



# **Radiography Program**

Addendum to the Student Handbook

*Revised May 2022*

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## INTRODUCTION

This Addendum to the Student Handbook has been designed specifically for students in the Radiography Program and is used in conjunction with the Athens Technical College Catalog & Student Handbook. The information contained in this publication provides specific information concerning college, program and hospital policies of which the student must be aware. The information in this handbook is subject to change, in which case the student will be notified of such in writing. It is the responsibility of each student to read both the Athens Technical College Catalog & Student Handbook very closely and adhere to all policies.

The Athens Technical College Radiography Program is a two year (five semester) program leading to the Associate of Applied Science degree, the Radiography Program involves varied liberal arts courses, professional courses (related specifically to Radiography) and coordinated practice courses (providing hands-on education and experience in the clinical setting).

Beginning with the second semester of the program, students are actively involved in the clinical setting, working directly with patients and learning from staff technologists as well as program faculty. The clinic sites are located in Athens-Clarke, Franklin, Greene and Walton county. Athens Orthopedic Clinic, Athens Orthopedic Clinic Urgent Care, Piedmont Athens Regional Medical Center, Inc., Piedmont Oconee Health Campus, Piedmont Orthopedic & Sports Medicine, Piedmont Walton Hospital, St. Mary's Healthcare System, Inc., St. Mary's Outpatient Imaging Center, The Urology Clinic, St. Mary's Sacred Heart Hospital, St. Mary's Good Samaritan Hospital and University of Georgia Health Center serve as clinical affiliates for the students in this program. The staff and administration of these institutions provide enormous support and assistance in maintaining the quality of this educational program.

Upon successful completion of all courses in the Radiography Program curriculum, the student is eligible to apply for the national registry examination offered by the American Registry of Radiologic Technologists (ARRT). More information concerning the courses can be found in the Athens Technical College Catalog at [www.athenstech.edu](http://www.athenstech.edu).

## **PROGRAM MISSION**

The mission of the Radiography Associate Degree Program is to prepare qualified radiographers who are compassionate, technically competent, ethical, and professional and who respond to the needs of the patient and the needs of the organization.

## **PROGRAM GOALS AND STUDENT LEARNING OUTCOMES**

The Radiography Associate in Applied Science degree program goals are:

### **Goal 1: Students will be clinically competent.**

#### Outcomes:

- Students will demonstrate radiation safety and protection.
- Students will demonstrate positioning skills and the ability to adapt to patient condition.

### **Goal 2: Students will communicate effectively.**

#### Outcomes:

- Students will use effective oral communication skills.
- Students will practice written communication skills.

### **Goal 3: Students will use critical thinking and problem solving.**

#### Outcomes:

- Students will be able to make necessary corrections for positioning and/or technique.
- Students will adapt to new situations and recognize available resources.

## **PROGRAM OBJECTIVES**

The Radiography Associate in Applied Science degree program objectives are:

- Provide current curriculum, instructional materials and equipment (in accordance with available funding) which teach knowledge, skills and attitudes appropriate to Radiography.
- Provide educational facilities, which foster learning and provide safe, healthy environments available and accessible to all students who can benefit from the program.
- Provide academic instruction, which supports effective learning within the program and which enhances professional performance on the job.
- Provide employability skills, which foster work attitudes and work habits that will enable the graduate of the program to perform as a good employee.
- Nurture the desire for learning so that the graduate will pursue his/her own continuing education as a lifelong endeavor.
- Provide an educational atmosphere, which promotes a positive self-image and a sense of personal well-being.
- Provide education that fosters development of good safety habits.
- Provide admission, educational and placement services without regard to race, color, national origin, religion, sex, age or handicapping condition.

- Provide information to the public regarding the program that will facilitate recruitment and enrollment of students.
- Promote faculty and student rapport and communications to enhance student success in the program.

## **ACCREDITATION**

The Athens Technical College Radiography Program was established, as an Associate Degree program, in 1990. The Radiography Program is accredited by the:

Joint Review Committee on Education in Radiologic Technology (JRCERT)  
 20 North Wacker Drive, Suite 2850  
 Chicago, IL 60606-3182  
 Phone: (312) 704-5300  
 Fax: (312) 704-5304  
 E-mail: [mail@jrcert.org](mailto:mail@jrcert.org)/ web site: <http://www.jrcert.org/>

It is Athens Technical College’s desire to create the highest quality Radiography Program. If a student has concerns with program policies or practices, please bring them to the attention of the Radiography Program Director. Issues may be easily resolved once program officials are aware of them. If a student has an allegation of non-compliance with the Standards for an Accredited Educational Program in Radiography, they may pursue those allegations by going to the JRCERT web site (<http://www.jrcert.org>). Select the Students tab. On the Student page, select Reporting Allegations and Reporting Process. Follow the directions on the reporting form. Students must complete all the steps of the Radiography Program’s (Athens Technical College) grievance procedure before considering the filing of an allegation with the JRCERT of non-compliance with the JRCERT Standards.

Please use the following link to view the “Standards for an Accredited Educational Program in Radiography, Effective January 1, 2021”: <https://www.jrcert.org/accreditation-information/accreditation-standards-2021/>

## **RADIOGRAPHY PROGRAM PERSONNEL**

Program Director:	Amanda Stanley, R.T. (R)
Clinical Coordinator:	Krissy King, R.T. (R), (MR)
Faculty:	Kyle Shipman, R.T. (R)

## CURRICULUM

Athens Technical College offers a two year Radiography Program leading to the Associate in Applied Science degree. It requires full-time attendance. The student attends academic classes and clinical education only when Athens Technical College is in session.

The curriculum of the Radiography Associate Degree Program includes three categories of instruction: general education courses, radiography core courses, and radiography major courses. The Radiography Associate in Applied Science degree program requires student completion of general education courses in the areas of the following:

- Area I: Language Arts/Communication
- Area II: Social/Behavioral Sciences
- Area III: Natural Sciences/Mathematics
- Area IV: Humanities/Fine Arts

The curriculum requires student completion of all Radiography Program courses in introductory concepts, principles and technologies, which provide the foundations for the occupation. The curriculum follows a structured plan to include all the content areas listed in the TCSG Standards and the ASRT curriculum guide.

## COURSE CONTENT AND SEQUENCING

The Radiography Associate Degree Program has a comprehensive educational plan that includes course syllabi, course objectives, unit objectives, lecture outlines, sample tests, laboratory exercises and various other instructional materials.

The Radiography Associate in Applied Science degree requires a total of 80 credit hours for graduation. Of the 80 hours required for graduation, 52 hours are radiography major courses and 28 hours are general education and radiography core courses. The Master Plan contains all the course syllabi to include course outline, grading scale, textbooks and objectives. The courses are sequenced in a method that allows the student to progress from the less difficult to material that is more difficult. The course descriptions can be found online within the [Athens Technical College Catalog](#).

Each course syllabus has general objectives stating, in broad terms, what will be accomplished during the semester. They also include specific objectives for each unit within a course. The performance (behavioral) objectives identify measurable demonstration of competencies in the area of knowledge, attitude, value and physical performance. The didactic objectives found in the course syllabi primarily measure the cognitive domain, the objectives used to measure the psychomotor domain are located in the clinical syllabi and the affective domain is measured by objectives that are found in either the course, laboratory or clinical syllabi. Each course has been planned, structured, and strategically placed within the curriculum so students will receive the most benefit from the instruction.

The student enters the Radiography Program beginning in the fall semester and continues for five sequential semesters. In the spring semester of the first year, the student begins clinical requirements by attending clinical education courses. Student involvement in the program is forty hours per week or less.

The student has a rigorous didactic and clinical schedule. Classes are held as scheduled. When necessary the instructors will substitute for one another. In the event of severe weather or other emergency, resulting in

the closure of the college, students will not attend clinic. Students should refer to the college catalog for information about announcements regarding the college's closing due to hazardous weather conditions. Faculty will post announcements within the college online learning platform, and communicate via email as necessary. Depending on the nature and duration of the emergency, make up or additional clinic time may be required. Faculty will establish a schedule that facilitates completing missed clinic time as needed.

The instruments that are used to evaluate the student's theoretical knowledge are generally objective tests. They closely follow the course and unit objectives, which the student receives well in advance of any evaluations. The evaluations of the student at the clinical facilities are made by staff evaluations, faculty evaluations, clinical competencies, and image critiques.

The standards for the Radiography Program have been set very high. The student is expected to maintain a high academic average, demonstrate good moral character, dependability and skill. Even though the students are at various performance levels during their education, there are minimum performance standards that must be met. The criteria and the enforcement of these standards are equitably applied to all students. Conferences are held formally once each semester and at other times, as deemed necessary, to discuss a student's performance.

The course descriptions are published in the Athens Technical College Catalog and are part of each course syllabus.

## **ACADEMIC STATUS**

The Radiography Program follows the College's policies as described in the Athens Technical College Student Handbook under Academic Information. All courses must be passed with a grade of "C" or better.

"Re-entry into Selective Admission Programs of Study" policy: Students who fail to progress in a selective admission program may request re-entry to that program, although re-entry cannot be guaranteed. Reasons for failure to progress may include, but are not limited to, withdrawal from a program course, academic course failure, clinical course failure, or documented deficiencies in clinical performance. Students seeking re-entry must be aware that they can only retake the class(s) they failed during the semester that the courses are offered and make their re-entry plans accordingly. Furthermore, students may only re-enter or be re-admitted the program one time for a total of two attempts to complete a program successfully. In order to be considered for re-entry or re-admission, students must have a minimum overall grade point average (GPA) of 2.0, be in good academic standing at the college, and meet all other requirements for re-entry or re-admission as specified by the Office of Admissions. Students may also be required to meet conditions of a program-specific, individually developed learning action plan in order to re-enter.

All requests for re-entry are granted on a space available basis, which is based on the allowable student-to-faculty ratio determined for effective classroom or laboratory teaching, availability of appropriate clinical sites, employment rates in field, and other factors. Students seeking to re-enter programs may be required to demonstrate that they have retained the foundational knowledge necessary for academic success and patient safety by completing both written and practical exams on coursework previously completed. If the need to re-enter is based on previous withdrawal for medical reasons, applicants must submit documentation from a physician providing clearance to resume all aspects of the program, including clinical education.

Students who request re-entry into selective admission programs must abide by the policies and procedures in place at the time re-entry is sought, not those that were in place at the time of first admission. Students are hereby notified that individual selective admission programs may have additional requirements for re-entry, all of which are published in addenda to the catalog and student handbook and available from the respective program chairs.

## **CURRICULUM MONITORING**

The Radiography Program provides a timely system of internal validation of curricular content and provides for necessary changes in a responsible and responsive manner. Feedback will be received from graduates, employers and the Advisory Committee. A questionnaire is sent to graduates and to employers.

## **ATTENDANCE POLICY**

Refer to the [Athens Technical College Student Handbook](#) for policy details.

## **COURSE EVALUATION**

Refer to the [Athens Technical College Student Handbook](#) and course syllabus for policy details.

## **GRIEVANCE POLICY**

Refer to the [Athens Technical College Catalog](#) for policy details.

## **HAZARDOUS WEATHER POLICY**

Refer to the [Athens Technical College Student Handbook](#) for policy details.

## **INFECTIOUS MATERIALS POLICY**

Radiographers are considered by OSHA to fall into the category of high-risk health care workers. Student radiographers are at risk for exposure to blood and other potential infectious materials during clinical or classroom participation.

All exposures and needle sticks must be reported to the clinical instructor and/or supervisor and Program Director immediately. In the case of an exposure to blood and other potential infectious materials:

- If applicable, wash affected area immediately with soap and water and/or irrigate eyes with normal saline or water for ten (10) minutes.
- Complete a variance report.
- Report the exposure to Radiography Program faculty.
- Complete an Athens Technical College Exposure Form.
- The student will be directed by the Athens Technical College Infection Control Officer for any further evaluation and/or treatment.



## **INSURANCE**

- It is the responsibility of each student to provide his/her own personal health insurance.
- Malpractice insurance is required and is charged to the student in the first and third semester along with tuition and fees. Refer to the Athens Technical College Catalog for policy details.
- General accident insurance is also required by the school and is charged to the student each semester along with tuition and fees. Refer to the Athens Technical College Catalog for policy details.

## **PARKING POLICY**

Refer to the Athens Technical College Student Handbook for policy details.

## **PART-TIME EMPLOYMENT**

Although employment may be financially necessary, students must realize that commitment to the successful completion of the Radiography Program must take priority over other endeavors. Part-time employment schedules must be flexible so as not to conflict with classroom and/or clinical rotations.

Certain institutions in this area may choose to hire students for employment prior to their certification in Radiography. The Radiography Program at Athens Technical College does not take a position either for or against such employment opportunities. However, the student must be aware that they are no longer under the auspices of Athens Technical College and cannot fulfill any school requirements while a paid staff member of that institution. In addition, they may not fulfill any clinical obligations either as an evaluator or in the instructional mode.

This is not to deter anyone from employment, only to inform students that during the hours of employment, they are not considered a student of the Radiography Program at Athens Technical College.

## **PREGNANCY POLICY**

It is the policy of the Radiography Program that a female student who becomes pregnant during her two-year tenure in the program has the option of whether or not to inform program officials of her pregnancy. If the student chooses to voluntarily inform program officials of her pregnancy, the following policy becomes effective:

1. The student must provide a written notice of voluntary declaration of pregnancy to be e-mailed to the Radiography Program Director, which includes the expected delivery date. In the absence of this voluntary, written disclosure, the student cannot be considered pregnant.
2. Inform her physician.
3. Decide (based on her physician's advice) whether to remain in or take leave of absence from the clinical assignments and/or classroom assignments.

4. The student has the option to continue in the Program without modification. The student must inform the Radiography Program director, in writing, of the decision to continue without modification.
6. The student may submit a written withdrawal of the declaration of pregnancy, to be e-mailed to the Radiography Program Director, at any time.
7. The Radiography Program will provide a declared pregnant student with a fetal dose monitor, after the declaration of pregnancy, to be worn at waist level. If a lead apron is worn, the monitor is worn under the lead apron.
8. The declared pregnant student will be counseled on fetal dose limits.

The premise of this policy is to allow the pregnant student to make an informed decision as to the risks and benefits of continuing in the program based on her individual needs and preferences.

*The National Council of Radiation Protection and Measurements (NCRP) Report No. 39-1971, recommends that during the entire gestation period, the maximum permissible dose equivalent to the fetus from occupational exposure of the expectant mother, should not exceed 0.5 rem (500 millirems during the nine months of pregnancy). If a Radiographer uses the proper radiation protection measures, and is always in a shielded area when exposures are made, never holds a patient or image receptor during exposure, etc., she should not be receiving over 30 millirems per month in any case. (This converts to approximately 360 millirems, or 0.36 rem per year, which is considerably below the limits of the cited NCRP report). Although we make every effort to have the most current information, it is your responsibility to stay updated on any changes.*

### **NATIONAL REGISTRY CERTIFICATION**

American Registry of Radiologic Technologists (ARRT)

Upon successful completion of the Athens Technical College Radiography program, a graduate will be eligible to sit for the national registry examination. The national registry examination offered by the ARRT is conducted by appointment at a Pearson VUE Center. The locations are forwarded to each applicant upon proof of their eligibility. The applicant will then have a three-month window in which to make an appointment.

Eligibility to apply for the national registry examination depends on the following:

- Verified completion of all requirements for graduation from Athens Technical College.
- It is each student's responsibility for submitting an application to sit for the examination. Applications will be made available through the Radiography Program. Applications will be available digitally in advance of the anticipated graduation date.

### **ETHICAL BEHAVIOR ELIGIBILITY REQUIREMENT**

The American Registry of Radiologic Technologists (ARRT) ethical behavior eligibility requirements specify that every applicant for certification must "be a person of good moral character and must not have engaged in conduct that is inconsistent with the ARRT rules of ethics," and they must "agree to comply with the ARRT rules and regulations and the ARRT standards and the ARRT standards of ethics."

One issue addressed by the rules of ethics is the conviction of a crime, including a felony, a gross misdemeanor or a misdemeanor, with the sole exception of speeding and parking violations. All alcohol and/or drug related violations must be reported. \*Conviction as used in this provision includes a criminal proceeding where the individual enters a plea of guilty or nolo contendere. All potential violations must be investigated by the ARRT in order to determine eligibility. Further information may be found on the ARRT web site in the handbooks for radiography certification.

Individual clinical sites may prohibit students to rotate through their facilities based on the background check, regardless of ARRT ethics board results/investigation.

Applicants should be aware of this limitation on certification and clinical site rotation prior to entering the radiologic technology program. Practice of deceit in the application procedure is cause for dismissal from the program.

If you have concerns regarding your eligibility to sit for the ARRT examinations, please contact the ARRT:

The American Registry of Radiologic Technologists  
1255 Northland Drive  
St. Paul, MN 55120  
(651) 687-0048  
[www.arrt.org](http://www.arrt.org)

### **A.R.R.T. STANDARDS OF ETHICS**

1. The Radiologic Technologist conducts himself/herself in a professional manner, responds to patients' needs and supports colleagues and associates in providing quality patient care.
2. The Radiologic Technologist acts to advance the principal objective of the profession to provide services to humanity with full respect for the dignity of humankind.
3. The Radiologic Technologist delivers patient care and service unrestricted by the concerns of personal attributes or the nature of the disease or illness, and without discrimination regardless of sex, race, creed, religion, or socioeconomic status.
4. The Radiologic Technologist practices technology founded upon theoretical knowledge and concepts, utilizes equipment and accessories consistent with the purposes for which they have been designed, and employs procedures and techniques appropriately.
5. The Radiologic Technologist assesses situations, exercises care, discretion and judgment, assumes responsibility for professional decisions, and acts in the best interest of the patient.
6. The Radiologic Technologist acts as an agent through observation and communication to obtain pertinent information for the physician to aid in the diagnosis and treatment management of the patient, and recognizes that interpretation and diagnosis are outside the scope of practice for the profession.
7. The Radiologic Technologist utilizes equipment and accessories, employs techniques and procedures, performs services in accordance with an accepted standard of practice, and demonstrates expertise in limiting the radiation exposure to the patient, self, and other members of the health care team.
8. The Radiologic Technologist practices ethical conduct appropriate to the profession and protects the patient's right to quality radiologic technology care.
9. The Radiologic Technologist respects confidences entrusted in the course of professional practice, respects the patient's right to privacy, and reveals confidential information only as required by law or to protect the welfare of the individual or the community.

10. The Radiologic Technologist continually strives to improve knowledge and skills by participating in educational and professional activities, sharing knowledge with colleagues and investigating new and innovative aspects of professional practice. One means available to improve knowledge and skill is through professional continuing education.

### **SAFETY: ENERGIZED LAB**

Radiography Program Lab Safety Guidelines:

1. Radiation monitors must be worn during energized lab exercises.
2. Students are required to stand behind a barrier wall when making exposures. Students must have direct supervision of a Radiography Program faculty member when making exposures. The Radiography Program energized lab is equipped with a safety switch to prevent students from making exposures unless activated.
3. Keep lab door closed during radiographic exposures.
4. First aid kit and biohazard/spill cleanup kit are located in cupboard above the sink in A-133.
5. Students will be required to clean and maintain a sanitary work area at all times.
6. Once per semester there will be a general cleaning of the Radiography and RIL labs.
7. Disinfect all equipment before use.
8. Use good hand hygiene before simulating positioning.
9. Use caution when using glass, needles, and other breakable or sharps items. The sharps container is located by the sink in A-133.
10. Any electrical problems (e.g. frayed wires, poor connections and loose plugs) or equipment damage is to be reported to the instructor immediately.
11. The instructor shall take immediate steps to correct any problems that relate to electrical safety.
12. Students must learn evacuation routes in case of fire or other emergency.
13. Fire extinguishers are located in the main hallway.

### **SOCIAL MEDIA POLICY**

While social media networks (e.g., Facebook, Instagram, Twitter, etc.) are very popular, the posting of images (photographs or videos) or instant messaging of any clinical activity is strictly forbidden without prior approval of the Program Chair. Students found to have texted or posted such images without approval may be subject to disciplinary action up to and including dismissal from the program. In addition, students should recognize that they are on the brink of entering a profession and, as such, should use good judgment about what is posted in these forums at all times. The preservation of patient and client confidentiality is of utmost importance. Students found to have breached this confidence are not only subject to dismissal from the Radiography Program, but may find themselves open to legal action as well.

## **CELLULAR SERVICE DEVICE POLICY**

Personal phone calls and text messaging are not allowed (both incoming and outgoing) while in the classroom and/or clinic other than in the case of an emergency. Cellular service devices must be turned off while in the classroom and/or clinic. Cellular service devices must be stored in a place away from regular classroom and/or clinical activities. Points may be deducted from grades and/or disciplinary action may be taken if cell phone use violates the cellular service device policy.

## **HOLIDAY POLICY**

Students may be required to attend class or clinical assignments on holidays recognized by Athens Technical College.

## **VACATION POLICY**

The student will schedule personal vacation time in accordance with the Athens Technical College Radiography calendar as it relates to breaks between or during semesters. Vacation time is not available during scheduled class or clinical requirements of the Radiography Program.

## **DRESS CODE POLICY**

The personal appearance and demeanor of Radiography students reflect both the College and Radiography Program standards, they are indicative of the student's interest, and pride in their profession. When the student is at the hospital for clinical assignments, they are required to abide by the following dress code as well as the policies of the particular Radiology department to which they are assigned.

The uniform dress code is one mutually agreed upon by Athens Technical College, its clinical affiliates and the Advisory Committee. Uniforms will be clean and pressed. Shoes will be clean and in good repair at all times. Surgery uniforms will be worn only during the performance of the surgery assignments. Extremes in hairstyle and/or dress are considered unprofessional and are therefore not acceptable.

The major aspects of the clinical dress codes are as follows:

- Students will wear navy blue scrubs with a tunic style top. Uniforms will be the appropriate size and fit. The pant legs will be straight, no stylized cuffs, e.g. elastic, will be worn. White or black T-shirts or tank tops are required under the scrub top. They must be without any pictures or printing. The T-shirt must be tucked in, so the bottom edge does not show below the scrub top. The sleeves of short-sleeved T-shirts must not extend below the sleeve of the scrub top. White or black shoes and matching socks will be worn with the uniform. Solid white or black athletic shoes will be acceptable. Shoes should be fluid resistant. No open toed

shoes, clogs, or crocs will be acceptable.

- White or navy blue lab coats may be worn with the approved uniform. Elastic cuffs on lab coats will be acceptable. O.R. scrubs may be worn on O.R. rotations but may not be removed from the hospital. Students must wear their regular clinic uniform when reporting to and from their O.R. rotation. Students must adhere to the dress code policy of the surgical rotation they are assigned.
- Hair will be clean and neat at all times (hair must be kept out of the face/eyes and off the shoulders). Discreet use of makeup will be allowed.
- All students' fingernails will be short, neat, clean and professional in appearance. No nail polish will be allowed. No artificial fingernails.
- Perfumes and cologne will **not** be worn in the clinical setting, because they may be offensive to patients. Furthermore, odious scents including cigarette smoke and body odor are not permitted.
- Jewelry: The only rings allowed are wedding bands. If earrings are worn, they must be studs or small. No more than one earring may be worn in each ear. Earrings may only be worn in the lobe of the ear. Necklaces and bracelets are not permitted. Watches are permitted. Other visible piercings and tattoos are not considered to be professional, therefore, may not be visible in the clinical setting.
- Beards and moustaches will be short, neat and well groomed.
- Students not in the process of growing a beard or moustache will neatly shave before reporting to the clinical affiliate.
- Radiation monitor (in correct position on collar or neckline).
- Name tag worn correctly.
- Student pocket guide, accessible for use.
- Anatomical markers (Left and Right, accessible for use).
- "Neatness" will be determined by program faculty.

Failure to comply with the above standards may result in loss of professional characteristics points and/or the student being sent home to remedy the infraction.

## TECHNICAL PERFORMANCE STANDARDS

Radiography is a practice discipline with cognitive, sensory, affective, and psychomotor performance requirements. Based on those requirements, a list of “Performance Standards” has been developed. Each standard has an example of an activity or activities that a potential student will be required to perform while enrolled in the radiography program.

Issue	Standard	Examples of Required Activities (Not all inclusive)
Visual	Visual ability sufficient for observation and assessment necessary in the operation of equipment and care of patients.	<ul style="list-style-type: none"> <li>• Visualize x-ray collimator centering light and identify its center.</li> <li>• Observe the patient in order to assess the patient’s condition and/or needs from a distance of at least 20 feet.</li> <li>• Can see numbers, letters, calibrations, etc., of varying sizes located on equipment utilized by a radiographer.</li> </ul>
Hearing	Auditory abilities sufficient to monitor and assess patient needs, and to provide a safe environment.	<ul style="list-style-type: none"> <li>• Hear a patient talk in a normal tone from a distance of 20 feet.</li> <li>• Hear monitor alarm, emergency signals, and cries for help.</li> </ul>
Tactile	Tactile ability sufficient for patient assessment and operation of equipment.	<ul style="list-style-type: none"> <li>• Perform palpation, tactile assessment, and manipulation of body parts to insure proper body placement and alignment.</li> <li>• Manipulate dials, buttons, and switches of various sizes.</li> </ul>
Mental	Mental ability sufficient for patient assessment and operation of equipment and care of patients.	<ul style="list-style-type: none"> <li>• Be able to visually concentrate and focus attention, thoughts, and efforts on patients and equipment for varying lengths of time.</li> <li>• Be able to respond to patients’ changing physical conditions.</li> </ul>
Environmental Requirements	Physical health sufficient to be able to tolerate certain conditions present in the clinical setting.	<ul style="list-style-type: none"> <li>• Be able to tolerate risks or discomforts in the clinical setting that require special safety precautions, additional safety education, and health risk monitoring (i.e., ionizing radiation), working with sharps, chemicals, and infectious disease.</li> <li>• Students may be required to use protective clothing or gear such as masks, goggles, gloves, and lead aprons.</li> </ul>

Issue	Standard	Examples of Required Activities (Not all inclusive)
Communication	Communication abilities sufficient for interaction with others in verbal and written form.	<ul style="list-style-type: none"> <li>• Effectively communicate to the patient in order to converse, instruct the patient, relieve anxiety, gain their cooperation during procedures, and understand the patient when they are communicating symptoms of a medical emergency.</li> <li>• Read the patient's medical chart and/or physician's orders.</li> <li>• Legibly write patient history.</li> </ul> <p>Document own actions and patient responses as indicated.</p>
Mobility	Physical abilities sufficient to move from room to room and maneuver in small spaces.	<ul style="list-style-type: none"> <li>• Assist all patients, according to individual needs and abilities, in moving, turning, transferring from transportation devices to x-ray table, etc.</li> <li>• Be able to push, pull, and lift 50 lbs.</li> <li>• Push a stretcher and/or wheelchair without injury to self, patient, or others.</li> <li>• Push a mobile x-ray machine from one location to another, including turning corners, getting on and off an elevator, and manipulating it in a patient's room over carpeting.</li> </ul>
Motor Skills	Gross and fine motor abilities sufficient to provide safe effective patient care.	<ul style="list-style-type: none"> <li>• Manually move the x-ray tube and position the tube at various angles and heights up to 7 feet.</li> <li>• Accurately draw up sterile contrast media and other solutions without contaminating the syringe and/or needles, etc.</li> <li>• Physically be able to administer emergency care including performing CPR.</li> <li>• Place cassettes (image receptors) in Bucky trays and properly manipulate all locks.</li> <li>• Be able to stand for periods as long as 2 hours wearing lead aprons and to walk a distance of 5 miles during a normal workday.</li> </ul>



Issue	Standard	Examples of Required Activities • (Not all inclusive)
Critical Thinking	Critical thinking ability sufficient for safe, clinical judgment.	<ul style="list-style-type: none"> <li>• Identify cause-effect relationships in clinical situations.</li> <li>• Evaluate radiographs to ascertain that they contain proper identification and are of diagnostic value.</li> <li>• Select exposure factors and accessory devices for all radiographic procedures with consideration of patient size, age, and extent of disease.</li> <li>• Assess patient's condition and needs from a distance of at least 20 feet.</li> <li>• Initiate proper emergency care protocols, including CPR, based on assessment data.</li> </ul>
Interpersonal Behavioral and Social Skills	Interpersonal abilities sufficient to interact with individuals, families, and groups from a variety of social, emotional, cultural, and intellectual backgrounds.	<ul style="list-style-type: none"> <li>• Establish rapport with patients, families, and colleagues.</li> <li>• Allow mature, sensitive, and effective relationships with patients and fellow workers (interpersonal skills).</li> <li>• Tolerate physically taxing workload.</li> <li>• Function effectively under stress.</li> <li>• Adapt to changing environments (flexible schedules, emergency conditions).</li> <li>• Display compassion, professionalism, empathy, integrity, concern for others, and interest and motivation.</li> </ul>

Adapted from: St. Petersburg College Radiography Program, with permission.

Reviewed and approved by the Athens Technical College Diagnostic Imaging Advisory Committee

**ATHENS TECHNICAL COLLEGE**

**RADIOGRAPHY PROGRAM**

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I \_\_\_\_\_, have received and read the student handbook. The Director of the Radiography Program and/or Faculty has discussed, and answered questions about the handbook. By my signature below, I indicate that I have read and understand the contents and will abide by the rules and regulations. This acknowledgement will be placed in my personal file.

Student: \_\_\_\_\_  
Printed Name

Student: \_\_\_\_\_  
Signature

Date: \_\_\_\_\_

Program Director:  \_\_\_\_\_  
Amanda Stanley B.A.S., RT (R)

Date: \_\_\_\_\_