RAD 101
Introduction to Radiologic Technology
Fall 2012

Course Description
RAD 101 Introduction to Radiography
Lec. 2 Lab. 0 Cr. 2
This course provides an introduction to Radiologic technology with emphasis on orientation to the radiology department, ethics, and basic radiation protection. Prerequisite: Acceptance into Radiologic Technology Program.
Co-requisite: RAD 130, RAD 150, MAT 110, BIO 210.

Course Focus
This course focuses introduction to Radiologic technology with emphasis on orientation to the radiology department, ethics, and basic radiation protection.

Text and References

Course Goals
Upon completion of this course, the student will have a greater application for the clinical environment and radiologic technology as a profession.

The following list of goals will be addressed in the course. (*designates a CRUCIAL goal)
1. learn radiologic technology terms
2. define radiologic technology terms
3. discuss radiologic technology professional organizations
4. describe stress reduction techniques
5. apply critical thinking*
6. apply problem solving
7. specify patient care needs*
8. recognize patients individual needs
9. realize the importance of communication
10. understand clinical education policies
11. breakdown hospital and imaging department organizations
12. clarify components for medical facility reimbursement
13. integrate primary factors influencing image production
14. recite radiographic equipment components*
15. identify radiographic equipment
16. appreciate cultural competency
17. list human diversity characteristics
18. differentiate objective and subjective data in patient history*
19. understand importance of complete patient history
20. utilize patient immobilization methods
21. illustrate patient transfer techniques
22. conduct patient positioning techniques
23. assess medical asepsis
24. assess medical non-asepsis
25. categorize infection control steps
26. explain rational for emergency radiographs
27. administer crucial radiopharmaceuticals*
28. detect radiopharmaceutical complications*
29. distinguish pharmaceutical delivery methods
30. differentiate contrast media agents*
31. address professional ethics
32. state differences between ethical and moral behavior
33. describe quality management participation
34. identify effective records
35. study radiographs as legal documents
36. outline steps in labeling radiographs
37. justify the need for informed consent*

Student Contributions
Classes are designed to employ a variety of teaching techniques. In order to maximize learning, required readings should be completed prior to class. If a student is falling behind in clinical performance and/or academic achievement, it is imperative to seek immediate assistance from the instructor.

Recording Devices / Cell Phones
Students are not allowed to use recording devices during any lectures, lab, or clinical periods. Moreover, students must have cell phones turned off (not on vibrate) placed at the front of the classroom, during lectures and lab times. If for any reason a cell phone rings or vibrates during lecture or lab, the student will receive a grade reduction per occurrence after the first warning. Students are not allowed to have their cell phone, IPod, or any other electronic device at their clinical rotations.

Course Evaluation
Four exams 65%
Quizzes 15%
Final Exam 20%

Course Schedule
Developed/Revised: July 17, 2012 /approved M. Sapp 8-1-12
Building 4, Room 210
Lecture:  M 1:00pm - 2:00pm
Lab:  M 2:00pm - 5:00pm

ADA STATEMENT
The Technical College of the Lowcountry provides access, equal opportunity and reasonable accommodation in its services, programs, activities, education and employment for individuals with disabilities. To request disability accommodation, contact the counselor for students with disabilities at (843) 525-8228 during the first ten business days of the academic term.

ATTENDANCE
The College's statement of policy indicates that students must attend ninety percent of total class hours or they will be in violation of the attendance policy.

1. Students not physically attending class during the first ten calendar days from the start of the semester must be dropped from the class for NOT ATTENDING.

2. Students taking an online/internet class must sign in and communicate with the instructor within the first ten calendar days from the start of the semester to indicate attendance in the class. Students not attending class during the first ten calendar days from the start of the semester must be dropped from the class for NOT ATTENDING.

3. Reinstatement requires the signature of the division dean.
   a. In the event it becomes necessary for a student to withdraw from the course OR if a student stops attending class, it is the student's responsibility to initiate and complete the necessary paperwork. Withdrawing from class may have consequences associated with financial aid and time to completion.
   b. When a student exceeds the allowed absences, the student is in violation of the attendance policy. The instructor MUST withdrawal the student with a grade of “W”, “WP”, or “WF” depending on the date the student exceeded the allowed absences and the student’s progress up to the last date of attendance
   c. Under extenuating circumstances and at the discretion of the faculty member teaching the class, allow the student to continue in the class and make-up the work. This exception must be documented at the time the allowed absences are exceeded.
   d. Absences are counted from the first day of class. There are no "excused" absences. All absences are counted, regardless of the reason for the absence.

4. A student must take the final exam or be excused from the final exam in order to earn a non-withdrawal grade.

5. Students are expected to be in class on time. Arrival to class after the scheduled start time or leaving class prior to dismissal counts as a tardy. Three tardies and/or early departures are considered as one absence unless stated otherwise.
It is the student’s responsibility to sign the roll/verify attendance with instructor upon entering the classroom. Failure to sign the roll/verify attendance results in a recorded absence. In the event of tardiness, it is the student’s responsibility to insure that attendance is marked. **The student is responsible** for all material/ announcements presented, whether present or absent.

6. Continuity of classroom and laboratory (which includes clinical experiences) is essential to the student’s progress in providing safe and competent patient care. Students are expected to use appropriate judgment for participating in clinical activities. To evaluate the student’s knowledge and skills, it is necessary for the student to be present for all clinical experiences. If absence does occur, the designated clinical site, in addition to the Division of Health Sciences Administrative Assistant, must be notified by telephone no later than 30 minutes prior to the start of the clinical experience. The Division of Health Sciences telephone number is 843-525-8267.

7. Absences from the clinical area are strongly discouraged. The attendance policy applies to clinical activities. **“No call, no show”** for clinical is unprofessional conduct and the student will be withdrawn from the program with a WF.

A copy of TCL’s **STATEMENT OF POLICY NUMBER: 3-1-307 CLASS ATTENDANCE (WITHDRAWAL)** is on file in the Division Office and in the Learning Resources Center.

**HAZARDOUS WEATHER**
In case weather conditions are so severe that operation of the College may clearly pose a hardship on students and staff traveling to the College, notification of closing will be made through the following radio and television stations: WYKZ 98.7, WGCO 98.3, WGZO 103.1, WFXH 106.1, WWVV 106.9, WLOW 107.9, WGZR 104.9, WFXH 1130 AM, WLVH 101.1, WSOK 1230 AM, WAEV 97.3, WTOC TV, WTGS TV, WJWJ TV, and WSAV TV. Students, faculty and staff are highly encouraged to opt in to the Emergency Text Message Alert System. [www.tcl.edu/textalert.asp](http://www.tcl.edu/textalert.asp)

**ACADEMIC MISCONDUCT**
There is no tolerance at TCL for academic dishonesty and misconduct. The College expects all students to conduct themselves with dignity and to maintain high standards of responsible citizenship.

It is the student’s responsibility to address any questions regarding what might constitute academic misconduct to the course instructor for further clarification.

The College adheres to the Student Code for the South Carolina Technical College System. Copies of the Student Code and Grievance Procedure are provided in the **TCL Student Handbook**, the Division Office, and the Learning Resources Center.

Health care professionals hold the public trust. Academic misconduct by health science students calls that trust into question and academic integrity is expected.
It is a fundamental requirement that any work presented by students will be their own. Examples of academic misconduct include (but are not limited to):

1. copying the work of another student or allowing another student to copy working papers, printed output, electronic files, quizzes, tests, or assignments.
2. completing the work of another student or allowing another student to complete or contribute to working papers, printed output, electronic files, quizzes, tests, or assignments.
3. viewing another student’s computer screen during a quiz or examinations.
4. talking or communicating with another student during a test.
5. violating procedures prescribed by the instructor to protect the integrity of a quiz, test, or assignment.
6. plagiarism in any form, including, but not limited to: copying/pasting from a website, textbook, previously submitted student work, or any instructor-prepared class material; obvious violation of any copyright-protected materials.
7. knowingly aiding a person involved in academic misconduct.
8. providing false information to staff and/or faculty.
9. entering an office unaccompanied by faculty or staff.
10. misuse of electronic devices.

### GRADING POLICY

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<td>90% - 100%</td>
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**Grading Methodology.** The final grade must be 75.000 or more in order to pass the course and progress in the program. Students absent from an examination or presentation will receive a “0” grade for the examination unless other arrangements are made with the individual instructor prior to the examination or presentation day or on the examination or presentation day before the test/presentation is scheduled to be given. It is the responsibility of the student to contact the appropriate instructor to arrange to make up the examination. Arrangements may be completed by telephone. If the instructor is not available, a message should be left on the instructor’s voice mail AND with another member of the faculty or administrative assistant. The instructor will decide the time and method of make-up examinations on an individual basis. Messages sent by other students are unacceptable. The student is responsible for notifying the instructor of the reason for the absence. Grades are posted on Blackboard within one week of administration of tests and examinations.
EXPECTATION OF STUDENT TO FULFILL RADIOLOGIC TECHNOLOGY COURSE REQUIREMENTS
Radiologic Technology students are expected to adhere to all policies outlined in the college
catalog/handbook as well as the Radiologic Technology Student Handbook. Violations of any policies
are unacceptable. Failure to adhere to college and radiologic technology program policies may
constitute dismissal from the program.

Course Coordinator:   Glenn Levicki, MSRS, R.T. (R) (MR) (CT) (ARRT)
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