

## ADMISSIONS POLICY

A student admitted to Regional West Medical Center School of Radiologic Technology should provide evidence that he or she possesses the motivation, the academic potential and ability, and the physical capability that would enable the student to successfully complete the Program, pass the ARRT examination in radiography, and have a successful career as a radiologic technologist.

Responsibility: Program Director, Applicant

Standard: Human Resources

---

No discrimination based on age, race, creed, sex, nation of origin, handicap (provided the handicap does not present a hazard to others and the institution can meet needed accommodations), marital status, or any other legally protected status shall be made to persons applying to the Program.

Applicants applying to the Program shall meet the following requirements:

1. The applicant must be a high school graduate or the equivalent.
2. The applicant must have attained the age of 18 years prior to the start of the Program or provide parent's permission to start the program.
3. The applicant must have a minimum of 35 hours of college credit. Credit hours may be taken at any college or university. Regional West's School of Radiologic Technology has established the following as prerequisites of college credit prior to entering the Program:

English composition	6 hours
College algebra or higher math class	3 hours
Statistics	3 hours
Anatomy & Physiology	3-4 hours
Chemistry with a lab	3-4 hours
Physics	3-4 hours
Communications	3 hours
Humanities/social sciences	6 hours
Medical Terminology	2 hours
Elective (suggest A&P II, computer science or Advanced mathematics, science course)	3 hours
<b>Total</b>	<b>35-38 hours</b>

The student must demonstrate at least a grade of "C" for each prerequisite course to be accepted by the Program.

4. The applicant must complete and return the application form to the Program by the first business day of February.
5. There is no application fee. Other items that must be submitted are:
  - a. Official high school transcripts
  - b. Official college transcripts (The student must demonstrate a cumulative GPA of at least 2.5 to be considered for a position)
  - c. Observation/Research form including questions.
  - d. Electronic reference forms will be sent to references by the Program. The applicant must provide the reference's email address at the time of submitting the application. The link to the reference form will be sent to the exact email address submitted on the application form

All submissions necessary for application to the Program must be postmarked no later than February 20th and sent to:

Regional West Medical Center  
School of Radiologic  
Technology  
4021 Ave B  
Scottsbluff NE 69361

6. In order to participate in this Program and to be an effective radiographer, students must be able to meet specific technical standards. These standards include certain communication, physical, sensory, mental and behavioral requirements to ensure the safe performance of radiologic procedures.

**Sensory Requirements** - Perception of the patient and surrounding environment is necessary to perform competent health assessments and interventions. Operation of equipment requires functional use of vision, hearing, tactile and olfactory senses. Examples of these requirements include but are not limited to:

- Sufficient vision and hearing to monitor condition of the patient during the radiographic procedure; the ability to distinguish typical from non-typical sounds created by the operating radiographic equipment
- Vision sufficient to allow accommodation between brightly lit and dimly lit environments
- Sufficient vision to discriminate between gray-scale tones and image brightness associated with the radiographic image and video display monitors

- Sufficient sight to read printed and computer text; observe the patient's condition from a distance; and manipulate equipment and accessories
- The ability to detect changes in environmental odors and temperatures

**Communication Requirements** - The applicant must have the ability to use multiple communication techniques (verbal, written, nonverbal, group processes, and information technology) that enables effective communication with others. Examples of these requirements include but are not limited to:

- Speech skills sufficient to be understood by others; the ability to understand the communication of others; the ability to understand and assess non-verbal communications
- The ability to communicate proficiently in the English language (read, write, and speak) in order to relate with patients, patients' families, and staff
- The ability to accurately collect and document appropriate information and to report this information to members of the health care team.
- The ability to communicate with sensitivity as well as teach, explain, direct, and counsel patients

**Psychomotor Requirements** – The applicant must possess the gross and fine motor functions necessary to perform patient assessment and diagnostic interventions. Such interventions require coordination of gross and fine muscular

movements, stamina, and equilibrium. Examples of these requirements include but are not limited to:

- The ability to maintain physical demands that require a full range of body motion including walking, raising arms above head and hand-eye coordination; sufficient gross and fine motor skills to perform patient care and equipment adjustment
- The ability to stand and walk for prolonged periods of time, up to 8 hours per day
- Possession of sufficient muscle strength and low back and knee stability to lift and carry grids, cassettes, positioning devices; wear lead aprons and other shielding devices needed in performing radiographic procedures
- The ability to assist patients including transport via wheelchair, gurney, or bed, and transfers to and from wheelchair, gurney, or patient bed to a procedure table.
- The ability to hold and use a writing instrument and operate a computer keyboard for recording information
- The ability to move, adjust, and manipulate a variety of x-ray equipment (including the physical transportation of mobile x-ray machines) in order to arrange and align the equipment with respect to the patient and the image receptor according to established procedures and standards of speed and accuracy
- The ability to physically place patients in proper positions for the examination according to established procedures and standards for speed and accuracy

**Intellectual-Conceptual, Integrative and Qualitative Abilities** – The applicant has sufficient psychological stability to be able to respond appropriately and efficiently in emergent situations. Examples of these requirements include but are not limited to:

- The ability to calculate and select proper technical exposure factors according to the physical dimensions and pathology of the patient and to work with speed and accuracy necessary to complete the requirements of the procedure while ensuring quality care and safety to the patient
- The ability to measure, calculate, reason, analyze, evaluate, synthesize, problem solve and use critical thinking skills to find practical solutions for didactic or clinical situations.

- The ability to comprehend three-dimensional structures and understand the spatial relationships of these structures
- The ability to understand complex problems and to collaborate and explore alternative solutions

**Behavioral and Social Attributes** – The applicant shall possess the emotional health required for full use of one’s intellectual abilities and demonstrate good judgment with prompt and sage completion of all responsibilities. The applicant must have the ability to develop effective relationships with patients. Examples of these requirements include but are not limited to:

- The social skills necessary to interact effectively with those of the same or a different culture with respect, politeness, and discretion
- Possession of the emotional health required for full utilization of intellectual abilities and support of the patient during radiographic procedures
- The ability to tolerate physical and mental workloads, function effectively under stress, adapt to changing environments and conditions, and function in the face of uncertainties inherent in the clinical setting and with patients
- Possession of moral reasoning and ethical behavior appropriate for a health care professional

The applicant will need to be able to perform each of these tasks in a reasonably independent manner with or without accommodation. The applicant must acknowledge that he or she is capable of meeting the technical standards listed or that the applicant needs an accommodation. If an accommodation is necessary because of a disability, it is the applicant’s responsibility to provide documentation of the medical need and to request the specific accommodation in writing from a Licensed Independent Practitioner.

The Program will endeavor to satisfy requests for reasonable accommodations however, the Program cannot guarantee an accommodation. The Program Director will consult with the sponsoring institution’s administration and the Americans with Disabilities Act Coordinator to determine whether the Medical Center can meet the applicant’s need. Determination of a reasonable accommodation will be considered on an individual basis and is an interactive collaboration with the Medical Center, the applicant, the Educational Advisory

Committee, and the Program Director when indicated. Students with disabilities will adhere to the same admission, progression, dismissal and readmission policies as all students.

7. Applicants should complete a tour of Regional West's Imaging Services Department. It is necessary to complete patient confidentiality and HIPAA training prior to that tour. Contact a Program Official to complete this training. This tour may be done in conjunction with the interview for applicants.
8. All applicants are required to observe radiographic procedures for at least four hours within a radiology department and submit a completed observation form.
9. It is required that those accepted into the Program be in good physical and mental health. Candidates accepted into the Program must complete an enrollment health assessment. Regional West Occupational Health department will provide this assessment free of charge to the student. The assessment will include:
  - a. A drug test
  - b. Assessment of blood pressure, weight and height
  - c. Blood draw for required tests (Rubeola, Rubella, Mumps, Varicella, Hepatitis B antibody)
  - d. Mycobacterium tuberculosis screening test or chest x-ray
  - e. General health history
  - f. Latex exposure history
10. Candidates accepted into the Program must complete all pre-requisite coursework with at least a "C" grade and pre-admission paperwork prior to the beginning of classes. Official transcripts for all pre-requisites must be submitted prior to beginning classes. A failure to submit an official transcript for a pre-requisite prior to the start of classes will result in the withdrawal of the offer of enrollment.
11. To be accepted into the Program a student must pass the pre-enrollment drug and alcohol testing and background checks for Regional West Medical Center.

Students accepted in the Program shall be responsible for tuition payments, professional membership fees, their own room and board, the purchase of books, uniforms, transportation costs to clinical and didactic sites, and their own health care as described by Student Health Policy 722.8.23.05.

Advanced placement of a student may occur when the student is transferring from another radiographer program. The Educational Advisory Committee will determine whether a student qualifies for advanced placement.

A radiologic technologist may be exposed to electrical and radiant energy hazards. A radiologic technologist may be exposed to infectious diseases when imaging infectious

ADMISSIONS - POLICY 722.8.21.04

patients. Students shall be instructed in proper procedures to reduce the chance of being affected by these hazards.

---

Signature

Stephanie Cannon, MSRS,  
RT(R)(ARRT) Program Director

---

Signature

Joshua Lively, MHA, BSRT(R), RT (R)(VI)(ARRT)  
Director of Imaging Services

Reference: School of Radiologic Technology Observation Policy 722.8.21.06  
School of Radiologic Technology Student Health Policy  
722.8.23.05

Reviewed: 7/31/01, 3/26/03, 1/4/07, 6/9/11, 3/22/12, 2/28/14, 2/6/15, 4/28/2020, 2/16/23

Revised: 09/22/88; 12/28/89; 10/19/90; 11/20/92, 12/4/92, 6/3/93, 7/16/94, 5/10/95, 5/30/95, 6/8/95,  
5/28/98, 12/30/99, 3/30/05, 3/27/08, 5/19/09, 5/28/09, 6/9/11, 3/22/12, 3/21/13, 3/4/16, 1/20/17, 1/26/18,  
1/24/19, 9/30/2021, 2/17/22