MONTGOMERY COLLEGE
Takoma Park/Silver Spring Campus
RADIOLOGIC TECHNOLOGY PROGRAM

Course Title: Seminar- Radiologic Technology V   **Course Number:** RADT 240

Credits: 2   **Section:** 31489
Prerequisites: RADT 206, Radiologic Technology III   **Location:** HC 423
                 RADT 224 Clinical Radiology V

Instructors: Rose Aehle, RT (R)(M),MS   **Prepared:** Spring 2019
                 Kathy Lewandowski RT R)(M), RDMS B.S
                 Patty Gorski, RT (R)(M), BS
                 Diane Barbaresi, MS
                 Chair of Health Sciences and Workforce Development and Continuing
                 Education

                 Guest Lecturers as noted in course outline

TEXTS: **Required:**
                 Saia, Review for the Radiography Examination w/CD, 11th Edition
                 Callaway: Mosby's Comprehensive Review of Radiology w/DISK, 7th
                 Edition

                 References:
                 Bontrager: Practice Guide for the Radiography Examination
                 Bushong: Radiologic Science for Technologists

COURSE SCHEDULE: Tuesday, 11:00 – 1:00 P.M.
                 Mock Registry dates and times: January 22, February 26 Take home
                 mock due March 5. April 23, 2019

COURSE DESCRIPTION:
 Professional entry into the diagnostic medical imaging career. Resume writing and job interviewing
skills, certification examination preparation, test-taking strategies, and comprehensive review of content
specifications of the certifying exam are presented to the student for successful entry into the diagnostic
imaging profession as a graduate radiographer

COURSE OUTCOMES:
At the completion of the course, the student:
  • Construct a resume and portfolio
  • Demonstrate interviewing skills
  • Identify strategies for study preparation for a major comprehensive examination
  • Identify test taking strategies for multiple choice examinations
  • Review comprehensively all the professional content to prepare for the certification exam
  • Evaluate strengths and weaknesses in all the five subject areas tested in National Registry

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General Syllabus Information

Important Student Information Link
In addition to course requirements and objectives that are in this syllabus, Montgomery College has information on its web site (see link below) to assist you in having a successful experience both inside and outside of the classroom. It is important that you read and understand this information. The **link below provides** *information and other resources to areas that pertain to the following: student behavior (student code of conduct), student e-mail, the tobacco free policy, withdraw and refund dates, disability support services, veteran services, how to access information on delayed openings and closings, how to register for the Montgomery College alert System, and finally, how closings and delays can impact your classes. If you have any questions please bring them to your professor. As rules and regulations change they will be updated and you will be able to access them through the link. If any student would like a written copy of these policies and procedures, the professor would be happy to provide them. By registering for this class and staying in this class, you are indicating that you acknowledge and accept these policies.*

http://cms.montgomerycollege.edu/mcsyllabus/

Please refer also to the Radiology Technology Student Handbook and Clinical Education Plan for general college policies.

Additional Classroom policies

Classroom Behavior:
Each and every student is expected to behave in ways, which promote a teaching and learning atmosphere. Students have the right to learn; however, they do not have the right to interfere with the freedom of the faculty to teach or the rights of other students to learn. Students will be treated respectfully in return for respectful behavior.

All in-class discussions should be carried out in a way that keeps the classroom environment respectful of the rights of others. This means that, for example, students should not interrupt someone else who is talking regardless of whether that person is the instructor or another student. Students should not monopolize class time by repeatedly interrupting and asking questions in a manner in which hinders the learning process of others. Students are also expected to conduct themselves in ways which created a safe learning and teaching environment that is free from such things as violence, intimidation, sexual harassment or any other form of harassment. Should a student be disruptive in class, then he/she will be asked to leave. The instructor reserves the right to have the student removed by Security if refusal occurs. Please refer to this link regarding Montgomery College's student code of conduct
http://cms.montgomerycollege.edu/mcsyllabus/

Title IX link
https://cms.montgomerycollege.edu/TitleIX/

Academic Dishonesty and Misconduct

Students are expected to maintain the integrity of the test-taking environment by doing their own work and not allowing others to copy one's work. Taking and referring to texts are strictly prohibited during an examination. Non-compliance to these standards may result in a failing grade of the examination.

Please refer to this link regarding Montgomery College's student code of conduct
http://cms.montgomerycollege.edu/mcsyllabus/

 Please refer also to the Radiology Technology Student Handbook and Clinical Education Plan.

Disability Support Services

Any student who may need an accommodation due to a disability, please make an appointment to see me during my office hour. In order to receive accommodations, a letter from Disability Support Services(R-CB122; G-SA175; or TP-ST120) will be needed. For more information please refer to this link

http://cms.montgomerycollege.edu/edu/secondary5.aspx?urlid=52

Any student who may need assistance in the event of an emergency evacuation must identify to the Disability Support Services Office; guidelines for emergency evacuations are at: www.montgomerycollege.edu/dss/evacprocedures.htm.

Electronic Devices

While the use of recording devices and laptops are permitted for lecture and labs the instructor will be recording most lectures on Collaborate which records audio and information shared on the overhead via the instructor computer . During lecture and labs, cell phones or other electronic devices need to be set on silent or vibrate mode. If a student must respond to a cell phone call during class time, they must leave the classroom or lab to do so. Extended absence from the lecture or lab to return a call may be recorded as an unexcused absence and this may impact the student's ability to continue in the lab or lecture that day. Students are urged to use discretion in returning calls during class time. NO CELL PHONES OR LAP TOPS MAY USED DURING AN EXAMINATION. ALL CELL PHONES MUST BE TURNED OFF PRIOR TO THE BEGINNING OF EXAMINATIONS. NO LAP TOPS WILL BE ALLOWED OUT OF THEIR CASES DURING EXAMINATIONS

Cell phones and pagers should be kept on vibrate mode and students who must speak on a cell phone, must do so outside of the classroom to prevent disruption to the rest of the class.

Student e-mail

For this class, e-mail will be sent via Blackboard. Assignments not already indicated in this syllabus and other than homework assignments which will be attached to BB. Students will be informed either in class or via BLACK BOARD e-mail for any additional assignments.

Delayed Opening or Closing of the College
Because of inclement weather or utility failure or for other reasons, it may be necessary to delay opening or suspend all operations of the College or an individual campus. Please refer to the general syllabus link on page 5 of this syllabus.

All inquiries from the news media regarding an emergency event should be directed to the College's Office of Communications.

Regarding College openings, closings, or emergencies, all students, faculty, and staff are encouraged to sign up for email and text alerts via Montgomery College ALERT. Registration information is available at www.montgomerycollege.edu/emergency.

How Closing and Delays Impact Classes
If a class can meet for 50% or more of its regularly scheduled meeting time OR if the class can meet for 50 minutes or more, it will meet. Montgomery College will always operate on its regular schedule unless otherwise announced. Depending on the nature of the incident, notifications of emergencies and changes to the College's operational status will be communicated through one or more communication methods including the College's website www.montgomerycollege.edu. For the most up-to-date information regarding College openings, closings, or emergencies, all students, faculty, and staff are encouraged to sign up for email and text alerts via Montgomery College ALERT. Registration information is available at www.montgomerycollege.edu/emergency.

Printing at Montgomery College
Students will now be charged for printing any document at Montgomery College
Please refer to this link for more information:

http://cms.montgomerycollege.edu/edu/department.aspx?id=27707

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COURSE METHODOLOGIES:

The course materials will be presented in an interactive learning facilitated format that will include outlines that provide assistance in student reflection of content. Take home exams and/ or assignments will be given weekly to assist students in identifying areas of weakness. All tests will be kept by students. Answer keys will be provided to students for grading and self reflection. Students will be given the responsibility to reflect on areas that need review and to bring this information into the next scheduled class. Students are encouraged to use all resources in the medical learning center, library or outside the College. Computerized testing will be utilized in class in group study, individual study or as part of the class lecture via Board Vitals* and other resources

*Board Vitals is an online testing bank provided at no cost to all Montgomery College students. Students are required to register (if they have not already done so) as use of this testing bank may be incorporated into some of the classes.

Board Vitals

To Register: Copy and Paste this link or click on the following:

http://marketing.statref.com/lp/montgomery_college_boardvitals.html
Register

Choose ARRT

If you have already registered please use this link to access

https://www.boardvitals.com/users/sign_in

Students will also be guided through the processes of applying for the ARRT National Registry, the Maryland licensing options, continuing education process as well as resume and job interviewing strategies.   A typed resume is due on **February 26, 2019.** Discussions of time management, testing strategies and studying strategies will be initiated and facilitated by instructor. The continuation of formal education will be introduced in this class

COURSE OUTLINE:

A.   Resume Writing/Portfolio compilation
     1. Purpose
     2. Format

B.   Job Interviewing
     1. Purpose
     2. Techniques
     3. Personal Affects

C.   Preparation for Taking Certification Examinations
     1. Time Management
     2.   Application to take ARRT examination
     3. Test-taking Strategies
       a. multiple-choice exams

b. distractors

D. Content Specifications *
   1. Patient Care
   2. Procedures
   3. Image Production (Equipment Operation and Quality Assurance)
   4. Image Production (Image Acquisition and Technical Evaluation)
   5. Safety (Radiation Physics and Radiobiology/ Rad. Protection)

   * A copy of the 2019 ARRT Content Specifications with a
      more detailed outline will be provided

E. Mock Registries (3)
    January 22, *February 26*-**Take home mock given, due March 5** , April 23

F.   Review and instruction on how to register for the ARRT certification exam
     Review and instruction on registering for Maryland license
     Review and instruction on maintaining Continuing Education Credits and Continuing
     Qualification Requirements (CQR)

LECTURE NOTES AND ASSIGNMENTS

All powerpoints and other assignments are posted on Blackboard

GRADE CALCULATIONS

GRADING:			
93 - 100	A	A student receiving a grade
86 - 92	B	below a "C" in this course
78 - 85	C	will not be eligible for graduation**
Below 78	F	

 **Note: If a student does not demonstrate appropriate level of competency in the didactic areas of review, the instructor reserves the right to issue a incomplete grade and have the student return in the fall semester to continue with the review of registry content objectives.

Grades will be determined by:

Upon completion of the course materials, the student should perform satisfactorily on written exams consisting of multiple choice questions.

Written Weekly assignments	60%
Mock Registry	5%
Attendance	5%
Resume Assignment	10%
Final	20%
Total:	100%

Weekly Assignments (60%)

Students will be given take home tests and/or assignments that must be completed by the assigned date to receive a passing grade. The grade is assessed based only on the completion of these assignments. It is the student's responsibility to use the provided answer key for tests to assess their performance on the take home tests. Students are encouraged to use resources to find the answer for questions on the test. If the students are given assignments from the required texts, they are encouraged to check their answers and read the explanations of the answers that are provided in the texts. Students are expected to provide input in class on areas of review that they feel are needed.

Mock Registries (5%)

The two mock registries will be taken in traditional test form although the registries will be used throughout the classes as a method of assessment on areas of review. One mock will be a take home mock.** For the take home mock it is anticipated that the student will take advantage of any and all resources necessary to assess the correct answer and therefore the total possible percentage points will be based on a traditional 100% scale.   On the first registry students will be expected to use the registry as a foundation for assessment of content. The instructor will explain this further. Grades for the registry will be based on the following scale:

Mock Registry #1	55% will be assessed as a 100%
**Mock Registry #2-Take Home Mock	100%
Mock Registry #3	65% will be assessed as 100%

An informal study of the data assessed over the last few years of using the mock registry as assessment tools has consistently demonstrated that those students who pass the mock registry with a 60% or higher pass the National Registry with an 85% or higher.

Attendance (5%)

The student is expected to attend every class. If illness occurs, the student should call and inform the instructor prior to the starting time of class. **NO EXAM MAKEUPS** will be given without prior permission from instructor.

- ❖ The attendance policy for this course is the same as that stated in the Montgomery College Catalog. Unexcused and excessive absences may result in an administrative drop from the course.
- ❖ Every absence, lateness to class or lab, leaving early or lack of participation in class will result in a 10 point deduction per infraction.
- ❖ Excessive infractions will result in a coaching/counseling process which result in grade deductions or unsuccessful completion of course.

Resume Assignment (10%)

A typed resume is due on **February 26, 2019.** Students will be given feedback from the instructor as to ways to fine tune the resume. Feedback does not indicate that the objectives are not met. If the instructor feels it is in the student's best interest to redo the resume for further

evaluation, the student will be directed to do so. Otherwise, the student may use the feedback if they feel it would better their resume.

Kettering Registry Review

The Program is in the progress of signing all students up for a two day Registry Review workshop to be held at Anne Arundel community College on Monday April 8 and Tuesday April 9. Students are expected to attend both days. The program will be covering the registration cost for this workshop.

Final Examination (20%)

The final examination will be given in paper form so as to avoid potential issues with computer malfunction during the test. This will be a 200 question test covering all five content objectives. **PLEASE NOTE THE THREE HOUR TIME FRAME FOR THIS EXAM AS NOTED IN THE COURSE SCHEDULE ON PAGE 9.** Questions will be given in random order to mimic the registry. Students will be given three hours to complete the examination and calculators will be provided. The test will be graded by the instructor and the grade assessed will be used as part of the final grade for the course. Students will be given the test back in the last week of class and this class will be used to review any concepts that, based on the item analysis, may require additional review.

The American Registry of Radiologic Technologists®
1255 Northland Drive
St. Paul, Minnesota 55120-1155 USA
Phone (651) 687-0048
www.arrt.org

American Society of Radiologic Technologists
http://www.asrt.org

Maryland License information

Board of Physician Quality Assurance
Department of Health and Mental Hygiene
4201 Patterson Avenue
P.O.Box 2571
Baltimore, MD 21215-0002
http://www.mbp.state.md.us/
1.800.492.6836

Upon graduation, you will need to submit an application for an "Internship License". This means that until you have proof, of passing the ARRT exam, to submit to BPQA, you will be working under the supervision of radiographers at your initial workplace.

CONTINUING EDUCATION

You must begin accruing continuing education credits beginning of the month of your birth after passing the ARRT registry. You must accumulate 24 CE units for 24 months to maintain an active ARRT registry. A copy of the latest ARRT continuing education requirements will be provided. More information on this process including CQR (Continuing Qualification Requirements) will be presented in class