

## **Applicant Information**

### **CT, MRI, and Mammography Courses for Imaging Technologists**

Contact: Sara Rivard – [sararivard@oakland.edu](mailto:sararivard@oakland.edu)

William Van Dyke – [wvandyke@oakland.edu](mailto:wvandyke@oakland.edu)

## **DESCRIPTION**

The Radiologic Technology program at Oakland University offers courses designed to expand on the existing knowledge of current ARRT registered imaging technologists in the areas of Computed Tomography (CT), Magnetic Resonance Imaging (MRI), and Mammography, in affiliation with Beaumont Health. Each course is approximately one semester (15 - 17 weeks) in length. The MRI course includes approximately 32 hours of clinical and one 3-hour class per week. The CT and Mammography courses include approximately 24 hours of clinical and one 3-hour class per week. Clinical hours take place in the morning and afternoon shifts at various Beaumont clinical locations. Other clinical sites, locations and hours of attendance may be required. Clinical shifts vary based on the clinical rotation schedule, as assigned. With permission, additional clinical time may be allowed.

Extensive clinical participation is required throughout these courses to meet the ARRT credentialing requirements in the course modality. These advanced modality courses demand a high level of student professionalism, personal commitment and academic focus. Students that are unable to maintain this degree of performance will not be allowed to continue in the course.

The MRI course is offered for 7 credits, and the CT and Mammography courses are offered for 6 credits each. Tuition is assessed based on the School of Health Sciences upper division rates. Tuition rates are adjusted each year by the University. Please be aware of the differential tuition rates specific to the School of Health Sciences. Some employers might provide tuition reimbursement for these courses. Please check with your department administrator for details.

## **APPLICATION PROCESS**

1. Applications are accepted year-round. Please submit all application materials to:  
William Van Dyke BS, RT(R)  
Oakland University  
3162 Human Health Building  
433 Meadow Brook Rd.  
Rochester, MI 48309      ([Application](#))
2. A completed application must include:

- a. 1 academic letter of recommendation and 1 employer letter of recommendation ([recommendation form](#))
  - b. Official transcripts from all colleges and universities other than Oakland University
  - c. Personal Statement with Resume
  - d. \*Proof of primary certification and current registration with ARRT or equivalent credentials.  
\*Applicants must be certified and registered in the ARRT appropriate supporting discipline. Newly graduated applicants must meet this requirement by the second course week.
3. Applicants accepted for interview will be contacted for specific interview date/time.
4. Interviews will be conducted during the semester before the course begins.
5. Selection is based upon:
  - a. Science/Math GPA
  - b. Letters of Recommendation
  - c. Interview scores
6. The Admissions Committee will make final determination of candidate's status.
7. The course will be offered during any semester (Fall, Winter, Spring/Summer) when university enrollment requirements are met.

## **ADMISSION POLICIES**

The Admissions Committee is responsible for reviewing application and interview materials, and selecting students for the course.

If accepted, the student must successfully complete the following at their own expense:

- Criminal background and sexual offender check, as directed by the program.
- Physical exam (including drug screen, urinalysis, blood testing, etc.).
- Immunization record or titer results demonstrating immunity for each of the following: Tdap, rubeola, rubella, mumps, pertussis, varicella zoster, hepatitis B, annual flu vaccine (when available) and TB test.
- CPR – ONLY American Heart Association BLS Provider is accepted. A CPR class for accepted candidates may be available through OU School of Health Sciences.
- Students enrolled in the program must document personal health care insurance coverage throughout the entire course.

## **APPLICATION TIMELINE**

Application deadlines	June 1 for Fall semester October 1 for Winter semester February 1 for Summer semester
Interviews Completed	2-3 months prior to course start date
Accepted students are notified	1-2 months prior to course start date
Student health forms are due	1 month prior to course start date
<u>Mandatory</u> Program Orientation	about 1-2 weeks prior to course start date

## **TUITION, TEXT BOOKS, UNIFORMS**

Tuition rates are adjusted each year by the University. Each course is offered for 7 credits.

Current tuition information may be found at: [Student Financial Services Tuition Rates](#)

*Please be aware of the differential tuition rates specific to the School of Health Sciences.*

Other required costs:

- \* ASRT Module Series specific to the modality. Students must purchase and submit modules as proof of structured education.
- \*Textbooks as required by the instructor.
- \* Students are required to wear royal blue scrub type uniforms for participation in clinical.
- \* Students are required to carry personal healthcare insurance for the duration of the course.

## **OAKLAND UNIVERSITY REFUND POLICY**

The refund policy for the course follows the university refund policy located in the university catalog. Students are eligible for a full refund of tuition within two weeks of the first day of the semester. Late payments are assessed a penalty as described in the university catalog. All university tuition policies apply to the Radiologic Technology program. For more information visit: [Student Financial Services Website](#)

## **APPLYING TO OAKLAND UNIVERSITY**

All potential students must complete a free on-line application to Oakland University after they are accepted into a Modality Course. All students apply as “Future Students” (see Future Student Application on the OU website. On this application, select Undergraduate Admissions – I wish to pursue other undergraduate work.

Students holding a bachelor’s degree (from any university)

Select Admissions Type – Post Bachelor

Select Academic Program – Post Bachelor

Students holding an associate’s degree (from any college) or no academic degree.

Select Admissions Type – Non Matriculating

Select Academic Program – Non Matriculating

Students holding a certificate in Radiologic Technology (no academic degree) must supply Oakland University with proof of completion of their high school diploma

<b><u>GRADING SCALE</u></b>	100 - 99.0 – A+	78.9 – 75.0 - C
	98.9 - 95.0 – A	74.9 – 72.0 – C-
	94.9 - 92.0 – A-	71.9 – 69.0 – D+
	91.9 – 89.0 – B+	68.9 – 65.0 - D
	88.9 – 85.0 – B	64.9 – 62.0 – D-
	84.9 – 82.0 – B-	Below 62 - E
	81.9 – 79.0 – C+	

## **ACCREDITATION**

**Oakland University** is accredited by the Higher Learning Commission of the North Central Association of Colleges and Schools – 312-263-0456

[ncahigherlearningcommission.org](http://ncahigherlearningcommission.org)

In 2009 the Higher Learning Commission of the NCA conducted a comprehensive visit of Oakland University. The next comprehensive visit is not scheduled until 2019 and no follow up reports or visits were required

## **EXCESSIVE EXPOSURE POLICY**

Students and staff at the clinical sites comply with required radiation safety practices. Excessive exposure to students is extremely rare.

1. Any radiation badge, regardless of location, with an exposure in excess of 1,250 millirem in a quarter will be reported to the Michigan Department of Community Health (MDCH) within 30 days of discovery.
2. When monthly exposure exceeds 400 millirem, the student may be trending toward excessive exposure. The RSO designate may want to provide training and consultation to prevent an excessive exposure reported to MDCH. Students are not required to hold patients during radiographic exposures.
3. Actions to be taken for excessive exposure:
  - Use the standard report format
  - Investigate the badge readings and recommend corrective action, if applicable
  - Discuss the report with the student
    - Review the waist badge doses
    - Discuss the biological aspect
    - Provide the student with the weighted average\*
  - RSO Designate and student must sign both the original and one copy
  - Give the signed copy to the student
  - Send the signed original to the Radiation Safety Department within 20 days of discovery
  - The RSO designate may want to provide training and consultation to prevent an excessive exposure reported to MDCH
  - The RSO will send the report to the MDCH and also distribute the reports as indicated

## **POLICY REGARDING EMPLOYEE/STUDENT EXPOSURE TO IONIZING RADIATION**

In addition to maintaining employee/student radiation doses in compliance with accepted government standards, Beaumont Health has adopted an ALARA Program (an acronym for maintaining radiation exposure “as low as reasonably achievable”). Guidelines for the amount of radiation dose an employee/student may receive occupationally are as follows:

Under the ALARA program the limits imposed are as follows:

1. The maximum permissible deep dose equivalent (as monitored by a film badge worn anteriorly between waist and chest) should not exceed 500 millirem per year, 125 millirem per quarter. Exposures in excess of this value will be reported to the Radiation Safety Committee, investigated by the Radiation Safety Officer, and if possible, shielding or changes in the work environment made so that lower exposures can be achieved. Individuals who wear 2 film badges (collar and waist) are assigned the higher of the two readings on the quarterly and annual exposure reports.
2. The maximum permissible exposure for the hands (monitored via ring (TLD badge)) of an individual, should not exceed 5,000 millirem per year or 1,250 millirem per quarter. Exposures in excess of this value will be reported to the Radiation Safety Committee, investigated by the Radiation Safety Officer, and if possible, shielding or changes in the work environment made so that lower exposures can be achieved.

State and Federal regulations for maximum permissible doses:

1. The maximum permissible exposure for the radiation monitor worn external to the lead apron (not addressed in the ALARA program) shall be the same as the limit for the skin dose imposed by the State of Michigan which is 30,000 millirem per year 7,500 millirem per quarter.
2. Any radiation monitor, regardless of location, with an exposure in excess of 1,250 millirem in a quarter will be reported to the Michigan Department of Health, Division of Radiological Health, as described by Michigan Rules and Regulations Governing Ionizing Radiation.
3. An individual working with ionizing radiation will not be removed from their job unless it is definitely proven that the individual has received a radiation exposure which exceeds the State or Federal limits of (a) 5,000 millirem per year whole body dose equivalent (DDE), (b) 50,000 millirem per year to skin (SDE, WB), any

extremity (SDE, ME) or any organ, or (c) 15,000 millirem per year eye dose equivalent (LDE).

4. The dose to an embryo/fetus during the entire pregnancy, due to occupational exposure of a declared pregnant woman, shall not exceed 500 millirem.

## **PREGNANCY POLICY**

1. Declaration of pregnancy is strictly voluntary. Any female x-ray student who declares her pregnancy must notify the Program Director in writing. After the declaration of pregnancy the Radiation Safety Officer or designate will assure that the fetal dose is less than 500 millirem during the gestation period. Students may withdraw this declaration at any time. Withdrawal of declaration must be made in writing. If declaration is withdrawn, the fetal monitor will be immediately discontinued.
2. The Diagnostic Radiological Physicist or Radiation Safety Officer will meet with the student and the radiation badge record will be reviewed.
3. The student will be issued an additional badge as a fetal monitor.
4. The guide "Possible Health Risks to Children of Women Who are Exposed to Radiation During Pregnancy" will be read by the student at this time and she will sign that she has read the document. At this time any concerns will be addressed.
5. Three options regarding pregnancy/course continuance:
  - a. Students will maintain their assigned clinical rotations while pregnant. All policies relating to pregnant employees at the clinical site pertain to pregnant students.
  - b. If circumstances require the student to discontinue participation in the course, Oakland University tuition refund policy remains in effect.
  - c. Students leaving the course for any reason may reapply for a subsequent course.
6. If declaring pregnancy, the student will sign the "Declaration of Pregnancy" form.



## Declaration of Pregnancy Form

I, \_\_\_\_\_, am declaring that I am pregnant and I have:

1. Notified, in writing, to my supervisor (optional) and the Radiation Safety Office (or RSO designate) that I am pregnant,
2. Reviewed my radiation badge records with the Radiation Safety Officer and all questions pertaining to that record have been answered to my satisfaction,
3. Read the "Instructions Concerning Prenatal Radiation Exposure."
4. A radiation badge to be worn as a fetal monitor will be assigned to me.
5. Estimated the date of conception to be \_\_\_\_\_.  
Month/year

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Employee Name (Printed)

\_\_\_\_\_  
Supervisor (Optional)

\_\_\_\_\_  
Radiation Safety Officer/or RSO Designate  
112 ABW or 200 Troy

\_\_\_\_\_  
Date (Declaration Date)

**To be completed by the RSO** \_\_\_\_\_

Conception date submitted to Landauer \_\_\_\_\_

Est. date of birth \_\_\_\_\_

Date fetal badge requested from Landauer \_\_\_\_\_

## **Oakland University Modality Courses**

### **Technical Performance Standards**

Those persons wishing to enter, or those students who expect to continue in a Radiologic Technology Modality Course must be able to perform the Technical Performance Standards identified below. Oakland University reserves the right to require the applicant or student to physically demonstrate any or all of the following skills prior to acceptance into a Modality Course or while enrolled:

- Use fine manual dexterity to manipulate radiographic and venipuncture equipment and other patient care apparatus.
- Reach equipment up to a height of 75" with the aid of a step.
- Assist or participate in a two-person lifting technique with a non-ambulatory or semi ambulatory patient, in transferring from a wheelchair or stretcher to a radiographic table, and then back to a wheelchair or stretcher.
- Propel the wheelchair or stretcher in and out of radiographic room.
- Observe any situation, which may be potentially hazardous to the patient or other personnel.
- Listen and hear for indicative signs of a medical emergency: choking, shortness of breath, patient complaints of pain, etc.
- Position the patient on the radiographic table in required positions for all procedures using tactile sense by palpating appropriate anatomic structures.
- Push the mobile radiographic unit from the department to the patient room.
- Mentally assess medical emergencies and respond quickly to summon qualified medical personnel.
- Visually differentiate shades of black, gray and white on a radiographic image.
- Verbally communicate with patients and staff to provide procedure information and patient instructions.
- Perform clinical exams within established time frames and without additional resources or assistance.
- Operate various computerized equipment.

Students who are not able to accept these technical standards should speak to the Program Director before proceeding with the Modality Course Application.

**Oakland University Radiologic Technology**  
**STUDENT M.R.I. PRE-SCREENING FORM**

Name \_\_\_\_\_ Student I.D.#: \_\_\_\_\_ D.O.B: \_\_\_\_\_  
Date: \_\_\_\_\_

Please indicate if you have the following:

Cardiac Pacemaker: -----Yes\_\_\_ No\_\_\_  
Implanted Cardiac Defibrillator: ---Yes\_\_\_ No\_\_\_

**Note: If yes to either of these two above questions, you may be reassigned to another specialty rotation**

Neuro Stimulator/Spinal Fusion Stimulator: -----	Yes___ No___
Cerebral Aneurysm Clip: -----	Yes___ No___
Metal fragments (eye, head, skin, etc.): -----	Yes___ No___
Implanted Drug Infusion Pump: -----	Yes___ No___
Cochlear, Otologic or Ear Implants: -----	Yes___ No___
Internal Cardiac Pacing Wires: -----	Yes___ No___
Magnetically Activated Implants (dental, sphincter, stoma): -----	Yes___ No___
Heart Valve Prosthesis: -----	Yes___ No___
Ornamental Body Piercing: -----	Yes___ No___
Prosthesis (orbital, limb, penile, etc.): -----	Yes___ No___
Vascular Stent, Filter, Coil, or Clamp: -----	Yes___ No___
Vascular Access Port and/or Catheter (mediport, picc line, etc.): -----	Yes___ No___
Intraventricular or Spinal Shunt (v.p. shunt or Programmable v.p. shunt): -	Yes___ No___
Hearing Aid/Dentures: -----	Yes___ No___

Are You Pregnant: ----- Yes\_\_\_ No\_\_\_

Any Other Implanted Item? If **YES**, please describe: \_\_\_\_\_

Please list the details of any item with a **"YES"** response (i.e, exact type of implant, model #, etc.): \_\_\_\_\_

- Note: if you have a device card explaining the type of implanted device, please provide it with this form
- You may be asked to remove all jewelry, watches, hairpins or other hair ornaments, hearing aids, removable dental work, purses, wallets, money clips, coins, badges, and credit cards before entering the MRI suite.

**I have answered the above information to the best of my knowledge.**

Student Signature \_\_\_\_\_ . Date \_\_\_\_\_  
Technologist Signature \_\_\_\_\_ . Date \_\_\_\_\_