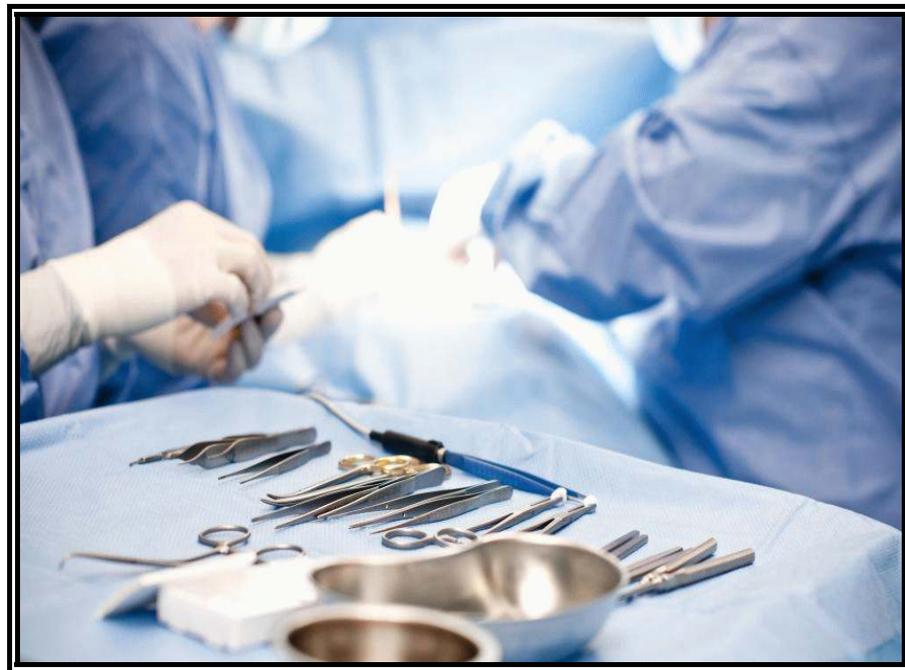


# Surgical Technology

Information and Application Procedures

2019



 **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.

### **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**

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.

## 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 technologist should possess are:

Motor Capability	Sensory Capability	Communication Ability	Problem Solving Ability	
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 prepared
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.	Complete mature performance techniques
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.	Complete surgical procedures
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.	Assume maximum agency responsibilities
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.	Demonstrate the ability to assign tasks
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.	Adhere to College, Commission, and industry standards
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 Technical classroom standards

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

## Application Information and Requirements

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 Lynn Rapata, Enrollment Services at (708) 709-3515.

### Application Procedure:

#### Items 1 through 5 must be completed by **March 1**.

1. Complete and submit a PSC Admissions Application either online (prairiestate.edu) or in person in Enrollment Services.
2. Submit the Intent Form (page 12) for the Surgical Technology Program to Enrollment Services. *Application deadline is March 1.*
3. Submit official high school transcripts or GED certificate **and** any **official** college transcripts **if previous coursework was not completed at PSC.**
4. **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.
5. 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.
6. Students must complete BIOL 222 and HLTH 105 before fall 2019. BIOL 211 is recommended before program admission. If BIOL 211 is not completed before program admission, it must be completed in fall 2019.
7. Complete the HESI-A2 exam at Prairie State College. **Applicants are** required to take the HESI-A2 exam which is a readiness test for the healthcare curriculum. **Math, reading comprehension, vocabulary, anatomy and physiology are sections covered in the exam.** The student's composite score **is** factored into **their applicant ranking.** **Students will complete the HESI-A2 exam prior to the end of the spring semester. There is a fee for this exam** (exam cost subject to change without notice) **and is payable to the business office. Students are required to present their receipt for proof of payment on the day of their exam.** The final selection of students takes place after all testing is completed and orientation is attended.

- a. HESI-A2 exam scores from other colleges are not accepted for admission into the program. For ranking purposes, all applicants must be tested on the Prairie State College campus.
- b. If the applicant meets the minimum requirements to apply to the Surgical Technology program, the applicant will be invited to a mandatory orientation which takes place in April. HESI-A2 exam days and times will be made available at this orientation.

**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. Intent Form on file.
3. Completion of required prerequisite course work.
4. 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 are ranked using their HESI-A2 exam score and the final grade received in BIOL 221.

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 cumulative score to the points earned for BIOL 221 and that total is the score used for ranking.**

## 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.

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, physical and drug screen prior to fall term. **All tasks are at the applicant's expense.** The procedures will be included in the acceptance letter. Forms 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.** If the applicant fails the background check and/or drug screening, the applicant's seat in the program is automatically forfeited and revoked. Applicants who cannot pass the background check and drug screen are not able to enter the clinical site.

The applicant **must** complete a CPR class for medical personnel prior to the beginning of classes in August. The cost of this training is at the student's expense.

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.**

### **Requirements of All Accepted Students**

- Textbooks for the surgical technology course. This purchase is made in the fall semester. Those books are for the entire program.

- 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.

### **Additional Tools Needed**

- Syllabus (accessible in Desire to Learn [D2L ])
- Reliable Internet access. The computers in the Student Success Center are available for use.\*

### **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:

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

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](http://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](http://www.arcstsa.org)

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

PRAIRIE STATE COLLEGE

**Surgical Technology Intent Form**

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

I understand **that all prerequisite course work must be completed by March 1st.** 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 three weeks after submitting the Intent Form. It is **my responsibility** to contact the Selective Admissions Specialist if I have not received any correspondence prior to the application deadline. It is also **my responsibility** to notify the Selective Admissions Specialist of any change in personal information (address, phone number, name change, etc.)

Intent forms are now submitted electronically. Please go to:

[prairiestate.edu/selectiveadmissions](http://prairiestate.edu/selectiveadmissions)

to complete the intent form.

**No hard copy intent forms will be accepted. All intent forms and documentation must be submitted to the Enrollment Services office by March 1st. No exceptions.**