

University of Charleston
Radiologic Technology Program
Clinical Handbook

Clinical Education Guidelines

****Please be advised that the Radiologic Technology Clinical Handbook is not a contract and the policies in it may be changed to suit the needs of the program.**

The University of Charleston Radiologic Technology Program specific requirements for clinical education are as follows:

- All students must be certified in Health Care Provider CPR. It is the student's responsibility to be sure that CPR certification is current in order to continue in the Radiologic Technology Program. Cost of CPR training is the responsibility of the student.
- All students must provide proof of a valid driver's license issued by the state in which he/she resides.
- All students must provide proof of seasonal influenza vaccine or a signed waiver. Students that do not provide proof of vaccine will be required to wear a surgical mask during clinical rotations. Students must cover the expense of the vaccine.
- A varicella vaccine is required for every student. If the student has had chicken pox as a child, he/she can sign a statement to verify this. The student is responsible for any cost of the vaccine.
- Students must complete a "2-Step" PPD Screening process that starts with their complete health physical.
- All students must obtain a complete health physical (with a completed form – provided by the Radiologic Technology faculty)
- All students will retain health insurance for the entire course of study in order to participate in clinical rotations. Proof of this insurance coverage will be required at the start of each academic year, as well as at any time when current card on file has expired.
- All students will be required to obtain the Hepatitis B vaccinations or sign a waiver prior to beginning clinical rotations.
- All health science students must retain liability insurance this is taken care of by UC, but charges may be applied to the student's account.
- All students will submit to annual drug screening. If cause exists for additional screening for drugs/alcohol the student will be afforded privacy and confidentiality. Students tested for cause must be tested within three (3) hours. Failure to accept testing will be treated as reason for dismissal from the Radiologic Technology Program. **All charges for testing will be paid by the student.** Please reference the Rad Tech Drug Policy for more specific information.
- All students will submit to a criminal background investigation at their own expense. Failure to accept the investigation will be treated as cause for dismissal from the program. Students may be subject to additional background checks when required by individual clinical facilities. As a reminder, students with felony and certain misdemeanor convictions may not be eligible for licensure by the ARRT and/or state. Additionally clinical sites may be notified of all background check information. As a result of clinical site policies and at the discretion of the site, students who have record of a misdemeanor and/or felony may not be permitted to complete a clinical assignment. In such cases, students would be dismissed from the program with no refund of tuition or fees.

Clinical Education Guidelines (cont.)

- All students must participate in sessions covering the information below and pass an exam related to the material.
 - Patient Confidentiality/HIPAA
 - Radiation Safety
 - Standard Precautions
 - Infection Control
 - Back Safety
 - Hazardous Materials
 - Personal Protective Equipment
 - Fire Safety
- Once admitted to the Rad-Tech Program, all students will be required to successfully complete coursework that trains them in the following areas:
 - Introduction to Patient Care
 - Vital Signs Training
 - Patient Transfers
 - Medical Ethics- (*Rad Tech Specific*)
 - Hand Washing
 - Medical Terminology - (*Rad Tech Specific*)
 - Basic Radiation Protection
 - Introduction to PACS and overview of darkroom
 - Fundamentals of Radiologic Sciences and Health Care
 - Chest Radiography & Positioning
 - Abdomen Radiography & Positioning
 - Smoking Policy
 - Hospital Specific Rules and Regulations
 - Cell Phone and Pager Usage
- Students will be subject to additional clinical orientation at each facility prior to or during the clinical rotation, as needed.
- Any injuries or incidents occurring during clinical rotations will be recorded according to the clinical facility policy.
- **Clinical rotations will be at the discretion of the program faculty in order to provide the optimal educational experience for each student.**

Requirements

In order to provide each student with a well-rounded education, students will be required to travel to and/or make arrangements to stay in the area of your assigned clinical facility.

- Students are required to rotate on the specific days and hours of his/her assigned schedule.
- Some facilities provide discounted rates to help with lodging.
- Housing, travel, food etc. are the responsibility of the student.
- Some rotations will be weekend and/or evening shifts.

Current Clinical Sites:

- Bath Community Hospital – Hot Springs, VA
- Beckley Appalachian Regional Hospital – Beckley, WV
- Braxton County Memorial Hospital— Braxton County, WV
- Charleston Area Medical Center-Memorial
- Charleston Area Medical Center-General
- Davis Memorial Hospital – Elkins, WV
- Greenbrier Valley Medical Center – Lewisburg, WV
- Lewis Gale Hospital, Alleghany – Low Moor, VA
- Lewis Gale Hospital, Pulaski – Pulaski, VA
- Montgomery General Hospital – Montgomery, WV
- Plateau Medical Center – Oak Hill, WV
- Raleigh General Hospital – Beckley, WV
- Summers County ARH – Hinton, WV (Fall & Summer only)
- Summersville Regional Medical Center – Summersville, WV
- St. Francis Hospital – Charleston, WV
- Webster Memorial Hospital – Webster County, WV