. Contact information can also be found on the Advising Center [website](#).

### *Degree Plans / Educational Plans*

A major of Radiologic Science can be declared at any time prior to being accepted to the Radiologic Science Program. You can make that declaration via eConnect or by visiting an advisor. You can review your degree plan within eConnect to help you plan your schedule. By declaring your major, this may make you eligible for scholarships and other aid. You may also use the curriculum outline found in this information packet as a guide for course selection. Students who have not yet completed prerequisite courses for the program and who require an official degree plan for financial aid, VA benefits, etc., should consult an academic advisor to request a degree plan.

All courses required for the degree must be completed with a C or better unless otherwise noted (BIOL 2401 requires a B or higher).

### *Support Courses*

Students are strongly encouraged to complete the general education support courses included in the radiography curriculum (BIOL 2402, PSYC 2301 or SOCI 1301, and PHIL 2306) prior to entrance into the Radiologic Sciences Program, particularly if the student plans to work while enrolled or has significant family responsibilities.

### Transfer Course Evaluation

Students presenting coursework completed outside the Dallas County Community College District for transfer as prerequisite or general support courses for the Radiologic Sciences Program should compile the following materials and present them to Ann Cortez in the Radiologic Science Office at Brookhaven College (X3037) no later than **March 27, 2020**. If you have a transfer course in progress during the spring semester, ***please notify Ann Cortez prior to March 27, 2020.***

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

*The Radiologic Sciences Program Office and the Health and Human Services Division reserve the right to accept or reject any coursework completed outside the DCCCD presented for transfer evaluation toward the program.*

### Coursework Completed Outside the United States

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

### Five-Year Time Limit

All science coursework (Anatomy & Physiology I and II, Introduction to Radiography and Radiographic Imaging Equipment) must have been completed less than five years prior to the start of the class for which you are applying. If an individual has current experience utilizing his/her related science knowledge, or has completed advanced courses in a related area, the student may petition for a waiver of the time limit through his/her Health and Human Services advisor and counselor. The following materials must be compiled and submitted:

- Copies of transcript;
- Photocopy of the catalog course description (if the course was completed outside the DCCCD);
- Letter from the student indicating 1) that he/she intends to enter the Radiologic Sciences Program and when, and 2) specifically how he or she is using the science knowledge (employed in a health care field, advanced degree, etc.);
- If the student is employed in a health care field, a letter from the student's supervisor with duties indicated.

**NOTE: You must earn at least 25 percent of the credit hours required for graduation through the Brookhaven College Radiologic Sciences Program.**

### **C. Program Prerequisite Courses**

Applicants must complete the following five prerequisite courses<sup>1</sup> with a minimum cumulative grade point average of 3.0 or higher on these specific courses (you must have received a grade of **B or higher in BIOL 2401**) in order to submit an application to the Radiologic Sciences Program:

DCCCD Course	Credit Hrs.
RADR 1201 Introduction to Radiography <sup>2, 3</sup>	2
RADR 2209 Radiographic Imaging Equipment <sup>2,3</sup>	2
BIOL 2401 Anatomy & Physiology I	4
ENGL 1301 Composition I	3
MATH 1314 College Algebra	3
	<hr/>
	14

<sup>1</sup> Prerequisite coursework must be completed by the end of the application period.

<sup>2</sup> **RADR 2209 must be taken at Brookhaven College.**

**NOTE: RADR 1201 will only receive points toward program application if taken at Brookhaven College.**

<sup>3</sup> Science courses including BIOL 2401 must be completed less than **five years** prior to program application.

As of the spring semester of 2019, the prerequisite courses have changed. The SCIT Anatomy and Physiology courses have been deleted from the program curriculum. However, the SCIT courses will be accepted as substitutions for the following application cohorts: **June 2020 and June 2021**. If you intend to apply for any cohort after 2021, you must take the BIOL Anatomy and Physiology course sequence (BIOL 2401 & BIOL 2402).

As of Spring 2020\*, you are allowed only **two** total attempts at earning your desired grade in each of the prerequisite RADR courses. We will use the grade earned on the second attempt when calculating application points. A withdrawal is considered an attempt. If the student withdraws on a second attempt, we will use the grade from the first attempt.

*\*If you have more than two attempts for a prerequisite RADR course prior to Spring 2020, we will use the most recent attempt when calculating application points.*

### **D. Program Informational Video**

Potential applicants are **required** to watch a Radiologic Science Program Information video during which the Radiologic Sciences Program application procedures and acceptance policies are discussed in detail. At the conclusion of the video, you will click on a link and be asked to sign the acknowledgment of completion. This page will also contain a link and information regarding what you will need to complete your Radiologic Science Application. If you need additional information, you may contact the Radiologic Sciences Program Office. The Program Informational Video link can be found on the [program website](#) after the start of the fall semester.

### **E. Application Packet Submission**

Upon completion of the program information video, you will be given a link to the online Radiologic Science Program application. Please follow this link and complete all necessary fields. You will need the following information to complete this form:

- Demographic information (name, address, student ID, email, phone number, etc.)
- Names of all colleges attended
- Course grade, college, semester completed and course title if different - for all prerequisites and other general education courses
- Total college-level hours completed

Upon completing the program application, you will be added to the Radiologic Science Community on eCampus. Applicants must compile the materials requested for the application and submit them via the Radiologic Science Community on eCampus.

### Supporting Documents

You will find below a list of supporting documents. Each document must be submitted to the Radiologic Sciences eCampus Applicant Community on or before the application filing deadline.

**Incomplete packets will not be considered for admittance.**

Once you have viewed the online information session and completed the Information Session Verification form, you will be enrolled in the Applicant Community. To find the Community, log in to eCampus and click on the Community tab and select the Radiologic Science Application link. Select the Program Application tab within the Community to complete the online application form and submit all supporting documents by clicking on the Supporting Documents tab. Supporting documents will be accepted until the due dates posted in the eCampus community.

The following supporting documents are required for your program application:

- **Official Transcripts** - must be sent directly to the college Admissions Office.  
Brookhaven College ~ Admissions Office ~ 3939 Valley View Lane ~ Farmers Branch, TX 75244
- **Military Experience** - a copy of your DD Form 214 must be submitted via the Applicant Community.
- **Healthcare Experience** – an official letter on organization letterhead must be sent from your employer or the volunteer coordinator verifying your employment/volunteer hours. The letter must be submitted via the Applicant Community.
- **Cover Letter** - submit a cover letter explaining your desire to be in this program and the profession. This document should contain anything in your life history that you feel is important to your application. If you need assistance with your cover letter, contact the [Brookhaven College Career Development](#) Center for an appointment. The cover letter must be submitted via the Applicant Community.
- **Current Résumé** –submit a résumé listing your previous education, work and life history. If you need assistance with your résumé, contact the [Brookhaven College Career Development Center](#) for an appointment. The résumé must be submitted to the Radiologic Science Program Office via the Applicant Community.
- **Course Substitutions** – please submit a copy of any course substitutions you wish to apply to the AAS in Radiologic Science degree plan **in person** to the Radiologic Science Program Office **prior to March 27, 2020**. See Ann Cortez in the Radiologic Sciences office (X3037) for more information.

If you have any issues with uploading the documents or completing the application, contact **Ann Cortez** at 972-860-4918 or [acortez@dcccd.edu](mailto:acortez@dcccd.edu). Please put your name and student ID in the subject line of the email.

## **F. Application Filing Period**

### **Official application filing period for Summer semester (June) admission:**

The Program Application form must be completed by **April 3, 2020**. All other supporting documents must be uploaded by the date noted within the Application Community. New applications WILL NOT be accepted after the administration of the HESI exam. Acceptance letters are emailed by May 22.

A student who applies during the official filing period and receives an acceptance letter is required to acknowledge acceptance within a specified timeframe to confirm his/her space in the class. Failure to acknowledge confirmation by the specified date, or failure to attend the scheduled orientation seminar (June 4 and 5) for the accepted class will result in forfeiture of the student's space in that class.

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

**Late applications will NOT be accepted.**

## **G. Selection Process**

Applicants are given a series of points based on completion of the five prerequisite courses and other core requirements. A grade of **B or higher is required in BIOL 2401**. Applicants are selected for acceptance to the Radiologic Sciences Program according to the following competitive ranking process:

1. Applicants are given **one** point for every .25 over the minimum GPA (3.0) of the five prerequisite courses.
2. Applicants are given **two** points for each core course completed (General Psychology/Intro to Sociology and Ethics) and **five** points for the completion of BIOL 2402 Anatomy & Physiology II. *All courses required for the degree must be completed with a C or better unless otherwise noted (BIOL 2401 requires a B or higher).*
3. Applicants are given points based on grade achieved in RADR 1201 Introduction to Radiology (**if taken at Brookhaven College**) as follows: A=**2**; B=**1**; C=**0**
4. Applicants are given points based on grade achieved in RADR 2209 Radiographic Imaging Equipment (**if taken at Brookhaven College**) as follows: A=**5**; B=**3**; C=**0**
5. Applicants are given **two** points for 44–63 college level hours completed and are given **three** points for 64 or more college level hours completed.
6. Applicants are given **two** points for a degree. You only receive two points no matter how many degrees you have achieved.
7. Applicants who have served in the military for two or more years will receive **two** points.
8. Applicants are given **three** points for six months to one year of health care experience, **five** points for one to five years of health care experience and **seven** points for five or more years

of health care experience. You must document this experience with a letter from your employer on company letterhead. Documentation for work experience in a healthcare setting involving **direct patient care** will only be accepted from the following:

- hospital
- skilled nursing facility
- doctor's office or Clinic
- urgent Care Clinic
- physical therapy center or
- imaging Center

Direct patient care is defined as direct contact with patients in the above settings that require you to

- verify patient information by interviewing patient, recording medical history and confirming purpose of visit.
- Prepare patient for examinations.
- assist patient during transfers from beds, wheelchairs, etc.
- assist nursing staff in administering basic treatments.
- monitor and document vital signs
- obtain fluid samples or other specimens needed for examinations.
- maintain adequate patient care supplies in treatment rooms.
- perform basic nursing procedures (e.g. changing bandages).

### **OR**

9. Applicants are given **two** points for 100 - 199 hours or **four** points for 200+ hours obtained for volunteering in a healthcare setting within the current application cycle (June – May). Documentation for **volunteer experience** will be accepted ONLY from hospitals that have volunteer organizations in place that provide orientation to the healthcare setting and have a volunteer coordinator that can provide documentation verifying volunteer hours on official letterhead. You must provide documentation from the hospital detailing your volunteer hours. Volunteer hours will **NOT** be accepted from your place of employment.
10. An applicant that applied in the previous application period, whose application met the minimum program requirements, will receive **five** points.
11. Applicants are required to take the HESI test (Health Education Systems Inc.) on the Brookhaven College campus prior to the application deadline. The HESI for Radiology applicants will be administered once each April. Check the program website for up-to-date information. The categories assessed are: Anatomy & Physiology, Math, Grammar, Reading comprehension and Vocabulary. Scores will be awarded points as follows: 100-90=**5** points, 89-80=**3** points, 79-75=**0** points. **Students scoring below 75 are ineligible to apply to the program.**

The HESI exam score is good for 2 years (2 applications). If a student elects to retake the HESI exam, the score for the **most recent administration** will be used for application.



12. Applicants will be required to take a Situational Judgment Test given by the Radiologic Science Program. There is no study guide but examples of this type of assessment can be found online. It will be given on Friday the week after the HESI administration. A scaled score will be added to your application points ranging from 6 to 1 point(s).

Based on the point ranking from the above criteria, the top 30 (subject to change at the discretion of the Brookhaven College Health and Human Services Division) students will be admitted to the program.

**RADIOLOGIC SCIENCES AAS  
2019-2020**

<b>PREREQUISITES</b>			<b>LEC. HRS.</b>	<b>LAB. HRS.</b>	<b>EXT. HRS.</b>	<b>CONT. HRS.</b>	<b>CR. HRS.</b>
<u>ENGL</u>	<u>1301</u>	<u>Composition I</u>	3	0	0	48	3
<u>MATH</u>	<u>1314</u>	<u>College Algebra</u>	3	0	0	48	3
<u>BIOL</u>	<u>2401</u>	<u>Anatomy and Physiology I</u> <b>OR</b>	3	3	0	96	4
<u>RADR</u>	<u>2209</u>	<u>Radiographic Imaging Equipment</u>	2	0	0	32	2
<u>RADR</u>	<u>1201</u>	<u>Introduction to Radiography</u>	2	0	0	32	2
<b>Total Hours:</b>			<b>13</b>	<b>3</b>	<b>0</b>	<b>256</b>	<b>14</b>
<b><u>SEMESTER I (Summer)</u></b>							
<u>RADR</u>	<u>1203</u>	<u>Patient Care</u>	1	3	0	64	2
<u>RADR</u>	<u>1311</u>	<u>Basic Radiographic Procedures</u>	2	4	0	96	3
<u>SOCI</u>	<u>1301</u>	<u>Introduction to Sociology</u> <b>OR</b>	3	0	0	48	3
<u>PSYC</u>	<u>2301</u>	<u>General Psychology</u>	(3)	(0)	(0)	(48)	(3)
<b>Total Hours:</b>			<b>6</b>	<b>7</b>	<b>0</b>	<b>208</b>	<b>8</b>
<b><u>SEMESTER II (Fall)</u></b>							
<u>RADR</u>	<u>1470</u>	<u>Principles of Radiographic Imaging I</u>	3	4	0	112	4
<u>RADR</u>	<u>2401</u>	<u>Intermediate Radiographic Procedures</u>	3	4	0	112	4
<u>RADR</u>	<u>1291</u>	<u>Special Topics in Medical Radiologic Technology/Technician</u>	2	0	0	32	2
<u>BIOL</u>	<u>2402</u>	<u>Anatomy and Physiology II</u> <b>OR</b>	3	3	0	96	4
<b>Total Hours:</b>			<b>11</b>	<b>11</b>	<b>0</b>	<b>352</b>	<b>14</b>
<b><u>SEMESTER III (Spring)</u></b>							
<u>RADR</u>	<u>1367</u>	<u>Practicum (or Field Experience)-Radiologic Technology/Science-Radiographer</u>	0	0	30	480	3
<u>RADR</u>	<u>1302</u>	<u>Radiographic Image Evaluation I</u>	3	0	0	48	3
<u>RADR</u>	<u>2217</u>	<u>Radiographic Pathology</u>	2	0	0	32	2
<u>RADR</u>	<u>2333</u>	<u>Advanced Medical Imaging</u>	3	0	0	48	3
<b>Total Hours:</b>			<b>8</b>	<b>0</b>	<b>30</b>	<b>608</b>	<b>11</b>
<b><u>SEMESTER IV (Summer)</u></b>							
<u>RADR</u>	<u>2213</u>	<u>Radiation Biology and Protection</u>	2	0	0	32	2
<u>RADR</u>	<u>2266</u>	<u>Practicum (or Field Experience)-Radiologic Technology/Science-Radiographer</u>	0	0	20	320	2
<b>Total Hours:</b>			<b>2</b>	<b>0</b>	<b>20</b>	<b>352</b>	<b>4</b>
<b><u>SEMESTER V (Fall)</u></b>							
<u>RADR</u>	<u>2367</u>	<u>Practicum (or Field Experience)-Radiologic Technology/Science-Radiographer</u>	0	0	30	480	3
<u>SOCI</u>	<u>1306</u>	<u>Social Problems</u>	3	0	0	48	3
<u>RADR</u>	<u>2235</u>	<u>Radiologic Technology Seminar*</u>	2	0	0	32	2
<u>PHIL</u>	<u>2306</u>	<u>Introduction to Ethics</u>	3	0	0	48	3
<b>Total Hours:</b>			<b>8</b>	<b>0</b>	<b>30</b>	<b>608</b>	<b>11</b>
<b>GRAND TOTAL:</b>						=====	
						<b>2384</b>	<b>62</b>

\*RADR 2235 Radiologic Technology Seminar is the capstone course for this award.

The following general education courses can be taken prior to being accepted to the program. It is highly recommended that these courses be completed or in progress during the application period.

- BIOL 2402 Anatomy and Physiology II
- PHIL 2306 Ethics
- SOCI 1301 Introduction to Sociology OR PSYC 2301 General Psychology

## GENERAL INFORMATION

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1. The Radiologic Sciences Program accepts 30\* students every summer semester. Program courses are currently offered during the day and prerequisite courses offered during both day and evening hours. The clinical training experience (practicum) at a local hospital will be 30 hours per week in Semesters III, IV and V. Clinical hours will be set by the clinical institution to which the student is assigned and the clinical coordinator – this may include day, evening, night and weekend instruction.

\* Subject to change at the discretion of the Brookhaven College Health and Human Services Division.

2. Students are strongly encouraged to take the general education support courses (PSYC 1301 or SOCI 1301, BIOL 2402 and PHIL 2306) prior to entrance into the Radiologic Sciences Program, particularly if the student works or has significant family responsibilities. This program is rigorous, and many students find that completing the support courses first enables them to complete the program successfully while maintaining other responsibilities.

**NOTE:** Support courses completed at colleges and universities outside the DCCCD must be approved for transfer credit prior to the semester in which the course is required as stipulated in the curriculum outline.

3. In considering radiologic technology as a career, the student should be aware of the following factors:
  - The student will be required to lift and move patients, push, pull and lift heavy equipment, and carry imaging receptors.
  - The student will be required to stoop, bend and stand for long periods of time. For example, you may be required to stand for an entire 8 hour clinical shift.
  - In emergency situations, the student may be required to move very quickly.
  - The student will be required to utilize multiple psychomotor skills.
  - The student will be required to develop and use multiple interpersonal relationship skills and be able to function in highly stressful situations.
  - The student must be able to communicate fluently in both spoken and written English.
  - The student must be able to work in a dimly lit environment and evaluate high and low contrast x-ray images.
4. Pregnancy Policy: Although the risk of damage by medical diagnostic imaging to the unborn child is small, Brookhaven College maintains controls regarding pregnant students in the Radiologic Sciences Program. Notification of pregnancy is voluntary, not mandatory and must be declared in writing.

The student must decide whether to accept the risks of ionizing radiation, however slight. If the pregnant student chooses to continue in the program during her pregnancy, every effort will be made to protect her unborn child. These efforts include extra radiation monitoring and isolation from areas of fluoroscopy and mobile radiography. However, experiences of this type contained in the curriculum must be completed prior to graduation. If a pregnant student chooses to withdraw during the term of her pregnancy, she will be readmitted upon completion of her pregnancy leave pending space availability. The length of pregnancy leave is to be determined by the student's physician. If the student does not re-enter the program upon completion of her pregnancy leave, she must reapply under the standard readmission procedure. If the pregnant student decides to remain in the Radiologic Sciences Program, she accepts full responsibility regarding the outcome, and she will be required to sign a waiver of responsibility. Further information regarding pregnancy can be found in the Radiologic Science Program Handbook (received after program acceptance).

6. Immunizations are not a requirement for application. Upon acceptance to the Radiologic Science Program, a physical examination and immunization record form will be provided. All documentation of immunizations must be provided prior to the first day of the clinical practicum. The form documents a medical history, physical examination and current record of the following immunizations listed below.

- **Tuberculin skin test** within the last six months (if positive, a chest x-ray is required)
- **Tetanus/Diphtheria/Acellular Pertussis (Tdap)** current within 10 years
- **Measles/Mumps/Rubella ("MMR")** *two doses of measles immunization* is required either separately or in combination with MMR
- **Varicella** (blood titer or proof of vaccine is required)
- **Meningitis Vaccine (Under 22 years of age – see [website](#) for specific instructions)**
- **Seasonal Flu Vaccine**
- **Hepatitis B Series (three or two injections and titer required)**

Students must complete the first injection of the Hepatitis B series upon admission to Radiologic Sciences Program and are responsible for submitting documentation by the first day of class. Health situations (i.e. pregnancy, allergies, etc.) which may prohibit the use of the Hepatitis B vaccine must be documented by a physician, and a waiver must be signed by the student.

[The Brookhaven College Health Center](#) can administer most all immunizations at a reduced cost. Please contact the Health Center directly for details – 972-860-4195.

Students may visit a private physician, clinic, health maintenance organization (HMO), or medical center for the physical examination.

7. All students must be certified in Basic Cardiac Life Support for Health Care Providers. A copy of a current "**BCLS Health Care Provider**" CPR card must be submitted by a designated deadline **after acceptance** into the program. CPR courses are available through the Brookhaven College Workforce and Continuing Education Division, the American Heart Association, American Red Cross, various hospitals, certified CPR instructors, etc. This certification is not a requirement for application but must be completed once accepted into the program prior to the first day of the clinical practicum.

8. *Criminal Background Check / Drug Screening*

All students enrolled in the Radiologic Sciences Program are required by the Dallas/Fort Worth Hospital Council member facilities to undergo a criminal background check and drug screen prior to beginning his/her clinical experience. This procedure is conducted **after** a student has been accepted to the program. Results of these screenings are forwarded to the Brookhaven College Radiologic Sciences Program Office for review and verification that a student is eligible to attend clinical rotation. Students are responsible for all charges incurred (approximately \$135) for these screenings.

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

***NOTE: Should a student who has been accepted to the Radiologic Sciences Program be prohibited from attending a clinical rotation experience due to findings of a criminal background check and/or drug screening, the student may be dismissed from the program and this will be considered one failure in the program. A student may only fail once and be eligible for re-admittance to the program.***

#### DRUG SCREEN POLICY

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

These substances are:

Amphetamines	Cocaine Metabolites	Opiates
Barbiturates	Marijuana Metabolites	Phencyclidine
Benzodiazepines	Methadone	Propoxyphene

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

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

If a student is readmitted after a positive drug test, the student may be drug tested on any random date throughout his/her program experience. On a random date, the student will be sent to a drug screen laboratory for immediate testing. If the student refuses to be tested, the student will be dismissed from the program. If the student tests positive, the student will be dismissed from the program and referred to the Vice President for Student Development and Enrollment Management for counseling.

#### CRIMINAL BACKGROUND CHECK:

The criminal background check reviews a person's criminal history. The check will include all cities and counties of the person's residency reported. The following histories may disqualify an individual from consideration for a clinical rotation: (refer to the [Texas Administrative Code Title 22, Part 9, Chapter 194, Subchapter A, Rule §194.23](#))

- felony convictions;
- misdemeanor convictions or felony deferred adjudications involving crimes against persons (physical or sexual abuse, assault, unlawful restraint, trafficking of a person, etc.);
- misdemeanor/felony convictions related to moral turpitude and decency (prostitution, public lewdness/exposure, disorderly conduct, etc.);
- misdemeanor/felony convictions related to public health, safety and morals (weapons charges, conduct affecting public health and intoxication and alcoholic beverage offenses);
- felony deferred adjudications for the sale, possession, manufacture, distribution, or transfer of narcotics or controlled substances; or
- Registered sex offenders.

#### EXCEPTIONS:

If a licensing/registry body (i.e. American Registry of Radiologic Technology or Texas Medical Board) approves the individual to take the licensing/credentialing exam, the individual may participate in the clinical rotation if approved by the clinical site. If you have been convicted of anything other than a minor traffic violation, you must go through the ARRT pre-application process and the Texas Medical Board (TMB) Criminal History Evaluation. The ARRT process can be found on the following website [www.arrt.org](http://www.arrt.org). The Texas Medical Board evaluation process can be found on the following website [www.tmb.state.tx.us/page/licensing-criminal-history](http://www.tmb.state.tx.us/page/licensing-criminal-history). **The ARRT and TMB approval letters must accompany your application supporting documents.** This process can take up to ten weeks. If you intend to apply this Spring, start this process immediately if you have been convicted of or subject to a deferred adjudication, entered a plea of nolo contendere or guilty to a felony or misdemeanor of any of the above offenses. Refer to the [Texas Penal Code Titles 5, 7, 9, 10 & 4](#).

For more information regarding the criminal background check and drug testing requirements, please contact Sharon Watson at 972-860-4257 or [swatson@dcccd.edu](mailto:swatson@dcccd.edu)

9. Students are responsible for their own actions and must not engage in any activities considered non-professional or non-conducive to proper patient care. Failure of a student to maintain a professional attitude may result in reduction of course grade, course failure, and possible expulsion from the program. A clinical agency reserves the right to remove a student from the facility for any behavior that disrupts the clinical setting or endangers a patient or peer's well-being. If a student is removed from a clinical site for behavioral reasons, the student will be counseled by the Clinical Coordinator and the Program Director and will receive discipline up to and including dismissal from the program.
10. Students are responsible for their own transportation arrangements to campus and to their assigned healthcare facilities for clinical experience. Clinical assignments vary among the hospitals listed below:

Baylor Medical Center at Carrollton	Medical City Plano
Baylor Medical Center at Frisco	Medical City of Dallas
Baylor Medical Center Lake Pointe	Methodist Charlton Medical Center
Children's Medical Center, Dallas	Methodist McKinney Medical Center
Children's Medical Center, Plano	Methodist Richardson Medical Center
Dallas Medical Center	Parkland Hospital
Dallas Regional Medical Center	THR Presbyterian Hospital of Allen
Medical City Las Colinas	THR Presbyterian Hospital of Dallas
Medical City Lewisville	THR Presbyterian Hospital of Kaufman
Medical City McKinney	THR Presbyterian Hospital of Plano

All students will spend part of their clinical rotations during day shifts and part on evening shifts. There are no exceptions.

11. Financial Aid  
Students should contact the [Scholarships/Financial Aid Office](#) for application forms, filing procedures and deadlines. They can be reached via email at [facc@dcccd.edu](mailto:facc@dcccd.edu) or at 972-587-2599. A number of area hospitals offer financial assistance to students pursuing health care careers. Please contact individual hospitals for information.
12. Please visit the website below for links to professional organizations and other information regarding the radiologic sciences profession.

American Society of Radiologic Technologists (ASRT)	<a href="http://www.asrt.org">www.asrt.org</a>
The American Registry of Radiologic Technologists (ARRT)	<a href="http://www.arrt.org">www.arrt.org</a>
Texas Medical Board (TMB)	<a href="http://www.tmb.state.tx.us">www.tmb.state.tx.us</a>

13. Please contact the individuals below for assistance:

**Edeleu Florenda**

Academic Advisor  
Building S, Room S121  
Telephone: 972-860-4690  
Email: [eflorendo@dcccd.edu](mailto:eflorendo@dcccd.edu)

**Remington Koch**

Academic Advisor  
Building S, Room S117  
Telephone: 972-860-4842  
Email: [rkoch@dcccd.edu](mailto:rkoch@dcccd.edu)

**Ann Cortez**

Radiologic Sciences Program Assistant  
Telephone: 972-860-4918  
Email: [bhcradtech@dcccd.edu](mailto:bhcradtech@dcccd.edu)

**Sharon Watson, M.Ed., R.T. (R)**

Radiologic Sciences Faculty – Admissions Coordinator  
Telephone: 972-860-4257  
E-mail: [swatson@dcccd.edu](mailto:swatson@dcccd.edu)

***NOTE:* Program guidelines are subject to change. Students are advised to obtain the latest program information packet from the Brookhaven College Radiologic Sciences Program Office or the printable information packet on the website below.**

**Visit the [Radiologic Sciences Program Website](#) to familiarize yourself with our Radiologic Technology program.**



Estimated Student Expenses			
	\$59.00	\$111.00	\$174.00
	In-County	Out-County	Out-State/Country
Pre-Requisites (14 credit hours)	\$826.00	\$1,554.00	\$2,436.00
Textbooks/Lab Manuals	\$ 500.00	\$ 500.00	\$ 500.00
<b>Total</b>	<b>\$1,326.00</b>	<b>\$2,054.00</b>	<b>\$2,936.00</b>
<b>Semester I</b>			
Tuition (8 credit hours)	\$ 472.00	\$ 888.00	\$ 1,392.00
Textbooks*	\$ 460.00	\$ 460.00	\$ 460.00
Corp Screening - BKGD/DS/Immuniz	\$ 135.00	\$ 135.00	\$ 135.00
Lab Uniforms	\$ 60.00	\$ 60.00	\$ 60.00
Trajecsys	\$ 150.00	\$ 150.00	\$ 150.00
<b>Total</b>	<b>\$ 1,277.00</b>	<b>\$ 1,693.00</b>	<b>\$ 2,197.00</b>
<b>Semester II</b>			
Tuition (14 credit hours)	\$ 826.00	\$ 1,554.00	\$ 2,436.00
Instadose Dosimeter	\$ 90.00	\$ 90.00	\$ 90.00
Professional Liability Insurance	\$ 13.00	\$ 13.00	\$ 13.00
<b>Total</b>	<b>\$ 929.00</b>	<b>\$ 1,657.00</b>	<b>\$ 2,539.00</b>
<b>Semester III</b>			
Tuition (11 credit hours)	\$ 649.00	\$ 1,221.00	\$ 1,914.00
Textbooks*	\$ 100.00	\$ 100.00	\$ 100.00
Uniforms (3 recommended)	\$ 180.00	\$ 180.00	\$ 180.00
Shoes	\$ 75.00	\$ 75.00	\$ 75.00
<b>Total</b>	<b>\$ 1,004.00</b>	<b>\$ 1,576.00</b>	<b>\$ 2,269.00</b>
<b>Semester IV</b>			
Tuition (4 credit hours)	\$ 236.00	\$ 444.00	\$ 696.00
Textbooks*	\$ 100.00	\$ 100.00	\$ 100.00
St. Catherine's Test	\$ 65.00	\$ 65.00	\$ 65.00
<b>Total</b>	<b>\$ 401.00</b>	<b>\$ 609.00</b>	<b>\$ 861.00</b>
<b>Semester V</b>			
Tuition (11 credit hours)	\$ 649.00	\$ 1,221.00	\$ 1,914.00
Textbooks*	\$ 150.00	\$ 151.00	\$ 152.00
Professional Liability Insurance	\$ 13.00	\$ 13.00	\$ 13.00
ARRT Application	\$ 200.00	\$ 200.00	\$ 200.00
MRT Application	\$ 80.00	\$ 80.00	\$ 80.00
Pin	\$ 5.00	\$ 5.00	\$ 5.00
Picture	\$ 35.00	\$ 35.00	\$ 35.00
<b>Total</b>	<b>\$ 1,084.00</b>	<b>\$ 1,657.00</b>	<b>\$ 2,351.00</b>
<b>Total Estimated Program Expense</b>	<b>\$6,069.00</b>	<b>\$9,294.00</b>	<b>\$13,201.00</b>

\*Tuition, textbooks, and other fees are subject to change. Please refer to current course schedule for tuition table. Cost of scrub uniforms, lab coats, shoes, and other supplies are approximate. This cost estimate does not include the fees for immunizations, physical examination, criminal background check, drug testing, or parking fees at the hospital clinical sites. See the Brookhaven College Accounting Office for Tuition Payment Plan option.

## Radiologic Science Program Application Checklist

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This checklist is provided to assist you in following the steps toward program application. It is **not** part of the application packet.

1. \_\_\_\_\_ Complete a DCCCD application for college admission and submit Official Transcripts
2. \_\_\_\_\_ Print Radiologic Sciences Program information packet from website.
3. \_\_\_\_\_ Watch the online orientation video on the Radiologic Technology program website.
5. \_\_\_\_\_ See an academic advisor/counselor as needed for TSI counseling, placement testing, etc. and complete any developmental courses as may be prescribed from test scores.
5. \_\_\_\_\_ Complete the following Radiologic Sciences Program prerequisite courses:  

_____ ENGL 1301	_____ RADR 1201
_____ BIOL 2401	_____ RADR 2209
_____ MATH 1314	
6. \_\_\_\_\_ Complete any other support courses which apply to the radiography curriculum:  

_____ BIOL 2402	_____ PHIL 2306
_____ PSYC 2301 or SOCI 1301	
7. Compile the following materials needed to complete your radiologic science program application:  

_____ Demographic Information (name, address, ID, email, phone number, etc.)
_____ Names of all colleges attended
_____ Course grade, college, semester completed and course title if different - for <u>all</u> prerequisites and other general education courses
_____ Total college level hours completed
8. Once you have viewed the program's online information session and completed the Information Session Verification form, you will be enrolled in the BHC-Radiologic-Science-Program-Applicant Community. Within eCampus, click on the community tab and then select the BHC-Radiologic-Science-Program-Applicant link. Click on the Program Application tab to complete the online application form and submit all supporting documents by clicking on the Supporting Documents tab. All supporting documents must be uploaded to the BHC-RADIOLOGIC-SCIENCE-PROGRAM-APPLICANTS eCampus community. **NOTE: The Application Community is only available January through May of the year that you are applying.**

If you have any issues with uploading the documents or completing the application, contact Ann Cortez at 972-860-4918 or [acortez@dcccd.edu](mailto:acortez@dcccd.edu). Please put your name and student ID in the subject line of the email.