



INSTRUCTIONAL PACKAGE

RAD 130 Radiographic Procedures I

201810
Fall 2018

INSTRUCTIONAL PACKAGE

PART I: COURSE INFORMATION

Effective Term: 201810

COURSE PREFIX: RAD 130

COURSE TITLE: Radiographic Procedures I

CONTACT HOURS: 2-3-3

CREDIT HOURS: 3

RATIONALE FOR THE COURSE:

This is a required course, the foundation upon which the other positioning courses will follow. The student must master the basic fundamentals of positioning and the terminology associated with it.

This course also provides an introduction to radiographic procedures of the lower limb, shoulder, pelvis, bony thorax and the vertebral column.

The course will also focus on correlated anatomy, positioning and evaluation criteria of these exams. Lab situations will allow the students active participation in positioning and film critique.

COURSE DESCRIPTION:

This course provides an introduction to radiographic procedures. Positioning of the chest, abdomen and extremities are included.

PREREQUISITES/CO-REQUISITES:

Acceptance into 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.

TECHNICAL REQUIREMENTS:

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

STUDENT IDENTIFICATION VERIFICATION

Students enrolled in online courses will be required to participate in a minimum of one (1) proctored assignment and/or one (1) virtual event to support student identification verification. Please refer to your Instructor Information Sheet for information regarding this requirement.

Part II: Student Learning Outcomes

COURSE LEARNING OUTCOMES and ASSESSMENTS*:

List Assessments and Learning Outcomes for each module.

Module 1- Aug 27- Sep 24

Materials Covered: Chapter 4 Upper Limb- Elbow & Chapter 6- Lower Limb

Assessment: In-class Quizzes, Unit Test and Take-Home Review Sheets

Learning Outcomes:

1. Describe the bony anatomy of the Upper and Lower Limbs
2. Match specific joints of the upper and lower limbs to classification and movement type
3. Identify specific fat pads and their relevance
4. Name specific bony anatomy of the upper and lower limb
5. List the technical factors (technique) commonly used for upper and lower limb radiography
6. Identify the correct central ray placement, part position, and radiographic criteria for specific positions of the upper and lower limb
7. Identify which structures are best seen with each basic and special projection of the learned procedures
8. Given radiographs of specific elbow and lower limb projections, will identify anatomy and

Module 2- Sep 26- Oct 8

Materials Covered: Chapter 6- Humerus and Shoulder Girdle

Assessment: In- class quiz, Unit Test and Take-Home Review Sheet

Learning Outcomes:

1. Identify the bones and the specific features of the proximal humerus and shoulder girdle
1. Match specific joints of the shoulder girdle to classification and movement type
2. On radiographic images, identify rotational positions of the proximal humerus
3. List basic and special projections of the humerus and shoulder, including the size and type of the IR holder, the central ray location with correct angles, and the structures being demonstrated.
4. List the various patient exposure factors for procedures of the humerus and shoulder
5. Given hypothetical situation's, identify the correct modification of a position and/or exposure factors to improve the radiographic image
6. Given various hypothetical situations, identify the correct position for a specific pathologic feature or condition
7. Given radiographs of specific humerus and shoulder girdle projections, will identify anatomy and evaluation of image criterion.

Module 3- Oct 10- 22

Materials covered: Chapter 7- Pelvis and Proximal Femora
Assessment: In- class quiz, Unit Test and Take-Home Review Sheet

Learning Outcomes:

1. Identify the bones and the specific features of the proximal femur and pelvic girdle
2. Match specific joints of the pelvic girdle to classification and movement type
3. On radiographic images, identify rotational positions of the proximal femur
4. List basic and special projections of the femur and pelvis, including the size and type of the IR holder, the central ray location with correct angles, and the structures being demonstrated.
5. List the various patient exposure factors for procedures of the femur and pelvis
6. Given hypothetical situation's, identify the correct modification of a position and/or exposure factors to improve the radiographic image
7. Given various hypothetical situations, identify the correct position for a specific pathologic feature or condition
8. Given radiographs of specific femur and pelvic girdle projections, will identify anatomy and evaluation of image criterion.

Module 4- Oct 24- Nov 14

Materials covered: Chapter 8- Vertebral Column
Assessment: In- class quiz, Unit Test and Take-Home Review Sheet

Learning Outcomes:

1. Identify the bones and the specific features of the entire spinal column
2. Match specific joints of the spine to classification and movement type
3. On radiographic images, identify rotational positions of the Cervical, Thoracic and Lumbar spine
4. List basic and special projections of the vertebral column, including the size and type of the IR holder, the central ray location with correct angles, and the structures being demonstrated.
5. List the various patient exposure factors for procedures of the spine
6. Given hypothetical situation's, identify the correct modification of a position and/or exposure factors to improve the radiographic image
7. Given various hypothetical situations, identify the correct position for a specific pathologic feature or condition
8. Given radiographs of specific vertebral column projections, will identify anatomy and evaluation of image criterion.

Module 5- Nov. 26- Dec 3

Materials covered: Chapter 9- Bony Thorax
Assessment: In- class quiz, Unit Test and Take-Home Review Sheet

Learning Outcomes:

1. Identify the bones and the specific features of the bony thorax
2. Match specific joints of the ribs, sternum and SC joints to classification and movement type
3. On radiographic images, identify rotational positions of the ribs and sternum
4. List basic and special projections of the bony thorax, including the size and type of the IR holder, the central ray location with correct angles, and the structures being demonstrated.
5. List the various patient exposure factors for procedures of the bony thorax
6. Given hypothetical situation's, identify the correct modification of a position and/or exposure factors to improve the radiographic image
7. Given various hypothetical situations, identify the correct position for a specific pathologic feature or condition
8. Given radiographs of specific vertebral column projections, will identify anatomy and evaluation of image criteri

****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.

Exams, quizzes and assignments comprise your grade. Assignments, quizzes and tests are given points and weighted by a percentage.

Tests- 75% Final Exam- 20%
Quizzes, Assignments - 5%

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

GRADING SYSTEM:

Grading scale 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. Lab and lecture time are included. A written warning will result after your 2nd absence. A 3rd absence results in a final, written warning and a fourth absence results in termination from the radiology program.

***** More than 1 final warning letter at any time during the 6 semester program WILL result in expulsion!!**

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 15 minutes after scheduled start time, they will be charged with an absence.

Make-up Test Policy:

The student must call the instructor within 24 hours of the missed test time. If the student fails to call the instructor they will not be permitted to take a make-up exam. If the student does make the required call, they may make-up the test on the following scheduled class time.

Part V: Student Resources

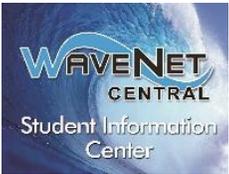


The Student Success and Tutoring Center (SSTC)

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