



3505 Arendell Street, Morehead City, NC 28557 ♦ (252) 222-6000 ♦ www.carteret.edu

RADIOGRAPHY
2024-2025
Entry Fall 2024

The Radiography curriculum prepares the graduate to be a radiographer, a skilled healthcare professional who uses radiation to produce images of the human body.

Course work includes clinical rotations to area healthcare facilities, radiographic exposure, image processing, radiographic procedures, radiographic physics, pathology, patient care and management, radiation protection, image analysis, anatomy and physiology, and radiobiology.

Graduates of accredited programs who have met the ethics, education, and examination requirements are eligible for certification by the American Registry of Radiologic Technologists (ARRT). Radiographers who continue to meet the ethics and educational requirements and renew their registration each year are registered Radiologic Technologists.

Graduates may be employed in hospitals, clinics, physicians' offices, medical laboratories, government agencies, and industry.

Applications are accepted beginning **October 1, 2023** for admission into the Fall 2023 class. An applicant must have a complete admissions file by **March 31, 2024** to be considered for the acceptance process. It is recommended to submit your completed application as soon as possible during the allowed time frame.

ADMISSION PROCESS

Step One: Application to the College New students and returning students who have missed a year apply to the college for admission. Choose the program of study, "Health Science: Therapeutic & Diagnostic Services (Nurse Aide Diploma). If currently enrolled at CCC, skip this step.

Step Two: Interest Form Complete an electronic ["Health Sciences Interest Form"](#) for program of study.

Step Three: Checklist Submit a "Health Sciences Program Packet Checklist." This form will be emailed to you after you complete the Health Science Interest Form. **Please return it by email.**

Radiography Admission Packets include the following:

- Health Sciences Program Packet Checklist
- Official transcripts from high school and all colleges attended
- Resume and Work Experience

Radiography Admission Requirements Fall 2024

All documentation must be submitted prior to the deadline of March 31, 2023. Incomplete Packets will not be accepted. Transcripts must be received by the college prior to the deadline.

ADMISSION REQUIREMENTS

- 1. Transcripts:** Must be a high school graduate or equivalent and provide an official transcript. Send official transcripts from high school, GED and all colleges attended to the college Registrar. Home-schooled students must submit a copy of the home school's approved registration from the state in which they are registered.
- 2. College Ready:** College ready is demonstrated by the following:
 - High School GPA > 2.8, or
 - College coursework in English and math (ENG 111 or ENG 002 with a grade of P1 or equivalent; MAT 171 or MAT 003 grade of P3 or equivalent), or
 - Minimum Placement test scores (RISE test or equivalent),
English: Test out of TIER 1, and
Math: Test out of TIER 1, TIER 2, and TIER 3
- 3. Algebra I & II, Biology, Chemistry or Physics:** Courses that must be completed:

Algebra I and II--must complete one of the following:

- High school Math 1, 2, & 3 with a grade of "C" or better, (if more than one term is represented, no grade below C will be accepted).
- MAT-143 or higher with a grade of "C" or better,
- MAT-003 with a grade of P 3,
- RISE placement test place out of TIER 1, TIER 2, and TIER 3.

Biology--must complete one of the following:

- One unit of high school general biology with a grade of "C" or better, (if more than one term is represented, no grade below C will be accepted).
- College-level general biology with a grade of "C" or better (BIO 110 or BIO 111). Anatomy and Physiology does NOT meet this requirement.

Chemistry or Physics--must complete one of the following:

- One unit of high school chemistry or physics with a grade of "C" or better, (if more than one term is represented, no grade below C will be accepted).
- College-level Chemistry and lab (CHM 131 or higher or Physics and lab (PHY 110 or higher) with a grade of "C" or better.

Radiography Admission Requirements Fall 2024

4. **Radiography Math Admission Test:** All applicants must take the Radiography Math admission test. The test must be taken within 12 months of the March 31 application deadline of the enrollment year.
5. **Resume/Work Experience Documentation:** Submit a resume that details work experience, which includes the name of company/employer, length of time employed, state part-time or full-time employment, description of job duties and name and phone number of the contact person to verify employment.

APPLICATION PROCESS

AFTER SUBMISSION OF ADMISSION CHECKLIST

Job Shadowing Experience/Candidate Information Session: Applicants with complete admission files will complete a virtual Job Shadowing Experience of a radiology department and a group candidate information session with the program's faculty. The virtual job shadowing experience will be scheduled by the Health Science Clinical Onboarding Specialist and the information session will be scheduled by the Radiography Program Chair when an applicant's file is complete.

It is very important to complete your radiography program packet as early as possible in order to be scheduled for and complete both these requirements before **April 15, 2024**.

Notification: Applicants will receive written notification of all enrollment decisions from the Radiography Program Chair by the second week of May.

Medical History/Physical Form: Applicants accepted into the Radiography Program must possess physical and emotional health compatible with the ability to provide safe patient care. A Medical History/Physical form will be distributed at a mandatory pre-entrance meeting in June. The Physical Form must be completed by a physician, physician's assistant, or nurse practitioner. The Radiography Clinical Coordinator will designate the time frame for completion and submission of the forms. **DO NOT COMPLETE THESE FORMS OUTSIDE OF THE SPECIFIED TIME FRAME.**

TECHNICAL PERFORMANCE STANDARDS

Technical Standards: Radiography students perform essentially the same physical and emotional activities as professional registered radiologic technologists in the clinical setting. Therefore, students accepted into the Radiography Program must be physically capable of successfully performing essential technical performance standards with or without reasonable accommodation, related to the occupation safely, accurately and expeditiously.

Candidates for admission must meet the technical standards as outlined below. The technical standards form is also located on the program's web page under admission requirements and distributed during the candidate information session.

Please read the following standards carefully and assess your ability to perform the

Radiography Admission Requirements Fall 2024

required technical performance standards listed below with or without reasonable accommodations.

Walking/Standing: Constantly walk or stand for extensive periods of time, to transport equipment, assist patients, perform radiologic exams, and assist the radiologists.

Use of All Extremities: Constantly use both hands and legs to ensure patient safety when (Hands/Legs) lifting, moving and transporting patients from a wheelchair/stretcher to the radiographic table and back again without causing undue pain or discomfort to the patient or one's self. Both extremities are necessary in the safe manipulation and operation of equipment and in the transporting of patients, x-ray equipment and supplies. Must be able to reach above shoulder level.

Tactile Sensation: Utilize his/her hands and fingers in order to position patients, grasp and easily manipulate equipment, and in assessing the patient. Must be able to palpate a pulse.

Lifting/Carrying: Frequently engage in lifting/carrying activities to move and transport patients, equipment and supplies. Maximum weight for lifting is established at 50 pounds. Varying weights are encountered when lifting and transporting patients. The individual is expected to request assistance when lifting and repositioning patients. The estimated weight for carrying is established at 25 pounds.

Pushing/Pulling: Frequently utilize pushing and pulling in the transfer of patients, equipment and supplies. They are necessary in the manipulation of x-ray equipment into proper positions for radiologic procedures including fixed and mobile units.

Reaching (High-Low Level): Frequently reach, twist and bend in moving and positioning patient's equipment and supplies. They are also required in operating the control panel for manipulation of technical and exposure factors. They are also required in responding to emergency situations and in the delivery of trauma radiological procedures where the patient's physical state may be jeopardized if proper care is not administered in a timely fashion.

Climbing Stairs: Occasionally climb stairs to take equipment, radiographs, etc., to other floors.

Stooping: Frequently stoop to position equipment, assist patients, or locate and obtain supplies.

Sitting: Occasionally sit to perform radiologic exams, record data on patient's examination request and schedule radiologic examinations.

Occupational Exposure: Possess the ability to protect self and others by implementing appropriate precautions due to possible exposure to communicable diseases, and/or blood and body fluids, toxic substances, and radiation exposure.

Reading Comprehension: Read and correctly carry out written instructions given on requisitions, treatment charts, notes and other records.

Radiography Admission Requirements Fall 2024

Hearing Comprehension: Understand and correctly carry out oral instructions given by instructors and clinical personnel including in the special procedures suite or operating room setting where all personnel are wearing surgical masks. Monitor equipment and background sounds during equipment operation and report unusual or abnormal sounds to the appropriate person.

Vision: Correctly read technique charts, read and select correct exposure factors at control consoles, and read and set correct distances and other equipment settings at the radiographic and fluoroscopic towers. Visually monitor patient for retention of correct position, correct breathing, motion or evidence of physical or emotional distress during the performance of radiologic procedures, including in dimly lighted environments. Monitor and evaluate the vital signs of a patient including the taking of temperatures and reading standard thermometers, taking blood pressure, monitoring respiration, and pulse rate. Evaluate radiographs for technical quality including visual perception of IR exposure levels, contrast levels, evidence of distortion, and evaluation of minute structural details for evidence of blur.

Communication: Communicate clearly, both orally and in writing, with the patient, patient's family, clinical personnel, and others in order to obtain or disseminate information relevant to patient care and work duties.

Interpersonal Skills: The radiography student must possess interpersonal skills sufficient to interact with individuals, families, and groups from a variety of social, emotional, cultural, and intellectual backgrounds.

Emotional Abilities: Demonstrate emotional stability and mental alertness in day-to-day interactions with patients, visitors, staff and peers in high stress/pressure situations in the radiologic environment.

COMPETITIVE ADMISSION CRITERIA

RECOMMENDED COURSES:

Completion of the following courses is strongly recommended prior to the start of the second 8-week spring semester of the enrollment year in order to make an applicant more competitive for admission:

- BIO 168 and BIO 169 (Anatomy and Physiology I and II) *
- CHM 131 – Introduction to Chemistry or higher
- ENG 111 – Writing and Inquiry*
- ENG 112 – Writing/Research in the Discipline* OR
- ENG 114 – Professional Research & Reporting*
- HUM 115 – Critical Thinking*
- MAT 171 – Precalculus/Algebra (MAT 161 will be accepted)
- MED 120 – Survey of Medical Terminology or MED 121 and MED 122 Medical Terminology 1 & 2.
- PHY 110 – Conceptual Physics or higher
- PSY 150 – General Psychology*
- SPA 120 – Spanish in The Work Place

Radiography Admission Requirements Fall 2024

*** Courses with the asterisk (*) are part of the radiography curriculum. It is strongly recommended you take them prior to enrolling in the radiography program. ***

NOTE: BIO 168 and BIO 169 (A+P I and A+P II) have a 5-year time limit for credit approval.

Financial Aid Warning:

Students anticipating receiving financial aid during the Fall and Spring semesters may want to delay taking two of the following courses ENG 112/114, PSY 150 or HUM 115 until rolled in the program. This will allow a student to carry the required number of credit hours to receive full financial aid during the Fall and Spring semesters.

CARTERET COMMUNITY COLLEGE RADIOGRAPHY PROGRAM

PRE-ADMISSION DATA SHEET

(2024 Enrollment)

Name of Applicant: _____ High School Graduation Date: _____

College(s) Attended: _____ Degree(s) Granted _____

I. **ACADEMICS:**

A. Related High School Courses:

(Non-Honors Courses)

Math 3 (Algebra II) (80% or higher) = 10 _____

(Successful completion of DMA 010-060) (successful completion of Math 003 with P3 Grade)

Advanced Math= 10 _____

Geom., Precalc., Calc. (C or Higher)

Biology (80% or higher)= 10 _____

College Bio Prereq. (BIO 110,111 or equivalent) (B grade or higher)

Physics or Chemistry = 10 _____

(80% or higher)

Other Advanced Science (not Biology)

(C or Higher)= 10 _____

(Honors/AP Courses):

Math 3 (Algebra II) =30 (A)20 (B)10 (C) _____

Adv. Math =30 (A)20 (B)10 (C) _____

Biology = 30 (A)20 (B)10 (C) _____

Physics = 30 (A)20 (B)10 (C) _____

Chemistry = 30 (A)20 (B)10 (C) _____

Other Adv.

Science= 30 (A)20 (B)10 (C) _____

Radiography Admission Requirements Fall 2024

B. Testing:

Before 2006:	2006 and After:
ACT20-21 =10 _____	ACT20-21=10 _____
22+=30 _____	22+= 30 _____
SAT1000-1100=10 _____	SAT1500 = 10 _____
1101+=30 _____	1501+= 30 _____

C. High School Weighted GPA 3.0 or higher = 20 _____

D. College GPA:

Includes at least 1(4credit) Math or Science course;
minimum 1 semester with 12 credits 3.0–4.0 = 20 _____

E. BIO 168(A) =40 _____

(B) =20 _____

(C) =10 _____

BIO 169(A) =40 _____

(B) =20 _____

(C) =10 _____

F. **Completed Bio Credits: BIO 168 and BIO 169** (40 Pts.) _____

G. Medical Terminology MED 120 or 121 and MED 122; **Points assigned per course completed**

(A) =20 _____

(B) =10 _____

H. SPA 120 (A) = 20 _____

(B) = 10 _____

I. College Math & Science:

Math 003:

(P3)= 30 _____

Math 171 or Higher: (MAT 161 Accepted)

(A) =50 _____

(B) =40 _____

(C) =30 _____

Radiography Admission Requirements Fall 2024

Introduction to Chemistry 131:

(A) =30 _____

(B) =20 _____

(C) =10 _____

General Chemistry 151

(A) =50 _____

(B) =40 _____

(C) =30 _____

Conceptual Physics 110

(A) =30 _____

(B) =20 _____

(C) =10 _____

College Physics 151

(A) =50 _____

(B) =40 _____

(C) =30 _____

J. **Completed one (1) College Level Chemistry Course and one (1) College Level Physics Course=40** _____

K. General Education Courses

Eng. 111 Writing and Inquiry

(A) =15 _____

(B) =10 _____

(C) = 5 _____

Eng. 112/114 (Writing and Research in the Discipline /Prof. Research &Reporting)

(A) =15 _____

(B) =10 _____

(C) = 5 _____

Hum 115 (Critical Thinking)

(A) =15 _____

(B) =10 _____

(C) = 5 _____

Radiography Admission Requirements Fall 2024

PSY 150 General Psychology

(A) =15 _____

(B) =10 _____

(C) = 5 _____

L. All General Education courses completed at

Carteret CC =40 _____

M. Radiography Admission Test Scores:

Place into MAT 171 (Score of 80 or higher) = 40 _____

N. College Graduate:

BS Degree=50 _____

AS Degree=25 _____

II. PERSONAL QUALIFICATIONS:

A. People-Oriented Work Experience (FT)

1 - 2 years 5 _____

3 - 5 years 10 _____

6+ years 20 _____

B. Other Job Experience:

Management 15 _____

Health Care 25 _____

Valid documentation of work experiences, including names and contact information of supervisors, must be submitted with the application in order to receive admission points. Submit this information to the admissions officer via an electronic copy or hard copy. Be sure to include your name and the program you are applying for on the information you submit.

TOTAL POINTS EARNED _____

FINAL NUMERICAL RANK _____

Signature: _____ Date: _____

Elaine M. Postawa, M.Ed., R.T.R.
Chair, Radiography
Carteret Community College
Radiography Program

RADIOGRAPHY MISSION STATEMENT

Carteret Community College's Radiography Program is dedicated to the delivery of a quality education in radiography through continuous program improvement and actualization of program goals while fostering life-long learning. Through an outcome-focused learning environment the program will provide our healthcare community with competent, compassionate, professional entry-level radiographers who are prepared to sit for the American Registry of Radiologic Technologists (ARRT) examination, secure employment in their field, and engage in professional growth and development.

GOALS

1. Students will possess the knowledge and clinical competency skills of an entry-level radiographer.
2. Students will communicate effectively.
3. Students will demonstrate critical thinking skills.

GRADING SYSTEM

Part of any competency-based educational program is the establishment of minimum levels of achievement. The course materials distributed for each RAD course include a list of competencies, how each will be evaluated, and a minimum level of achievement for each. **The lowest level of acceptable achievement in a RAD course is 80%.** Some course work requires higher levels, even to 100% for essential items. The 80% minimum falls in the "B" range on the College's grading scale (see CCC College Catalog & Student Handbook). Eighty percent is selected so that the minimum competence of the students will be average. Any sick and/or injured patient has the right to expect care from a healthcare professional that has at least average abilities.

Thus, the program's grading scale is as follows:

A = 90-100

B = 80-89

F = below 80

GENERAL EDUCATION COURSE REQUIREMENTS

A LETTER GRADE OF NO LOWER THAN A "C" WILL BE ACCEPTED FOR CREDIT IN THE RADIOGRAPHY PROGRAM:

ENG 111 HUM 115

ENG 112/114 BIO 168

PSY 150 BIO 169

Certification Eligibility Requirements: Ethics Requirements

All candidates must comply with the ARRT Standards of Ethics, including the Rules of Ethics. The Rules of Ethics are standards of minimally acceptable professional conduct for all Certificate Holders and Candidates. The rules are intended to promote the protection, safety, and comfort of patients. Registered Technologists and candidates engaging in any of the conduct or activities noted in the Rules of ethics, or who permit the occurrence of such conduct or activities, have violated the rules of ethics and are subject to sanctions.

Radiography Admission Requirements Fall 2023

Several types of misconduct, charges, and convictions violate The Rules of Ethics. They include:

- Felony or misdemeanor charges or convictions (not including speeding tickets or parking violations unrelated to drugs or alcohol).
- Charges or convictions concerning traffic violations related to drugs or alcohol
- Convictions in a military court
- Violations of state or federal narcotics or controlled substance laws, even if you aren't charged or convicted, Disciplinary actions concerning a professional license, permit, registration, or certification
- Violations of an educational honor code at an institution you attended to meet ARRT certification and registration requirements

Charges or convictions include:

- Those that were stayed, withheld or deferred, set aside, or suspended
- Any plea of guilty Alford plea, or plea of no contest (nolo contendere)
- Any court supervision, probation, or pretrial diversion
- Traffic violations charged as a misdemeanor or felony
- Traffic violations that involved drugs or alcohol

Candidates are not required to report offenses that were committed as a juvenile and were adjudicated through the juvenile court system.

The Application for Certification asks: "Have you ever been charged with or convicted in court of a misdemeanor or felony (including conviction of a similar offense in a military court-martial?" If your answer is "No, you move on to the next question. Anyone who answers "Yes" must provide a detailed explanation and copies of all documentation relevant to the matter. If you have a court-martial, you must provide a detailed personal explanation, documentation verifying the reasons for the court- martial, and the conditions of and status of the sentence.

A second question asks whether you have had any license, registration, or certification subjected to discipline by a regulatory authority or certification board other than the ARRT.

The certification application also asks you to respond to a question about violations or sanctions related to the honor code. All candidates must sign a written consent under the Family Education Rights and Privacy Act (FERPA). This consent allows ARRT to communicate freely and openly with program directors and to obtain specific parts of the educational records concerning violations of an honor code.

If a candidate is concerned about whether his or her past will affect eligibility for certification and registration, there is a way to find out in advance. ARRT investigates all potential ethics violations in order to determine eligibility, and such investigations can cause delays in processing applications. Candidates can avoid delay by requesting a pre-application ethics review of the violation before or during their education, rather than waiting until completing the educational program. ARRT will rule on the impact of the violation on eligibility for ARRT certification. Once ethics eligibility is established the candidate proceeds with application. The pre-application review packet can be downloaded from the <https://www.arrt.org/> or you may request a copy by phoning ARRT at (651) 687-0048, ext. 8580.

OTHER INFORMATION

A criminal background check and drug screening are required by the clinical sites prior to participation in the clinical component of the program. A student’s progress toward graduation would be jeopardized by any inability to complete the clinical portion of the program due to a clinical site not allowing the student to participate due to the results of the background check or drug screen. Any questions concerning the background check and drug screening should be directed to the Radiography Program Chair.

Clinical sites may require proof of required immunizations and vaccines before placement in a clinical education experience. Inability to produce such records may result in the student not being able to complete the clinical portion of the program.

ADDITIONAL EXPENSES BEYOND TUITION

Can be located on program Web page

Radiography – 1st Year

(amounts are estimates and subject to change)

Medical Exam	\$300.00	CPR Certification	\$45.00
Uniforms	\$200.00	Lab Fee	\$65.00
Trajecsyst – Clinical Documentation	\$150.00	Activity/Technology Fees	\$108.00
Books	\$750.00	Liability and Accident Insurance	\$37.00
Compliance Tracking System (CBC/DS/Immunizations)	\$122.00	Radiation Dosimeter	\$171.20

Miscellaneous Supplies	\$50.00		
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Radiography – 2nd Year

(amounts are estimates and subject to change)

Uniforms	\$100.00	Activities/Technology Fees	\$88.00
Liability and Accident Insurance	\$25.00	Radiation Dosimeter	\$104.00
Books	\$500.00	Professional Conference (attendance is encouraged)	\$350.00
ARRT Exam	\$225.00	CCC Graduation Ceremony	At Cost
Lab Fee	\$80.00	Degree	At Cost
Miscellaneous Supplies	\$50.00		

RADIOGRAPHY FACULTY

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PROGRAM APPROVAL INFORMATION

Joint Review Committee on Education in Radiologic Technology: 20 North Wacker Drive,
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mail@jrcert.org;
Website: <http://www.jrcert.org>.

SACSCOC: Carteret Community College is accredited by the Southern Association of
Colleges and Schools Commission on Colleges to award the associate degree.
Contact the Commission on Colleges at 1866 Southern Lane, Decatur, GA 30033-4097
or call 404-679-4500 for questions about the accreditation of Carteret Community
College.