

Surgical Technology

Information and Application Procedures

2017



 **Prairie State College**

SURGICAL TECHNOLOGY INFORMATION

Have you been thinking about a career in the medical field? Thought about nursing but didn't feel it was the direction you wanted to follow? Perhaps you should consider *Surgical Technology*.

A Surgical Technologist works under medical supervision and is a member of the operating room team. This individual ensures that the operating room environment is safe, that the equipment functions properly, and that the operative procedures are conducted under conditions that maintain sterility and maximize patient safety.

As a Surgical Tech student, you will also be trained to set up an operating room for each case. You will be trained to prepare instruments and the proper procedures to follow during surgery, e.g., handing instruments to the surgeon and their assistants. Training will also include breaking down the operating room, and preparing for the next case.

A Surgical Technology Certificate earned from Prairie State College allows you to work in operating rooms, surgical centers, labor and delivery, sterile processing, surgeon's offices.

Essential Functional Abilities of a Surgical Technologist

Students in the surgical technology program are required to learn and consistently apply theoretical concepts and completely demonstrate psychomotor skills. The essential functional abilities (see page 2) reflect the required attributes of the surgical technologist. If a student demonstrates difficulty in either the theoretical or psychomotor area, early intervention and remediation will be instituted by faculty. If the student continues to be unable to consistently perform the essential functions in the clinical setting, it will be necessary to terminate the student's participation in the clinical component. Students cannot complete the program without successful completion of both classroom and clinical course work. Students dismissed from the program for failure to acquire and maintain the essential functional abilities will not be allowed to reapply to the surgical technology program.

Certificate Program

The PSC Surgical Technology Program is accredited by the Accreditation Review Counsel of Education in Surgical Technology and Surgical Assisting (ARC/STSA) and accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP) October, 2013.

The Surgical Technology program at PSC is a certificate program. It will take one year to complete the core curriculum. Because of the intensive clinical aspect of the program, it is essentially a forty-hour week which would include both classes and clinical. The Surgical Technology Program is an thirteen (13) month full-time program, which begins in June of each year, completing in mid-July the following year. This program is only offered as a daytime program.

Clinicals will be held in hospital operating rooms with the student working with a preceptor. Students must have their own transportation to travel to any one of over a dozen hospitals in a 45-mile radius.

Upon completion of the program, students may sit for the certification exam offered by the National Board of Surgical Technology and Surgical Assisting. Upon successful completion of the certification exam the title Certified Surgical Technologist (CST) can be used.

Essential Functional Abilities of a Surgical Technologist

Surgical technologists must be in good health. Attendance at both the classroom and clinical agencies is vital to the student's success. Other critical abilities the surgical technologist should possess are:

Motor Capability	Sensory Capability	Communication Ability	Problem Solving Ability	Behavioral Skills and Professionalism
Move from room-to-room and maneuver in small spaces.	Coordinate verbal and manual instructions.	Communicate effectively in English with patients, families, and other health care team members, both verbally and in writing.	Function effectively under stress.	Arrive to class on time, prepared for the day.
Squat, stoop/bend, reach above shoulder level, use standing balance.	Auditory ability sufficient to hear verbal communication from patients and members of the health care team; includes the ability to respond to emergency situations*	Effectively adapt communication both verbally and in writing to the intended audience.	Respond appropriately to emergency situations.	Consistently demonstrate maturity and the ability to perform the duties of a surgical technologist.
Lift 50 pounds and exert up to 100 pounds force to push/pull	Discern soft sounds in a frequently noisy environment.*	Interact; establish rapport with other members of the health care team and patients from a variety of social, emotional, cultural, and intellectual backgrounds.	Adhere to infection control policies and procedures and consistently demonstrate surgical conscience.	Consistently demonstrates surgical conscience.
Use hands repetitively; use manual dexterity; and demonstrate fine motor skills.	Visual acuity to safely execute the responsibilities of the surgical technologist, safely handle sharps, and passing instruments.*	Assume the role of a health care team member.	Demonstrate problem solving skills in the operating room, and patient care.	Assumes the initiative to maximize learning at the clinical agency.
Must be able to stand for long periods of time (6-8 hours).	Comfortable working in close proximity to the patient and other members of the health care team.	Functions effectively under the supervision of other health care team members.	Uses sound judgement and safety precautions.	Demonstrates preparedness for the classroom and daily clinical assignments.
Perform CPR as needed.		Sufficient command of the English language to retrieve information from lectures, textbooks, websites, and understand medical terminology.	Addresses problems or questions to the appropriate persons at the appropriate times.	Adheres to the Prairie State College Student Code of Conduct both in the classroom and clinical agency
Travel to and from the academic and clinical sites.		Basic computer skills including: e-mail and Internet access.	Organize and prioritize tasks and required skills.	Adhere to the Surgical Technology Program policies: classroom and clinical.

*Individuals requiring hearing aids or glasses will not be excluded from applying to the Surgical Technology program.

Initially, applicants are considered to be eligible for acceptance to the program only if they live within the boundaries of the community college district serving Prairie State College, or the districts of the community colleges of the consortium which includes Moraine Valley, South Suburban, Kankakee, Joliet, Morton, Illinois Valley, Heartland and Richland Community Colleges. Any resident of the city of Chicago must contact the main offices of Chicago City Colleges for further information.

Any questions regarding eligibility for acceptance to the program, should be directed to Julie Wedster, B.S. CST, Coordinator, Surgical Technology Program, (708) 709-3780, or Nicole Cavazos, Enrollment Services at (708) 709-3517.

Application Procedure:

Items 1 through 6 must be completed by **March 1.**

1. Complete and submit a PSC Admission's Application either online (prairiestate.edu) or in person in Enrollment Services.
2. Submit the Letter of Intent for the Surgical Technology Program to Enrollment Services.
Application deadline is March 1.
3. Complete the HESI-A2 at Prairie State College. Candidates will also be required to take the HESI-A2 exam which is a readiness test for the healthcare curriculum. The student's composite score will be factored into the academic rank he/she has earned.

The student will be required to complete the HESI-A2 exam prior to the end of the spring semester. Students must pay \$37 (subject to change) to the Business Office to cover the cost of the exam and will be required to present the receipt when he/she takes the test. The final selection of students will take place after all testing has been completed and orientation attended.

- a. HESI-A2 assessment scores from other colleges are not accepted for admissions into the program. For ranking purposes, all applicants must be tested on the Prairie State College campus.
- b. To ensure the appropriate portions of the HESI-A2 test are completed, all applicants must meet with Nicole Cavazos, with all college transcript prior to testing. A special testing permit is required to test. Testing days and times will be made available after the application deadline.
4. Submit high school transcripts or GED certificate **and** any previous college transcripts. All transcripts must be official.
5. **College Assessment Test Minimal Requirements for Surgical Technology Program (5 year time limit)**
 - a. **English** - Placement in PSC's ENG101 **or** successful completion of PSC's ENG 099.
 - b. **Mathematics** - Placement into PSC's MATH 095 or higher **or** successful completion of PSC's MATH 090.
 - c. **Reading** - Placement in PSC's ENG 101 **or** successful completion of PSC's ENG 099.
6. BIOL 221 (completed within the last five (5) years with a grade of "C" or better). A comparable biology at another institution will be considered after review of the curriculum. Students who wish to transfer Anatomy and Physiology credits can only do so if **both** semesters (A and P, I and II) have been successfully completed at the same institution.

7. Students must complete BIOL 222 and HLTH 105 before fall 2017. BIOL 211 is recommended before program admission. If BIOL 211 is not completed before program admission, it must be completed in fall 2017.

An evaluation of the applicant's records will be mailed approximately two to three weeks after submitting an Intent Form. It is the applicant's responsibility to contact the Enrollment Services Advisor if they have not received correspondence prior to the application deadline. It is also the applicant's responsibility to notify the Enrollment Services Advisor of any change in address and/or phone number. Please retain the evaluation for future reference as it will serve as proof of submission.

Orientation

Applicants meeting the following requirements by the published deadline dates will be invited to a **mandatory** orientation. Applicants failing to attend the required orientation will **not** be considered for the next fall class.

1. Enrollment application
2. Completion of HESI-A2 test.
3. Letter of Intent on file.
4. Enrolled in or completion of required prerequisite course work.
5. Official high school transcript or GED certificate and all official college transcripts (if applicable).

Areas of discussion during the orientation:

- The role of the surgical technologist.
- Time commitment needed to succeed in the program.
- Identification of potential student problem areas related to the surgical technology program.
- Student perspective.
- Financial aid.
- Meet the graduates.
- Questions and answers.

Ranking of Applicants

All qualified applicants will be ranked using their HESI-A2 test scores and the final grades received in biology.

The method of ranking is as follows:

Take the PSC credit for the course and multiply that number by the grade assigned (A = 4, B = 3, C = 2). Example: BIOL 221 = 4 credits; a grade of A = 4 points. Therefore, $4 \times 4 = 16$ grade points.

Add the HESI-A2 composite test scores for English, reading, math, and biology.

Selection Process for the Fall Class

The number of seats will be determined each year based on clinical site space. That number will not exceed twenty (20) students.

The ranking scores and, thus, the completed general education courses will be used as a basis for accepting registration for the next fall class. If two or more applicants have the same rank, and a lesser number of seats are available for the next class, these seats will be filled from the in-district applicants, based on their date of application to the program. Those students accepted for the fall class will be notified by certified mail, with return receipt requested. This notice will contain the directions for the student to follow in relation to payment of fees and other preparations necessary for the fall class.

Applicants who are not accepted for registration for the next fall class, because of lack of space will be notified. They may be placed on a waiting list according to rank. There can be no assurance that any of the applicants who are on the waiting list will be accepted at a later date.

In the event that one or more of the students who are notified of being accepted for registration indicate that they do not intend to register, or do not complete the steps necessary for registration, the vacancies that result will be filled from the group that remains, and on the basis of the rank score they earned.

In the event that there are insufficient qualified candidates who have applied by March 1, there will be a special provisions program. Under this program, students can make application and complete all of the prerequisites until the end of the spring semester.

Should space remain in the next class after exhausting the special provisions program, the Surgical Technology Committee will meet and review any late qualified applicants with the intention of filling the space for the next class.

Preliminaries For Accepted Students only

After receiving the letter of acceptance for the Surgical Technology Program, a **non-refundable** deposit of \$100 must be paid to Prairie State College. This deposit must be received in the Business Office (Room 1110), and students are encouraged to do so either in person or by certified mail. Students who have been accepted but fail to make this \$100 deposit, will **not** be allowed to register for the Surgical Technology Program for the fall. The deposit is applicable to fall semester tuition and fees.

Accepted students must register for fall classes by the date noted in the acceptance letter. A comparable medical terminology course at another institution will be considered after review of the submitted course description and syllabus. Students who do not register by this date will be dropped from the program. Applicants on the wait-list will then be notified of the option to fill any vacancy.

Post-Admission Procedure

All accepted students must submit to a criminal background check and drug screen prior to fall term. The procedure will be included in the acceptance letter. Upon notification of being selected for the next class, the applicant must have a physical exam including a number of tests and/or immunizations. The form will be provided. The completed form and results **must** be submitted to the Program Coordinator by the date stated in the acceptance letter. Students are also required to document immunizations including Hepatitis B vaccine status and Tuberculosis (TB) skin test. **It is the student's responsibility to make sure all areas of the history and physical forms are completed. Incomplete forms will be returned to the student and may impede the student's participation in the observance experience which usually takes place the third week of clinical.**

The applicant **must** complete a CPR class for medical personnel prior to the beginning of classes in August.

The accepted student **must** have proof of health insurance at the start of classes in August. During the program, if students are injured while on clinical sites, students will be treated by the sites; however, students are responsible for healthcare costs related to that treatment.

A copy of both sides of the CPR card and health insurance card **must** accompany the physical forms.

Transportation

Students must have their own reliable means of transportation to clinical sites and to campus.

Purchases Required by All Accepted Students

- Textbooks for the surgical technology course. This purchase is made in the fall semester. Those books are for the entire program.
- Syllabus: A fall and spring syllabus will be available on D2L.
- A mini-DVD-RW disc. Video recording is used during the first eight weeks of the program. This is a valuable teaching and learning tool. Each student is required to purchase one disc. Additional information will be provided in a separate letter following the formal letter of acceptance.
- Scrubs: One set is required. Students may purchase more than one set if desired. Students will have an opportunity to purchase within first couple weeks of class. Students will be required to wear their scrubs for fall convocation, during their practical examination and for the class picture. To acclimate into the operating room environment, students may find it beneficial to wear scrubs during practice sessions, as well as hats, masks, shoe covers and eye protection.
- Eye protection: Eye protection is mandatory. Most clinical sites provide masks with face shields, or other semi-disposable eye protection. Students may wish to purchase their own, during the first eight weeks of class various eye protection styles will be demonstrated.
- Appropriate shoes: sandals, open-toed shoes and clogs are **not** permitted. You must have shoes you can stand in for long periods of time. Athletic shoes are recommended with good support.
- Students will need reliable access to the Internet. The computer lab in the SSC is available for student use if needed.

Program Location

Prairie State College
202 South Halsted Street
Chicago Heights, Illinois 60411
Health/Technology Center, L-180

(708) 709-3780
prairiestate.edu

Health Technology Center

This building is located across Vollmer Road, north of the main campus. Parking and entrance for the students is located on the west side of the building. This building houses classrooms, simulated operating room, computer labs and faculty offices. There is also a student lounge located in the southwest corner of the building.

Tuition and Fees

Tuition and fees are available at prairiestate.edu and are subject to change without notice. Out-of-district students may be entitled to in-district tuition rates for this program. Check with your community college about a “co-operative agreement” option. (This does not include fees associated with certain courses.) Consult the schedule in effect for information regarding any fees.

Financial Aid

Includes: Veterans Affairs, grants, loans and work opportunities, Veteran opportunities, Prairie State College Foundation scholarships, scholarships for GED graduates, New Beginnings, Returning Students, Intercollegiate Athletes, Books for Scholars, and child care. A FAFSA must be completed and the results must be on file in the Financial Aid office.

The Financial Aid Office is located on the first floor of the main campus. The office provides assistance in financing your education through federal, state, and institutional programs. Applicants are encouraged to contact the Financial Aid Office early for assistance in filing for monetary aid. Call (708) 709-3735 for more information.

Health Record

A current, complete physical examination form, indicative of a satisfactory health state, must be on file while you are enrolled in the program. In addition, an immunization form documenting the annual TB/Mantoux skin test or documentation of chest x-ray/TB assessment due to allergy or being a positive tester must be submitted. Hepatitis B vaccination or signed waiver is required. Students will not be allowed to start the lab/clinical rotation or continue in clinical rotation without these forms or updates. Failures to notify program of any diagnosis or condition which may present itself in the clinical site either behavior or physical will constitute falsification of records and the student will be subject to immediate dismissal. (Instructors need to know if you are diabetic, pregnant, seizures, latex allergy, or any other condition that could affect your safety or patient's safety in the clinical setting.) See the Health Sciences Immunization and Health Record form.

Course Sequence

This program is designed to take one full year (3 semesters, fall through summer). Students are in class and clinic for approximately 40 hours per week throughout the program. The courses are sequenced as follows:

		Cr. Hrs.
	BIOL 222 Human Anatomy and Physiology II (4) (If not previously completed)	4
Fall Semester		
16 weeks	SRT 102 Patient Care I (2) BIOL 211 Microbiology (4) (If not previously completed)	
1 st 8 weeks	SRT 110 Introduction to Surgical Technology (7)	
2 nd 8 weeks	SRT 120 Surgical Procedures I (5) SRT 122 Applied Surgical Procedures I (1)	19
Spring Semester		
1 st 8 weeks	SRT 103 Patient Care II (1) SRT 130 Surgical Procedures II (6) SRT 132 Applied Surgical Procedures II (2)	
2 nd 8 weeks	HLTH 102 Workplace Issues for Allied Health (1) SRT 140 Surgical Procedures III (6) SRT 142 Applied Surgical Procedures III (2)	18
Summer Semester		
Full 8 weeks	SRT 298 Surgical Technology Seminar (4) SRT 299 Applied Surgical Procedures IV (2)	6
Program Total.		47

Note: Compliance with the Accreditation Review Committee on Education in Surgical Technology and Surgical Assisting requires the student complete minimally 120 cases, 80 of which the student assumes the role of first scrub. Further explanation is provided to accepted students.

COURSES

BIOL 211 - Microbiology

Prerequisite: BIOL 111 or CHEM 105 within the past 5 years with a C or better

4 hours credit

This is an introduction to the study of microscopic organisms, with an emphasis on bacteria. Special attention is given to their structure, physiology, and ecology. This course also includes an introduction to virology, medical parasitology, medical mycology, and immunological concepts. This course is especially beneficial for health profession majors because of the emphasis on the microbial role in the disease process focusing on the epidemiology, clinical manifestation, and treatment of microbial diseases.

BIOL 222 - Human Anatomy and Physiology II

Prerequisite: BIOL 221 within the past 5 years with a C or better

4 hours credit

This is part II of a two-semester sequence of study on the anatomy and physiology of the human body. It also covers senses, endocrine system, digestive tract, nutrition, metabolism, respiratory system, cardiovascular system, lymphatic system, urinary system, water and electrolyte balance, reproductive system, human growth and development, and human genetics.

HLTH 102 - Workplace Issues for Allied Health

Prerequisite: Acceptance into the Surgical Technology Program

1 hour credit

Workplace issues in Allied Health are examined. Emphasis is on communication, stress management, negotiating within organizational structures, power and dealing with life/death situations.

SRT 102 - Patient Care I

Prerequisite: Acceptance into the Surgical Technology Program

2 hours credit.

Students learn to assess patient needs and response to illness and hospitalization. Emphasis is on routine care and procedures for surgical patients. Students also learn patient rights and care of specimens. Basics of medical terminology, taking vital signs, patient urethral catheterization, positioning of the patient for surgery, and prepping the skin are incorporated.

SRT 103 - Patient Care II

Prerequisite: SRT 102 Patient Care I

1 hour credit.

Concepts of documentation, emergency procedures, and thermoregulatory devices are covered. The basics of pharmacology and anesthesia are incorporated.

SRT 110 - Introduction to Surgical Technology

Prerequisite: Acceptance into Surgical Technology Program

7 hours credit

The basic concepts and principles for developing skill competencies required to assist in surgery are covered beginning with the health care systems and moving into the specifics of the surgical area. Microbiology and asepsis are stressed, as well as gynecologic and genitourinary instrumentation.

SRT 120 - Surgical Procedures I

Prerequisite: SRT 110 Introduction to Surgical Technology (7)

5 hours credit.

Basic surgical procedures including the pre-operative, intra-operative, and post-operative phases commonly performed in the operating room setting are covered. Emphasis is on general/rectal surgery, obstetrics/gynecological surgery, genito-urinary surgery, and instrumentation specific to surgical specialties.

SRT 122 - Applied Surgical Procedures I

Concurrent registration in SRT 120 Surgical Procedures I

1 hour credit

Students learn to apply concepts and skills learned in SRT 120 in clinical settings arranged by program coordinator.

SRT 130 - Surgical Procedures II

Prerequisite: SRT 120 Surgical Procedures I

6 hours credit

This course continues the study of basic surgical procedures, emphasizing the following specialties: ophthalmic surgery; ear, nose, and throat surgery; head and neck surgery; oral and maxillofacial surgery; plastic surgery; orthopedic surgery; hand surgery; endoscopic surgery, and instrumentation specific to surgical specialties.

Recommended lab fee: \$30**

SRT 132 - Applied Surgical Procedures II

Prerequisite: Concurrent registration in SRT 130 Surgical Procedures II

2 hours credit.

Students learn to apply concepts and skills learned in SRT 130 in clinical settings arranged by program coordinator.

SRT 140 - Surgical Procedures III

Prerequisite: SRT 130 Surgical Procedures II

6 hours credit

This course continues the study of basic surgical procedures, emphasizing these surgical specialties: neurosurgery, thoracic surgery, cardiac surgery, vascular surgery, general pediatric surgery, and instrumentation specific to surgical specialties.

Recommended lab fee: \$30**

SRT 142 - Applied Surgical Procedures III

Prerequisite: Concurrent registration in SRT 140 Surgical Procedures III

2 hours credit.

Students learn to apply concepts and skills learned in SRT 140 in clinical settings arranged by program coordinator.

SRT 298 - Surgical Technology Seminar

Prerequisite: SRT 142 Applied Surgical Procedures III (3) and concurrent registration in SRT 299 Surgical Technology Internship

4 hours credit.

This seminar is designed to provide direction and feedback on workplace issues for students enrolled in the Surgical Technology Internship. Additionally, accreditation, certification, resume preparation, interviewing and employee attributes are discussed.

SRT 299 - Applied Surgical Procedures IV

Prerequisite: Concurrent registration in SRT 298 Surgical Technology Seminar

2 hours credit.

This course is designed to provide real-world experience for students in Surgical Technology programs. Students are supervised in clinical settings arranged by the program coordinator.

Agencies directly affiliated with Surgical Technology

Association of Surgical Technology (AST)
6 West Dry Creek Circle Suite 200
Littleton, CO 80120-8031
(303) 694-9130
www.ast.org

Accreditation Council on Surgical Technology and Surgical Assisting (ARC/STSA)
6 West Dry Creek Circle Suite 110
Littleton, Co 80120-8031
(303) 964-9262
www.arcstsa.org

Commission on Accreditation of Allied health Education Programs (CAAHEP)
1361 Park Street
Clearwater, FL 33756
(727) 210-2350
www.caahep.org

National Board of Surgical Technology and Surgical Assisting
6 West Dry Circle Creek Suite 100
Littleton, CO 80120
(800) 707-0057
www.nbtsa.org

PRAIRIE STATE COLLEGE

Surgical Technology Intent Form

I have carefully reviewed the "Prairie State College Surgical Technology Information Packet." I understand all of the admission requirements, as well as responsibilities which I must meet in order to be considered for admission to this program.

Further, I understand that **all prerequisite course work must be completed by March 1.** Qualified applicants who were not granted admission (due to space limitations during a particular year) must reapply in order to be considered the following year.

An evaluation of my records will be mailed approximately two to three weeks after submitting the Intent Form. It is **my responsibility** to contact the Enrollment Services Advisor if I have not received any correspondence prior to the application deadline. It is also my responsibility to notify the Enrollment Services Advisor of any change in address and/or phone number.

I wish to be considered for admission to the Fall, 201 _____ Surgical Technology Program.

Signature: _____ Date: _____

Student ID Number: _____

**Return this Form to the Office of Enrollment Services on or Before
March 1**

PLEASE PRINT: Name: _____
Address: _____
City and State _____
Zip Code: _____
Telephone Number: (Home) _____
(Work) _____