

# School of Radiologic Technology

## **Cox North**

1423 N. Jefferson Ave.  
Springfield, MO 65802  
School office 417/269-8987  
Financial Aid office 417/269-3068

## **Cox South**

3801 S. National Ave.  
Springfield, MO 65807  
School office 417/269-4074

## **Cox Monett**

801 Lincoln Ave.  
Monett, MO 65708  
Radiology department 417/235-3144

## **Ozarks Medical Center**

1100 Kentucky Ave.  
P.O. Box 1100  
West Plains, MO 65775  
Radiology department 417/257-6713

## **Southwest Missouri State University**

**Gayle Runke, MS**  
Advisor  
417/836-5252  
Springfield, MO

**Juanita K. Roth, MA, MS**  
Advisor  
417/256-1118  
West Plains, MO



# School of Radiologic Technology

## History

CoxHealth originated in 1906 as a 30-bed facility known as Burge Deaconess Hospital. The hospital grew due to the influence of many community leaders including Lester E. Cox. May 1969 the hospital's board of directors renamed the hospital Lester E. Cox Medical Center in memory of the community and hospital leader.

In the years that followed, the hospital experienced marked expansion in home health care services, physician offices, retail pharmacies, as well as other endeavors. Because of this expansion, Larry D. Wallis, chief executive officer of Cox Medical Centers, announced June 2, 1993, the organization would be named Cox Health Systems.

June 20, 2002, the official name of the organization changed to CoxHealth to represent the progressive, innovative organization that we feel is constantly moving forward to meet the health care needs of our community – a star in health care.

Today, CoxHealth is a four-hospital system in southwest Missouri. It includes: Cox North, a 309-bed community hospital in north Springfield; Cox South, a 561-bed tertiary care facility on Springfield's south edge; Cox-Walnut Lawn, a 116-bed hospital in Springfield; Cox Monett, a 46-bed hospital in Monett, Mo.; more than 50 regional clinics throughout the Ozarks, Primrose Place Health Care Center, a skilled nursing facility; Oxford HealthCare, a home health agency; Burrell Behavioral Health, offering outpatient behavioral health services



in Springfield and three additional counties; ambulance stations in seven counties and various other physician office buildings and facilities.

Since 1954 Cox has had an accredited school of radiologic technology. The school continually strives for educational, clinical and professional excellence and is proud of the quality of its graduates and their contributions to the health care community.

In 1979, Southwest Missouri State University, in cooperation with the Cox School of Radiologic Technology, began offering a baccalaureate degree in radiography. The program was designed to upgrade the educational opportunities available to those interested in radiology and those already involved in radiology as a career.

In June 1988, Cox was pleased to announce that Ozarks Medical Center of West Plains, Mo., was approved by the Joint Review Committee on Education in Radiologic Technology (JRCERT) as an affiliate clinical education site with the Cox School of Radiologic Technology. This affiliation was designed to help provide further educational and health career opportunities to the communities in this area.

Originally named West Plains Memorial Hospital, the 42-bed hospital opened its doors in March 1959. The name was changed to Ozarks Medical Center in January 1985 to reflect its growth as a regional medical center serving an 11-county area of south central Missouri and northern Arkansas.

Ozarks Medical Center is owned by an association of approximately 500 individuals who believe that quality health care is vital in West Plains and its outreach service sites. A 15-member board of directors, elected from the members of the association, governs the operations of the now 120-bed, not-for-profit medical center.

Ozarks Medical Center received full accreditation by the Joint Commission on Accreditation of Healthcare

Organizations in 1997. This national recognition exhibits the medical center's continuing investment in quality.

Ozarks Medical Center continues to expand its services to include all facets of health care. It is truly making a healthy difference.

In April 1999 the School of Radiologic Technology joined with Cox Monett as an affiliate clinical education site. Cox Monett is a 46-bed acute-care facility located in Barry County. The hospital formerly operated as St. Vincent's and was acquired by CoxHealth in November 1993 from the Vincentian Sisters of Charity. Included in the health care complex are the Monett Physicians Building and Monett Family Medicine Clinics.

History of the facility dates back to a physician remembered as one of the most "public-spirited" of Monett's citizens, Dr. William West. West opened an 18-bed hospital in 1914, constructed for approximately \$40,000. West donated his hospital facility to the Vincentian Sisters of Charity in 1943. A 45-bed wing was constructed to the east and opened in March 1954, followed by the razing of the first building to make way for the three-story west wing dedicated in 1963.

The facility is currently home to approximately 210 full, part-time and PRN employees, a medical staff of 13 active members, 23 consultants and three dentists. Services include inpatient, outpatient and 24-hour emergency care, cardiac/pulmonary rehabilitation, home health care, laboratory and the "Lifeline" emergency response system.

## ***The Field of Radiologic Technology***

Radiology is the branch of medicine that utilizes X-radiation and other energies in the diagnosis and treatment of disease and traumas. A radiographer is a medical professional specially trained in the use of X-ray and other energies to produce



diagnostic images of human structures. Imaging examinations and accompanying responsibilities assigned to a radiographer shall be at the direction of physicians qualified to request and/or perform the radiologic procedures.

Radiologic technology is a dynamic career constantly changing with technological advancements.



## **Mission**

The mission of CoxHealth School of Radiologic Technology is to produce professionally competent radiographers. The faculty of this program strive to instill in their graduates high standards of education, clinical training, patient care and pride in themselves and their profession.

In essence, we are committed to providing our graduates with the knowledge and skills necessary to meet the challenges of their careers.

## **Goals**

Upon completion of the CoxHealth School of Radiologic Technology, the graduate will be able to:

- demonstrate technical competency by consistently producing diagnostic-quality radiographs using appropriate procedures
- use critical thinking skills to make appropriate and responsible decisions based on reason and applied knowledge

- communicate effectively with patients, technologists and physicians
- use the ALARA principle and appropriate procedures to minimize radiation exposure to their patients, co-workers and themselves
- successfully complete the ARRT certification exam in radiography.

## **Objectives**

In support of the goals listed above, graduates of the CoxHealth School of Radiologic Technology will be able to accomplish all of the following objectives:

- apply knowledge of anatomy, physiology, pathology, positioning and radiographic techniques to accurately demonstrate anatomical structures on a radiograph or other image receptor while maximizing patient comfort and radiation protection
- use principles of body mechanics, medical hygiene and radiation protection to ensure the health and safety of the patient, the technologist and others
- exercise good independent judgment and assume responsibility for personal and professional behavior within moral, ethical and legal standards
- think critically, creatively and independently to be able to adapt positioning and techniques to produce optimum radiographic images when confronted with unusual and challenging conditions
- function as an effective member of the radiology team by utilizing proper written and oral communication skills specific to a medical environment
- operate within safe limits and evaluate the performance of radiographic imaging systems; identifying and reporting malfunctions to appropriate personnel
- apply quality assurance principles and procedures to maximize image quality during image formation and processing
- pursue professional growth through continuing education and the open-mindedness necessary to adapt and succeed in an ever-changing health care environment
- provide high quality and timely patient care through application of nursing skills, including phlebotomy, EKG and emergency procedures

- function as an effective practitioner of radiologic sciences in varied medical settings such as hospitals, clinics and mobile services
- demonstrate basic skills in computed tomography, interventional radiology, mammography, magnetic resonance imaging, nuclear medicine, ultrasound and radiation oncology and how they are integrated to optimize the entire radiological aspect of patient care
- successfully complete the certification examination administered by the American Registry of Radiologic Technologists.

In order to obtain this high degree of knowledge and to develop the necessary clinical skills and responsibility, a person must first complete a two-year educational program of radiologic technology approved by the Joint Review Committee on Education in Radiologic Technology (JRCERT).

**CoxHealth provides such a program.**

## Organization of the Program

CoxHealth School of Radiologic Technology is a 24-month hospital-based educational program. The program is structured to optimize the learning and application of the clinical skills and concepts required of professionally competent radiographers.

Curriculum and clinical assignments are designed to facilitate student learning. First-year students concentrate on the basic academic courses. Clinical training begins with laboratory demonstrations, practice on phantoms and simulated patients. Actual clinical experience begins under close and direct supervision within the radiology department.

Second-year students focus on advanced studies while increasing their sense of responsibility and independence within the clinical setting. The clinical curriculum includes rotations in the specialty modalities of CT, MRI, ultrasound, radiation therapy, mammography, nuclear medicine and interventional radiology.

## Vacations and Holidays

All students will be allowed a two-week Christmas break and a one-week break in the spring and fall of each year. The school will also be closed on the following six holidays:

- New Years Day • Memorial Day • Labor Day
- Independence Day • Thanksgiving Day • Christmas Day

## Program Organization Chart

First Year	Second Year
<b>16 Week Introductory Session</b>	<b>Practicum II</b>
<p><i>includes 2 week Christmas break</i></p> <p>RAD 110 RAD 120 RAD 130 RAD 140 RAD 180 RAD 185 RAD 320— <i>(Intro and labs only)</i></p> <p><i>Simulated clinical experience only</i> <i>All lab competencies of courses</i> <i>RAD 110, 120, 130 and 320</i> <i>must be successfully completed.</i></p>	<p><i>Special Area Rotations Begin</i></p> <p>11 weeks clinical RAD 160 RAD 185 RAD 310 RAD 315 RAD 350 RAD 370 RAD 390</p> <p>2 weeks break</p> <p>13 weeks clinical RAD 360 RAD 375 RAD 376</p> <p>1 week break</p> <p>16 weeks clinical RAD 330 RAD 340</p>
<b>Practicum I</b>	<b>Elective Clinical Time</b>
<p>10 weeks clinical RAD 140 RAD 150 RAD 180 RAD 185 RAD 320</p> <p>1 week break</p> <p>20 weeks clinical RAD 140 (cont'd) RAD 150 (cont'd) RAD 180 (cont'd) RAD 185 (cont'd) RAD 320 (cont'd)</p> <p>1 week break</p> <p>4 weeks clinical RAD 310 RAD 370</p>	<p>4 weeks clinical Registry Review Period</p> <p>1 week break</p> <p>4 weeks clinical Registry Review Period</p>

## Admission Requirements

CoxHealth School of Radiologic Technology is open to all people 18 years of age or older, regardless of race, sex, religion, disability or national origin. Applicants must be physically capable of performing all job requirements of a registered radiographer. The minimum admission requirements are as follows:

*An application form must be completed and forwarded to our school office.*

CoxHealth Schools of Diagnostic Imaging/Radiologic Technology

3801 S. National Ave.

Springfield, Mo. 65807-5297

A non-refundable \$30 application fee must accompany all applications.

*Applicants must be a high school graduate or have obtained a GED equivalent.*

All applicants must have graduated from an accredited high school with at least a “C” average. A high school equivalency may also be accepted. A strong background in math and the natural sciences is encouraged. A copy of the high school transcript or equivalency must be forwarded by the high school to our program.

### ACT Results

All applicants must submit American College Testing (ACT) results to our school office. Most students will have taken the ACT or an equivalent test in high school. These scores should be on the high school transcript. If the ACT exam has not yet been taken or an applicant wishes to retake the exam, the testing department at a local university may be contacted for testing dates. The results may be sent directly to us by using the School of Radiologic Technology’s ACT school code number of **2351** when taking the exam.

### Transcripts

Official copies of transcripts from high school and all colleges/universities attended must be sent directly from the institutions where the courses were completed. Unofficial copies of transcripts may be used for preliminary evaluation purposes until an official copy is received directly from the college or university of origination.

### Collegiate course requirements

Applicants must complete the college courses specified below prior to enrollment in the CoxHealth School of Radiologic Technology. These prerequisite courses must be successfully completed with a score of “C” or better by the fall admitting date. The cumulative GPA for the prerequisite courses must be 2.5 or better.

#### Prerequisites:

Introduction to Biology (with lab)*	4-5 credits
Human Anatomy (with lab)	3 credits
Human Physiology (with lab) or	3 credits
Human Anatomy and Physiology (with lab)	5 credits minimum
Introduction to Computer Science	2 credits
English Composition	3 credits
College Algebra	3 credits
Introductory Psychology	3 credits
Introductory Physics and/or	3 credits
Chemistry	3-5 credits
<i>Optional (strongly recommended)</i>	
Introduction to Health Professions	1 credit
TOTAL	24 – 29 credits

*\* Some colleges require a specific biology course to be taken as a prerequisite to human anatomy.*

These courses are offered at Southwest Missouri State University through which a bachelor of science degree in radiography is offered. Equivalent courses at another

similarly accredited college or university may be accepted. Midterm grades must be submitted for prerequisite courses being taken during the spring semester at the time of interviews. A cumulative college GPA of 2.5 is also required. Completion of these courses does not guarantee acceptance into the program.

### *Letters of Recommendation*

Two personal letters of recommendation are required. The person providing the recommendation should send these letters directly to the school office.

### *Job Shadowing*

All candidates are strongly encouraged to job shadow with either a registered or student technologist in a hospital or clinic prior to the selection interview. Candidates desiring a job shadow experience at CoxHealth may call the school office at 417/269-4074 to schedule an appointment.

### *Deadline*

All candidates must have their application files completed by **March 1** to be considered for admission the same year. Application files must include all of the the following to be considered complete:

- completed application form, including essay
- \$30 application fee
- high school transcript
- ACT scores (may be included on high school transcript)
- college transcripts
- 2 letters of recommendations
- resume (optional)

The admissions committee will attempt to provide notification of the status of all application files prior to the deadline. However, each candidate is responsible for ensuring that their application file is complete.

Application files not completed by March 1 will be retained for consideration the following year.

## **Selection**

Following receipt of all required information, the director will arrange for a personal interview with the applicant. Enrollment in radiologic technology educational programs is limited. Through an extensive interview process, only the most qualified applicants will be selected by our admissions committee.

Final notification of acceptance, alternate status or non-acceptance of application to this program will be mailed no later than May 15. Classes will begin the second Wednesday in September.

## **Applicant Qualities**

Applicants should possess the personal qualities necessary to work in a hospital as a registered radiographer. These will include but not be limited to the following:

- sincere desire to help others
- self-motivation
- responsibility
- good work ethic
- emotional stability
- neat, professional appearance
- strong communication skills
- sound judgment
- independent decision making skills
- critical thinking skills.

Graduates from the CoxHealth School of Radiologic Technology are eligible to sit for the national certification examination administered by the American Registry of Radiologic Technologists (ARRT). The ARRT promotes and enforces high standards of ethics among registered technologists and candidates for examination. All candidates for the ARRT examination must comply with the rules of ethics contained in the ARRT Standard of Ethics.





The rules of ethics are standards of minimally acceptable professional conduct for all registered technologists and candidates. The rules are intended to promote the protection, safety and comfort of patients. Registered technologists and candidates engaging in any of the conduct or activities noted in the rules of ethics, or who permit the occurrence of such conduct or activities, or have violated the rules of ethics, are subject to sanctions.

One issue addressed by the rules of ethics is conviction of a crime, including felonies and misdemeanors, with the sole exceptions of speeding and parking violations. All alcohol and/or drug-related offenses are included.

Candidates who are concerned about whether their conviction record will affect exam eligibility may request a pre-application review. The pre-application form is available to download from the “Ethics” section of the ARRT Web site at <http://www.rrt.org>, or may be requested by calling 651/687-0048, ext. 544.

### **Compliance with Fair Practices in Education**

CoxHealth School of Radiologic Technology complies with the JRCERT policy of “fair practices in education” which emphasizes that “student selection shall be nondiscriminatory with respect to race, color, creed, sex, age, disability(s) or national origin.” Applicants must be physically capable of performing all job requirements of a registered radiographer.

### **Reminder**

Hand-carried transcripts or ACT results and unsealed letters of recommendation will not be considered official. Transcripts must come from the school of origin unless another institution has transferred the courses to their transcript with a letter grade. ACT results may come from the ACT organization or may be included as part of the high school or college transcript.

*All candidates are invited to schedule a personal meeting with the director, clinical coordinator or other faculty member prior to interviewing with the admissions committee to discuss the school and admission process.*

### **Advanced Placement and Transfer**

Applicants with previous experience in the field of radiology in an “on the job” situation or from a school not approved by the JRCERT will not be granted advanced standing in the program. Students seeking transfer from another JRCERT-approved radiologic technology program must meet the CoxHealth School of Radiology requirements. Transfer applicants must arrange to have a current transcript and letter of recommendation from the director of the program from which they wish to transfer. Applications for transfer or advanced placement are considered on a case-by-case basis.

### **Grading System**

Academic and clinical grades are determined on a 4.0 cumulative grade point average system. Semester hour equivalents are listed by each course title in the course description sections of this brochure. All students are expected to maintain a minimum of 2.5 GPA with no course grade lower than a “C.”

A+	100-99 = 4.00	C	85-83 = 2.00
A	98-96 = 3.75	C-	82-80 = 1.75
A-	95-94 = 3.50	D+	79-78 = 1.50
B+	93-92 = 3.25	D	77-76 = 1.00
B	91-90 = 3.00	D-	75 = 0.75
B-	89-88 = 2.75	F	74 and below = 0.00
C+	87-86 = 2.50		





## **Course Descriptions**

### **RAD 110      *Introduction to Radiologic Technology – 1 credit hour***

An introduction to the field, orientation to hospital and school policies, history and fundamentals of radiography, basic radiation protection, ethics, patient care and nursing procedures and basic cardiac life support (CPR).

### **RAD 120      *Radiographic Anatomy – 2 credit hours***

An introduction to human anatomy. Includes a detailed study of the structure of the human skeletal system and special emphasis on radiographic landmarks.

### **RAD 130      *Radiographic Procedures – 1-2 credit hours***

Fundamentals of radiographic procedures and terminology. This course includes all routine positions and a discussion of the resulting radiographic projections. Includes image analysis, lab demonstrations, practice and lab evaluations.

### **RAD 140      *Medical Terminology – 1 credit hour***

A structural analysis of word roots, suffixes and prefixes for terms pertinent to the medical field with an emphasis on radiologic technology.

### **RAD 150      *Radiologic Science I – 3 credit hours***

A study of the fundamentals of atomic theory, basic electricity and X-ray circuitry, construction of X-ray tubes, the production of X-radiation and interactions of X-radiation with matter.

### **RAD 160      *Radiographic Procedures II – 2 credit hours***

Advanced procedures and positioning techniques with emphasis on trauma and special views of bony anatomy. Includes image analysis, lab demonstrations, practice and lab evaluations.

### **RAD 170      *Image Processing – 1 credit hour***

A study of the equipment, materials and procedures used to produce radiographic images, to include quality control procedures and image analysis.

### **RAD 180      *Radiographic Imaging I – 3 credit hours***

A study of the formation of radiographic images to include a discussion of the imaging devices, exposure factors and the geometric properties of the X-ray beam. Methods of improving image quality, reducing patient exposure to ionizing radiation and image analysis are also included.

### **RAD 190      *Practicum I – 7 credit hours***

First-year student clinical training. Duties begin under the direct supervision of registered technologists. This will involve duties performed by a practicing technologist including the following: routine radiography, tomography, fluoroscopy, digital imaging, portable radiography, trauma radiography and surgical radiography. Also included is an extensive clinical competency and performance evaluation system.

### **RAD 310      *Radiologic Physiology – 3 credit hours***

Normal structure and function of human systems with emphasis on related radiographic examinations.

### **RAD 315      *Radiologic Pathology – 2 credit hours***

The study of human disease to include disease etiology, diagnosis, clinical interpretation and treatment.

### **RAD 320      *Radiographic Procedures III – 2 credit hours***

A comprehensive study of examinations utilizing contrast media to visualize various aspects of the digestive and urinary systems. Includes image analysis, lab demonstrations, practice and lab evaluations.

**RAD 330      *Radiographic Procedures IV – 1 credit hour***

A general overview of examinations that require special techniques and/or contrast agents. Special emphasis is placed on new modalities or procedures that may have replaced these examinations.

**RAD 340      *Contrast Agents – 1 credit hour***

A general study of contrast agents and pharmacology including types, uses, patient reactions and emergency treatment for reactions. The basic techniques of venipuncture are included.

**RAD 350      *Radiologic Science II – 2 credit hours***

An in-depth study of radiation biology including the effects of ionizing radiation on living tissues, organs and systems. Advanced study of radiation protection principles and regulations.

**RAD 360      *Radiographic Imaging II – 2 credit hours***

A study of specialized imaging technologies to include fluoroscopy, digital imaging, tomography and other modalities.

**RAD 370      *Radiographic Procedures V – 1 credit hour***

An introduction to advanced procedures to include: interventional technology, computerized tomography, diagnostic medical sonography, nuclear medicine, radiation therapy and magnetic resonance imaging. Includes resume and cover letter writing and the job interview process.

**RAD 375      *Radiologic Cross-Sectional Anatomy – 2 credit hours***

An introduction to cross-sectional anatomy for the entry level technologist. Emphasis is placed on normal anatomy and three-dimensional placement of the anatomy in cross-sectional view as demonstrated by computed tomography, magnetic resonance imaging and diagnostic medical sonography.

**RAD 376      *Multidiscipline Training for the Radiographer – 1 credit hour***

Training in phlebotomy, intravenous injections and infusions and EKG and for the radiographer. The phlebotomy portion includes four hours of computer training in laboratory skills, four hours of lecture and 16 hours of clinical training. The EKG portion consists of two hours of lecture and eight hours of clinical training. In addition, students will participate in an intravenous lab to include video instruction, venous puncture techniques and practice in setting up and injecting IV solutions.

**RAD 380      *Practicum II – 8 credit hours***

Second-year clinical training includes a continuation of first-year duties with increased responsibilities under supervision of registered technologists. Rotations will include but may not be limited to: interventional radiology, cardiac cath lab, computed tomography, nuclear medicine, diagnostic medical sonography, radiation therapy and magnetic resonance imaging.

**RAD 390      *Professionalism in the Radiologic Sciences – 1 credit hour***

An analysis of the characteristics and behavior of health care professionals especially as they apply to the radiologic sciences. This course is designed to promote professional behavior and provide education in a variety of professional skills including budgeting, scheduling, presentations and critical thinking.

## ***School Facilities and Equipment***

All radiographic equipment used by the students has been approved and is periodically surveyed by the Missouri Department of Health in compliance with federal regulations. The following list contains the types of radiographic equipment the student will be using in the clinical setting:

- general radiography
- head radiography
- chest radiography
- mobile radiography

- urography
- tomography
- fluoroscopy (fixed and mobile/portable)
- trauma radiography
- digital imaging equipment, including Picture Archiving and Communications Systems (PACS).

The student will also receive an introduction to the use of the following specialty imaging and therapeutic equipment:

- interventional radiography
- computed tomography (CT)
- nuclear medicine
- diagnostic medical sonography
- radiation therapy
- magnetic resonance imaging (MRI)
- mammography.

Educational equipment used to enhance student learning will include:

- energized laboratory with automatic processor
- whole body radiographic phantom
- three fully equipped classrooms
- fully articulated and disarticulated skeletons
- life-size anatomical model
- computer-based educational software.

All practical safety measures are used to minimize radiation hazards to students, including the use of shielding devices and radiation monitoring badges. This ensures that radiation exposure remains as low as reasonably achievable.



## Accreditation and Certification

Most schools of radiologic technology are periodically surveyed by the Joint Review Committee on Education in Radiologic Technology (JRCERT) in accordance with the standards set forth jointly by the American College of Radiology (ACR), the American Society of Radiologic Technologist (ASRT) and the Association of Educators in Radiologic Sciences (AERS).

Accreditation by the JRCERT provides assurance of high educational quality. Graduates of accredited programs are eligible to sit for the nationally-recognized certification examination, administered by the American Registry of Radiologic Technologists (ARRT). This computer-based examination is taken after graduation, when all academic, clinical and ethical requirements are completed.

CoxHealth School of Radiologic Technology is fully accredited by the JRCERT and graduates are eligible to sit for the ARRT examination.





## **Health and Insurance**

All applicants accepted into the School of Radiologic Technology are required to have a physical examination prior to the first day of classes. The School of Radiologic Technology does not provide health care to students. All students are responsible for their own health insurance and/or expenses while enrolled in the program.

## **Student Records**

All applications and student files are secure and protected from general release in accordance with the Privacy Rights Act. Only school faculty and the individual applicant/student have access to these records. Others wishing to view applicant/student records (including parents and other family members) must have written permission from both the faculty and individual applicant/student. Select portions of student files are maintained as permanent records in the care of the school of radiologic technology. Application files for candidates not admitted to the program will be retained for consideration the following year only upon request of the applicant.

## **Probation and Dismissal**

Because of the strenuous clinical and academic requirements, students must put forth a sincere effort for the entire two-year program.

All students are expected to maintain a “C+” or 2.5 GPA with no academic or clinical course score lower than a “C.” Students with grades lower than the set standard will be placed on probation for a specified period of time. If the GPA is increased, the student may be retained in the program. Students who do not increase their GPA during the probationary period will be considered for dismissal. In addition, repeated probationary status may be considered as grounds for dismissal.

Students are allowed 10 sick days for the entire two-year program. Students that exceed the allotted amount will be required to make up the excess days missed prior to graduation. Failure to make up the required clinical time will result in a deferment of graduation or disenrollment.

In addition, students who demonstrate an unprofessional attitude or unsatisfactory clinical performance will be considered for probation or immediate dismissal at the discretion of the admissions committee.

## **Graduation**

Students who complete all academic, clinical and other program requirements earn the right to graduate from CoxHealth School of Radiologic Technology. Graduates receive a diploma, a school pin and are eligible to sit for the American Registry of Radiologic Technologists (ARRT) certification examination. Awards are presented at the annual graduation ceremony to honor graduates who have demonstrated outstanding performance in academics, clinical skills and patient care.

## **Options as a Registered Radiographer**

Graduates may continue their education to earn a comprehensive four-year degree. Southwest Missouri State University awards 42 semester hours of credit toward a bachelor of science degree in radiography to graduates of the CoxHealth School of Radiologic Technology.

Graduates may also continue their education and training in the diagnostic imaging specialties of diagnostic medical sonography, magnetic resonance imaging, computed tomography, interventional radiology, mammography, radiation therapy or nuclear medicine.

## **Your Choice**

Be inquisitive about your career choice. If you select radiologic technology as a career, you should be confident of your choice of educational programs. Your success in this field will depend upon many factors. One of the most important factors in your success is the quality of your initial professional education..

The faculty of CoxHealth School of Radiologic Technology is committed to developing the knowledge and clinical skills necessary for you to become a competent radiographer.

## **Tuition and Fees\***

A non-refundable \$30 application fee must accompany all applications to the program.

Tuition is \$2,400 for the entire program, paid in four \$600 installments. A \$50 deposit is required after notification of acceptance into the school and will be applied to the tuition for the first semester. The balance of the first semester tuition (\$550) is due on the first day of classes. Tuition payments are due every six months, on the first day of each new semester.

Textbooks are ordered by the school to be purchased by each student on the first day of classes. The total cost of textbooks for the entire program is approximately \$700.

A copy of the dress code will be furnished to those applicants accepted into the program. Each student is responsible for the cost and maintenance of all uniforms. The cost is approximately \$200.

\*Tuition and fees are subject to change.



## **Financial Aid**

Financial aid is available to those who qualify. Information regarding application, qualification, availability of loans, grants, scholarships and other benefits may be directed to the Financial Aid office at 417/269-3068 or 417/269-3045.

Federal financial aid programs available to the student are:

- Federal Pell Grant
- Federal Stafford Loan (Subsidized and Unsubsidized)
- Federal Parent Loan for Undergraduate Students (FPLUS)

## **Refund Policy**

CoxHealth School of Radiologic Technology has a pro-rate refund policy for students who withdraw from school. Students withdrawing during the first year of the program will receive a refund of total tuition charged based on the amount of tuition paid and the percentage of the semester completed at the point of withdrawal, up to 60 percent of the school year. No refund will be granted to students withdrawing after the first year of the program.

