



# NURSING & HEALTH SCIENCES

# Radiologic Technology Program

2025-26 Pre-Admission Data Packet

### **APPLICATION PERIOD**

Applications will be accepted from July 1<sup>st</sup> through the application deadline of December 15<sup>th</sup> for the following program year. Applications received prior to the application period will not be processed.

To apply to the Radiologic Technology program, please fill out our Online Application and upload the Required Forms on our website during the above application period: <a href="https://www.ncmissouri.edu/academics/radiologic-technology-degree/">https://www.ncmissouri.edu/academics/radiologic-technology-degree/</a>. Click on Program Requirements and How to Apply. See below the directions on how to upload the required forms.

### **PROGRAM INFORMATION**

North Central Missouri College's (NCMC) Radiologic Technology Program is a full-time, two-year program consisting of six semesters. The Radiologic Technology Program at NCMC is accredited by the Joint Review Committee on Education in Radiologic Technology (JRCERT). The curriculum is in alignment with the American Society of Radiologic Technologists (ASRT) requirements and contains didactic and clinical components. The curriculum is designed to develop health care professionals who possess entry-level skills in diagnostic imaging. Upon successful completion of the NCMC Radiologic Technology Program, the student will be awarded an Associate of Applied Science degree in Radiologic Technology.

A class will be accepted to begin each June and will graduate in May two years afterward. Although course schedules vary by semester, students can expect to be involved in educational activities up to 40 hours per week. Reliable transportation is required, as travel to clinical sites up to 90 miles from Savannah, Missouri will be required.

The NCMC Radiologic Technology Program does not offer transfer credit of professional Radiologic Technology courses from any institution. General education courses may be accepted for transfer in compliance with the college's policy.

### **COURSE SEQUENCE**

| Prerequisites                     |               |              |  |  |
|-----------------------------------|---------------|--------------|--|--|
| Course Name                       | Course Number | Credit Hours |  |  |
| Anatomy                           | BI240         | 4            |  |  |
| Physiology                        | BI242         | 4            |  |  |
| Speech                            | SP175         | 3            |  |  |
| (or) Interpersonal Communications | SP220         | 3            |  |  |
| English I                         | EN101         | 3            |  |  |
| American History to 1877          | HI103         | 3            |  |  |
| (or) American History since 1877  | HI104         | 3            |  |  |
| (or) National Government          | PL216         | 3            |  |  |
| College Algebra                   | MT122         | 3            |  |  |
| Basic Medical Terminology         | AH160         | 3            |  |  |
| Prerequisite Credits              |               | 23           |  |  |

| First Academic  | Year              |                     |  |  |  |  |  |
|---|-------------------|---------------------|--|--|--|--|--|
| Summer I (8 We  | eks)              |                     |  |  |  |  |  |
| Course Name   | Course Number     | Credit Hours        |  |  |  |  |  |
| Fundamentals of Radiologic Science and Health Care          | RT100             | 3                   |  |  |  |  |  |
| Patient Care in Radiologic Science                          | RT110             | 3                   |  |  |  |  |  |
| <b>Total Semester Credits</b>                               |                   | 6                   |  |  |  |  |  |
| Fall I (16 Week   | Fall I (16 Weeks) |                     |  |  |  |  |  |
| Course Name   | Course Number     | Credit Hours        |  |  |  |  |  |
| Radiographic Procedures I                                   | RT120             | 4                   |  |  |  |  |  |
| Production and Characteristics of Radiation (First 8 weeks) | RT130             | 2                   |  |  |  |  |  |
| Equipment Operations and Maintenance (Second 8 weeks)       | RT140             | 2                   |  |  |  |  |  |
| Clinical Practice I   | RT150             | 4                   |  |  |  |  |  |
| <b>Total Semester Credits</b>                               |                   | 12                  |  |  |  |  |  |
| Spring I (16 Wee  | eks)              |                     |  |  |  |  |  |
| Course Name   | Course Number     | Credit Hours        |  |  |  |  |  |
| Radiographic Procedures II and Pharmacology                 | RT160             | 4                   |  |  |  |  |  |
| Image Acquisition and Evaluation I (First 8 weeks)          | RT170             | 2                   |  |  |  |  |  |
| Image Acquisition and Evaluation II (Second 8 weeks)        | RT180             | 2                   |  |  |  |  |  |
| Clinical Practice II  | RT190             | 4                   |  |  |  |  |  |
| <b>Total Semester Credits</b>                               |                   | 12                  |  |  |  |  |  |
| Total First Year Credits                                    |                   | 30                  |  |  |  |  |  |
| Second Academi  | c Year            |                     |  |  |  |  |  |
| Summer II (8 We   | eeks)             |                     |  |  |  |  |  |
| Course Name   | Course Number     | <b>Credit Hours</b> |  |  |  |  |  |
| Cross Sectional Anatomy (hybrid course)                     | RT200             | 2                   |  |  |  |  |  |
| Clinical Practice III                                       | RT210             | 4                   |  |  |  |  |  |
| <b>Total Semester Credits</b>                               |                   | 6                   |  |  |  |  |  |
| Fall II (16 Weel  | ks)               |                     |  |  |  |  |  |
| Course Name   | Course Number     | <b>Credit Hours</b> |  |  |  |  |  |
| Imaging Modalities  | RT220             | 3                   |  |  |  |  |  |
| Radiographic Pathology                                      | RT230             | 3                   |  |  |  |  |  |
| Clinical Practice IV  | RT240             | 6                   |  |  |  |  |  |
| <b>Total Semester Credits</b>                               |                   | 12                  |  |  |  |  |  |
| Spring II (16 Weeks)  |                   |                     |  |  |  |  |  |
| Course Name   | Course Number     | Credit Hours        |  |  |  |  |  |
| Radiation Biology and Protection (first 8 weeks)            | RT250             | 3                   |  |  |  |  |  |
| Clinical Practice V   | RT260             | 6                   |  |  |  |  |  |
| Final Seminar   | RT270             | 3                   |  |  |  |  |  |
| <b>Total Semester Credits</b>                               |                   | 12                  |  |  |  |  |  |
| Total Second Year Credits                                   |                   | 30                  |  |  |  |  |  |

### MINIMUM ELIGIBILITY REQUIREMENTS

- Be enrolled as a student at North Central Missouri College
  - o Apply for admission to the college online at wwws.ncmissouri.edu
- Minimum of a 2.5 GPA in prerequisite course work
- Successful completion of all prerequisite courses with a minimum grade of a C
- Minimum score of 60 on TEAS for Allied Health Exam
- Attend a Radiologic Technology Program Informational Session
- Complete 8 hours of job shadowing in a hospital's diagnostic radiology department
- There is no age specification on acceptance into the Radiologic Technology program; however, some clinical facilities may not allow students under a designated age to complete clinical time in their facilities. Therefore, students under 18 who are unable to meet the clinical requirements of those facilities may be unable to complete the clinical objectives set for each student within the program, hence jeopardizing student completion.

### **PREREQUISITES**

### Prerequisites include:

- BI240 Anatomy (4 credit hours)
- BI242 Physiology (4 credit hours)
- SP175 Speech (3 credit hours) **OR** SP220 Interpersonal Communications
- EN101 English I (3 credit hours)
- HI103 American History to 1877 (3 credit hours) **OR** HI104 American History since 1877 (3 credit hours) **OR** PL216 National Government (3 credit hours)
- MT122 College Algebra (3 credit hours)
- AH160 Basic Medical Terminology (3 credit hours)

Prerequisite courses may be taken at any regionally accredited institution; however, students are encouraged to contact the Registrar's Office or the Director of Health Sciences to ensure course transferability. Courses that are transferred to NCMC with a "Pass / Fail" grade will be treated as a "B" for "Pass". "Fail" courses will not be accepted and will need to be retaken.

Applicants will be considered for admission prior to completion of prerequisites if proof of enrollment in the prerequisite is provided prior to the application deadline and the class will be complete prior to the start of the program. Admission will be contingent upon successful completion of and providing official transcripts of all prerequisites prior to the start of class.

### TEAS FOR ALLIED HEALTH EXAM

The ATI TEAS, or Test of Essential Academic Skills, is designed specifically to assess a student's preparedness entering the health science fields. The ATI TEAS test is comprised of 170 questions set up in a multiple-choice format with four option answers. Questions are designed to test the basic academic skills needed to perform in the program in the areas of: Reading, Math, Science, and English and Language usage. Results provide valuable data used to evaluate a student's likelihood for success in the Radiologic Technology Program.

Students have two options for completing the TEAS examination:

- Complete it online through remote proctoring of the exam by an ATI proctor
- Complete the exam at a PSI testing center

To set up an account and register for the exam, either with a remote ATI proctor or at a PSI testing center, please visit https://atitesting.com/teas/register

The above website will also answer all of your questions in regard to the TEAS exam, including: test cost (around \$120), test subject matter, testing format, PSI testing center sites and exam preparation products.

Students may immediately view their test results on the ATI website following testing. Students can download their test scores in order to submit for their application process.

In addition to the study aides outlined within the TEAS website (see above), the NCMC Bookstore has a study book available to purchase and the NCMC Library has a study book to check-out.

### **Important Notes About the TEAS for Allied Health Exam:**

- Previous results will be accepted and must be within two years of the application deadline. If the scores are more than two years old at the time of the application deadline, the scores will be invalid.
- The maximum number of attempts is 3 per calendar year.
- Applicants must wait 30 days between testing dates. If a student tests more than one time in a 30-day period, the second test score will be void.
- Invalidated/Suspended/Cancelled TEAS scores from ATI will NOT be accepted.

\*\*Students will be responsible for uploading their TEAS scores into Etrieve. You must be an accepted NCMC student in order to upload your scores. The link to upload is <a href="https://ncmccentral.etrieve.cloud/#/form/123">https://ncmccentral.etrieve.cloud/#/form/123</a>. This will bring up the General Document Upload form. It will populate your personal information and you can select the following:

- Document Type: TEAS scores
- Describe document and reason attaching it: TEAS score and its required to Apply
- Department to send to: Radiologic Technology
- In the black at the bottom, click Attachments and attach your scores
- In the black at the bottom, click Submit

### **INFORMATIONAL SESSIONS**

To review the schedule or register for a Radiologic Technology Program Informational Session, please visit <a href="https://www.ncmissouri.edu/academics/radiologic-technology-informational-session/">https://www.ncmissouri.edu/academics/radiologic-technology-informational-session/</a>

- \*\*After you attend an informational session, you will receive documentation of attendance. Students will be responsible for uploading their Documentation of Attendance of Radiologic Technology Information Session into Etrieve. You must be an accepted NCMC student in order to upload your proof of attendance. The link to upload is <a href="https://ncmccentral.etrieve.cloud/#/form/123">https://ncmccentral.etrieve.cloud/#/form/123</a>. This will bring up the General Document Upload form. It will populate your personal information and you can select the following:
  - Document Type: Documentation of attendance of Radiologic Technology Informational Session
  - Describe document and reason attaching it: Informational Session and its required to Apply
  - Department to send to: Radiologic Technology
  - In the black at the bottom, click Attachments and attach your documentation
  - In the black at the bottom, click Submit

### JOB SHADOW REQUIREMENTS

Schedule and complete a minimum of 8 hours of job shadowing in a **hospital's diagnostic radiology** department. Observe a minimum of 10 diagnostic exams (not CT, MRI, US, etc. exams).

Based upon your job shadow experience, write an essay (two pages in length, double spaced, Times New Roman, 12-point font) including the following:

- Briefly describe your job shadow experience and exams observed. Be careful not to include patient identifiers.
- Briefly describe the role that the Radiologic Technologist played as a member of the healthcare team.
- What aspects of radiologic technology are most appealing to you?
- Discuss the strengths you will contribute to the profession.
- Discuss the weaknesses that you will need to overcome prior to entering the profession.

Job shadows may be scheduled in any hospital radiology department. Information about scheduling a job shadow can often be found on the hospital's website or by contacting their Human Resources or Volunteer Services department. Please review the requirements of the facility you plan to job shadow as you may be required to provide proof of Influenza and/or COVID vaccines prior to shadowing.

\*\*Students will be responsible for uploading their Documentation of Attendance of a Job Shadow AND their Job Shadow Essay into Etrieve. You must be an accepted NCMC student in order to upload these items. Below in this pre-admission packet is the documentation for the proof of job shadow attendance for the facility to sign and the rubric to follow for the job shadow essay. Here are the directions to upload both items. The link to upload is <a href="https://ncmccentral.etrieve.cloud/#/form/123">https://ncmccentral.etrieve.cloud/#/form/123</a>. This will bring up the General Document Upload Form. It will populate your personal information and you can select the following:

- For Proof of Job Shadow that the facility has to sign, scan it first
  - o Document Type: Documentation of attendance of a job shadow for Radiology Technology
  - o Describe document and reason attaching it: Job shadow proof and its required to Apply
  - o Department to send to: Radiologic Technology
  - o In the black at the bottom, click Attachments and attach your documentation
  - o In the black at the bottom, click Submit
- For Job Shadow Essay
  - o Document Type: Job Shadow Essay
  - o Describe document and reason attaching it: Job Shadow Essay and its required to Apply
  - o Department to send to: Radiologic Technology
  - o In the black at the bottom, click Attachments and attach your essay
  - o In the black at the bottom, click Submit

# **APPLICATION REQUIREMENTS**

Enrollment into the program is limited and admission is competitive. Applicants must submit all required documentation by the **DECEMBER 15**<sup>th</sup> deadline. All required documentation must be received by 4:00 p.m. on the deadline date or the next NCMC business day if the deadline falls on either a weekend or holiday. Application does not guarantee acceptance into the program. Incomplete applications will not be considered.

| The complete                                       | d documentation includes:   |
|--|---|
| North<br>Atten<br>1301<br>admis<br>**Sul<br>transc | I postsecondary transcripts from all colleges attended submitted to: Central Missouri College tion: Admissions Office Main Street Trenton, MO 64683 ssions@mail.ncmissouri.edu omitting transcripts is part of the requirement to apply to NCMC. If you already have your most up-to-date cripts on file, we will have access to them. If you are currently taking courses at the time that you apply, mber to submit your official transcripts at the end of the semester. |
| The following                                      | g items are forms that must be uploaded (see explanations above in this pre-admission packet on how to f these forms):  |
| Radiol   | ogic Technology Online Application  |
| TEAS   | for Allied Health Exam scores   |
| Docum  | nentation of attendance of a Radiologic Technology Program Informational Session  |
| Docum  | nentation of attendance of a job shadow in a diagnostic radiology department  |
| Job sha  | ndow essay  |

### STUDENT SELECTION PROCESS

Admission into the Radiologic Technology Program is based on the items noted below. Admission is competitive. A predetermined number of applicants with the highest scores will be offered a position in the class. All other qualified applicants will be placed on an alternate list. Any tie in applicant ranking will be broken based on the earliest application submission date.

All complete applications will be scored and ranked in an objective numerical format according to:

- Number of completed prerequisites at time of application
- Grades and GPA for prerequisite course work
- TEAS for Allied Health Exam score
- Job Shadow essay

All applicants who have submitted a **completed** application will be notified, in writing via United States Postal Service and NCMC email, of their admission status.

Applicants who receive an acceptance letter will need to confirm their acceptance in writing by completing and returning the Confirmation of Intent form included with their acceptance letter by the specified deadline.

Alternates will be contacted immediately and placed on the admission roster, up to the first day of class, should an accepted candidate fail to fulfill all requirements or withdraw their application.

Meeting the application criteria does NOT guarantee admission into the program.

### **RE-APPLICATION**

Students who electively withdraw from the Radiologic Technology Program must gain pre-approval to re-apply. The written documentation must be submitted to the Program Director no later than November 15<sup>th</sup> for that application period. NCMC does not offer advanced placement for previously completed Radiologic Technology courses from any institution including NCMC.

The process for gaining pre-approval is as follows:

Students must provide written documentation stating the reason(s) for and the factors that contributed to withdrawal and indicate what actions have been taken in the interim to ensure success if re-admitted.

- This information will be considered by a committee consisting of the Program Director, the Clinical Coordinator, the Dean/Director of the Savannah Campus, the Dean of Instruction, and one additional person (Adjunct Radiologic Technology Faculty, the Director of Health Sciences, etc.).
- The student will receive notification from the Program Director regarding whether their re-application will be considered for admission.

Students allowed to re-apply must meet ALL requirements for admission and will be ranked with the applicant pool for that application period. Re-application does not guarantee admission.

Students may be re-admitted one time and should a student be re-admitted, there may be Requirements for Readmission put in place to ensure the student's success should the committee deem it necessary.

Students who are dismissed from the Radiologic Technology Program for any reason are not eligible to re-apply.

# ${\bf Radiologic\,Technology\,Program\,Applicant\,Ranking\,Form}$

| Scoring Criteria   | Scoring Instructions   | Score |
|--|--|-------|
| Number of Completed Prerequisites                                    | Courses complete with a "C" or better = 1 point  Currently enrolled = 0.5 points  Not currently enrolled or completed = 0 points |       |
| Scoring Criteria   | Scoring Instructions   | Score |
| GPA of Prerequisites (max 5 points)                                  | Place the GPA of each course in the first column.  |       |
| GPA x 4  | A = 4 points B = 3 points C = 2 points Incomplete/enrolled courses = 1 point   |       |
| GPA x 4<br>Physiology  GPA x 3 Speech or Interpersonal Communication | Multiply the GPA in the first column with the number of credits and place the total in the second column.                        |       |
| GPA x 3 English  | Add the totals in second column and place the number in the space labeled "Total."   |       |
| GPA x 3<br>History or Government                                     |  |       |

| GPA x 3 College Algebra  GPA x 3 Basic Medical Terminology | Divide the "Total" by 23 to determine the GPA of the Prerequisites.  3.5-4.0 = 5 points 3.0-3.49 = 4 points |         |
|--|---|---------|
| Total/23 hours taken                                       | 2.5-2.99 = 3 points<br>2.0-2.49 = 2 points<br>0-1.99 = 1 point  |         |
| GPA of Prerequisites Scoring Criteria                      | Scoring Instructions  | Score   |
| TEAS Exam Score  | Exemplary (92.0%-100%) = 5 points<br>Advanced (84.0%-91.9%) = 4 points                                      | Section |
| (max 5 points)   | Proficient (76.0%-83.9%) = 3 points   |         |
| Adjusted Individual Total                                  | , , , , , , , , , , , , , , , , , , ,   |         |
| , ,  | Proficient (76.0%-83.9%) = 3 points<br>Basic (68.0%-75.9%) = 2 points                                       | Score   |

| Total Score | /18 | points |
|-------------|-----|--------|
|-------------|-----|--------|

### **Job Shadow Essay Rubric**

| Criteria   | Yes         | No       |
|--|-------------|----------|
| Did the paper have fewer than 3 grammatical or spelling errors?  | 0.25 points | 0 points |
| Was the paper formatted appropriately? (2 pages, double spaced, 12 point font)                                 | 0.25 points | 0 points |
| Did the student address the following:   |             |          |
| Briefly describe your job shadow experience and exams observed. Be careful not to include patient identifiers. | 0.10 points | 0 points |
| Briefly describe the role that the sonographer played as a member of the healthcare team.                      | 0.10 points | 0 points |
| What aspects of radiologic technology are the most appealing to you?   | 0.10 points | 0 points |
| Discuss the strengths you will contribute to the profession.   | 0.10 points | 0 points |
| Discuss the weaknesses that you will need to overcome prior to entering the profession.                        | 0.10 points | 0 points |
| Total Score:   |             |          |

## REQUIREMENTS FOR FINAL ACCEPTANCE

Final acceptance into the Radiologic Technology Program will be contingent upon completion of the following items:

- Completion of all prerequisite courses with a minimum grade of a C and submission of official transcripts prior to the start of the program
- Maintenance of 2.5 GPA in prerequisite course work
- Completion of a criminal background check (felony conviction may be cause for disqualification)
- Verification from the Department of Social Services that the applicant does not appear on the Employee Disqualification List
- Family Care Safety Registry clearance
- Physical examination and drug screening (positive drug screen is cause for disqualification)
- Compliance with the NCMC Radiologic Technology Program Immunization Policies; accepted applicants must provide immunization records for required immunizations
- Review the Essential Functions of the Radiologic Technology Program and attest that they can be met
- Review the American Registry of Radiologic Technologists Code of Ethics and Pre-Application Review and acknowledge understanding

### APPLICANTS FOR WHO ENGLISH IS A SECOND LANGUAGE

Students must demonstrate English proficiency before entry into the program. Students whose native language is other than English, are required to provide scores of the Test of English as Foreign Language (TOEFL), with a minimum total score of 500 or ESL level 109. For additional information refer to the College Catalog.

Official transcripts of all high school, college and/or university students must be translated to English, contain descriptive titles of courses studied, final grades in each course and an explanation of the grading system. Students should also submit certificates of the results of official advancement examinations.

### TITLE IX INFORMATION

North Central Missouri College does not discriminate in its programs, activities and facilities on the basis of race, color, national origin, sex, disability, religion, age, genetic information, veteran status, marital status, ancestry, gender identity, gender expression, or sexual orientation, as those terms are defined under applicable law, as it administers its admissions policies, educational policies, financial aid, athletic programs, student treatment and services, housing, and other institutionally administered programs or activities and employment. The College also provides equal access to the Boy Scouts and other designated youth groups. North Central Missouri College prohibits sexual harassment, including sexual violence. Sources: Title IX of the Educational Amendments of 1972; the Americans with Disabilities Act of 1990; Section 504 of the Rehabilitation Act of 1973; Title VII of the Civil Rights Act of 1964; discrimination prohibited by Title VI Public Law 88-352, 1964; Title IX, Public Law 88-380, 1972; the Age Discrimination Act; Missouri Statutes; and other applicable statutes and College policies. Title IX prohibits a recipient from discriminating on the basis of sex in admissions, recruitment, financial aid, academic programs, activities, student treatment and services, counseling and guidance, discipline, classroom assignment, grading, vocational education, recreation, physical education, athletics, housing, use of buildings, and employment.

Questions regarding this policy statement or compliance with its provisions may be directed to Dr. Lenny Klaver, President, Frey Administrative Center, 1213 Mabel Street, Trenton MO 64683, (660) 359-3948 ext. 1200, lklaver@mail.ncmissouri.edu; or Dr. Kristen Alley, Dean of Student Affairs, Alexander Student Center Office 12, 1204 Main Street, Trenton MO 64683, (660) 359-3948 ext. 1400, kalley@mail.ncmissouri.edu.

North Central Missouri College's policy on non-discrimination can be found at <a href="https://www.ncmissouri.edu/consumerinfo/notice-non-discrimination/">https://www.ncmissouri.edu/consumerinfo/notice-non-discrimination/</a>

# NORTH CENTRAL MISSOURI COLLEGE RADIOLOGIC TECHNOLOGY ESSENTIAL FUNCTIONS

The following are the essential functions that all individuals must be able to perform independently, with or without reasonable accommodation, in order to be accepted and retained as a student of the Radiologic Technology Program at North Central Missouri College.

The essential functions include communication skills, critical thinking skills, interpersonal skills, mobility/motor skills, professional attitude/demeanor, and sensory abilities (auditory, olfactory, tactile, and visual).

Students with disabilities who wish to request reasonable accommodations under the Americans with Disabilities Act must follow the college's procedure for doing so.

| <b>Essential Function</b>   | Standard   | Some Examples of Necessary Activities (not all inclusive)   |
|-----------------------------|--|---|
| Auditory Ability            | Auditory abilities (hearing) sufficient to monitor and assess the health needs of patients.  | <ul> <li>Hear and respond to individuals with differing tones, volumes, and clarity and of speech.</li> <li>Hear and respond to individuals who may be in close proximity or are distant, with or without the presence of extraneous noise</li> <li>Hear and respond to individuals whose lips cannot be seen.</li> <li>Detect monitor alarms, emergency signals, and rotor/exposure sounds on radiographic equipment.</li> <li>Detect faint sounds such as auscultatory sounds.</li> </ul> |
| Communication<br>Skills     | Communication abilities sufficient for effective interaction with others in verbal, non-verbal, and written form in the English language.                | <ul> <li>Communicate with other members of the healthcare team.         Explain radiographic procedures and provide procedural         instructions to patients.         Utilize questioning techniques to obtain accurate clinical         history.     </li> <li>Document patient responses, history, and exam information in the patient's medical record using correct punctuation, grammar, and spelling.</li> <li>Effectively listen.</li> </ul>                                      |
| Critical Thinking<br>Skills | Critical thinking ability sufficient for safe clinical judgement.  | <ul> <li>Comprehend and carry out instructions. Read</li> <li>and comprehend written material.</li> <li>Identify cause-and effect-relationships.</li> <li>Recall information from the classroom and apply it to clinical situations.</li> <li>Calculate dosages or technical factor changes correctly.</li> <li>Evaluate patient responses.</li> <li>Synthesize patient results to draw sound conclusions.</li> <li>Prioritize patients and sequences examinations.</li> </ul>              |
| Interpersonal<br>Skills     | Interpersonal abilities sufficient to interact with individuals, families, and groups, from a variety of social, cultural, and intellectual backgrounds. | <ul> <li>Establish a rapport and maintain professional relationships with patients and colleagues.</li> <li>Work as a member of the healthcare team.</li> <li>Provide care to all types of patient populations. Demonstrate compassion, empathy, and concern for others.</li> </ul>   |
| Mobility/Motor<br>Skills    | Physical abilities, stamina, and gross and fine motor skills sufficient to provide safe and effective patient care.                                      |   |

|  |   | <ul> <li>Bend, stoop, or reach items on the floor or low/high shelves or cabinets.</li> <li>Assist and support patients and be capable of positioning patients of all sizes for all procedures.</li> <li>Transport patients in wheelchairs or on stretchers, sometimes with additional ancillary equipment.</li> <li>Perform cardiopulmonary resuscitation (CPR).</li> <li>Use both hands simultaneously.</li> <li>Use instruments such as a goniometer, tape measure, and caliper.</li> <li>Manipulate dials, buttons, and switches of various sizes.</li> <li>Perform a manual blood pressure check.</li> <li>Insert an IV catheter for instillation of contrast media for</li> </ul> |
|--|---|---|
| Olfactory Ability                        | Olfactory senses (smell) sufficient for maintaining environmental and patient safety.   | <ul> <li>radiographic procedures.</li> <li>Distinguish smells which are contributory to assessing and/or maintaining the patient's health status.</li> <li>Distinguish smells related to environmental safety.</li> </ul>   |
| Professional<br>Attitude and<br>Demeanor | Ability to present professional appearance and implement measures to maintain own physical and mental health and emotional stability. | <ul> <li>Maintain composure and function effectively in stressful or emergent situations.</li> <li>Self-regulate emotional responses.</li> <li>Use appropriate precautions when exposed to communicable diseases and radiation.</li> <li>Adapt to fluctuating work environments.</li> <li>Take responsibility for one's own actions.</li> <li>Resolve conflict and respond to feedback in a professional manner.</li> <li>Adhere to appropriate ethical standards.</li> </ul>   |
| Tactile Ability                          | Tactile ability sufficient for physical assessment and performance of radiographic procedures.  | <ul> <li>Perform functions of physical examination such as checking for a pulse.</li> <li>Palpate the patient to locate radiographic landmarks for procedural positioning.</li> </ul>   |
| Visual Ability                           | Visual ability sufficient for observation and assessment necessary for safe patient care and in the operation of equipment.           | <ul> <li>Observe patients up close and at a distance to gather data about the patient.</li> <li>View controls, letters, numbers, etc. of varying sizes located on radiographic equipment and supplies while working in a low light environment.</li> <li>Detect x-ray collimation field and radiation field center.</li> <li>Differentiate subtle changes in shades of gray on radiographic images.</li> <li>View radiographic images on a computer screen and evaluate for quality acceptance standards.</li> <li>Have use of depth perception and peripheral vision.</li> </ul>   |

# NORTH CENTRAL MISSOURI COLLEGE RADIOLOGIC TECHNOLOGY BACKGROUND CHECK

After acceptance into the program, a Criminal Record Check will be conducted. Any adverse findings may eliminate an applicant or participant.

Convictions that occur while attending the North Central Missouri College's Radiologic Technology Program may result in the student being unable to complete the clinical experience and dismissal from the program. Likewise, it may result in ineligibility to take the national certification or state licensure exams.

Students must immediately notify the Program Director if an event occurs that may be found on a future Criminal Record Check.

# NORTH CENTRAL MISSOURI COLLEGE RADIOLOGIC TECHNOLOGY AMERICAN REGISTRY OF RADIOLOGIC TECHNOLOGISTS ETHICS REVIEW PRE-APPLICATION

Certain violations on a criminal background check could deem the graduate ineligible to take the national certification examination administered by the American Registry of Radiologic Technologists (ARRT). North Central Missouri College's Radiologic Technology Program recommends that students or prospective students with violations on their criminal background check pre-apply to determine eligibility for the ARRT examination.

The Ethics Review Pre-Application provides an early ethics review of violation(s) that would otherwise need to be reported on your Application for Certification when you have completed an ARRT-recognized educational program and may be used for the following circumstances:

- Criminal proceeding including: o misdemeanor charges and convictions, o felony charges and convictions, o military court-martials; and/or
- Disciplinary actions taken by a state or federal regulatory authority or certification board; and/or
- Honor code violations.

The review applies only to violations specified in the Ethics Review Pre-Application packet; it does not apply to any violations not reported or occurring after submission of the Ethics Review Pre-Application.

Submission of the Ethics Review Pre-Application does not waive any other ARRT eligibility and application requirements. An Application for Certification must still be submitted at the time of graduation.

It is the student's responsibility to complete and submit the application. NCMC faculty will assist the student in finding and completing the application; however, completion and submission is the student's sole responsibility.

The ARRT Ethics Review Pre-Application Packet can be found at: <a href="https://www.arrt.org/pdfs/Ethics/Ethics-Review-Pre-Application.pdf">https://www.arrt.org/pdfs/Ethics/Ethics-Review-Pre-Application.pdf</a>

## NORTH CENTRAL MISSOURI COLLEGE RADIOLOGIC TECHNOLOGY JOB SHADOW – PROOF OF ATTENDANCE

| Student Name: Date of Job Shadow:                           |   |          |           |          |           |             |
|---|---|----------|-----------|----------|-----------|-------------|
| Technologists Name: Total Hours:                            |   |          |           |          |           |             |
| Technologists Instructions: - Please assess the student     | nt's interest in the following are      | as and r | rate each | based or | nthe scal | e provided. |
| 5 – Excellent   | 4 – Above Satisfactory 3 – Satisfactory |          |           | ,        |           |             |
| 2 – Needs Improvement                                       | 1 - Unsatisfactory                      |          |           |          |           |             |
|   |   | T _      |           | 1 -      | 1 -       |             |
| Descr   |   | 5        | 4         | 3        | 2         | 1           |
| Interest – motivated and eage                               |   |          |           |          |           |             |
| Punctuality – arrived on time  Appearance – clean, neat and | * *                                     |          |           | +        | -         |             |
| Attitude – courteous and prof                               |   |          |           |          |           |             |
| Maturity – demonstrate com                                  |   |          |           |          |           |             |
| Comments (areas of excellence                               | or needs of improvement):               |          |           |          |           |             |
| Name of Facility:   |   |          |           |          |           |             |
| Telephone:  | Evaluator Email:                        |          |           |          |           |             |
| Evaluator Signature:  |   |          |           |          |           |             |
| Evaluator Job Title:  |   |          |           |          |           |             |

## Radiologic Technology Program Costs

\*\*Costs and credit hours shown are based on the 2025-2026 academic year and are subject to change for 2026-2027 academic year\*\*

### **Pre-Requisite Courses:**

|                       | Total Hours | In-District Tuition | MO Resident Tuition | Online/Outreach |
|-----------------------|-------------|---------------------|---------------------|-----------------|
|                       |             | w/Fees              | w/Fees              | Tuition w/Fees  |
| Pre-Requisite Courses | 23          | \$4,117             | \$5,934             | \$6,532         |

<sup>\*</sup>Amount shown includes base tuition, student development fee, facility usage fee, and technology fee. Students will be responsible for any course fees, depending on the specific course/program.

#### **Core Courses:**

|                 | Total<br>Hours | Tuition | Student<br>Dev Fee | Facility<br>Fee | Technology<br>Fee | Program<br>Fee | Semester<br>Total |
|-----------------|----------------|---------|--------------------|-----------------|-------------------|----------------|-------------------|
| Summer Semester | 6              | \$1,950 | \$138              | \$198           | \$108             | \$1,000        | \$3,394           |
| Fall Semester   | 12             | \$3,900 | \$276              | \$396           | \$216             | \$1,000        | \$5,788           |
| Spring Semester | 12             | \$3,900 | \$276              | \$396           | \$216             | \$1,000        | \$5,788           |
| Summer Semester | 6              | \$1,950 | \$138              | \$198           | \$108             | \$1,000        | \$3,394           |
| Fall Semester   | 12             | \$3,900 | \$276              | \$396           | \$216             | \$1,000        | \$5,788           |
| Spring Semester | 12             | \$3,900 | \$276              | \$396           | \$216             | \$1,000        | \$5,788           |
|                 |                |         |                    |                 |                   | Total:         | \$29,940          |

## Other Costs to Consider (These are estimates and prices are subject to change):

| Testing & Application                        |                      | Graduation Expenses                   |              |
|--|----------------------|---------------------------------------|--------------|
| Pre-Entrance Exam (TEAS)                     | \$115.00             | Graduation Pictures (optional)        | \$50.00      |
| Criminal Background & Drug Testing           | \$130.00             | ` <b>.</b>                            |              |
| NCMC College Application Fee                 | \$20.00              |                                       |              |
| Physical Exam & Immunizations                | Varies               |                                       |              |
| American Heart Association CPR Certification | n \$40.00            |                                       |              |
|  |                      |                                       |              |
| Textbooks (approximate – prices are subject  | <b>Miscellaneous</b> |                                       |              |
| Radiologic Technology Text                   | \$1,250-1,500        | MoSRT Memberships                     | \$20.00      |
| Pre-Requisite Text                           | \$1,500-2,500        | ASRT Memberships                      | \$35.00      |
|  |                      | MoSRT Conference                      | \$450.00     |
| Clinical Supplies                            |                      | Laptop & Technology Expenses          |              |
| Uniforms and shoes                           | \$200.00             | Laptop w/ Specifications (link below) | \$150-800.00 |
| Film Markers                                 | \$30.00              | **Printer access is recommended       |              |

<sup>\*</sup>https://www.ncmissouri.edu/it/minimum-requirements-for-student-technology-devices/

<sup>\*</sup>Housing, car, babysitter, and food expenses are not included on this sheet

<sup>\*</sup>You are responsible for having transportation to/from school and clinical. Carpool is not guaranteed.

<sup>\*</sup>You are responsible for having a telephone as a representative of the college may need to contact you.