Clinical Instructor Information

Greenville Technical College
Medical Imaging Sciences
Radiology
Julie Cox, B.S.R.S., RT(R)(M)(CT)(ARRT)
Objectives

- Mission
- Student Learning Outcomes
- Program Goals
- Phase I
- Phase II
- Academic and Technical Standards
- Drug Testing
- Criminal Background Check
- Social Networking
- ARRT Ethical Eligibility
- JRCERT Accreditation
- Certification
- Clinical Education Plan
- Clinical Educators
- Clinical Evaluation
- Clinical Supervision Policy
- What to do in case of accident or infectious disease exposure
- Radiation Safety General Rules
- Adult Learners
- Clinical Expectations for Students
- Qualification for Clinical Instructors
- Responsibilities for Clinical Instructors
- Grading Expectations
- Additional Links
The mission of the GTC Radiologic Technical Program is to graduate well trained, entry-level Radiologic Technologists who are prepared to successfully demonstrate professional behavior, patient centered care, clinical competence, effective communication and critical thinking skills to function as a member of the health care team.
Student Learning Outcomes

1A. The students will demonstrate the application of radiation protection principles.

1B. The graduates will practice entry-level mastery of overall clinical skills.

2A. Students will be able to communicate effectively in the clinical environment.

2B. Students will demonstrate professional verbal communication skills.
Student Learning Outcomes

3A. The student will apply theory and practical knowledge to given scenarios to determine best clinical solutions. (In 4th semester)

3B. The student will accurately evaluate images for overall radiographic quality (positioning, technique and diagnostic acceptability).

4A: The students will demonstrate professional behaviors.

4B: The student will assess the various opportunities for professional growth within Medical Imaging Sciences.
Program Goals

- The student will graduate with the necessary skills to function effectively as an entry-level radiographer.

- The student will effectively communicate in a professional manner.

- The student will demonstrate critical thinking and problem solving skills.

- The student will be able to model professional behaviors that are appropriate for the academic and healthcare environment.
Phase I

- 8 college transferable courses (26 semester hours)
- Courses must be completed by the end of Spring semester prior to entry into Phase II
- Must maintain an overall GPA of 2.50 with a “C” or better in all 8 courses
- May not repeat a course more than once –
  - A withdrawal (W) or (WA) counts as an attempt
- Will be given a faculty advisor after completing 2 semesters of Phase I.
- Acceptance into Phase II
  - Must have successfully completed all Phase 1 courses during Spring term to submit a Weighted Admission form (can submit if completing courses in Summer)
- Submit by May 1
- If accepted, must submit Letter of Intent, Statement of Understanding & $100 non-refundable deposit to formally accept seat in class.
Phase II

- Full-time day program with limited evenings and weekends (plan to be in class/clinic 7:30 am – 5:30 pm M – F)

- Academic requirements:
  - “C” or better in all courses
    - RAD Grading Scale: – no rounding
      - A = 100–94
      - B = 93 – 85
      - C = 84 – 75
      - D = 74 – 70
      - F = <70
Academic and Technical Standards

- **Cognitive**: The ability to consistently execute complex mental processes necessary to apply academic information to clinic/lab procedures.

- **Communication**: Communication ability sufficient for interaction with others in verbal and written form.

- **Hearing**: Auditory ability sufficient to monitor and assess health needs without visual contact.
Academic and Technical Standards

- **Mobility**: Physical abilities sufficient to maneuver in small areas and to maneuver equipment.

- **Motor Skills**: Gross and fine motor abilities sufficient to perform imaging procedures and patient care procedures safely and efficiently.

- **Physical Stamina**: Physical ability sufficient to remain continuously on a task for several hours while standing, moving, lifting and/or bending.
Academic and Technical Standards

- **Smell**: Olfactory senses sufficient for maintaining environmental and patient safety.

- **Tactile**: Tactile ability sufficient for assessment of physical health status and location of body landmarks with fingertips.

- **Visual**: Visual ability sufficient for observation, assessment, and implementation of patient care and imaging procedures.
Drug Testing

Positive Findings:
- It is unacceptable for students to have detectable levels of illegal drugs in their system, to be under the influence of alcohol, to be impaired by prescription medications in the lab or clinical setting or to have detectable levels of legal drugs which are not disclosed and/or for which no prescription can be produced. If there is a positive finding, the specimen will be sent for confirmation. Upon confirmation of a positive finding, or if the student refuses to submit to a requested drug screen, the student will immediately be removed from his/her program of study. Confirmation is the final appeal.
- Students who do not provide a specimen for testing, will not be offered a second opportunity for testing and will be removed from the program.

Random Drug Screening:
- Random drug screening may be required of student at any time throughout the program. Random drug screenings may be done with or without reasonable suspicion. The expense of random drug screens will be at the expense of the College.
**GTC Criminal Background Check**

- **POLICY:** Students enrolled in programs within the Health Sciences Division are required to have an acceptable criminal background for seven years prior to entering his/her program of study.

- For the Radiology Program, criminal background concerns should be addressed with the ARRT to determine eligibility to sit for the National Registry Exam as soon as possible.
Social Networking Policy

- POLICY:
  - This policy will establish general guidelines regarding internal and external communication using social networking, emailing, texting and other forms of electronic recording and communication. The absence or lack of explicit reference to a specific situation does not limit the application of this policy. Students and faculty should use appropriate professional judgment, where no guideline exists, and take the most prudent and professional action possible. Please consult with faculty or supervisor if you are uncertain for clarification.
  
  Please be aware that it may be construed as inappropriate for students to seek networking friend relationships with faculty, preceptors, or other employees of the clinical facility. If faculty and preceptors are going to network with students, the forum should allow all students access to join.
ARRT Ethical Eligibility

- The ethical behavior eligibility requirement is the same for both ARRT certification categories: primary (radiography, nuclear medicine technology, radiation therapy) and post-primary (advanced-level and added qualifications).

- The requirements specify that every applicant for certification and every registrant must “be a person of good moral character and must not have engaged in conduct that is inconsistent with the ARRT Rules of Ethics,” and they must “agree to comply with the ARRT Rules and Regulations and the ARRT Standards of Ethics.”
One issue addressed by the Rules of Ethics is the conviction of a crime, including a felony, a gross misdemeanor or a misdemeanor, with the sole exception of speeding and parking violations.

All alcohol and/or drug related violations must be reported.

Conviction as used in this provision includes a criminal proceeding where a finding or verdict of guilt is made or returned but the adjudication of guilt is either withheld or not entered, or a criminal proceeding where the individual enters a plea of guilty or nolo contendere, or a proceeding resulting in a military court-martial.
ARRT Ethical Eligibility

- All potential violations must be investigated by the ARRT in order to determine eligibility.

- Further information may be found on this web site in the handbooks for each examination.

- For Frequently Asked Questions please refer to: https://www.arrt.org/FAQ/Ethics-Review-Pre-Application.
Greenville Tech’s Radiology Program is accredited by the JRCERT which promotes standards pertaining to excellence in education and enhances quality and safety in patient care.

Contact information for JRCERT:
20 N. Wacker Drive
Suite 2850
Chicago, IL 60606–3182
Phone: (312) 704–5300
Fax: (312) 704–5304
E–mail: mail@jrcert.org
Certification

- American Registry of Radiologic Technologists Examinations are administered by computer to successful graduates.
  - Examinations are 200 questions long covering all aspects of radiography.
  - ARRT graduates can obtain jobs anywhere in the country.

- SCRQSA Licensure
  - ARRT candidate is automatically granted State licensure upon application
While assigned to the radiology department, students will be supervised by a registered Radiologic Technologist or by the Radiologist. This individual is an employee of the clinical site.

The staff radiologic technologist is recognized as the primary clinical supervisor.

The supervising technologist will have adequate competencies in diagnostic radiography.
The following are guidelines for supervising technologist:

1. The supervising technologist will review the patient’s requisition form and history before directing a student to perform an exam.

2. While reviewing the patient’s record, the supervising technologist must decide if the student is capable of performing the exam. The level of competency attained by the student is documented on the student’s Cumulative Record Form and Record of Unassisted Procedures.
Clinical Education Plan

3. The supervising technologist will decide if the student’s lack of proficiency or inability to complete the exam will adversely affect the patient’s condition.

4. Upon the completion of the examination, the supervising technologist will review the films with the student.

5. If the student is performing the exam unassisted and he/she encounters a problem, the supervising technologist will review the situation and discuss the problem with the student. If the student is unable to correct his mistakes, the supervising technologist will take over and complete the exam.

- Under no circumstances should a student repeat an examination without first consulting his or her supervising technologist, that is: faculty member, Clinical Instructor or staff technologist.
Students must be DIRECTLY SUPERVISED for all repeat radiographs.

The act of taking charge of the procedure after the student has made an attempt should be handled with a great deal of tact.

At no time should the student be criticized in front of the patient.

The technologist should work with the student to complete the exam.

6. During each assignment the supervising technologist will be given specific objectives for the student’s performance and evaluation. Also, the supervising technologist will be asked to complete all clinical forms on paper for the student.
Clinical Educators

- **Clinical Instructors**: In order to maintain better contact with the clinical staff and to provide a designated person for student supervision, Greenville Technical College will assign overall supervisory responsibility to one or more technologists in each clinical education center.

- In general, the Clinical Instructors are employees of the clinic site. Clinical Instructors will be responsible for monitoring student activities during clinical assignments. The Clinical Instructor will be available to talk to students during their assignments.

- If a student needs additional help with a problem in the clinical area, the Clinical Instructor will provide the instruction and supervision.
Clinical Educators

- **Program Faculty:** Full-time and/or part-time faculty members will rotate through the various clinical education centers for the purpose of providing clinical instruction. One instructor, designated Clinical Coordinator, will be responsible for coordinating all aspects of clinical education.

- **Clinical Coordinator:** The Clinical Coordinator will schedule Image Analysis classes with the students during the semester on a weekly basis. Image Analysis classes will be conducted on campus. During clinical assignments, the Clinical Coordinator will schedule observation periods in each hospital. This contact with the student will provide the Clinical Coordinator with the opportunity to observe students and discuss specific objectives with the staff technologists.
Clinical Evaluation

- Clinical evaluation begins during the 1st clinical semester (RAD 152).

- Each course syllabus contains specific objectives to be met by each student. These objectives are based upon a plan for completion of all clinical performances and final competencies by the end of the fifth (5th) semester of Phase II.

- The program includes 1305 hours for clinical education for the Class of 2021.
Clinical Evaluation

- **Evaluations:** There are several methods employed to evaluate the Radiologic Technology students. They consist of the following: Procedures Lab Simulations, Unassisted Procedures, Level I Competency, Level II Competency, and Final Competency.

- *Note: Student must complete a successful lab simulation per exam before obtaining a Level one in clinic on this exam.

- Minimum requirements are the same for each student. While each student may not be exposed to exactly the same number and types of exams, all students must complete the minimum requirement’s as indicated on the next slide:
Clinical Evaluation Class of 2021

Students are required to complete a minimum number of unassisted procedures and competency grades each semester. College faculty members, clinical instructors, technologists, and supervisory personnel evaluate students for category competency. The number achieved will be a factor in the clinical course grade as stated in the appropriate course syllabus.

<table>
<thead>
<tr>
<th>Category</th>
<th>Includes Unassisted or Lab Simulated Procedures</th>
<th>Level I Competencies</th>
<th>Level II Competencies Minimum per category</th>
<th>FINAL COMPETENCY</th>
</tr>
</thead>
<tbody>
<tr>
<td>Upper Extremity</td>
<td>19</td>
<td>12</td>
<td>7</td>
<td>1</td>
</tr>
<tr>
<td>Thorax</td>
<td>12</td>
<td>9</td>
<td>3</td>
<td>1</td>
</tr>
<tr>
<td>Abdomen/GI Tract</td>
<td>14</td>
<td>8</td>
<td>5</td>
<td>1 Fluoro</td>
</tr>
<tr>
<td>Lower Extremity</td>
<td>14</td>
<td>10</td>
<td>6</td>
<td>1</td>
</tr>
<tr>
<td>Trauma Extremity</td>
<td>2</td>
<td>2</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>Spine/Pelvis</td>
<td>19</td>
<td>12</td>
<td>6</td>
<td>1 Spine</td>
</tr>
<tr>
<td>Portables</td>
<td>10</td>
<td>6</td>
<td>3</td>
<td>6</td>
</tr>
<tr>
<td>Specialty and Surgery</td>
<td>14</td>
<td>12</td>
<td>5</td>
<td>1 Surgical C-Arm 2 pl</td>
</tr>
<tr>
<td>Head/Neck</td>
<td>8</td>
<td>8</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>Pediatrics</td>
<td>4</td>
<td>4</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>Geriatrics</td>
<td>4</td>
<td>3</td>
<td>2</td>
<td></td>
</tr>
<tr>
<td>Miscellaneous</td>
<td></td>
<td></td>
<td>8</td>
<td>4 Room 3 (2) ER (2)</td>
</tr>
<tr>
<td>TOTAL</td>
<td>120</td>
<td>86</td>
<td>50</td>
<td>17</td>
</tr>
</tbody>
</table>
Clinical Evaluation

- **Unassisted Procedures**
  - Several exams require unassisted procedures to be performed prior to obtaining procedure competency.
  - Students are also required to obtain a certain number of unassisted exams per semester

- **Level One Competencies**
  - One Level I competency is required for each procedure on the cumulative record form. Once a student completes the Level I Competency for a specific procedure, he/she may perform that procedure under INDIRECT SUPERVISION. A designated number of Level I competencies are required each semester as described in specific course syllabus. Level I Competencies must be performed on patients. Students must achieve a minimum score of 85% or higher on Level I Competencies. Students may be evaluated by program faculty, clinical instructors, or technologists for Level I Competencies.
Clinical Evaluation

- Level Two Competencies
  - Each student is required to obtain a total of 50 Level II Maintenance Competencies.
  - Students must achieve a minimum score of 90% or higher on Level II Competencies.
  - A designated number of Level II Competencies are required each semester as described in the specific course syllabus.
  - Students may be evaluated by program faculty, clinical instructors, or technologists for Level II Competencies.
Clinical Evaluation

- Final Competency
  - Each student is required to successfully complete seventeen (17) final competency examinations and three (3) specific area rotations during the 4th or 5th clinical semester. The student is evaluated on his/her radiographic skills, patient care skills, and overall efficiency. The final competencies are performed in at least two of the major affiliates.

- Final competency examinations are required in the following categories: Upper Extremity; Fluoroscopy; Thorax; Spine; Lower Extremity; Head; C-arm 2 plane

- The AREA competencies are performed at Greenville Memorial Hospital and include: Emergency Room, Portable, Routine in Room Three
Clinical Evaluation

- Final competency evaluations will be conducted by Program Faculty and technologists.
- Students must repeat an area if performance or competency examinations are unsatisfactory.
- The average of the final competency grades is a component of the clinical course grade as stated in the appropriate course syllabus.
- A repeat rate, greater than 15%, in Room 3 or the emergency room area will require a repeat of the rotation.
Clinical Evaluation

- Maintenance of Competency

  - In order to assure that students maintain competency throughout the entire program, students may be re-evaluated in areas at any time if a supervising technologist or faculty member deems that the student has lost the necessary skills to perform independently.

  - Students who do not continue to demonstrate competency in any specific examination will be required to remediate the procedure as described on the report form.
Clinical Evaluation

- **Weekly evaluations**
  - Students are evaluated by radiographers they work with on a daily basis. The syllabus for each clinic course contains specific objectives for the clinical education and the students are evaluated based on those objectives. These evaluations assess cognitive, psychomotor, and the affective domains.
  - They are used as material for feedback to students and to the faculty in order to indicate the progress of each student.
  - The average of these evaluations is used as a portion of the clinical course grade as stated in the appropriate course syllabus.

- **Attendance**
  - Attendance is essential to progress through the clinical requirements at an acceptable pace. Specific attendance policies can be found in the Student Policy Manual and course syllabi. Absences are reflected in the overall weekly evaluation grade in which the absence has occurred.
Clinical Supervision Policy

- **Direct Supervision**: a qualified practitioner, RT(R), is present with the student during a radiographic examination.
- **Students must work under Direct Supervision of a qualified practitioner**:
  - until competency has been achieved and documented.
  - when performing **ALL portable and surgical examinations** regardless of student’s level of competency.
  - when performing any **REPEAT RADIOGRAPHS** regardless of the student’s level of competency.
- **Indirect Supervision**: a qualified practitioner, RT(R), is immediately available to assist the student in an adjacent room or location. Once competency has been established and documented, the student is permitted to work under indirect supervision. Exceptions are noted above.
What to do in case of ACCIDENT OR ILLNESS

1. Have someone stay with the student. Try to determine what, if anything caused the ACCIDENT/ILLNESS.

2. In case of serious injury or illness:
   - Call 9–911 for emergency assistance
   - Notify Campus Police at 250–8911

3. Complete the ACCIDENT/ILLNESS Report Form on GTC4ME and send it to the Dean of Students Office. Please provide as much information as possible regarding the accident/illness. The Dean of Students Office will provide copies of these reports to Environmental/Safety and Human Resources. This form is available Form located at GTC4me> Resources>Forms and Documents

4. Advise the student to go to the Dean of Students Office as soon as possible (to fill out an Insurance Claim form) if medical attention is sought on the date of the ACCIDENT/ILLNESS or at any time thereafter, and the student wishes to file a claim with our insurance.

*These steps must be followed regardless of whether or not the student seeks or is given medical attention.
**Radiation Safety General Rules**

- Students will perform repeat films on a patient only in the presence of a Radiographer (in clinical education centers.)

- Students may not operate laboratory equipment without appropriate instructor supervision.

- Students are not permitted to radiograph/fluoro each other. Phantoms and positioning devices are provided for laboratory objectives.

- Individual experiments or projects must receive prior approval and authorization by the Program Director or faculty member.

- Students are to practice radiation safety guidelines, policies of the clinical facilities, and the Basic Principles of Radiation Protection for Students.
Adult Learners

- See time as a critical element
- Are practical
- Are anxious to put their newly learned skills to use
- Want to know why they need to learn what they are learning
- Want control of their education
- Want to know what the best practice is and why it’s the best practice
- Want to achieve independence with their education
- Want an expert to show them how
- Like to educate themselves on their own
- Tend to like learning in groups or with a team
- Tend to be very social people
- Like to learn in steps, grasp one skill before moving on to the next
- Can bring their own experiences in the learning environment
- Are constantly assessing their progress
- Like periodic feedback
Clinical Expectations for Students

- Come to clinic on time, dressed appropriately and prepared
- Effective communication skills, respectful, team worker
- Eager to learn new skills and self motivated
- Follows universal precautions and consistently washes hands
- Accepts and utilizes feedback from technologists
- Progress with applying knowledge to clinic
Clinical Expectations for Students continued……

- In addition to the previous expectations:

  - Beginning with the student’s second semester
    - Able to adjust technical factors
    - Consistent with positioning skills
    - Uses equipment safely and prepares room for patient
    - Demonstrates good judgment in evaluating images
    - Practices good patient care, communication and safety
    - Follows radiation safety procedures
    - Adaptable and builds speed during exams
Qualifications for Clinical Instructors

- Shall be a radiographer with a minimum of two (2) years professional experience as a radiographer.

- Shall be certified and registered in radiography by the American Registry of Radiologic Technologists and licensed in the state of South Carolina.

- Shall have active membership in the professional societies (state and local). Strongly Recommend membership in national organizations.

- Should be a participant in Continuing Education by attending regional or national meetings.
Responsibilities of Clinical Instructor

- Shall be responsible for clinical instruction and clinical competency evaluation of students, providing students with appropriate feedback.

- Provide students with the appropriate level of supervision as stated in the student handbook.

- Supervise all students while repeat radiographs are being performed.

- Exhibit professional and ethical conduct.

- Monitor students activities during clinical assignments.

- Report any inappropriate conduct of a student to the Clinical Coordinator and or other faculty.

- Check students appearance to assure that it is in accordance with college and hospital Policy.
Responsibilities of Clinical Instructor

- Act as mediator for student/staff problems.
- Report problems or concerns to the Clinical Coordinator.
- Present students with meaningful clinical assignments to broaden their education. (Critical thinking, problem solving)
- Educate department staff relative to college policies.
- Assist students in obtaining clinical goals.
- Notify students and faculty of departmental changes.
- Maintain student confidentiality.
- Attend clinical instructor meetings.
Grading Expectations

- Grade Honestly! Students should be graded appropriately, in other words, give the grade that they fully deserve.

- Students must be graded by the technologist whom they have worked with for the majority of the day.

- Students must state before the start of an exam that they will be attempting an unassisted grade.

- Even if the student does NOT do well on a Level One or Two Competency Grade, they must still be graded according to how they performed.

- Competency grades should be taken very seriously. Make sure the student is completing the exam on their own EXCEPT for any moving help.
Grading Expectations

- Please be mindful that our students need to learn how to use the control panel. They need to be able to set the control panel for the exam to be considered unassisted.

- When a student does not mark the image, marks the image incorrectly, or collimates the marker, the grade should be a “1” for “requires major improvement”. It must show on the image to be graded with a 3.

- Please make sure that each student has their own set of markers with their identifying numbers. If the student does not have their markers, only has one, or loses one during the day they must be rescheduled in a non-radiation area such as file room or front office.
Grading Expectations

- Please make sure whoever is in charge of positioning the patient is using their own personal markers. Students should never be using the technologist’s markers and the technologist should not be using the students.

- Grading should be done in a timely manner. Our students are given deadlines for their daily paperwork. Please grade the students as the day progresses while their performances are fresh in your mind if possible.

- Comments on the daily evaluations are invaluable to us. We love to hear about good comments regarding the student’s performance in clinic. We also need to know what areas the student can improve on.
Students need to leave or be relieved at their scheduled time. Many of our students attend class after clinic hours. They are allowed a short time between clinic and class in which they need time for driving and meals. Students may elect to stay late to finish a patient or do extra time if they wish as long as it does not interfere with class time.

An RT(R) must be present, but may have indirect supervision of students during exams after a student documents successful completion of a Level I competency; otherwise direct supervision is required.

All Radiographs done by students must be approved by an RT(R).

All Repeats must be done under direct supervision by an RT(R).
Grading Expectations

- Students are to have **DIRECT** supervision during **ALL** surgical and or invasive procedures regardless of their level of competency. Technologists **CANNOT** leave students unattended at any time, for any amount of time during surgical procedures.

- Students are to have **DIRECT** supervision during **ALL** portable exams regardless of their level of competency.

- Student repeats must be performed under **DIRECT** supervision regardless of competency level.

- Student room assignments are not to be changed **EXCEPT** for the student’s educational benefit.
Additional Links

- The Student Handbook is located on our website at www.gvltec.edu, under the Student section and then under Student Guidelines.

- Additional information pertaining to all Medical Imaging Sciences is located on our website at www.gvltec.edu, under Faculty and Staff, Academic Directories, Medical Imaging Sciences.