



INSTRUCTIONAL PACKAGE

RAD 101

Introduction to Radiography

201730
Summer 2018

INSTRUCTIONAL PACKAGE

PART I: COURSE INFORMATION

Effective Term: 201730

COURSE PREFIX: RAD 101

COURSE TITLE: Introduction to Radiography

CONTACT HOURS: 3

CREDIT HOURS: 2

RATIONALE FOR THE COURSE:

This course will prepare students for clinical rotations required of full-time students. Orientation to the hospital and department will be covered.

COURSE DESCRIPTION:

THIS COURSE PROVIDES AN INTRODUCTION TO RADIOLOGIC TECHNOLOGY WITH EMPHASIS ON ORIENTATION TO THE RADIOLOGY DEPARTMENT, ETHICS, AND BASIC RADIATION PROTECTION.

PREREQUISITES/CO-REQUISITES:

Acceptance to Radiologic Technology program.

REQUIRED MATERIALS:

Please visit the Bookstore online site for most current textbook information. Use the direct link below to find textbooks.

[BOOKSTORE](#).

Enter the semester, course prefix, number and section when prompted and you will be linked to the correct textbook.

1. *Merrills Atlas of Radiographic Positioning & Procedures- 13th Edition*

By Bruce W. Long, Jeannean Hall Rollins and Barbara J. Smith.

ISBN- 978-0-323-26341-2- Text and Workbook

& 2. Workbook for Merrill's Atlas of Radiographic Positioning and Procedures-13th Ed.

By Bruce W. Long, Tammy Curtis, Barbara J. Smith

TECHNICAL REQUIREMENTS:

Access to Desire2Learn (D2L), HGTC's student portal for course materials.

WaveNet and D2L email access.

CLASSROOM ETIQUETTE:

As a matter of courtesy to other students and your professor, please turn off cell phones and other communication/entertainment devices before class begins. If you are monitoring for an emergency, please notify your professor prior to class and switch cell phone ringers to vibrate.

Part II: Student Learning Outcomes

COURSE LEARNING OUTCOMES and ASSESSMENTS*:

List Assessments and Learning Outcomes for each module.

Module #1- Weeks 1 and 2

Materials Covered: Merrills Atlas- Volume 1 -Chapter 1-Preliminary Steps in Radiography and Chapter 3- General Anatomy and Radiographic Positioning Terminology

***Assessment(s):** Complete class review activity, Lab Sessions and Worksheet

Learning Outcomes:

1. Identify beginning radiologic technology terminology.
2. Recognize components of the radiology department
3. Establish the importance of care of the patient and ethics.
4. Assess patient factors
5. Establish the ability to demonstrate radiographic positioning principles, the relationship of adjacent body structures needed for proper positioning and the need for multiple positions.
6. Increase awareness of the importance of radiation protection and aide the student in protecting themselves as well as the patient.

Module #2- Weeks 3- 5

Materials Covered: Merrills Atlas- Volume 1- Chapter 10 – Thoracic Viscera

***Assessment(s):** Complete class review activity, Lab Sessions and Worksheet
Unit Test and Film Review/critique Test

Learning Outcomes:

1. Demonstrate positioning techniques of the thoracic Viscera.
2. Identify and relate anatomy to proper radiographic positioning and film critique
3. Assess radiographs for proper positioning by incorporating learned evaluation for each position.
4. Apply professional responsibility and care given to patients during thoracic viscera procedures.
5. Integrate knowledge acquired about positioning techniques, film critique and radiographic procedures to lab and clinic.
6. Performance of routine procedures and adaptations in order to produce diagnostically acceptable radiographs
7. Be acquainted with Thoracic viscera pathology

Module #3- Week 6-7- Abdomen

Materials Covered: Merrills Atlas- Volume 2-Chapter 16

***Assessment(s):** Complete class review activity, Lab Sessions and Worksheet

Learning Outcomes:

1. Demonstrate positioning techniques of the abdomen
2. Identify and relate anatomy to proper radiographic positioning and film critique
3. Assess radiographs for proper positioning by incorporating learned evaluation for each position.
4. Apply professional responsibility and care given to patients during the performance of abdominal radiography
5. Integrate knowledge acquired about positioning techniques, film critique and radiographic procedures to lab and clinic.
6. Performance of routine procedures and adaptations in order to produce diagnostically acceptable radiographs

Module #4- Week 8-10- The Upper Limb

Materials Covered: Merrills Atlas- Volume 1- Chapter 4- The Upper Limb

***Assessment(s):** Complete class review activity, Lab Sessions and Worksheet
Unit Test, Film Test

Learning Outcomes:

1. Demonstrate positioning techniques of the upper limb/extremities
2. Identify and relate anatomy to proper radiographic positioning and film critique
3. Assess radiographs for proper positioning by incorporating learned evaluation for each position.
4. Integrate knowledge acquired about positioning techniques, film critique and radiographic procedures to lab and clinic.
5. Performance of routine procedures and adaptations in order to produce diagnostically acceptable radiographs

****Students – please refer to the Instructor’s Course Information sheet for specific information on assessments and due dates.***

Part III: Grading and Assessment

EVALUATION OF REQUIRED COURSE MEASURES/ARTIFACTS*

Students’ performance will be assessed and the weight associated with the various measures/artifacts are listed below.

EVALUATION*

Test 75%- 4 total- T1-Thoracic Viscera- 35% T2- Abd and Upper Limb- 35%
Film Test 1- Thoracic Viscera- 15% Final Film Test- (CIA) 15%

Assignments 5%

Final Exam 20%

****Students, for the specific number and type of evaluations, please refer to the Instructor's Course Information Sheet.***

GRADING SYSTEM:

Grading scale for the Medical Imaging Sciences programs is as follows:

92-100- A
83-91- B
74-82- C
65-73- D
64 and below- F

Grades earned in courses impact academic progression and financial aid status. Before withdrawing from a course, be sure to talk with your instructor and financial aid counselor about the implications of that course of action. Ds, Fs, Ws, WFs and Is also negatively impact academic progression and financial aid status.

The Add/Drop Period is the first 5 days of the semester for **full term** classes. Add/Drop periods are shorter for accelerated format courses. Please refer to the academic calendar for deadlines for add/drop ([ACADEMIC CALENDAR](#)). You must attend at least one meeting of all of your classes during that period. If you do not, you will be dropped from the course(s) and your Financial Aid will be reduced accordingly.

Part IV: Attendance

Horry-Georgetown Technical College maintains a general attendance policy requiring students to be present for a minimum of eighty percent (80%) of his or her classes in order to be eligible to receive credit for any course. However, due to the varied nature of courses taught at the College, a more rigid attendance policy may be required by individual instructors. At a minimum, a student may be withdrawn from a course(s) after he or she has been absent in excess of ten percent (10%) of the total contact hours for a course. Instructors define absentee limits for their class at the beginning of each term; please refer to the Instructor Course Information Sheet.

In this class a student must not exceed 3 absences, regardless of reason. A 2nd absence results in a verbal, written warning and a 3rd absence results in a final, written warning. After the allowed number of misses, the student will be dropped from the course with a W or a WF.

If a student must be absent on the day of an assigned test or quiz the student must call the instructor within 24 hours to schedule a make-up test.

Tardy Policy:

Students should be on time. It will be the policy that after the third tardy, the student will receive a verbal, written warning and be charged one day absent. After the 6th tardy, the student will be charged with an additional absence. A 7th tardy will result in termination from the radiology program.

If a student arrives 10 minutes after scheduled start time, they will be charged with an absence.

Part V: Student Resources



The Student Success and Tutoring Center (SSTC)

The SSTC offers to all students the following **free** resources:

1. **Academic coaches** for most subject areas, **Writing Center Support**, and **college success skills**.
2. **On-line student success and academic support resources**.

Visit the SSTC website: [Student Success & Tutoring Center](#) and visit the student services tab in your WaveNet account to schedule appointments using TutorTrac. For more information, call: SSTC Conway, 349-7872; SSTC Grand Strand, 477-2113; and SSTC Georgetown, 520-1455. Room locations and Live Chat is available on the SSTC website.



Student Information Center: WaveNet Central (WNC)

WNC offers to all students the following **free** resources:

1. **Getting around HGTC:** General information and guidance for enrollment!
2. Use the [Online Resource Center \(ORC\)](#) for COMPASS support, technology education, and online tools.
3. **Drop-in technology support or scheduled training** in the Center or in class.
4. **In-person workshops, online tutorials and more services** are available.

Visit the WNC website: [Wavenet Central](#). Live Chat and Center locations are posted on the website. Or please call one of the following locations: WNC Conway, 349-5182; WNC Grand Strand, 477-2076; and WNC Georgetown, 520-1473.

Student Testing: (If course is offered in multiple format include this section, delete if only F2F sections are offered.)

Testing in an **online/hybrid** course may be accomplished in a variety of ways:

- Test administered within D2L
- Test administered in writing on paper
- Test administered through Publisher Platforms

Further more tests may have time limits and/or require a proctor.

Proctoring can be accomplished either face-to-face at an approved site or online through RPNOW, our online proctoring service. To find out more about proctoring services, please visit the [Online Testing](#) section of the HGTC's Testing Center webpage.

The **Instructor Information Sheet** will have more details on test requirements for your course.

Disability Services

HGTC is committed to providing an accessible environment for students with disabilities. Inquiries may be directed to Jocelyn Williams, Director of Student Development on the Conway Campus Jaime Davis, Counselor/Advisor on the Georgetown Campus or Kristin Griffin, Counselor on the Grand Strand Campus. These individuals will review documentation of the student's disability and, in a confidential setting with the student, develop an educational accommodation plan.

Note: It is the student's responsibility to self-identify as needing accommodations and to provide acceptable documentation. After a student has self-identified and submitted documentation of a disability, accommodations may be determined, accepted, and provided.

Statement of Equal Opportunity/Non-Discrimination Statement

Horry Georgetown Technical College prohibits discrimination and harassment, including sexual harassment and abuse, on the basis of race, color, gender, national or ethnic origin, age, religion, disability, marital status, veteran status, sexual orientation, gender identity, or pregnancy in educational programs and/or activities.

Title IX Requirements

Horry Georgetown Technical College prohibits the offenses of domestic violence, dating violence, sexual assault, and stalking. Any student who believe he or she has experienced or witnessed discrimination including sexual harassment, domestic violence, dating violence, sexual assault or stalking is encouraged to report such incidents to one of the College's Title IX Coordinators.

*Faculty and Staff are required to report incidents to the Title IX Coordinators when involving students. The only HGTC employees exempt from mandatory reporting are licensed mental health professionals (only as part of their job description such as counseling services).

Inquiries regarding the non-discrimination policies:	
Student and prospective student inquiries concerning Section 504, Title II, and Title IX and their application to the College or any student decision may be directed to the Associate Vice President for Student Affairs.	Employee and applicant inquiries concerning Section 504, Title II, and Title IX and their application to the College may be directed to the Associate Vice President for Human Resources.
Dr. Melissa Batten, AVP Student Affairs <i>Title IX Coordinator</i> Building 1100, Room 107A, Conway Campus PO Box 261966, Conway, SC 29528-6066 843-349-5228 Melissa.Batten@hgtc.edu	Jacquelyne Snyder, AVP Human Resources <i>Section 504, Title II, and Title IX Coordinator</i> Building 200, Room 212A, Conway Campus PO Box 261966, Conway, SC 29528-6066 843-349-5212 Jacquelyne.Snyder@hgtc.edu