CT Imaging Technology Program
CT Structured Education Certificate

Fall 2023 Deadline: August 11, 2023

Spring 2024 Deadline: December 14, 2023

Summer 2024 Deadline: May 9, 2024

Also includes information about the

CT Clinical Experience Course

Admission Information

The Structured Education Certificate (SEC) is a selective enrollment, advanced specialty certificate that begins each semester. To be considered for this program, applicants must be ARRT and/or NMTCB certified and registered in Radiography, Radiation Therapy, or Nuclear Medicine Technology **or,** be enrolled in the final semester of a JRCERT accredited Radiography, Radiation Therapy, or Nuclear Medicine Technology A.A.S. degree program. This part-time, online certificate accepts 8 students per admission cycle and is completed in two semesters. **Please note:** Meeting the minimum requirements does not guarantee admission.

The **SEC satisfies the ARRT requirement for at least 16 hours of structured education** in the content categories of patient care, safety, image production, and procedures needed to pursue postprimary certification and registration in Computed Tomography. In addition to satisfying the structured education requirement, this certificate **provides 208 hours of continuing education credit**. Technologists who complete this certificate and earn the required clinical experience are eligible to apply to take the ARRT postprimary certification and registration exam in CT.

Contact Cindy Smith, Program Coordinator of the CT Imaging Technology Program at 336.734.7560 or csmith@forsythtech.edu for additional information or program-specific questions.

The CT Imaging Technology Program also offers a **CT Clinical Experience course** that provides Technologists the opportunity to earn the clinical experience needed to complete the ARRT application process for the postprimary exam in CT. **The CT Clinical Experience course satisfies the ARRT Clinical Experience requirement.** Technologists who complete this course should be eligible to apply to take the ARRT postprimary certification and registration exam in CT. **Information about the CT Clinical Experience Course begins on page 7.**

Required steps for the CT program application

1. Complete an application to Forsyth Tech (if you are not a current student)

2. Submit official transcripts

3. Submit proof of ARRT/NMTCB certification and registration

4. Submit the MAR application

Details for each step are outlined below

1. <u>Complete an application to Forsyth Tech</u>

New and Former students (if it's been more than 1 year since you applied or enrolled in classes) must complete the online application at https://www.forsythtech.edu/apply-ft/
Complete NC Residency at www.ncresidency.org

Currently enrolled students do not need to submit a new application.

2. <u>Submit official transcripts</u>

Have **official** transcripts from <u>all</u> colleges or schools attended since high school (except for Forsyth Tech) sent to the Admissions Office.

- Hospital-based transcripts must report the final cumulative GPA on a 1.0 - 4.0 scale.

Electronic transcripts can be sent through a secure service to admissions@forsythtech.edu
-or paper transcripts can be mailed to Forsyth Technical Community College Attn: Admissions 2100 Silas Creek Parkway Winston Salem, NC 27103-5197
-or hand delivered in a **sealed** envelope to the Admissions and Records Office on the main campus
-**emailed copies from you are NOT official**

We must have:
➢ Official college transcripts where related classes were taken. Only undergraduate classes through bachelor's degree level, we do not need graduate level transcripts.
➢ If you realize after the deadline that you didn't send a needed transcript, it is too late to send additional transcripts. You will only be evaluated on transfer credit for transcripts received by the deadline.
➢ **If you are currently enrolled in the final semester of a JRCERT accredited A.A.S. degree program at an institution other than Forsyth Tech in Radiography, Radiation Therapy, or Nuclear Medicine Technology, you must submit an unofficial copy of your transcript until your final semester grades**

have been posted. We must receive your official final transcript prior to the start of the semester. Please submit your unofficial transcript to the MAR application <mark>(see question #12 on the MAR application)</mark>

3. **Submit proof of ARRT and/or NMTCB certification and registration**

- Go to the appropriate website (arrt.org or nmtcb.org)

- Use the online verification option to view your credentials

- Create a screen capture of your information

- Upload a copy of your verification to your MAR application (question #9)

4. **Submit the MAR application**

You can only apply to **one** health program at a time at Forsyth Tech.
Regularly check your Forsyth Tech email for any notifications about the MAR.

Access the online application below to be added to the applicant pool:
https://forms.office.com/r/44J3nXE37J

What to expect after submitting the application:

- Submitting the MAR application adds you to the MAR review list. We will send the paperwork as soon as we are able to complete the review. **Please note that you will not get a notification when you submit it.**
- Your paperwork will be emailed to you after your MAR application is reviewed. This can happen throughout the application process even up to two weeks after the deadline **so do not expect to be notified immediately**.
- <mark>Check your **Forsyth Tech email** and keep your phone and address updated with the school</mark>. We will email your MAR application paperwork to your Forsyth Tech email.
- Within 6 weeks after the deadline, you will be notified of your status – admitted, alternate, or not admitted regardless of the decision.
- If you are admitted to the program, there will be instructions in your admission letter with requirements that apply to admitted students – **make sure to meet any of those deadlines/requirements or you can lose your seat in the program.**
- If you are an alternate, we will contact you by phone or email if any seats open in the program.

Understanding the Minimum Requirements

Certification and Registration

 Applicants must be:

- ARRT credentialed in radiography, radiation therapy, and/or nuclear medicine technology or

- NMTCB certified in nuclear medicine technology

- Student applicants, see "Student Application and Admission Requirements" below.

Grade Point Average (GPA)

 Minimum final cumulative GPA requirements in primary pathway educational program

- Radiography: 3.00

- Radiation Therapy: 3.00

- Nuclear Medicine Therapy: 2.75

Student Application and Admission Requirements

 Currently enrolled Students must meet the following criteria to be considered for admission:

- Be currently enrolled in the final semester of a JRCERT accredited A.A.S. degree program in Radiography, Radiation Therapy, or Nuclear Medicine Technology.

- Minimum Cumulative GPA through the 4th or 5th semester, see "Grade Point Average (GPA)" above

- Be formally recommended by the Program Coordinator or Director of the supporting primary educational program. Submit a formal letter of recommendation to MAR@forsythtech.edu.

- Attach unofficial transcript to the MAR application (question #12)

Student acceptance is contingent upon the applicant satisfying the following admission requirements prior to the start of the entering semester:

- Submit an official, **final** transcript (see page 2, item 2 for additional information) from all college(s) or school(s) attended (except for Forsyth Tech)

- Submit proof of ARRT or NMTCB certification and registration in supporting discipline (see page 3, item 3 above for additional information).

Contingently accepted applicants who do not satisfy the admission requirements prior to the first day of their entering semester forfeit acceptance.

Ranking

Applicants with the highest cumulative GPA in their primary modality educational program will be accepted. Currently enrolled students are ranked using their 4th or 5th semester modality-specific cumulative GPA. In the event of a tie, the **completion** date of the MAR application will be the determining factor. An alternate list will also be developed. Alternates will only be accepted if a student originally accepted declines their seat. Applicants not admitted to the program must reapply if they wish to be considered for the next admission cycle.

Notification Procedure

Notification letters will be emailed to accepted students. Applicants who did not meet the minimum requirements for admission may submit a new application for the next admission cycle.

NOTE: The information provided in this packet is subject to change.

CT Imaging Technology Program
Structured Education Certificate C45200SE
TENTATIVE Curriculum Schedules Based on Entry

CT Imaging Technology Program
Structured Education Certificate
Fall - Spring

Fall Semester

Course	Course Title	Cr Hr
CAT 211-805	CT Procedures	4
CAT 212-805	CT Sectional Anatomy	3

Spring Semester

Course	Course Title	Cr Hr
CAT 210-805	CT Physics and Equipment	3
CAT 214-805	CT Pathology	3

CT Imaging Technology Program
Structured Education Certificate
Spring - Summer

Spring Semester

Course	Course Title	Cr Hr
CAT 210-810	CT Physics and Equipment	3
CAT 214-810	CT Pathology	3

Summer Semester

Course	Course Title	Cr Hr
CAT 211-810	CT Procedures	4
CAT 212-810	CT Sectional Anatomy	3

CT Imaging Technology Program
Structured Education Certificate
Summer - Fall

Summer Semester

Course	Course Title	Cr Hr
CAT 211-800	CT Procedures	4
CAT 212-800	CT Sectional Anatomy	3

Fall Semester

Course	Course Title	Cr Hr
CAT 210-800	CT Physics and Equipment	3
CAT 214-800	CT Pathology	3

CAT 3100, CT Clinical Experience
Course Overview, and Information

Course Description: This course provides technologists with the clinical experience required for ARRT postprimary certification in Computed Tomography. Emphasis is placed on patient care, screening, contrast administration, and manipulation of CT equipment. Individuals entering this course must be ARRT and/or NMTCB certified and registered in Radiography, Radiation Therapy, and/or Nuclear Medicine Technology. Upon completion, students should be able to demonstrate successful completion of course objectives.

Course Learning Objective: After completing this course, students will have documented the performance of a minimum of 125 repetitions of diagnostic quality computed tomography procedures by selecting a minimum of 25 different procedures out of 62 procedures from six different categories (Head, Spine, and Musculoskeletal, Neck and Chest, Abdomen and Pelvis, Additional Procedures, Image Display and Post Processing, and Quality Assurance), and performed a minimum of three and a maximum of five repetitions of each, including 30 done using iodinated IV contrast, satisfying the ARRT clinical experience requirement needed to pursue postprimary credentials in Computed Tomography.

ARRT Requirement: **Completing this course satisfies the ARRT Clinical Experience requirement.** Technologists who complete this course should be eligible to apply to take the ARRT postprimary certification and registration exam in CT having met the Pre- Requisites/Prior Learning Requirements for acceptance.

Course Hours: 340 Total Hours; 16 Clinical Prep Lecture Hours (via Blackboard) and 324 Clinical Hours

Clinical Facility Placement: Students select the clinical facility where they will complete their clinical experience. Sites can be selected from a list of approved clinical affiliates or request to submit a site for approval. Program faculty will guide the student through the process of site approval which includes the signing of a Clinical Affiliation Agreement. Once an Agreement is finalized, the facility will be added to the Program's list of approved clinical affiliates. The student is responsible for contacting the site to ensure the site will accommodate the student's clinical experience.

Schedule Requirements: Students work with their clinical site to create a schedule that each approves; the schedule is then submitted for Program approval. Schedules must meet the following requirements to receive Program approval:

Workdays:	Monday - Sunday
Minimum Days per Week:	2
Hours:	6:00 am - 11:59 pm
Maximum Hours per Day:	12
Minimum Hours per Week:	18

Course Offerings:
 August 2023-2024

This course is a multi-start offering and the course starts every other month:

August 1, 2023

October 1, 2023

December 1, 2023

February 1, 2024

April 1, 2024

June 1, 2024

August 1, 2024

Course Completion: Satisfying the *Course Hours* and *Course Learning Objective*

Pre-Requisites/Prior Learning Individuals entering this course must:

1. Submit proof of current ARRT and/or NMTCB certification and registration in Radiography, Radiation Therapy, and/or Nuclear Medicine Technology
2. Submit proof of current CPR certification
3. Submit documented proof of having satisfied the ARRT requirement of 16 hours of structured education, including at least one credit from each of the content categories from the *Examination Content Specifications for Computed Tomography* and the remaining hours earned from any one or more of the categories **OR** be currently enrolled in the Forsyth Tech CT Imaging Technology Structured Education Certificate Program.

Evaluation Method: Acquiring specific procedures covered in the *Course Learning Objectives*

Grading Criteria: Satisfactory or Unsatisfactory

Passing Criteria: Completing the *Course Hours* and *Course Learning Objectives*

Required Textbook: CAT 3100 CT Clinical Experience Course Module (Provided / student printed)

Other Requirements: Highspeed Internet Access

Computer Access

Background Check and Drug Screening

Completed Forsyth Tech Student Medical Form
Malpractice Insurance
Professional Attire

Estimated Cost: Registration Fee (includes Malpractice Insurance) $208
Course Fee $50
Background Check and Drug Screening   Varies
   Determined by name changes and states lived in

Possible Cost: Physical if Needed
Vaccines and/or Titers if Needed
Professional Attire if Needed

Additional Information: Contact Cindy Smith, Program Coordinator of the CT Imaging Technology
Program at 336.734.7560 or csmith@forsythtech.edu.

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