

Applicant Information

APPLICATION PROCESS

1. Applications are accepted from October 15 until April 30. These applicants are for the class starting in the fall semester. ([Application](#))
2. A completed application must include:
 - a. 2 academic letters of recommendation ([recommendation form](#))
 - b. 1 employer letter of recommendation ([recommendation form](#))
 - c. Official transcripts from all colleges and universities other than Oakland University
 - d. Pre-graduation audit (completed with School of Health Sciences advisor).
3. Applicants accepted for interview will be contacted by May 15.
4. Interviews will be conducted approximately May1 – May 30
5. Selection is based upon:
 - a. Science/Math GPA
 - b. Letters of Recommendation
 - c. Interview scores
 - d. Medical Terminology Entrance Exam (administered to interviewed candidates)
 - e. Optional patient care or radiology experience.
6. The Admissions Committee will make final determination of candidate's status.
7. Applicants will be notified of their status by early June.
8. Late applications may be accepted if the class is not filled.
9. Based on course availability, requirements may be completed during Summer semester prior to program start date in Fall semester.

ADMISSION POLICIES

The Admissions Committee is responsible for reviewing application and interview materials, and selecting students for the program. Selection is competitive and the number of applicants varies from year to year. A maximum of 16 students are accepted each year.

If accepted, the student must successfully complete the following at their own expense:

- Criminal background and sexual offender check
- Physical exam (including drug screen, urinalysis, blood testing, etc.)
- Immunization record or titer results for each of the following: Tdap, rubeola, rubella, mumps, pertussis, varicella zoster, hepatitis B, annual flu vaccine (when available) and TB test.
- CPR – ONLY [American Heart Association Healthcare Provider](#) is accepted. A CPR class for accepted candidates may be available through OU School of Health Sciences.

Further program information is available upon acceptance.

APPLICATION TIMELINE – Program begins in September

Application Deadline	April 30
Interviews Completed	May 30 (approx.)
Admissions Committee Meeting	Early June
Accepted Students are Notified	Early June
Student health forms are due	July 31
<u>Mandatory</u> Program Orientation	August (4 days)

TUITION, TEXT BOOKS, UNIFORMS

Tuition rates are adjusted each year by the University. Tuition is assessed based on the number of credit hours taken each semester. Students will complete 61 credit hours for the Radiologic Technology program.

Current tuition information may be found at: <http://wwwp.oakland.edu/financialservices/top-links/costs/>

Please be aware of the differential tuition rates specific to the School of Health Sciences.

Other costs:

- * Specific textbooks are required for each course. Students should expect to spend approximately \$1,700 for program required textbooks.
- * Students are required to purchase scrub type uniforms for participation in clinical. Uniforms and shoes will cost approximately \$400 for the program.
- * Personalized radiographic side markers - \$20-\$40.
- * Students are required to carry personal healthcare insurance for the duration of the program.

REFUND POLICY

The refund policy for the Radiologic Technology program follows the university refund policy located in the university catalog. Students are eligible for a full refund of tuition within two weeks of the first day of the semester. Late payments are assessed a penalty as described in the university catalog. All university tuition policies apply to the Radiologic Technology program. For more information visit:

<http://wwwp.oakland.edu/financialservices/payments-refunds/refunds/>

ACADEMIC CALENDAR

The Radiologic Technology program follows the established calendar for Oakland University. The program does not require class nor clinical on observed school holidays and breaks. For Oakland University academic calendar see: <http://www.oakland.edu/important-dates>

The program begins in the Fall semester each year. Students graduate after completion of the 24 month program and completion of all University requirements.

GRADING SCALE: a grade of 75% is required to pass each RAD class.

Percent	Grade point	Percent	Grade point	Percent	Grade point	Percent	Grade point
97-100	4.0	85	3.2	74	2.4	66	1.6
96	3.9	84	3.1	73	2.3	65	1.5
95	3.8	80-83	3.0	72	2.2	64	1.4
94	3.7	79	2.9	71	2.1	63	1.3
93	3.6	78	2.8	70	2.0	62	1.2
90-92	3.5	77	2.7	69	1.9	61	1.1
88-89	3.4	76	2.6	68	1.8	60	1.0
86-87	3.3	75	2.5	67	1.7		

ACCREDITATION

Oakland University is accredited by the Higher Learning Commission of the North Central Association of Colleges and Schools – 312-263-0456

ncahigherlearningcommission.org

In 2009 the Higher Learning Commission of the NCA conducted a comprehensive visit of Oakland University. The next comprehensive visit is not scheduled until 2019 and no follow up reports or visits were required.

The Oakland University Radiologic Technology Program is accredited by:

Joint Review Committee on Education in Radiologic Technology
20 N. Wacker Drive
Suite 2850
Chicago, IL 60606-3182

Phone – (312) 704-5300

e-mail – mail@jrcert.org

Website – www.jrcert.org

Fax – (312) 704-5304

RAD	Fall			Winter			Summer		
Year 1	BIO 1200:	General Biology	4	BIO 2100/2101:	Human Anatomy/Lab	4/1	MLS 2050:	Cont Issues in Health Care [#]	2
	CHM 1440/1470:	General Chemistry I w/ lab	4/1	CHM 1450/1480:	General Chemistry II w/ lab	4/1		Foreign Lang. Gen. Ed.	4
	WRT 1050:	Composition I	4	WRT 1060:	Composition II	4		Western Civilization Gen. Ed.	4
	MLS 2010:	Careers in BDTs	1						
			(14)			(14)			(10)
Year 2	PHY 1080:	General Physics I	4	PHY 1090:	General Physics II	4		Arts Gen. Ed.	4
	MGT 1100:	Contemp World Business	4	STA 2220:	Intro to Statistics	4		Literature Gen. Ed.	4
	BIO 2600:	Physiology	4		Social Science Gen. Ed.	4			
	MLS 2100:	Medical Terminology [∞]	1		Apply for Internship				
			(13)			(12)			(8)
Year 3	RAD 3110:	Methods of Patient Care I	2	RAD 3310:	Radiographic Physics I	3	RAD 3430:	Radiographic Procedures III	2
	RAD 3330:	Prin of Rad Exposure I	3	RAD 3340:	Prin of Rad Exposure II	2	RAD 4962:	Clinical Practicum III	3
	RAD 3410:	Radiographic Procedures I	4	RAD 3420:	Radiographic Procedures II	2	HS 4500:	Law Value & Healthcare [∞]	4
	RAD 4960:	Clinical Practicum I	3	RAD 3450:	Rad Image Evaluation I	2			
			(12)	RAD 4961:	Clinical Practicum II	3			
						(12)			(9)
Year 4	RAD 4070:	Rad Bio and Protection	2	RAD 4340:	Prin of Rad Exposure IV	3	RAD 4110:	Methods of Patient Care II	1
	RAD 4310:	Radiologic Physics II	3	RAD 4420:	Radiologic Procedures V	3	RAD 4970:	Senior Seminar	2
	RAD 4330:	Prin of Rad Exposure III	2	RAD 4440:	Medical Imaging Practices	4	RAD 4965:	Clinical Practicum VI	3
	RAD 4410:	Radiographic Procedure IV	3	RAD 4964:	Clinical Practicum V	3			
	RAD 4963:	Clinical Practicum IV	3						
			(13)			(13)			(6)

[#] Indicates course offered Fall and Summer semester

[∞] Indicates course offered Fall, Winter and Summer semester

GRADUATION REQUIREMENTS

The following requirements must be completed:

- a. Passing grade on the Senior Placement Exam
- b. Satisfactory completion of all RAD courses.
- c. Satisfactory completion of all clinical competency requirements.
- d. Completion of all make-up time.
- e. Completion of all Oakland University degree requirements.

TRANSFER OF CREDIT

Transfer students should refer to the information and transfer student forms on the Registrar's website to see how courses taken at other colleges or universities can count toward general education requirements. Students interested in transferring to Oakland University should complete a transfer course review form.

CLINICAL EDUCATION

The Oakland University Radiologic Technology program is affiliated with Beaumont Hospitals to provide clinical education. Students will rotate each week to a different rotation as assigned. These clinical rotations take place at Beaumont Royal Oak, Troy and West Bloomfield. Clinical hours on the day shift and afternoon shift are required. Other clinical sites, locations and hours of attendance may be required. Clinical hours vary based on the clinical rotation schedule, as assigned.

Clinical rotations include: General radiography, surgical, gastrointestinal, pediatric, emergency, etc.

Specialty rotations include: Interventional Radiography, Computed Tomography, Magnetic Resonance Imaging, Sonography, and optional Mammography for all students.

While male students are allowed an experience in Mammography, such experience could be limited by individual patients. After program completion, male employment opportunities in Mammography remain limited throughout the Radiology profession.

NON-DISCRIMINATION

Oakland University, as an equal opportunity institution, is committed to compliance with federal and state laws prohibiting discrimination, including Title VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972 and Section 504 of the Rehabilitation Act of 1973. It is the policy of Oakland University that there shall be no discrimination on the basis of race, sex, gender identity, gender expression, sexual orientation, age, height, weight, disability, color, religion, creed, national origin or ancestry, marital status, familial status, veteran status or other protected categories in employment, admissions, educational programs or activities. Inquiries or complaints may be addressed to Oakland University, Director of the Office of Inclusion and Intercultural Initiatives, 203 Wilson Hall, Rochester, Michigan 48309-4401.

STUDENT SERVICES

The Oakland University Radiologic Technology program offers several services available to all students.

1. Access to the libraries at Oakland University and Beaumont Hospitals.
2. Personal counseling services available through the Counseling Center – Graham Health
3. Free parking on university and hospital campuses.
4. Campus-wide recreation program

EXCESSIVE EXPOSURE POLICY

Students and staff at the clinical sites comply with required radiation safety practices. Excessive exposure to students is extremely rare.

1. Any radiation badge, regardless of location, with an exposure in excess of 1,250 millirem in a quarter will be reported to the Michigan Department of Community Health (MDCH) within 30 days of discovery.
2. When monthly exposure exceeds 400 millirem, the student may be trending toward excessive exposure. The RSO designate may want to provide training and consultation to prevent an excessive exposure reported to MDCH. Students are not required to hold patients during radiographic exposures.
3. Actions to be taken for excessive exposure:
 - Use the standard report format
 - Investigate the badge readings and recommend corrective action, if applicable
 - Discuss the report with the student
 - Review the waist badge doses
 - Discuss the biological aspect
 - Provide the student with the weighted average*
 - RSO Designate and student must sign both the original and one copy
 - Give the signed copy to the student
 - Send the signed original to the Radiation Safety Department within 20 days of discovery
 - The RSO designate may want to provide training and consultation to prevent an excessive exposure reported to MDCH
 - The RSO will send the report to the MDCH and also distribute the reports as indicated

POLICY REGARDING EMPLOYEE/STUDENT EXPOSURE TO IONIZING RADIATION

In addition to maintaining employee/student radiation doses in compliance with accepted government standards, Beaumont Hospital has adopted an ALARA Program (an acronym for maintaining radiation exposure "as low as reasonably achievable"). Guidelines for the amount of radiation dose an employee/student may receive occupationally are as follows:

Under the ALARA program the limits imposed are as follows:

1. The maximum permissible deep dose equivalent (as monitored by a film badge worn anteriorly between waist and chest) should not exceed 500 millirem per year, 125 millirem per quarter. Exposures in excess of this value will be reported to the Radiation Safety Committee, investigated by the Radiation Safety Officer, and if possible, shielding or changes in the work environment made so that lower exposures can be achieved. Individuals who wear 2 film badges (collar and waist) are assigned the higher of the two readings on the quarterly and annual exposure reports.
2. The maximum permissible exposure for the hands (monitored via ring (TLD badge)) of an individual, should not exceed 5,000 millirem per year or 1,250 millirem per quarter. Exposures in excess of this value will be reported to the Radiation Safety Committee, investigated by the Radiation Safety Officer, and if possible, shielding or changes in the work environment made so that lower exposures can be achieved.

State and Federal regulations for maximum permissible doses:

1. The maximum permissible exposure for the radiation monitor worn external to the lead apron (not addressed in the ALARA program) shall be the same as the limit for the skin dose imposed by the State of Michigan which is 30,000 millirem per year 7,500 millirem per quarter.
2. Any radiation monitor, regardless of location, with an exposure in excess of 1,250 millirem in a quarter will be reported to the Michigan Department of Health, Division of Radiological Health, as described by Michigan Rules and Regulations Governing Ionizing Radiation.
3. An individual working with ionizing radiation will not be removed from their job unless it is definitely proven that the individual has received a radiation exposure which exceeds the State or Federal limits of (a) 5,000 millirem per year whole body dose equivalent (DDE), (b) 50,000 millirem per year to skin (SDE, WB), any extremity (SDE, ME) or any organ, or (c) 15,000 millirem per year eye dose equivalent (LDE).
4. The dose to an embryo/fetus during the entire pregnancy, due to occupational exposure of a declared pregnant woman, shall not exceed 500 millirem.

RADIOLOGIC TECHNOLOGY PROGRAM
PREGNANCY POLICY

1. Declaration of pregnancy is strictly voluntary. Any female x-ray student who declares her pregnancy must notify the Program Director in writing. After the declaration of pregnancy the Radiation Safety Officer or designate will assure that the fetal dose is less than 500 millirem during the gestation period. Students may withdraw this declaration at any time. Withdrawal of declaration must be made in writing. If declaration is withdrawn, the fetal monitor will be immediately discontinued.
2. The Diagnostic Radiological Physicist or Radiation Safety Officer will meet with the student and the radiation badge record will be reviewed.
3. The student will be issued an additional badge as a fetal monitor.
4. The guide "Possible Health Risks to Children of Women Who are Exposed to Radiation During Pregnancy" will be read by the student at this time and she will sign that she has read the document. At this time any concerns will be addressed.
5. Three options regarding pregnancy/program continuance:
 - a. Students will maintain their assigned clinical rotations while pregnant. All policies relating to pregnant employees at the clinical site pertain to pregnant students.
 - b. If health reasons require the student to discontinue participation in the program, the Long Term Absence policy (Student Handbook) will be in effect. Students must meet academic and clinical requirements each semester, regardless of absence, if they expect to be reinstated to their same position after delivery.
 - c. Students may elect to withdraw from the program during pregnancy. Student withdrawing voluntarily while in good academic and clinical standing may request reinstatement within 1 year from withdrawal date. If reinstatement can be accommodated, the student may be allowed to complete the program.
6. If declaring pregnancy, the student will sign the "Declaration of Pregnancy" form.

**Radiologic Technology Program
Declaration of Pregnancy Form**

I, _____, am declaring that I am pregnant and I have:

1. Notified, in writing, to my supervisor (optional) and the Radiation Safety Office (or RSO designate) that I am pregnant,
2. Reviewed my radiation badge records with the Radiation Safety Officer and all questions pertaining to that record have been answered to my satisfaction,
3. Read the "Instructions Concerning Prenatal Radiation Exposure."
4. A radiation badge to be worn as a fetal monitor will be assigned to me.
5. Estimated the date of conception to be _____.
Month/year

Employee Signature

Employee Name (Printed)

Supervisor (Optional)

Radiation Safety Officer/or RSO Designate
112 ABW or 200 Troy

Date (Declaration Date)

To be completed by the RSO _____

Conception date submitted to Landauer _____

Est. date of birth _____

Date fetal badge requested from Landauer _____

Series/Participant No. _____/_____

Department/Routing Address _____