

# Associate Degree Radiographic Imaging

**2024**

**Radiographic Imaging  
Information Packet**



**Application Deadline**

April 12, 2024 at 5:00 pm



# Table of Contents

Letter from the Program Director .....1

Who are Radiologic Technologists? .....2

Program Mission.....3

Program Curriculum .....4

Section 1: Admission Process

Admission Requirements.....5

    Phase 1: College Admission Process .....5

    Phase 2: Program Qualification Requirements.....6

    Phase 3: Completing the Application .....7

    Phase 4: Acceptance and Notification of Entry.....7

Section 2: Informed Consent

Informed Consent Packet .....8

Section 3: Clinical Observation

Clinical Observation .....13

Observation Form .....15

**The Radiographic Imaging Program at Rhodes State College**  
is accredited by the Joint Review Committee on Education in Radiologic Technology (JRCERT),  
20 N. Wacker Drive, Suite 2850, Chicago, Illinois 60606;  
phone: 312-704-5300; email: [mail@jrcert.org](mailto:mail@jrcert.org);  
website: [www.jrcert.org](http://www.jrcert.org).

# Radiographic Imaging

Dear Radiographic Imaging Candidate:

This 2024 Information Packet explains the qualification and application processes for the Radiographic Imaging (RAD) Program at Rhodes State College. The standards of the profession are established by the American Registry of Radiologic Technologists and the American Society of Radiologic Technologists and are regulated by licensure in the state of Ohio. In order to provide a program that promotes student success, it is essential to admit students who meet rigorous curriculum requirements.

Students who wish to be considered for admission into the RAD program must submit evidence of meeting all qualification requirements as outlined in this Information Packet by April 12, 2024. Depending on clinical availability, a maximum of 30 students will be accepted to begin RAD courses during Fall semester 2024. **It is the student's responsibility to ensure that all qualifications have been met and verified by an academic advisor before he/she may receive an electronic application from the RAD Program Coordinator.**

Rhodes State College advisors are available to help you determine if this is the right career path; become a Rhode State College student; answer questions about the qualification process; develop a plan to meet your educational goals; receive appropriate transfer credit; and assist with general education course registration. To start that process, contact the Radiographic Imaging Program Coordinator at 419-995-8257.

Thank you for inquiring about the RAD Program at Rhodes State College. Our program is highly respected for its high educational standards, commitment to professionalism, dedicated faculty, and strong professional certification exam pass rates.

We look forward to helping you reach your career goals.

Sincerely,

Angela Lee BSRT, RT(R)(CT), CPXP  
Radiographic Imaging Program Coordinator  
lee.a@rhodesstate.edu

## Who are Radiologic Technologists?

Registered radiologic technologists/radiographers are the medical personnel who perform diagnostic radiographic imaging (x-ray) examinations on patients for interpretation by doctors. They are educated in anatomy, patient exam positioning, examination techniques, equipment protocols, radiation safety, radiation protection, and basic patient care. They must use critical thinking and problem-solving skills on a daily basis, and they must also possess excellent communication and interpersonal skills to interact appropriately with patients, families, co-workers, and other healthcare providers.

Registered radiologic technologists — known as “R.T.s” — must complete at minimum of an associate degree in an accredited educational program through an academic institution and must pass a national certification examination. To remain registered, they must earn continuing education credits.

## Employment Opportunities

- Hospitals
- Outpatient Clinics
- Physicians’ Offices
- Mobile X-ray Companies



## Program Mission

The Radiographic Imaging Program prepares competent, professional Radiographers.

### Extended Statement of Program Mission

The Radiographic Imaging Program at Rhodes State College exists to provide students with a stimulating environment in which to achieve educational and personal growth while developing a sense of professionalism combined with the technical and interpersonal skills necessary for success as a radiographer/radiologic technologist. In addition, the Northwest Ohio Allied Health Consortium students provides surrounding communities with qualified, professional healthcare specialists.

## Radiographic Imaging Program Outcome

89%



First time pass rate on national certification exam (5 yr. average)

85%



Completion rate in 2022



94%+

Job Placement Rate

Five-Year Average Job Placement Rate

# Radiographic Imaging Curriculum

Course	Description	Credit Hours
<b>First Year   Fall, Spring, or Summer Semester (15 weeks or 8 weeks)</b>		
<b>SDE 1010</b>	First Year Experience	1
<b>MTH 1370</b>	College Algebra	4
<b>BIO 1110</b>	Anatomy and Physiology I	4
<b>COM 1110</b>	English Composition	3
<b>BHS 1390</b>	Medical Terminology	2
<b>Semester Total</b>		<b>14</b>
<b>First Year   Fall Semester (15 weeks)</b>		
<b>BIO 1120</b>	Anatomy and Physiology II	4
<b>RAD 1410</b>	Introduction to Radiography	3
<b>RAD 1210</b>	Principles of Imaging I	2
<b>RAD 1310</b>	Radiographic Procedures I	3
<b>Semester Total</b>		<b>12</b>
<b>First Year   Spring Semester (15 weeks)</b>		
<b>SOC 1010</b>	Sociology	3
<b>RAD 1510</b>	Clinical Education I - Radiography	3
<b>RAD 1220</b>	Principles of Imaging II	3
<b>RAD 1320</b>	Radiographic Procedures II	3
<b>Semester Total</b>		<b>12</b>
<b>Summer Semester (10 weeks)</b>		
<b>BHS 1160</b>	Medical Law – Ethics Healthcare	2
<b>RAD 1520</b>	Clinical Education II - Radiography	4
<b>Semester Total</b>		<b>6</b>
<b>Second Year   Fall Semester (15 weeks)</b>		
<b>COM 2213</b>	Verbal Judo	3
<b>RAD 2510</b>	Clinical Education III - Radiography	3
<b>RAD 2210</b>	Principles of Imaging III	3
<b>RAD 2310</b>	Radiographic Procedures III	3
<b>Semester Total</b>		<b>12</b>
<b>Second Year   Spring Semester (15 weeks)</b>		
<b>RAD 2520</b>	Clinical Education IV - Radiography	3
<b>RAD 2220</b>	Radiation Biology	3
<b>RAD 2320</b>	Radiographic Patient Analysis	2
<b>RAD 2490</b>	Selected Topics in Radiography (Capstone)	1
<b>Semester Total</b>		<b>9</b>
<b>Total Program Credit Hours</b>		<b>65</b>
<b>Total Academic Weeks (including final exam weeks)</b>		<b>82-90</b>
<b>Total Clinical Hours</b>		<b>1005</b>

## Section ONE

# Admission Process

## Admission Requirements

The Radiographic Imaging (RAD) program is a limited enrollment program. The RAD program admits thirty (30) qualified students once per year with a fall semester start date. You are encouraged to complete all qualifications and submit all materials as early as possible.

The following process is utilized to qualify students into the program. **Each step in Phase 1 and 2 is mandatory and must be completed as early as possible.** No exceptions will be granted. It is the applicant's responsibility to read and understand this qualification process.

## Phase 1: College Admission Process

**Step 1** \_\_\_\_ Apply to Rhodes State College. This must be done before starting the qualification process to the RAD Program. (If you are a Northwest Ohio Allied Health Consortium student, please contact the Rhodes RAD Consortium Coordinator before contacting the Admissions at your partner school.)

**Step 2** \_\_\_\_ Submit **all** college credit transcripts directly to Rhodes State College Registrar's office.

- a. If you are a current Rhodes State College student, **your GPA will be calculated using program specific coursework through summer semester of 2024** (See Phase 2, Step 3).
- b. If you have transferable college credit, *request your official transcripts from previous colleges be sent directly to Rhodes State College, Office of the Registrar, 4240 Campus Drive, Lima, Ohio 45804.* Program specific course grades from transferable college credit courses through fall semester of 2023 will be used to calculate your GPA. (See Phase 2, Step 3). **Note: GPA will be calculated using an average of program specific coursework.**
- c. If you are a high school senior, request your official high school transcript to be sent directly to Rhodes State College, Office of the Registrar, 4240 Campus Drive, Lima, Ohio 45804. High School course grades through the first semester of the senior year will be used to calculate your GPA. (See Phase 2, Step 3). *Note: : A High School transcript can only be used for individuals who are high school seniors during the 2023-2024 academic year.*



- d. If you are a high school senior with college coursework completed through College Credit Plus, your GPA will be calculated using program specific coursework (high school GPA excluded).
- e. If applicable, a Certificate of High School Equivalency (GED) should be sent to the Rhodes State College Office of Admissions, 4240 Campus Drive, Lima, Ohio 45804. In the case of a GED report with no accompanying GPA, the student will be required to take college level coursework to establish a GPA.
- f. Certain courses required as part of the RAD curriculum must have been completed within the past five years. This requirement can be waived by the program coordinator with submission of proof of employment in a health care field. Examples include Medical Terminology and Anatomy & Physiology.

## Phase 2: Program Qualification Requirements

**The four parts in this phase may be completed in any order, but all of them must be done to move forward in the Application process.**

- #1 \_\_\_\_\_ Complete 16 hours of observation in a clinical setting with a Registered Technologist in Radiography using the Observation Form and instructions found at the end of this Information Packet.
- #2 \_\_\_\_\_ Attend a mandatory Radiographic Imaging Program Briefing. Register for a date from the options available through the Program Briefing Registration found on the Radiographic Imaging page on the Rhodes State College [website](#).
- #3 \_\_\_\_\_ Validate both an **overall** (college or high school) **and calculated GPA of 2.5 or higher**. A calculated GPA is defined as the average GPA of program specific coursework (excludes SDE 1010). The following URL can be utilized to calculate the curriculum specific GPA: <https://www.registrar.iastate.edu/students/grades/gpa-calc>
- #4 \_\_\_\_\_ Completion of pre-requisite courses:
  - BHS-1390 (Medical Terminology)
  - BIO-1110 (Anatomy and Physiology I)
  - MTH-1370 (College Algebra)
  - SDE-1010 (First Year Experience)
- #5 \_\_\_\_\_ The student must be at least 18 years of age by the start of the first clinical experience (fall semester of the first year of the RAD program).



## Phase 3: Completing the Application

Once the qualifications have been met and verified by the academic advisor, you will be emailed a link to the electronic application and informed consent verification forms.

Read and complete all of the forms including your electronic signatures on all items of the online application as soon as possible once you have been sent the link.

## Phase 4: Acceptance

Thirty students will be accepted on an annual basis. If more than 30 applicants are qualified, students will be offered a seat based on the qualifying criteria (aggregate of calculated GPA, the number of program specific courses completed with a “C” or better, and the observation rubric). If the qualifying criteria aggregate score of two applicants is equal, then the date of completing the qualifications will be used to rank order those applicants.

Qualified students not in the top 30 will be admitted in a following cohort year. This acceptance is contingent upon re-application prior to the deadline of the offered cohort year to verify continued interest in pursuing the degree. All students not accepted for the current year will be encouraged to have an informational meeting with their academic advisor to discuss strategies for persistence in qualifying or opportunities for other health care majors and/or other career directions offered at Rhodes State College.

## Notification of Entry into the RAD Program

Applicant candidates will be notified of their offer of a seat in the program and cohort entry year via the RhodesState.edu email or other designated email address by May 3, 2024. Acceptance of the seat must be received within one week of the notification email.

If a student declines their seat or fails pre-requisite courses for the first fall semester, then the next qualified student will be offered that seat. This process will continue until all seats are filled.

Pursuant to federal regulations and state law, it is a policy of Rhodes State College that discrimination against any individual for any reasons of race, color, religion, national origin, sex, sexual orientation, qualified disability, age (40 or older), or because he/she is a Vietnam-era veteran or a disabled veteran is specifically prohibited. Accordingly, equal opportunity will be extended to all persons. The College’s admissions policies, instructional programs, extracurricular activities and employment practices will reflect this [Nondiscrimination Policy](#).

The College has appointed the individual listed below as Title IX and Section 504 compliance officers. Students who believe that they have experienced any form of discrimination, including sexual harassment, should contact:

Andrea Goings, Executive Director, Human Resources, Title IX Coordinator  
Public Service Building  
419-995-8302 | [goings.a@Rhodes.State.edu](mailto:goings.a@Rhodes.State.edu)

## Section TWO

# Informed Consent

## Radiographic Imaging Program Informed Consent Packet

Please read all of the following items as you will be asked to sign that you understand the following consent notifications during the electronic application process.

### I. Program Duration

The RAD Program begins in the Fall semester and is designed to be completed in 78 academic weeks. However, students may take general education courses required for the degree prior to admission. Secondary to the sequencing of the RAD classes, it will take five consecutive semesters (a total of 88 calendar weeks) to complete the program regardless of the amount of course work that has been completed prior to admission.

### II. Clinical Education Expectations

Students enrolled in the RAD program at Rhodes State College must complete clinical education assignments in conjunction with classroom and on-campus laboratory instruction prior to completion of the program.

Clinical assignments for students are arranged so that all students can benefit by learning through a variety of clinical experiences. Clinical education typically occurs from 7:30 am to 3:30 pm, but students may need to make up times that are outside these hours. Clinical settings extend in an area up to 70 miles from Rhodes State College, but the sites greater than 60 miles away are used mainly for students located near those locations (Springfield Regional Medical center and Imaging center in Springfield, Community Memorial Hospital in Hicksville, and Community Health and Wellness Centers in Bryan). *Students must be prepared to meet the financial obligations associated with the clinical assignment (i.e. reliable transportation to the facility).*

### III. Eligibility Qualifications for ARRT Certification

Upon successful completion of the Radiographic Imaging program, the graduate may be eligible to take the Examination in Radiography of the American Registry of Radiologic Technologists (ARRT) according to the following eligibility requirements:

Every candidate for certification and registration must, according to ARRT governing documents, “be a person of good moral character and must not have engaged in conduct that is inconsistent with the **ARRT Standards of Ethics and not ARRT Rules of Ethics**,” and they must “agree to comply with the ARRT Rules and Regulations and the ARRT Standards of Ethics. ARRT investigates all potential violations in order to determine eligibility. The Rules of Ethics are standards of minimally acceptable professional conduct for all Registered Technologists and applicants. The Rules of Ethics are intended to promote the protection, safety and comfort of patients. Registered Technologists and applicants engaging in any of the conduct or activities noted in the

Rules of Ethics, or who permit the occurrence of said conduct or activities with respect to them, have violated the Rules of Ethics and are subject to sanctions as described. One issue addressed by the Rules of Ethics includes **convictions, criminal procedures, or military court martials** as described here. These include a felony, a misdemeanor, or any criminal procedures resulting in a plea of guilty or nolo contendere (no contest), a verdict of guilty, withheld or deferred adjudication, suspended or stay of sentence, or pre-trial diversion. Juvenile convictions processed in juvenile court and minor traffic citations not involving drugs or alcohol do not need to be reported. Additionally, candidates for certification and registration are required to disclose whether they have ever had any license, registration, or certification subjected to discipline by a regulatory authority or certification board (other than ARRT). Candidates must indicate any honor code violations that may have occurred while they attended school.

Individuals who have violated the Rules of Ethics may request a [pre-application review](#) of the violation in order to obtain a ruling of the impact on their eligibility for ARRT examination. The individual may submit a pre-application form at any time either before or after entry into an approved education program. This pre-application must be requested directly from the ARRT.

The American Registry of Radiologic Technologists  
1255 Northland Drive  
St. Paul, MN 55120-1155  
(651)687-0048  
[www.ARRT.org](http://www.ARRT.org)

#### IV. Criminal Background Checks and Drug Screens

To meet the expanding requirements of our clinical affiliates, both criminal background checks and drug testing will be mandatory prior to clinical experiences for all students in the Radiographic Imaging Program. You are at risk if you have been convicted of a prior felony and/or some misdemeanors. Students with certain felony, misdemeanor, or drug-related convictions will be ineligible for admission into clinical experiences. A criminal record may also prevent you from obtaining a license or certification in your chosen healthcare profession or to obtain employment post-graduation. **The student is responsible for most of the cost of drug testing and background checks.** Positive drug testing results will result in dismissal from all clinical courses. Any student who refuses/fails to cooperate, or complete any required drug testing will also be considered “positive” and dismissed from clinical courses of their program. All students requiring drug testing may be subject to additional drug testing for placement at some clinical settings or random drug testing for cause during the program.

#### V. Physical Examination

Prior to the first clinical rotation, the student will be required to have a physical examination completed by his/her family physician (or other acceptable healthcare provider), completion of required immunizations, and TB testing. **The student is responsible for these costs.**

## VI. Technical Standards

All applicants for the Health Sciences programs and certificates must possess the essential skills and abilities necessary to successfully complete the requirements of the curriculum either with or without reasonable accommodations for any disabilities they individual may have. The use of an intermediary that in effect requires a student to rely on someone else's power of observation, communication, and/or decision making will not be permitted.

The essential skills and abilities for the Health Sciences programs and certificates are categorized in the following Technical Standards:

1. **Sensory/Observational Skills:** : The applicant must be able to observe a patient accurately at a distance and close at hand. Observation necessitates the functional use of all the senses.
2. **Communication:** The applicant must be able to speak, to hear, and to observe patients in order to elicit information, describe changes in mood, activity and posture, and perceive nonverbal communications. An applicant must be able to communicate effectively with patients and all members of the health care team. Communication includes, listening, speaking, reading and writing.
3. **Motor Skills:** Applicants must have sufficient motor skills to gain access to clients in a variety of care settings and to manipulate and utilize the equipment central to the assessment, general and emergency treatment of patients receiving health practitioners' care. Such actions require coordination of both gross and fine muscular movement, equilibrium and functional use of the senses of touch and vision.
4. **Intellectual-Conceptual, Integrative, and Quantitative Abilities:** These abilities include measurement, calculation, reasoning, analysis, and evaluation. Problem solving, the critical skill demanded of health practitioners, require all of these abilities. In addition, the applicant should be able to comprehend three-dimensional relationships and to understand the spatial relations of structures.
5. **Behavioral/Social Skills and Professionalism:** An applicant must possess the emotional health required for utilization of his/her intellectual abilities. The exercise of good judgement, the prompt completion of all responsibilities attendant to the care of patients, and the development of effective relationships with patients are essential skills for health practitioners. Applicants must be able to tolerate physically taxing workloads and to function effectively under stress. They must be able to adapt to changing environments, to display flexibility, and to learn to function in the face of the uncertainties inherent in the clinical problems of many patients. Concern for others, integrity, interpersonal skills, interest, and motivation are all personal qualities necessary for the health practitioners.
6. **Environmental:** All applicants must interact with diverse patient populations of all ages with a range of acute and chronic medical conditions. Applicants may be exposed to communicable diseases, toxic substances, ionizing radiation, medicinal preparations, hostile individuals, and other conditions common to the health care environment. Applicants must adhere to policies and procedures to minimize exposure to hazards in the environment, including but not limited to the use of personal protective equipment.

## VII. Professional Liability Insurance

Rhodes State College provides professional liability insurance for students while engaged in clinical learning activities. The coverage ranges from 0-\$6,000,000.00 depending on the incident. Student professional liability insurance is available privately should the student want additional coverage. The college professional liability insurance plan does not cover a student who may work in institutions outside scheduled clinical education time.

## VIII. Health Insurance

*Due to potential risks, all Health Sciences students are expected to purchase personal health insurance if they are not covered on a family policy.* Rhodes State College is not responsible for any accidents or illnesses that result from student negligence during experiences in the campus or clinical laboratories.

## IX. Radiographic Imaging Pregnancy Policy

**IMPORTANT NOTE:** A woman is ultimately responsible for her health and that of her unborn child. The first three months of pregnancy are the most critical time relative to exposure to ionizing radiation.

The Nuclear Regulatory Commission's (NRC's) regulations on radiation protection require the licensee (i.e., Rhodes State College - Radiographic Imaging Program) to ensure that the dose to an embryo/fetus during the entire pregnancy, due to occupational/educational exposure of a declared pregnant woman, does not exceed 0.5 rem (5 mSv). These exposure levels are 10% of the occupational limit of 5 rem (50 mSv) per year. The National Council on Radiation Protection (NCRP) recommends a monthly equivalent dose limit of 0.05 rem (0.5 mSv) to the embryo/fetus once the pregnancy is declared.

In order for a pregnant worker/student to take advantage of the lower exposure limit and dose monitoring provisions, she must declare her pregnancy to the Program Director in writing along with an estimated date of conception so that the estimated dose to the embryo/fetus prior to the declaration of pregnancy can be determined. The written declaration of pregnancy must be in letter form provided to the Program Director. A woman cannot be required to make this declaration of pregnancy and she may withdraw her declaration of pregnancy in writing at any time. The decision to make a declaration of pregnancy and/or to withdraw the declaration of pregnancy is strictly a woman's choice and is entirely voluntary. The lower dose limit for the embryo/fetus will remain in effect until the woman withdraws the declaration in writing or the woman is no longer pregnant. If a declaration of pregnancy is withdrawn, the dose limit for the embryo/fetus would apply only to the time from the estimated date of conception until the time the declaration is withdrawn. If the declaration is not withdrawn, the written declaration may be considered expired one year after submission.

Any woman who is pregnant but elects not to declare pregnancy may continue the program without modification.

Any woman declaring pregnancy will follow these procedures:

1. Upon diagnosis of pregnancy, the student must present a written statement from her physician that indicates the expected date of delivery and her fitness for clinical education to the Program Director and the Clinical Coordinator. This statement must be presented within the first month following diagnosis.
2. The student may choose to take a leave of absence during her pregnancy or she may continue with her clinical education. If the student continues her clinical education, she must present a monthly written statement from her physician stating her fitness for clinical education to the Clinical Coordinator.
3. It is the student's responsibility to continually check the dosimetry reports. Both the student and the IRRP must initial the dosimetry reports quarterly to verify that they have checked the uniform quarterly dose rate and total accumulated exposure dose.
4. If the student decides to continue her clinical education, she will be expected to participate in all clinical assignments and/or duties, but may request any or all of the following exceptions in their clinical assignments due to their known large occupational dose production:
  - a. fluoroscopy
  - b. surgical radiography
  - c. mobile radiography
5. A student will be allowed to make up any clinical time missed due to pregnancy or immediate post-partum care.
6. Make-up or banking hours will be structured to compensate for loss of clinical experiences during pregnancy.
7. Students are encouraged to bank time in anticipation of missing clinical time during a pregnancy.

#### **X. Working while in the RAD Program**

Some students continue to work while enrolled in the RAD Program, but this is dependent upon work schedule, flexibility, semester schedule, and credit hour load, as well as the student's learning style and other responsibilities. Students are required to attend all scheduled classes, and must be available for the required full-time clinical education experiences. The RAD Faculty strongly recommend that a student does not work more than 15-20 hours per week while in the program. It is an expectation that a student will spend at least two hours of outside preparation and studying for every contact hour in the classroom and lab per week to pass a course.

#### **XI. Academic Standards of the RAD Program**

The grading policies of the RAD Program are more rigorous than those of Rhodes State College to ensure student competence prior to clinical assignment. The student must earn a "C" or better in all RAD courses, required science (BIO, etc.) courses, and BHS courses.



## Instructions & Information for the Clinical Observation

Observation or volunteer experience in a radiographic imaging (x-ray) setting is an essential requirement for application to the Radiographic Imaging Program. This is your opportunity to judge your interest in the field and learn more about radiography. Radiographers providing this experience will be requested to verify your participation in writing.

The form for the observation is included in this packet. *If the observation hours are split between different locations, then copy the observation form so each observation location has a separate form to fill out.* **Sixteen hours of observation of technologists doing x-ray exams in a clinical setting are necessary to meet minimum application criteria.** It is your responsibility to arrange this experience.

1. The observation must be completed in a **hospital or large clinic setting so that you will observe a larger number of patients and more types of x-ray exams.** You are NOT to observe in areas other than the x-ray/radiography rooms in the radiology/medical imaging departments. **NO observations should be done in a radiation therapy, nuclear medicine, magnetic Resonance Imaging (MRI) or sonography area!**
2. Call ahead to arrange an appointment for observation. Explain your interest in a career in the field. *Note: You may complete observation hours at any facility that is willing to host you so long as you are only observing x-ray/radiography exams.*
3. Expect that it may be one to two weeks before the observation time can be scheduled. Most facilities are quite busy and need to plan ahead for observation experiences. . **Do not wait until the last minute to schedule observation hours.**
4. Some clinical settings may have a specific radiographer/technologist designated to coordinate observation experiences; if so, ask to speak to this person.
5. Notify the Radiology/Medical Imaging department if you will be late or absent. Be sure to speak directly with the facility personnel or leave a message with the office staff. Reschedule as soon as possible. Avoid canceling at the last minute.



6. Dress professionally. Even though you are not a part of the program at this time, you are still viewed as a representative of Rhodes State College. Please be neat and clean and wear what is considered “professional and/or business wear” by the general public. This includes neat hair and nails and no jewelry or piercings other than in your ears. Specifically, no jeans (of any color), no shirts with advertising or writing on it, no athletic/workout clothing, no sandals, no hats, and nothing sleeveless. It is common to wear dress pants or khakis, polo type shirts, blouses, sweaters, and clean shoes—athletic shoes are acceptable. All clothing should be modest and fit appropriately.
7. It is absolutely unacceptable to use your cell phone during observation. Plan to leave it in your car or turn it off.
8. Be interested. Research the field of radiography (x-ray) prior to observing. Do your homework but do not be afraid to ask questions to learn. Be sensitive. Some questions may not be appropriate to ask in front of the patient.
9. Be ready to ask questions. However, if the radiographer is involved in a procedure, you may be advised to hold questions until they are completed.
10. Conform to any direction from the facility personnel immediately without question in the clinical setting. You may be asked to leave an exam area if necessary. Wait as directed and ask questions at a later time. Remember that the patient/client is the clinician’s first responsibility.
11. Understand that discussing a patient’s medical history, present illness, diagnosis, prognosis or treatment with other students, friends, or family is a violation of confidentiality. Uphold the patient’s right to privacy. You may be asked to sign a written confidentiality form; take this seriously. It is a legal matter.
12. When observing, be sure to keep interactions related to the scope of radiography/x-ray and the purpose of your visit. Remain professional at all times. If you become involved in a situation that is uncomfortable for you, seek assistance immediately.

# Radiographic Imaging Observation Form

Top portion to be completed by Student Applicant

Student Applicant Name (print) \_\_\_\_\_

Student ID (R#) \_\_\_\_\_

Phone Number \_\_\_\_\_

Email \_\_\_\_\_

**To be completed by R.T. Evaluator:** Thank you for your time in introducing this applicant to the Radiographic Imaging profession. The student is required to observe R.T.(R)s for 16 hours. Upon completion of the student's time in your facility, please complete the form below to verify hours in the facility and professional characteristics. Your ratings and comments will be used to award points during the application process for the next class of students admitted to the Rhodes State College Radiographic Imaging program. We appreciate your candid opinion.

Observation Dates: \_\_\_\_/\_\_\_\_/\_\_\_\_ to \_\_\_\_/\_\_\_\_/\_\_\_\_ TOTAL HOURS: \_\_\_\_\_  
(Minimum of 16 total REQUIRED)

Characteristic	Poor	Fair	Good
<b>Personal appearance</b>	Sloppy, too casual, and/or too revealing 1	One clothing item inappropriate 2	Complies with dress code 3
<b>Attitude toward patients</b>	Rude, careless, or disrespectful 1	Indifferent or overly chatty 2	Pleasant and appropriate 3
<b>Attitude toward staff</b>	Rude or sullen 1	Indifferent or overly friendly 2	Cooperative and respectful 3
<b>Communication skills</b>	Poor listener, no attempts to ask questions and/or talks about self only 1	Unclear questions or random attempts 2	Thoughtful questions that are on topic 3
<b>Motivation</b>	Disinterested in patient care 1	Occasional interest in imaging process 2	Seeks out learning in appropriate ways 3

Rate your overall endorsement of the applicant as a future colleague (Select one):

☐ Highly recommended    ☐ Recommended    ☐ Recommended with reservation    ☐ Not recommended

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Evaluating Radiographer Name (print) \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

Name of Facility \_\_\_\_\_ Evaluator's Phone Number \_\_\_\_\_

Signature \_\_\_\_\_

**Please fax with facility cover letter or mail in a facility envelope directly to the program:**

Radiographic Imaging Program    FAX (419) 995-8093  
Rhodes State College  
4240 Campus Drive, TEL 102B  
Lima, Ohio 45804

For office use only	
Program Director signature /date	
Banner entry and date	

**Rhodes State College**

4240 Campus Drive

Lima, Ohio 45804

[www.RhodesState.edu](http://www.RhodesState.edu)