



*The Center for Allied Health
and Nursing*

El Centro College Surgical Technologist

- Revised for Fall 2017 Application -

El Centro College offers a 60 credit hour Surgical Technologist Associate Degree which prepares the student to provide patient care in the operating room suite under the supervision of the director of surgical services. The surgical technologist, as part of the operating team, aids in providing safety, sterility, cleanliness, and efficiency necessary for patient care in the surgical setting. The surgical technologist organizes sterile instruments, supplies, and equipment for use at the operating room table and assists in the use of these materials during surgical procedures.

The first half of the program is designed as the Surgical Technologist Core Curriculum and is composed of twenty-eight (28) credit hours of general education courses which can be completed in two or more semesters. After completion of the Surgical Technologist Core Curriculum and achieving the minimum required scores on designated sections of the HESI A² test, the student applies for entrance into the Surgical Technologist courses which begin in the fall semester of each year and encompass 11 months of support courses and specific lecture, laboratory, and clinical coursework in operating room procedures to complete the Associate Degree curriculum.

Acceptance to the Surgical Technologist program is via a **competitive selection process for selection** based primarily on grade point average on prerequisite courses and subsequent tie breakers.

The program is accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP) in cooperation with the Accreditation Review Committee on Education in Surgical Technology. Graduates from this accredited program are eligible to take the certification examination sanctioned by the Association of Surgical Technologists and administered by the National Board of Surgical Technology and Surgical Assisting (NBSTSA).

This information packet contains specific application guidelines and requirements for application to the Fall 2017 program only. By submitting an application packet, an individual verifies that they have 1) read the packet thoroughly, 2) obtained all necessary documents from designated website addresses, and 3) understands the policies and procedures for application and acceptance to the program.

EQUAL EDUCATIONAL OPPORTUNITY

Educational opportunities are offered by El Centro College without regard to race, color, age, national origin, religion, sex, disability or sexual orientation.

APPLICATION REQUIREMENTS TO THE SURGICAL TECHNOLOGIST PROGRAM

Application to the Surgical Technologist program requires the following steps:

- Application and current admission to a Dallas County Community college.
- Viewing an online Surgical Technologist program information session.
- Completion of the Surgical Technologist Core Curriculum with a minimum cumulative grade point average of 2.50 or higher on those specific courses and a cumulative 2.50 GPA on **all** coursework.
- Completion of designated sections of the HESI A² Test (Reading Comprehension, Grammar, Math, Vocabulary/General Knowledge, and Anatomy/Physiology) with a **minimum score of 70%**

on each of the five required sections, in addition to completing the Personality Profile and Learning Styles sections.

- Submission of complete documentation of a current physical exam, tuberculosis screening, required immunizations and CPR certification to SentryMD.
- Submission of a complete application packet to the Health Occupations Admissions Office during a designated filing period.

A. General Admission Requirements to the College

Applicants to the Surgical Technologist program must meet college admission requirements for El Centro College as outlined in the official college catalog at <http://www.ElCentroCollege.edu/admission>. Applicants must have earned either a high school diploma or General Education Diploma (GED) certificate in addition to complying with Texas Success Initiative (TSI) requirements. Students should consult the college counseling office to determine their TSI status prior to application to a Health Occupations program.

All students applying or enrolled at a Dallas County Community college are required to submit their Social Security number to the Registrar's Office. Students who do not possess a Social Security number must complete a form obtained at the Registrar's Office. For more information, consult a Registrar/Admissions Office at any Dallas County Community college.

Official College Transcripts

Prior to application to a health occupations program, potential applicants must have submitted to the Registrar/Admissions Office at one of the seven Dallas County Community colleges **official transcripts from all colleges and universities the applicant has attended whether or not the coursework is relevant to the program application**. The transcripts must be current with the **print date no earlier than three years** prior to the applicant's anticipated admission to a health occupations program. If the official transcripts have not been submitted, the individual's application to a health occupations program will be voided.

Initial Advisement

Students who are beginning college for the first time or who need assistance with placement testing, TSI issues, and/or registration for prerequisite courses must visit with an academic advisor in the College Counseling Center as their first step toward future application to a health occupations program. The student who has not completed college coursework should request a general Associate Degree plan from the Counseling Center as a starting point toward application to a health occupations program.

NOTE: Additional assessment testing in computer literacy and learning frameworks courses may be required for certain students. See an Academic Advisor for more information.

Texas Success Initiative (TSI) Requirements

The Texas Success Initiative (formerly TASP) is an assessment strategy in Texas public colleges and universities to evaluate a student's reading, writing, and math skills for registration advisement and placement into college-level courses. For more information regarding TSI, please consult the official college catalog.

Potential applicants to the Surgical Technologist program must meet TSI requirements in order to apply to the program. If TSI testing indicates that developmental courses in

reading, writing, and/or math are required to satisfy TSI requirements, the applicant must complete that remediation before applying to the Surgical Technologist program.

B. Program Information Sessions

Potential applicants are required to view an online Surgical Technologist program information session where the program, application procedures, and acceptance policies are discussed in detail. The link for the Surgical Technology online information session is found below:

www.EICentroCollege.edu/Programs/Health-Information-Sessions

C. Program Prerequisite Courses – Surgical Technologist Core Curriculum

Applicants must complete the 28 credit hour Surgical Technologist Core Curriculum with a minimum cumulative grade point average of 2.5 or higher on these specific courses in order to submit an application to the Surgical Technologist program:

	<u>Credit Hrs</u>
BIOL 2401* Human Anatomy & Physiology I	4
BIOL 2402* Human Anatomy & Physiology II	4
ENGL 1301 Composition I	3
BIOL 2420** Microbiology	4
PSYC 2301 Psychology	3
SPCH 1311+ Introduction to Speech Communications	3
HPRS 1204++ Basic Health Professions Skills	2
HPRS 2231 General Health Professions Management	2
HPRS 2300 Pharmacology for Health Professions	<u>3</u>
TOTAL	28

* BIOL 2401 and BIOL 2402 is now the anatomy and physiology prerequisite courses for program application. BIOL 1406 is the prerequisite course for BIOL 2401 and must be completed with a grade of "C" or higher within the last three years or a satisfactory score on the Biology CLEP exam. We strongly recommend that you successfully complete BIOL 1406 prior to enrolling. Students must be college ready in reading and writing.

If completed before Fall 2015, SCIT 1407 and SCIT 1408 (Applied Anatomy & Physiology I and II) will be accepted as the Surgical Technology prerequisite anatomy/physiology courses up to the five year time limit.

BIOL 2401 and BIOL 2402 must be completed less than 5 years prior to a student's anticipated program start date. For example, if the course is completed in fall 2012, it is still valid for application to the program which begins fall 2017. If completed in summer 2012, the course will expire before the program begins in fall 2017 and will not be valid.

** BIOL 2421 – Microbiology is also accepted.

+ SPCH 1315 – Fundamentals of Public Speaking and SPCH 1321 – Business and Professional Communication are also accepted for the speech requirement.

++ HPRS 1204 must be completed no more than three (3) years prior to the anticipated date of entry to the program. For example, if completed in Fall 2014, the course would be valid for application up to and including Fall 2017.

Applicants must also achieve a cumulative GPA of 2.50 or better on a 4.00 system on all college coursework to be eligible for program application. Developmental course grades are not included in the cumulative GPA calculation.

D. HESI A² Test

The HESI A² test is a timed, computerized test which is usually completed in 3-4 hours. In addition to completing the four program prerequisite courses, all applicants to the program must also earn **a minimum score of 70 or higher** on the following sections of the HESI A² test: **Reading Comprehension, Grammar, Vocabulary/General Knowledge, Math and Anatomy/Physiology**. Students must also complete the **Learning Styles and Personality Profile sections** and submit those results with their application materials. The Learning Styles and Personality Profile sections are not graded.

Please note the following important information regarding the HESI A²:

- Test scores are valid for **two years** from the date of testing to the application filing deadline date.
- Applicants may take the HESI A² at any approved testing site including the assessment centers at El Centro and Northlake Colleges. The approximate cost of the HESI test at El Centro College (Paramount Building) is \$37.00.
- **Applicants are responsible for securing their own testing appointment at the location of their choice.** The procedure for making testing appointments and payment varies among testing sites. **Applicants are responsible for submitting their score sheet with their program application materials.**
- HESI A² testing appointments at El Centro College fill quickly. Applicants are encouraged to schedule their HESI A² several weeks prior to an application filing deadline.
- The **HESI A² Study Guide** is available at various bookstores including the Follett Bookstores at El Centro and Northlake Colleges. A **HESI A² Prep** course is periodically offered by the El Centro College Continuing Education Division. Contact that office at 214-860-2147 for dates and times of the prep course.
- **There is no limit on the number of times an applicant may take the HESI A² test for application to the Surgical Technologist program.** If the applicant desires to retake the HESI A², **ALL FIVE SECTIONS** must be retaken. Only one score sheet should be submitted with scores of 70 or higher on each of the four required sections. Scores on individual test sections which are printed on separate score sheets cannot be combined. If more than one score sheet is submitted, the scores from the latest HESI testing attempt will be the scores of record. It is not necessary to repeat the Learning Styles and Personality Profile sections on retests. The printout of these sections can be submitted from one testing attempt.
- Before retesting, the applicant is encouraged to review the study guide and/or enroll in the HESI A² prep course to prepare for the retest opportunity.

More information on the HESI A² and the process for scheduling a testing appointment to take the HESI A² at El Centro College is available at the following link:

<http://www.ElCentroCollege.edu/HealthOccAdmissions>

E. Evaluation of Previous Coursework

To insure the transferability of previous coursework completed at colleges and universities other than Dallas County Community colleges, potential applicants to health occupations programs should have their coursework evaluated by the Health Occupations Admissions Office at least one semester prior to a program application filing deadline if possible. **This procedure is especially important for students with coursework from colleges and universities outside the state of Texas.**

Transcripts and accompanying course descriptions will first be evaluated by the Health Occupations Admissions Office and, if necessary, be reviewed by respective college faculty for that course discipline. When all courses have been reviewed, an Educational Plan will be prepared for the student. The Educational Plan is accepted as a preliminary “degree plan” for student advisement purposes.

These evaluations are usually completed within 4-6 weeks. **The evaluation process is not completed during individual appointments or on an “as you wait” basis.** During peak times such as registration or after the close of the semester when faculty are unavailable, an evaluation may take longer to complete. Therefore, it is to the applicant’s advantage to request the Educational Plan at their earliest convenience prior to application to the program.

The El Centro College Health Occupations Admissions Office and the Health and Legal Studies Division reserves the right to accept or reject any coursework completed at other colleges presented for transfer evaluation toward Health Occupations programs.

For more information and guidelines for requesting an Educational Plan, see the link under “Resources for Potential Applicants” at www.ElCentroCollege.edu/HealthOccAdmissions.

Five-Year Time Limit on Science coursework

All science coursework which appears in a health occupations program curriculum either as a prerequisite or a support course (e.g. anatomy/physiology, chemistry, physics, and microbiology) must have been completed less than five years prior to the anticipated program start date of a Health Occupations program. For example, a BIOL 2401 course completed in Fall 2012 would be valid only up to application for a program which begins in Fall 2017; if completed in Summer 2012, the course would expire in Summer 2017 before the program begins and would not be valid.

A student may petition for a waiver of the time limit through the Health Occupations Admissions Office under one of the following considerations:

1. The student has **current work** experience in a healthcare setting utilizing their related science knowledge.
2. The student has successfully completed **advanced courses** in a related science area with a grade of “C” or higher.
3. The student’s first course of the two course anatomy/physiology sequence (BIOL 2401) has exceeded the five year time limit but the second course of the sequence (BIOL 2402) is within the five year time limit prior to the anticipated program start date.

The student may petition for a waiver of the time limit through the Health Occupations Admissions Office as a separate review, in conjunction with an educational plan request, or with their application materials.

NOTE: In order for a science course taken at other colleges to be considered for a five-year time limit waiver, the course must first be approved for transferability. Information on the five-year time limit waiver is found under the “Resources for Potential Applicants” link at: www.ElCentroCollege.edu/HealthOccAdmissions.

HPRS 1204 Portfolio Credit

Individuals who have current patient care experience through formal or informal training as a patient care technician, paramedic, certified nurse aide, etc. may be eligible to receive credit for HPRS 1204 through enrollment in HDEV 0110 – Human Development and submitting a portfolio documenting their training and experience. The HDEV course may be 2-3 months in length and must be completed prior to the program application deadline for the HPRS 1204 course to be considered in the application process. HPRS 1204 portfolio credit is subject to the three year time limit. NOTE: Actual credit for the HPRS 1204 course may not appear on an official transcript until the student has completed one full semester in the program curriculum. Contact the HPRS coordinator at HPRSECC@dccd.edu for more information.

Coursework from Foreign Universities

Only courses such as college algebra and anatomy/physiology may be considered for transfer to Health Occupations programs from colleges or universities outside the United States. No other courses will be considered. Science courses must be within the five-year time limit.

For more information regarding the evaluation of foreign coursework for transfer credit, see the “Resources for Potential Applicants” link at: <http://www.ElCentroCollege.edu/HealthOccAdmissions>.

Credit by Examination, CLEP, and Advanced Placement Credit

Credit through CLEP, High School Advanced Placement Exams and Credit by Examination may be awarded for a limited number of courses toward Health Occupations programs.

Advanced Placement (“AP”) credit for ENGL 1301 is acceptable if the credit appears on a college transcript as ENGL 1301 equivalency. A letter grade is not awarded for “AP” credit.

NOTE: An applicant to the Surgical Technologist program may present credit by exam, CLEP, or “AP” credit for only one of the courses in the Surgical Technologist Core Curriculum. Credit will be acknowledged but not calculated with the grade point average.

Detailed information regarding Advanced Placement, CLEP, and Credit by Examination can be found under the “Resources for Potential Applicants” link at: www.ElCentroCollege.edu/HealthOccAdmissions.

F. SentryMD

Applicants to health occupations programs are required to have a current physical examination, specific immunizations, a tuberculosis screening, and BLS – Basic Life Support CPR certification. The El Centro College Health/Legal Studies Division utilizes SentryMD, a medical record management company, to verify these requirements. Applicants submit this documentation directly to SentryMD which will verify whether the records are complete. A set-up fee of \$15.00 is required before you submit your documentation to SentryMD. See the “Immunization Requirements” guidelines at the following link:

www.ElCentroCollege.edu/HealthOccAdmissions

NOTE: SentryMD must receive this documentation no later than the May 31st designated application deadline and verify that the applicant's records are complete at the application deadline. If an applicant's records are not complete at the application deadline, their application will be disqualified from the applicant pool. Please allow 2-4 weeks for SentryMD to respond to your submissions. This documentation must be kept current throughout the application process and, if accepted to the program, during a student's enrollment in the program.

The physical examination form and immunization requirements are available at the following link:

<http://sentrymd.com/wp-content/uploads/2013/06/EI-Centro-Immunization-and-Physical-Exam-Requirements-5.28.15.pdf>

If the applicant has personal healthcare coverage at the time of application, that documentation may also be submitted to SentryMD. If accepted to the program, the applicant must submit proof of coverage to SentryMD prior to attending clinical. For more information, see item 6 on page 15 of this packet.

G. *Application Packet Submission*

READ THE FOLLOWING INSTRUCTIONS CAREFULLY. Applicants must submit complete application materials to the El Centro College Health Occupations Admissions Office either in person or by mail on or before the application filing deadline.

Application packets with incomplete materials will be disqualified and will be returned to the applicant.

The Surgical Technologist program application materials must be submitted in a 9x12 inch envelope and include the following items to be considered complete and valid:

1. A completed **Surgical Technologist Program Application form** (available after viewing the online program information session) and the signed **Statement of Students' Responsibility form** (printed on the back of the application form).
2. The **HESI A² score sheet(s)** indicating achievement of a **minimum score of 70 or higher on each of the five required sections and the Personality Profile and Learning Style results.**

NOTE: Applicants are solely responsible for ensuring that their current official transcripts from **ALL PREVIOUSLY ATTENDED COLLEGES AND UNIVERSITIES** (excluding Dallas County Community colleges) are submitted to a Registrar/Admissions Office at a Dallas County Community college prior to applying to an El Centro College health occupations program. Official transcripts must have a print date no earlier than three years of anticipated entry to a health occupations program.

Submitting incomplete application materials will disqualify the application and the student will not be considered further in the application process. Students are advised to retain a photocopy of all materials submitted as their application packet and to SentryMD.

ONCE AN APPLICATION PACKET IS SUBMITTED TO THE HEALTH OCCUPATIONS ADMISSIONS OFFICE, ADDITIONAL MATERIALS CANNOT BE ADDED TO THE PACKET. THE PACKET CANNOT BE RETRIEVED BY THE APPLICANT UNTIL AFTER THE FILING PERIOD ENDS.

H. Application Filing Period

The completed application packet should be submitted to the El Centro College Health Occupations Admissions Office on or before the application deadline. *NOTE: Early submission of an application during a specific filing period does not influence ranking for admission.*

Official application filing period for Fall 2017 semester (late August) admission:

January 1 – May 31

Notification letters are mailed by July 1st.

Complete application packets may be presented in person at the Health Occupations Admissions Office during regular hours of operation or submitted in the drop box adjacent to the office door. Mailed application packets must be postmarked no later than an application filing deadline date.

NOTE: In the event that the last day of a filing period falls on a holiday or a Sunday when the college is closed or when the post office does not postmark mail, complete application packets may be presented to the El Centro College Health Occupations Admissions Office ***in person by 5:00 p.m. the next regular business day.***

Submit your application by mail to:

Surgical Technologist Admissions
Health Occupations Admissions
El Centro College/Paramount Building
801 Main Street
Dallas, Texas 75202

Submit your application in person to:

Surgical Technologist Admissions
Health Occupations Admissions Office
Room P-101
Center for Allied Health/Nursing
301 North Market Street
Dallas TX 75202

I. Selection Process

Applicants are selected for acceptance to the Surgical Technologist program according to the following competitive ranking process:

1. Applicants are listed by grade point average (GPA) on the 28 credit hour Surgical Technologist Core Curriculum from highest (4.00) to lowest (2.50) to initially rank applicants. A minimum 2.5 cumulative GPA is required on the Core Curriculum courses for application.
2. When two or more applicants have the same Core Curriculum GPA, the cumulative GPA on the two anatomy/physiology courses from the Core (BIOL 2401 and BIOL 2401) is listed from highest (4.00) to lowest (2.00) to break the tie.
3. When two or more applicants have the same Core Curriculum GPA and the same cumulative GPA on the two anatomy/physiology courses from the Core, the number of

credit hours of support courses completed with a minimum grade of “C” in each is listed from highest (6) to lowest (0) to break the tie.

4. When two or more applicants have the same Core Curriculum GPA and the same cumulative GPA on the two anatomy/physiology courses from the Core, the same number of credit hours of support courses, the cumulative score on HESI A² test is used to break the tie.

The table below illustrates the ranking process for a sample group of applicants:

EXAMPLE OF RANKING PROCESS

	GPA on the Surgical Tech Core Curriculum	Combined GPA on Anatomy/Physiology courses (BIOL 2401/2402)	Credit Hours of Support Courses	Cumulative HESI A ² Score
Applicant #1	4.00	4.00	6	404.68
Applicant #2	3.79	3.50	0	420.00
Applicant #3	3.79	3.00	3	432.47
Applicant #4	3.52	2.50	6	435.21
Applicant #5	3.52	2.50	3	439.54
Applicant #6	3.23	3.50	6	446.79
Applicant #7	3.23	3.50	6	440.16

If six spaces were available, applicants 1 through 6 would be accepted.

5. Applicants may improve their ranking by 1) repeating one or more of the Surgical Technologist Core Curriculum to earn a higher prerequisite GPA (the last grade earned will be the grade of record), 2) repeating one or both of the anatomy/physiology courses from the Core, or repeating the HESI A² test to earn a higher cumulative score. **NOTE:** The decision to repeat a successfully completed course from the Surgical Technologist Core in order to improve an applicant’s competitiveness in the ranking process rests solely with the applicant.

Notification Letters

Using the above process, a ranked list is generated from those applications received during an official filing period and both acceptance and non-acceptance notification letters are mailed out.

A student who applies during the official filing period and receives an acceptance letter is required to return an enclosed confirmation form within a specified timeframe to confirm their space in the class. Failure to return the confirmation form by the specified date or failure to attend the scheduled preregistration/orientation seminar for the accepted class will result in forfeiture of the student’s space in that class.

NOTE: Applications submitted during an official filing period are not “held over” to the next official filing period. Students who are not selected for admission for the semester for which they apply or students who decline their acceptance for that semester must retrieve and resubmit their application packet during the next filing period to be considered for the next admission opportunity.

Late Application Guidelines

In the rare event that all individuals on the ranked are accepted and space still remains in the Fall class, **late applications received June 1 – July 15** will be ranked ordered in a separate list to fill the remaining spaces. Students selected from the late applicant pool will be notified of acceptance status after July 15th. Any spaces which remain in the Fall class after this late application procedure is completed will be filled on a first-come, first-served basis up until the first class day of the Fall semester.

NOTE: Only applicants who are being offered a late space will be notified via email. If an individual is not accepted for a late space, the application materials will be returned to the applicant for future submission. It should not be assumed that late applications will be necessary for every fall Surgical Technologist class.

ATTENTION:

Eligibility guidelines for application to this program will change starting with the Fall 2018 selection process. New information packets and online information sessions with the new guidelines will be available on our website after May 31, 2017.

In order to apply to the Fall 2018 Surgical Technology program, an applicant must meet the conditions of one of the following eligibility categories prior to the application deadline:

- 1. Completion of the six HPRS courses for the Health Professions Readiness Awards I and II.**
- 2. Documentation of a minimum of two (2) years employment as a healthcare worker with direct patient care experience within the last five (5) years by successful completion of the Prior Learning Assessment Portfolio, programmatic assessment exams, or course work demonstrating the skills/knowledge encompassing the content of the six HPRS courses.**
- 3. Documentation of a current credential in a healthcare profession such as Medical Assisting, Paramedic, Licensed Vocational/Practical Nursing, etc.**

For specific information regarding these eligibility categories, see the guidelines at the following link:

https://docs.google.com/document/d/1MyqFs_YcFqApUbUFtpUiPk6vC46qshNpsLEfeav4k8/edit

CURRICULUM OVERVIEW – SURGICAL TECHNOLOGIST PROGRAM–Fall 2017 admission

<u>Prerequisites to Program Admission</u>			Lec	Lab	Ext	Cont	Cr
			Hrs	Hrs	Hrs	Hrs	Hrs
BIOL	2401*	Human Anatomy & Physiology I	3	3	0	96	4
BIOL	2402*	Human Anatomy & Physiology II	3	3	0	96	4
ENGL	1301	Composition I	3	0	0	48	3
SPCH	1311**	Intro to Speech Communication	3	0	0	48	3
PSYC	2301	General Psychology	3	0	0	48	3
BIOL	2420+	Microbiology for Non-Science Majors	3	4	0	112	4
HPRS	1204++	Basic Health Professions Skills	1	3	0	64	2
HPRS	2231	Health Professions Management	1	2	0	48	2
HPRS	2300	Pharmacology for Health Professions	<u>3</u>	<u>0</u>	<u>0</u>	<u>48</u>	<u>3</u>
TOTAL PREREQUISITE CREDIT HOURS			23	15	0	608	28
<u>SEMESTER I – Fall</u>							
SRGT	1505	Introduction to Surgical Technology	4	3	0	112	5
SRGT	1509	Fundamentals of Periop. Concepts/Techniques	4	3	0	112	5
SRGT	1166	Practicum (Field Exp.) – Surgical Technology	0	0	10	160	1
Humanities elective#			<u>3</u>	<u>0</u>	<u>0</u>	<u>48</u>	<u>3</u>
TOTAL SEMESTER I CREDIT HOURS			11	6	10	432	14
<u>SEMESTER II – Spring</u>							
SRGT	1541	Surgical Procedures I (4 week Winter term)	5	0	0	80	5
SRGT	1542	Surgical Procedures II	5	0	0	80	5
SRGT	1367	Practicum (Field Exp.) – Surgical Technology	0	0	21	336	3
HPRS	1202	Wellness and Health Promotion	<u>2</u>	<u>0</u>	<u>0</u>	<u>32</u>	<u>2</u>
TOTAL SEMESTER II CREDIT HOURS			12	0	21	528	15
<u>SEMESTER III – May Term / Summer I</u>							
SRGT	2130##	Surgical Readiness	1	0	0	16	1
SRGT	2266^	Practicum - Surgical Technology (8 weeks)	<u>0</u>	<u>0</u>	<u>20</u>	<u>320</u>	<u>2</u>
TOTAL SEMESTER III CREDIT HOURS			1	0	20	336	3
TOTAL PROGRAM HOURS =			47	21	51	1904	60

* BIOL 2401 and BIOL 2402 are now the anatomy and physiology prerequisite courses for program application and is subject to the five year time limit. If completed before Fall 2015, SCIT 1407 and SCIT 1408 will be accepted as the anatomy/physiology prerequisite courses up to the five year time limit.

** SPCH 1315 – Fundamentals of Public Speaking and SPCH 1321 – Business and Professional Communication are also accepted for the speech requirement.

+ BIOL 2421 – Microbiology is also accepted.

++ HPRS 1204 must be completed no more than three (3) years prior to the anticipate date of program entry. For example, if completed in Fall 2013, the course would be valid for application up to and including Fall 2016. HPRS 1204 is offered at El Centro and Northlake Colleges.

Humanities elective must be chosen from the Humanity, Creativity and Aesthetic Experience section of the general Associate Degree of Arts/Sciences degree plan. See the current El Centro College catalog for a full list of accepted courses. **Suggested courses include: ARTS 1301, DANC 2303, DRAM 1310, HUMA 1315, MUSI 1306, PHIL 1301, PHIL 1304, selected ENGL literature courses at the 2000 level or higher, sophomore level foreign languages such as SPAN 2311.**

SRGT 2130 – Surgical Readiness contains the exam Capstone for the Surgical Technologist program.

^ SRGT 2266 – Practicum (or Field Experience) – Surgical Technology/Technologist is the external experience Capstone experience for the Surgical Technologist program.

A minimum grade of “C” is required in all courses.

SURGICAL CAREERS PROGRAMS MISSION STATEMENT

The Surgical Careers programs strive to provide the cognitive, affective, and psychomotor (kinetic) skills necessary for the graduate to function in a diverse community as a surgical technologist or a perioperative nurse.

SURGICAL CAREERS PROGRAMS PHILOSOPHY

The Surgical Careers faculty accepts the philosophy, mission, and objectives of the college of which we are a part.

We believe that Surgical Careers are a service to the community. The graduate of a surgical careers program utilizes the humanistic application of scientific principles concerning knowledge of anatomy, physiology, sterile technique, and external control forces to meet and protect the physiological and emotional needs of the patient.

We further believe that the education of the surgical technologist and perioperative nurse is a dynamic teaching-learning process that involves modification of cognitive, psychomotor, and attitudinal potentials of the student. We consider learning to be an active process contingent upon the student and facilitated by the instructor.

Upon graduation, we expect the surgical technologist to be prepared to write the National Certifying Examination for Surgical Technologists. It is recognized that there is an increasing body of knowledge dealing with new, complex surgical procedures and that the surgical technologist will gain competency in these areas through his/her active participation in continuing education and professional organizations.

The faculty accept the responsibility for planning, implementing, and evaluating the teaching-learning process in order to ensure the delivery of safe, competent surgical performance. We also believe that through periodic review and revision, the curriculum shall continue to reflect the philosophy of the Surgical Career program as related to the needs of the community.

SURGICAL CAREERS PROGRAMS STUDENT WORK POLICY

All student activities associated with the curriculum, especially while students are completing his or her clinical rotations, will be educational in nature. Students will not be receiving any monetary remuneration during this educational experience, nor will he or she be substituted for hired staff personnel within the clinical institution, in the capacity of a surgical technologist. Clinical facility personnel must be available to assist or replace the student to prevent the patient or student from being placed in a compromising position.

**EL CENTRO COLLEGE
SURGICAL CAREERS PROGRAM**

PROGRAM GOALS AND LEARNING DOMAINS

COGNITIVE DOMAIN

GOAL: To prepare competent entry-level surgical technologist in the cognitive (knowledge), psychomotor (skills), affective (behavior) learning domains, and to meet the needs of the health care industry by providing qualified, well-trained Surgical Technologist.

OBJECTIVE: The graduates of the Surgical Career program will complete the following objectives during their course of study:

1. Identify the role of the Surgical Technologist as a member of the health care team.
2. Utilize theoretical knowledge base while caring for patients.
3. Exhibit competence in all roles of the Surgical Technologist by performing safe, skilled technical practice.
4. Utilize effective communication skills while interacting with all members of the health-care team, patients and their families, faculty, and other groups in the health care setting.
5. Display legal and ethical behavior in the practice of technical skills.
6. Assume responsibility for continuing educational growth.
7. Demonstrate the ability to comprehend, apply and evaluate knowledge of anatomy, physiology, sterile technique, and external control forces to meet and protect the physiological and emotional needs of the patient.

AFFECTIVE DOMAIN

GOAL: To prepare competent entry-level surgical technologist in the cognitive (knowledge), psychomotor (skills), affective (behavior) learning domains and to meet the needs of the health care industry by providing qualified, well-trained Surgical Technologist.

OBJECTIVE: Upon completion of the program, students will demonstrate professional behavior consistent with employer expectations as a certified Surgical Technologist.

PSYCHOMOTOR DOMAIN

GOAL: To prepare competent entry-level surgical technologist in the cognitive (knowledge), psychomotor (skills), affective (behavior) learning domains and to meet the needs of the health care industry by providing qualified, well-trained Surgical Technologist.

OBJECTIVE: Upon completion of the program, students will demonstrate the technical proficiency in all the skills necessary to fulfill their roles as a certified Surgical Technologist.

GENERAL INFORMATION

1. The surgical setting is a physically and psychologically stressful employment area. In considering surgical technology as a career, applicants should be aware of the following:
 - Students will be required to lift and move patients, heavy instruments, heavy and bulky equipment and supplies, and stand or sit in one place for long periods of time, often without relief.
 - In emergency situations, a student may be required to move very quickly.
 - Fine hand-eye coordination skills are needed in certain situations while gross hand-eye coordination skills are needed in others (i.e., threading small-eyed needles or handling large orthopedic drills to surgeons).
 - Students will be required to anticipate quickly and adequately the needs of the patient, surgeon, and other health care workers in the surgical area.
 - Students will be required to develop and utilize interpersonal relationship skills and be able to function in highly stressful situations.
 - Students may be subjected to various gases, chemicals, and radiation which may be harmful to them, their reproductive system and/or unborn fetus. A pregnant student must obtain a physician's release indicating the student is able to fully participate in the surgical setting.
 - The surgical setting is a high-risk area for contracting human immune deficiency virus (HIV), acquired immune deficiency syndrome (AIDS), and other blood-borne pathogens such as hepatitis B (HBV). Students are taught protective and precautionary procedures which must be followed in the clinical setting.

2. The Surgical Technologist program accepts one class of approximately 14 students each fall semester. The El Centro College Health and Legal Studies Division reserve the right to make changes in program enrollment capacity.

3. The Surgical Technologist courses, including clinical schedules, are offered during daytime hours only. After completion of prerequisite courses, the program is completed in two, 16-week academic semesters; one, and one, 8-week summer semester. Each course involves 28-35 hours of class and clinical experience per week. A student should plan to spend 2-3 hours of additional study and preparation time for each hour of class and clinical experience. The demands of the Surgical Technologist program suggest that a student may not be able to work full-time while enrolled in the program.

4. Applicants to the health occupations programs at El Centro College must submit physical examination and immunization documentation to SentryMD no later than the program application deadline.

The physical examination must be on the **official El Centro Health Form** downloaded from <http://sentrymd.com/student-immunization-forms/> and must have been documented no earlier than 12 months prior to the application deadline. The specific immunizations and screenings are indicated on the El Centro Health Form.

5. All applicants must be certified in BLS – Basic Life Support (formerly “Healthcare Provider”) CPR as designated by the American Heart Association and a photocopy of the front and back of the card must be submitted to SentryMD no later than the program application deadline. The CPR certification must not expire prior to the anticipated program entry date and must not expire during a semester when enrolled in the program. CPR classes are available through the El Centro College Continuing Education Division, the American Heart Association, American Red Cross, various hospitals, independent instructors, etc. **Online CPR certification classes are not valid for application to health occupations programs.**
6. Proof of current personal healthcare insurance coverage is required for all health occupations students, **If documentation of coverage is not submitted to SentryMD with immunization records, proof of coverage must be submitted by the first day of the semester if a student is accepted to the program.** Students must secure their own coverage and the insurance policy must cover the student at any hospital facility. Information on college student policies and rates can be found at the following link: <https://www1.dcccd.edu/catalog/ss/sd/insurance.cfm>.
7. Clinical opportunities may be limited for students without Social Security numbers. If accepted to the program, a student must contact the El Centro College International Center Office (Room CM-60, telephone 214-860-2090) regarding eligibility to apply for a Social Security number before graduation from the program. **A Social Security number is required to take the CST certification examination offered by the National Board of Surgical Technology and Surgical Assisting (NBSTSA).**
8. Many of the Surgical Technologist Core Curriculum courses are offered online as well as combination of on line and classroom during the program. Students without prior experience with Internet courses should take the Smarter Measure – Learning Readiness Indicator (READI) test to see if they are a good candidate for online learning. Go to <http://dte.smartermeasure.com/> and log in as a New User. The current User Name is **choose el centro** and the Password is **student**.
9. *Criminal Background Check / Drug Screening*

All students enrolled in Health Occupations programs are required by the Dallas/Fort Worth Hospital Council member facilities to undergo a criminal background check and drug testing prior to beginning their clinical experience. Students are responsible for all charges incurred (approximately \$86.00) for these screenings. **This procedure is conducted after a student has been accepted to their respective program.**

Results of these screenings are forwarded to the El Centro College Health/Legal Studies for review and verification that a student is eligible to attend clinical rotation. All background check and drug screening results become the property of the Health and Legal Studies Division and will not be released to the student or any other third party.

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. Furthermore, regardless of testing or testing results, a clinical agency reserves the right to expel a student from their facility.

NOTE: Should a student who has been accepted to a Health Occupations 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 Health Occupations program.

More information regarding the Criminal Background Check and Drug Screening procedure is found under the “Resources for Potential Applicants” link at:

www.ElCentroCollege.edu/HealthOccAdmissions

10. Students are responsible for their own transportation arrangements to the college and to their assigned health care facilities for clinical experience. Clinical assignments vary from among the facilities listed below:

Baylor Scott and White – Garland
Baylor Scott and White – Waxahachie
Dallas Regional Medical Center
Doctor’s Hospital of Dallas
Las Colinas Medical Center HCA
Medical Center of Plano
Medical City Dallas Hospital
Methodist Charlton Medical Center
Methodist Dallas Medical Center

Methodist Richardson Medical Center
Methodist Mansfield Medical Center
Methodist McKinney Medical Center
North Hills Hospital HCA
North Texas Veterans’ Affairs Healthcare System
Parkland Health and Hospital System
William P. Clements University Hospital
Zale Lipshy University Hospital

11. El Centro College students who are enrolled in 6 credit hours or more during a fall or spring semester and 3 credit hours or more during a summer semester are entitled to a free DART train/bus pass for that semester. DART passes are available two weeks after the semester begins. See the Cashier’s Office for details.

12. El Centro College charges a higher tuition rate for courses in which a student registers for the third or more times. The “Third Attempt” policy includes courses taken at any of the Dallas County Community colleges since Fall 2002 semester. Developmental courses are not considered in this policy. For more information regarding the “Third Attempt” policy, please visit the following website:

<http://www.dcccd.edu/ThirdCourseAttempt>

13. Individuals who were first-time college freshman students in Fall 2007 or after are subject to the guidelines of section 51.907 of the Texas Education Code which prohibits a student from dropping more than six (6) college level credit courses during their entire undergraduate career. For more information on the 6 Drop rule, see the official college catalog online at:

https://www1.dcccd.edu/catalog/ss/oep/dw.cfm?use_nav=acad_info&loc=ECC

14. A student may apply to more than one El Centro College Health Occupations program during a given filing period. However, if the student receives an acceptance letter to a specific program, confirms their intent to enter that program, and registers for program courses, their application to any other Health Occupations program that may share that filing period will be null and void.

Further, an individual accepted for admission and currently enrolled in an El Centro College Health Occupations program may not apply or be considered for admission selection for another

El Centro College Health Occupations program unless their current program of study will complete before the second program curriculum begins.

15. Financial Aid

Students should apply for Financial Aid Office well in advance of program application. Information on filing procedures and deadlines is found at <http://www.elcentrocollege.edu/admissions/financial-aid>. The Health/Legal Studies Office located in Room P-712 at 301 North Market Street also has information regarding scholarships and other financial assistance for health occupations students. Contact the Health and Legal Studies Division at 972-860-5095 for more information.

16. Please visit the website below for links to professional organizations and other information regarding the Surgical Technologist profession:

<http://www.ast.org>

17. Please contact the individuals below for assistance:

Belinda Allen, Program Director
Surgical Technologist
Health and Legal Studies Division
El Centro College
301 North Market Street
Dallas TX 75202
Email: BFAllen@dcccd.edu
Telephone: 972-860-5047

Jaquel Thomas, Surgical Tech Admissions
Health Occupations Admissions Office
El Centro College
301 North market Street
Dallas, TX 75202
Email: JDThomas@dcccd.edu
Telephone: 972-860-5003

The official mailing address for all application materials, transcripts, and correspondence is:

Surgical Technologist Admissions
Health Occupations Admissions Office
El Centro College/Paramount
801 Main Street
Dallas TX 75202-3604

Official transcripts should be mailed directly to:

El Centro College – Registrar
801 Main Street
Dallas, TX 75202-3604

Program information packets are revised September 1st of each year and program guidelines are subject to change. Students are responsible for insuring they have the latest program information packet available at that time from the website below:

www.EICentroCollege.edu/Programs/Health-Information-Packets

Visit the Surgical Technologist Program webpage:

www.EICentroCollege.edu/Program/Health/SurgTech

Health Occupations webpage:

www.EICentroCollege.edu/HealthCareers

Health Occupations Admissions Office webpage:

www.EICentroCollege.edu/HealthOccAdmissions

Like us on Facebook:

<https://www.facebook.com/groups/ECC.AlliedHealthandNursing>

ESTIMATED EXPENSES FOR THE SURGICAL TECHNOLOGIST PROGRAM *

	<u>Dallas County Resident</u>	<u>Out of County Texas Resident</u>	<u>Out of State/ Country Resident</u>
Prerequisite Tuition (28 credit hours)	\$ 1,652.00	\$ 3,108.00	\$ 4,872.00
Textbooks, Lab Manuals	1,375.00	1,375.00	1,375.00
HESI A ² test fee	37.00	37.00	37.00
SentryMD	15.00	15.00	15.00
CPR Certification	65.00	65.00	65.00
Physical Exam and Immunizations **	<u>225.00</u>	<u>225.00</u>	<u>225.00</u>
Total	\$ 3,369.00	\$ 4,825.00	\$ 6,589.00
SEMESTER I – Fall			
Tuition (14 credit hours)	\$ 826.00	\$ 1,554.00	\$ 2,436.00
Textbooks	428.00	428.00	428.00
Lab Pack	154.00	154.00	154.00
Professional Liability Insurance ***	11.70	11.70	11.70
1 set scrubs with logo	45.00	45.00	45.00
Name Badge	8.00	8.00	8.00
SentryMD	20.00	20.00	20.00
Background Check/Drug Testing	<u>86.00</u>	<u>86.00</u>	<u>86.00</u>
Total	\$ 1,578.70	\$ 2,306.70	\$ 3,188.70
SEMESTER II – Spring			
Tuition (13 credit hours)	\$ 885.00	\$ 1,665.00	\$ 2,610.00
Textbooks (HPRS 1202)	105.00	105.00	105.00
AST Membership			
Certifying Exam Study Guide			
Prepaid Exam Application	<u>250.00</u>	<u>250.00</u>	<u>250.00</u>
Total	\$ 1,240.00	\$ 2,020.00	\$ 2,965.00
SEMESTER III – May term/Summer			
Tuition (3 credit hours)	\$ 177.00	\$ 333.00	\$ 522.00
AST National Certification Review/Exam	<u>290.00</u>	<u>290.00</u>	<u>290.00</u>
Total	\$ 467.00	\$ 623.00	\$ 812.00
TOTAL ESTIMATED PROGRAM EXPENSE	\$ 6,654.70	\$ 9,774.70	\$ 13,554.70

* Tuition and other fees are subject to change. See official catalog for tuition table. Tuition above is current for January 2015.

** Estimated cost of physical exam and immunizations.

*** Liability insurance is assessed each fall at \$11.70 to cover fall, spring, and summer semesters.

See Accounting Office for Tuition Payment Plan option.

Other costs to consider: Personal health care insurance coverage, transportation and Parking Fees to El Centro and hospital clinical sites.

SURGICAL TECHNOLOGIST APPLICATION CHECKLIST

This checklist is provided to assist you in following the steps toward program application. It is not part of the application packet which is submitted with transcripts, etc.

1. _____ Obtain Surgical Technologist program information packet and view and online Surgical Technologist program information session.
2. _____ Complete an application for college admission.
3. _____ Submit official transcripts from all previously attended colleges and universities to El Centro College Registrar's Office or the Registrar/Admissions Office at any other Dallas County Community college.
4. _____ See an academic counselor as needed for TSI counseling, placement testing, etc. and complete any developmental courses as may be prescribed from test scores.
5. _____ If needed, request Educational Plan/transfer evaluation of course work taken at other colleges that applies to Surgical Technologist curriculum with Health Occupations Admissions Office.
6. Complete the following Surgical Technologist Core Curriculum courses:

_____ ENGL 1301	_____ BIOL 2420/2421	_____ HPRS 1204
_____ BIOL 2401	_____ PSYC 2301	_____ HPRS 2231
_____ BIOL 2402	_____ SPCH 1311/1315/1321	_____ HPRS 2300
7. If time allows, complete the following support courses which can be taken before entry to the program:

_____ HPRS 1202	_____ Humanities elective _____
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8. _____ Complete the HESI A², scoring a minimum of 70% on all five required sections of the test **and** complete the Personality Profile and Learning Styles sections.
9. _____ See a physician or healthcare clinic for a physical examination and obtain all required immunizations, and TB screening; obtain BLS – Basic Life Support CPR certification.
10. _____ Submit physical exam form, immunization and TB screening documentation with photocopy of front and back of CPR card to SentryMD prior to the application filing deadline.
11. Compile the following materials as your complete Surgical Technologist application packet:

_____ Completed Surgical Technologist Application and Signed Statement of Students' Responsibility forms (both available after viewing online info session).
_____ Official HESI A ² score sheet(s) indicating minimum score of 70% on each of the five required sections of the test <u>and</u> the Personality Profile and Learning Styles section results.
_____ Copies of any request for course substitution forms (for evaluated transferred courses) or 5-year waiver forms which has been granted to the student.
12. _____ Place the above materials in a 9" x 12" envelope for submission either in person or by mail to:

MAILING ADDRESS:

Surgical Technologist Admissions
Health Occupations Admissions Office
El Centro College
801 Main Street
Dallas, TX 75202-3604

PHYSICAL ADDRESS:

Surgical Technologist Admissions
Health Occupations Admissions – Rm P-101
El Centro College/Paramount Building
301 North Market Street
Dallas TX 75202