

Holy Spirit Hospital School of Radiologic Technology Program Information

PROGRAM INFORMATION

- 24 month program (after completion of pre-requisites)
- Affiliated with Harrisburg Area Community College (HACC)
 - must apply separately to HACC and Holy Spirit
- Starts approx. 2nd week of January each year.
- Days/hours scheduled at Hospital vary each semester

ADMISSION REQUIREMENTS (see following pages for more details)

- High School graduate, or equivalent (GED)
- Cumulative grade average ≥ 2.5
- Grade \geq "C" in all courses required for Radiography Program major
- Complete these pre-requisites, with a grade \geq "C", prior to the January in which the applicant would begin the Program if accepted:
 - 1) Intro to Allied Health (AH 140) – **only available at HACC**
 - 2) Patient Care Skills Laboratory (AH 141) – **only available at HACC**
 - 3) Anatomy & Physiology I (equiv. to HACC's BIOL 121)
 - 4) College Algebra (MATH 103)
 - 5) Computer Information Systems (CIS 105)
- Complete the Essential Qualifications form (form is in application packet – call if needed)
- All acceptances into the Program are contingent on a satisfactory Criminal Background Check and Drug Screen

NOTE: The above course requirements do not need to be completed prior to submitting application, and interview, but must be completed prior to the January in which the applicant would begin the Program if accepted. Completion of course work at HACC does not guarantee acceptance into the Program. Acceptance is selective due to limited clinical positions.

ADVANCED STANDING/TRANSFER STUDENTS

The Program does not accept advanced standing students. Students attempting to transfer from another School of Radiography should contact the Program Director for guidelines, as well as HACC.

APPLICATION PROCESS

- To be considered for the Program at Holy Spirit Hospital, the following must be submitted:
 - 1) Completed application & \$30.00 application fee
 - 2) **All official** high school and college transcripts
 - 3) Completed Essential Qualifications Form (read carefully)
 - 4) Completed Patient Confidentiality, Drug Free and Tobacco Free Statement Form
- After receipt of all application items, the applicant will be notified whether they will be interviewed or not. If they are to be interviewed, the applicant will be asked to contact the Program to schedule an interview.
- **May 20th = DEADLINE FOR ALL APPLICATION ITEMS: This includes an initial HACC record (see "Admission and Application Process" section of this information sheet).**
- **June 10th = Regardless of what type of HACC record was sent to the program by May 20th, the program MUST receive an OFFICIAL transcript directly from HACC by June 10th that shows all course work/grades as of the end of the Spring semester.**

SELECTION

- Applicants are selected based on overall qualifications such as:
 - Full Completion of application process (earlier is better).
 - Grades earned for required HACC courses.
 - Interview; Application short essay
 - Shadow experience (a hospital Radiology Depart. is preferred)
 - Health care experience (Employment and/or Volunteer)
- Selection is made without regard to race, color, creed, gender, disabilities, age, or national origin.

EXPENSES FOR HOLY SPIRIT (HACC costs are **not** included in the costs listed below)

- Total Tuition = approximately \$4,848.00
- Books = approximately \$1,400.00 total
- Lab and Copy fees = approximately \$180.00 total
- Graduation fee = \$25.00
- More detailed expense information may be found in the Schools "Informational Booklet"
- **All fees are subject to change.**

FINANCIAL AID

Financial aid is available at HACC.

ACCREDITATION

The program is accredited by the:

Joint Review Committee on Education in Radiologic Technology (JRCERT)

20 North Wacker Drive, Suite 2850, Chicago, IL, 60606-3182

312-704-5300

e-mail: mail@jrcert.org

website: www.jrcert.org

REQUIRED HACC COURSES

HACC Course	Title	Credit Hrs.
AH 140 (pre-requisite)	Introduction to Allied Health	3
AH 141 (pre-requisite)	Patient Care Skills Laboratory	1
BIOL 121 (pre-requisite)	Anatomy & Physiology I	4
BIOL 122	Anatomy & Physiology II	4
BIOL 230	Physiological Pathology	3
MATH 103 (pre-requisite)	College Algebra	3
PHYS 151	Physics for Technicians	4
PHYS 152	Physics for Radiographers	4
SOC 201	Introduction to Sociology (Gen. Psych. may be accepted in limited circumstances)	3
CIS 105 (pre-requisite)	Intro to Software for Business	3
ENGL 101	English Composition I	3
ENGL 102	English Composition II	3
SPCH 101, or SPCH 104	Effective Speaking, or Interpersonal Communication	3
Core A Elective**	See HACC Catalog for Selections	3
Free Elective**	See HACC Catalog for Selections	3
Wellness/Physical Education Elective	See HACC Catalog for Selections	1
** To meet graduation requirements, one 3 credit Diversity course is required. It is suggested that the student accomplish this by taking a Core A or Free Elective course that meets the "Diversity" requirement. See HACC catalog for complete list of diversity courses.		
Total HACC Credits		48

PLEASE NOTE: For those seriously considering this profession, a shadow experience is highly recommended. These can be done in the Holy Spirit Hospital Radiology Department by calling 717-763-2123, or in any other hospital radiology department. These should be done early in the career research phase.

FOR ADDITIONAL INFORMATION PERTAINING TO A CAREER IN RADIOLOGIC TECHNOLOGY, CONTACT:

The American Society of Radiologic Technologists at www.asrt.org

- Click on "About Our Profession"
- Then click on the following from the "About Our Profession" page:
 - 1) What Do Radiologic Technologists Do?
 - 2) Careers in Radiologic Technology
 - 3) Watch Videos About Radiologic Technology Careers
 - ❖ Introduction to Radiologic Technology
 - ❖ Radiography

THE FOLLOWING CONTACT IS AVAILABLE AT HOLY SPIRIT HOSPITAL

Kevin L. Otto, Program Director
Holy Spirit Hospital School of Radiologic Technology
503 North 21st Street
Camp Hill, PA 17011-2288
717-763-2123 (office)
Email: kotto@hsh.org

THE FOLLOWING CONTACT IS AVAILABLE AT HACC

Health Careers
Harrisburg Area Community College
One HACC Drive
Harrisburg, PA 17110
717-780-1988, or 1-800-222-4222 ext. 1988
Email: healthcareers@hacc.edu

Admission and Application Process

Students are admitted to the Program without consideration of race, color, creed, national origin, gender, age, and handicap status (provided the applicant can meet the requirements of the Program).

Admission to the Program is competitive, and the number of students is limited by the number of faculty, clinical staff, and clinical facilities available. **Meeting the minimum requirements does not guarantee acceptance.**

To be admitted to the Program, applicants must meet the following requirements. Applicants accepted into the Program must continue to meet these requirements.

Admission Requirements

1. **High School Diploma/GED:** The applicant must complete the requirement for a high school diploma or its equivalent (GED). Evidence of this must be submitted. Therefore, an official high school transcript, or GED Certificate, is required.
2. **HACC:** The applicant must be currently admitted to Harrisburg Area Community College (HACC) and in good standing. For application materials from our college affiliate contact:

Health Careers
Harrisburg Area Community College
One HACC Drive, Harrisburg, PA 17110
www.hacc.edu (quick link "Health Careers")
1-800-ABC-HACC (1-800-222-4222), ext. 1988

3. **Qualification to Take College Courses:** The applicant must have completed high school biology and chemistry. HACC BIOL 111 and CHEM 100 with a grade \geq 'C' are required in lieu of High School biology and chemistry and/or to be eligible to take BIOL 121. ENGL 051 and MATH 051 are required if placement test scores are below eligibility to enroll in ENGL 101 or MATH 103.

4. **Pre-requisite College Courses:** The applicant must complete the following college level courses with a grade \geq 'C' prior to starting the Program:
- Introduction to Allied Health, Lecture (AH 140) – **This course can only be taken at HACC**
 - Patient Care Skills Lab (AH 141) – **This course can only be taken at HACC**
 - Anatomy & Physiology I (BIOL 121)
 - College Algebra (MATH 103)
 - Computer Information Systems 105 (CIS 105)

NOTE: The above courses do not need to be completed prior to submitting the application items, but must be completed prior to the January in which the applicant would begin the Program if accepted.

NOTE: Completion of course(s) at HACC, or any other post-high school institution, does not guarantee admission to the Program.

5. **Transfer Credits:** The Holy Spirit School of Radiologic Technology will recognize/accept college credits taken at another institution if Harrisburg Area Community College transfers them into HACC. All questions related to transfer credits must be discussed with HACC.
6. **College Courses & Grades:** All college courses required of the Radiology major must receive a grade \geq 'C'. All science courses must be successfully completed within seven (7) years prior to enrolling in the Program.
7. **Minimum GPA:** The minimum overall GPA, and the minimum GPA for required Radiology major HACC courses (for the hospital-based radiography program), is **2.5**. This applies for course work completed at HACC or any other post high school institution(s).
8. **Application Items to Submit:** The Program accepts applications throughout the year; however, it is suggested that students apply well in advance of the deadline. For an applicant to be considered for an interview, the following application items must be received in the Program's office (see address below) by **May 20th**:

Holy Spirit School of Radiologic Technology
503 North 21st Street, Camp Hill, PA 17011-2288

- A completed School of Radiologic Technology Application with a \$30.00 non-refundable application fee
- A completed Essential Qualifications form.
- A completed Patient Confidentiality, Drug Free, and Tobacco Free Statement form
- Official High School transcript(s)
- HACC Grades:

Due no later than May 20th = An initial copy of the applicant's HACC record must be submitted. This record may be an official or unofficial transcript mailed directly from the college, or a computer printout provided by the applicant (from HACCWeb). If a HACCWeb printout is submitted, the computer printed information **MUST** contain the following:

- 1) Applicant's name,
- 2) A list of ALL courses taken at HACC, and the grades earned,
- 3) A list of ALL credits transferred into HACC and what HACC course(s) they satisfy,
- 4) Applicant's CUM GPA (not just a semester GPA).

Due no later than June 10th = Regardless of what type of HACC record was sent to the program by May 20th, the program **MUST** receive an **OFFICIAL** transcript directly from HACC by June 10th that shows **ALL** courses/grades including the **Spring** semester.

- Other Post High School Grades: If the applicant has attended other post high school institutions (in addition to HACC), **official** transcripts from **ALL** of those institutions must be submitted directly from the respective institutions to the program.

9. **Interview:** An interview with the Admissions Committee is required. Submission of all application items does not guarantee an interview. After receipt of all application items, the applicant will be notified whether they will be interviewed or not. If they are to be interviewed, the applicant will be asked to contact the Program to schedule an interview.

Determination of whether to interview an applicant is based on:

- a) The overall GPA (HACC and all other colleges attended are considered).
- b) The GPA for completed courses required of the Radiology major.
- c) What Radiology major required courses are projected to be completed by the end of the Spring term in the year the applicant submits the application.
- d) Number of applicants.

NOTE: Receipt of final item(s) close to the deadline date may result in the unavailability of an interview appointment time.

10. **Essential Qualifications:** The Essential Qualifications form must be completed and returned to the Program. Applicants to the School of Radiologic Technology must meet certain essential qualifications in order to be able to effectively perform in a radiographic clinical area either as a student or, upon completing the program, a Radiologic Technologist. In the interest of the student's own personal safety, the safety of patients, and the potential liability to the Program, there are significant requirements that must be met.
11. **Health Examination and Immunizations:** All offers of acceptance into the School of Radiologic Technology are conditional pending satisfactory completion of a health examination and all required tests and immunizations. Applicants accepted by the Program who refuse to comply with this process will have their offer of acceptance rescinded, or will face immediate termination from the Program if they have been allowed to begin the program on a provisional basis.
12. **Criminal Background Check:** All offers of acceptance in the School of Radiologic Technology are conditional pending results of a criminal history check. Applicants accepted by the Program who refuse to comply with this process, or whose background check reveals convictions for crimes prohibited under the program's Criminal Background Check policy, will have their offer of acceptance rescinded, or will face immediate termination from the Program if they have been allowed to begin the program on a provisional basis.
13. **Drug Screening:** All offers of acceptance in the School of Radiologic Technology are conditional pending results of a drug screen. All applicants invited to attend the School of Radiologic Technology must submit to, and pass, a urine drug screen for the detection of the use of illegal drugs or controlled substances according to Holy Spirit Health System Drug Screen Guidelines. Applicants accepted by the Program who refuse to comply with this process, or whose drug screen is found positive will have their offer of acceptance rescinded, or will face immediate termination from the Program if they have been allowed to begin the program on a provisional basis.
14. **Accepted Applicant Requirements:** All accepted applicants must submit transcript(s) verifying that her/his overall GPA, and the GPA for required Radiology major HACC courses (for the hospital-based radiography program), is \geq **2.5**. This transcript(s) must also verify that the grades received for all completed courses required for the Radiology major are \geq 'C'.

Other Provisions

- A shadow/observation experience, in a hospital Imaging (Radiology) Department, should be done early in the career research phase so that an individual is sure that Radiologic Technology is her/his career choice. The Program may be contacted to arrange a shadow experience at Holy Spirit Hospital. Shadow opportunities may not be available at the hospital within one (1) month before the application deadline.
- Preference is given to students demonstrating academic excellence, health care environment experience, and the completion of additional required math and science courses such as Biology 122 (Anatomy & Physiology II), Biology 230 (Physiological Pathology), and Physics 151 (Physics for Technicians).

Important Dates

Topic	Date	Description
Obtain Application Items	Nov. 1st thru May 13th	Obtain application items directly from Holy Spirit. <u>May 13th</u> is the last day to request application items.
Submit Application Items	January 1st – May 20th	<p>Applicants may submit application items at anytime during this time period. The applicant will be notified whether they will be interviewed or not, and may be asked to contact the Program to schedule an interview. Receipt of final item(s) close to the deadline date may result in the unavailability of an interview appointment time. Following is a list of <u>items to submit:</u></p> <ol style="list-style-type: none"> A completed School of Radiologic Technology Application with a \$30.00 non-refundable application fee A completed Essential Qualifications form. A completed Patient Confidentiality, Drug Free, and Tobacco Free Statement form Official High School transcript(s) HACC Grades: <p><u>Due no later than May 20th</u> = An initial copy of the applicant's HACC record must be submitted. This record may be an official or unofficial transcript mailed directly from the college, or a computer printout provided by the applicant (from HACCWeb). If a HACCWeb printout is submitted, the computer printed information <u>MUST</u> contain the following:</p> <ol style="list-style-type: none"> Applicant's name, A list of ALL courses taken at HACC, and the grades earned, A list of ALL credits transferred into HACC and what HACC course(s) they satisfy, Applicant's CUM GPA (not just a semester GPA). <p><u>Due no later than June 10th</u> = Regardless of what type of HACC record was sent to the program by May 20th, the program <u>MUST</u> receive an <u>OFFICIAL</u> transcript directly from HACC by June 10th that shows <u>ALL</u> courses/grades including the <u>Spring</u> semester.</p> <p>f) Other Post High School Grades: If the applicant has attended other post high school institutions (in addition to HACC), <u>official</u> transcripts from <u>ALL</u> of those institutions must be submitted directly from the respective institutions to the program.</p>
Application Deadline	May 20th	All application items <u>MUST</u> be received no later than this date.
Final Transcript (showing Spring Semester Grades)	June 10th	Regardless of what type of HACC record was sent to the program by May 20 th , the program <u>MUST</u> receive an <u>OFFICIAL</u> transcript directly from HACC by June 10 th that shows all course work/grades as of the end of the <u>Spring</u> semester.
Selection Decisions	July 1st	Selection decisions are made and mailed to all interviewed applicants.