

ROBERT J. HOCHSTIM
SCHOOL OF RADIOGRAPHY

CATALOG/ WEBSITE

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■ INTRODUCTION

The Robert J. Hochstim School of Radiography appreciates your interest in our program. Our accredited program, founded in 1945, is the oldest in New York State. The Department of Radiology at South Nassau Communities Hospital takes pride in operating as one of the most modern and state of the art faculties in the New York area. The program has grown along with the Department of Radiology by acquiring new technologies in Computerized Tomography (CT), Magnetic Resonance Imaging (MRI), Mammography, and Ultrasound to meet the needs of the community. A certificate in Medical Radiography is awarded upon satisfaction of graduation requirements.

■ RADIOGRAPHY AS A CAREER

Medical radiographers are on the front line of patient care as part of the allied healthcare team. Radiography is the art and science of using ionizing radiation to provide images of organs, bones, and vessels that comprise the human body. Radiologists are physicians that interpret these images. The radiographer is an essential member of the healthcare team who has critical responsibilities with the care and needs of the patient. These responsibilities include: patient interaction, accurately positioning the patient for different types of diagnostic procedures, ongoing patient assessment and utilization of proper technical factors and the production of quality radiographic images to be used for diagnoses. Employment opportunities are numerous in the field of radiology. Graduates are needed in hospitals, doctors' offices, imaging centers, and clinics. Various shifts are also available for diverse life styles. Salaries for entry level radiographers are competitive with other health professionals with similar educational backgrounds. With experience and education in radiography, one can advance in various directions including: supervisory, management, education, research, technical representative and other application specialty positions. There are also other imaging modalities, which a technologist can advance, i.e.: Interventional radiography, Computerized Tomography (CT), Magnetic Resonance Imaging (MRI), Cardiovascular Technology, and Mammography.

■ MISSION AND GOALS OF THE SCHOOL OF RADIOGRAPHY

The *MISSION* of the Robert J. Hochstim School of Radiography is to improve the quality of life for the patient by providing the student with the necessary theory and practice, and moral and ethical qualities that will enable them to become responsible professionals in Medical Radiography.

The *GOALS* of the Robert J. Hochstim School of Radiography evolve from the Standards of Education set forth by the Joint Review Committee on Education of Radiologic Technology (JRCERT) and the American Society of Radiologic Technologists (ASRT).

The *GOALS* of the Robert J. Hochstim School of Radiography are:

1. The student will be provided with an education to graduate as an entry level radiographer..
2. The student will be clinically competent in performance of radiographic procedures.
3. The student will function as an active member of the health care team by practicing within the scope of professional radiologic principles.
4. The student will develop effective communication skills.
5. The student will be able to critically think effectively and problem solve in performance of their duties.

■ SPONSORSHIP

For more than 75 years, South Nassau Communities Hospital has dedicated itself to quality healthcare services for residents of western Long Island's south shores. As a progressive teaching hospital, South Nassau offers varied comprehensive services to meet the health care needs of all stages of life. Many medical specialties are represented at the hospital and are supported by advanced diagnostic, therapeutic, and rehabilitative approaches. South Nassau places significant emphasis on public education, clinical research, support groups and counseling programs. The hospital has achieved its reputation as a center for medical excellence by following the principles of caring, innovation, and commitment by "touching lives, one patient at a time".

■ MISSION OF THE SPONSORING INSTITUTION

South Nassau Communities Hospital is committed to providing high quality, comprehensive and easily accessible health care services to all residents of the South Shore communities in a manner which reflects a culture of excellence, personalized cultural competent care and innovation.

■ VISION OF THE SPONSORING INSTITUTION

To provide compassionate care, comprehensive services, and a commitment to excellence that results in the recognition by employees, physicians, patients and payers that South Nassau Communities Hospital is the best place to work; the best place to practice medicine; and the best place to receive care.

■ VALUES OF THE SPONSORING INSTITUTION

Community Priority: We pledge above all to provide for the healthcare needs of our communities

Accountability: We take responsibility for our actions

Resources: We believe that our employees and physicians are our most valued resources

Excellence & Ethics: We are committed to the highest standards of health care deliver and outcomes

We value honesty, consistency and treating others as we want to be treated

■ ACCREDITATION

The School of Radiography is accredited by the Joint Review Committee on Education in Radiologic Technology {JRCERT-20 North Wacker Drive, Suite 2850, Chicago, IL, 60606-3182, (312)-704-5300}, and registered by the New York State Department of Health Bureau of Environmental Radiation Protection (NYSDOH-BERP), Flanigan Square, Rm 530, 547 River Street, Troy, NY., 12180-2216, (518)402-7580.

■ ACADEMIC CALENDAR

The full time, 24-month program begins each September and operates Monday through Friday, from 8:00 a.m. to 4:00 p.m. The program offers four assigned weeks of vacation, four personal days and observes holidays consistent with the South Nassau Communities Hospital calendar.

■ ADMISSIONS AND APPLICATIONS

ADMISSIONS:

The program accepts up to 10 students for admission. For consideration into the program, it is recommended that all applications and other required documents be submitted on a timely basis. Program applications are available from October through February. Applications received after the deadline will be considered on a space available basis.

APPLICATION REQUIREMENTS:

- ◆ Application fee (non-refundable) of \$40.00 by check or money order payable to South Nassau Communities Hospital
- ◆ Completed and signed application form (pages 7-8)
- ◆ Personal essay
- ◆ *Official* high school transcript or GED transcript of completion signed by a school official. (Applicants from foreign countries must show documentation translated into English, of education equal to that of a high school diploma in the United States.)
- ◆ An Associates degree granted, or higher, by an accredited institution with a cumulative GPA \geq 2.5
- ◆ Results of the PSB Health Occupations Aptitude Examination (see below)
- ◆ Deadline for completion of the application is March 1

All applicants meeting the qualifications specified by the program will be notified by mail and are required to have a personal interview with the admissions committee. Applicants living abroad will be granted a telephone interview. The purpose of the interview is to assess the applicant's communication skills and maturity and answer questions the applicant may have concerning the profession, the program, or the institution.

PSB (Psychological Services Bureau) APTITUDE EXAMINATION:

The PSB Examination is given in December and January, and as deemed necessary. Currently, two programs use the results from this examination in their application process (check with each individual program). The reservation form for the aptitude examination is provided along with this catalog (page 9).

■ TECHNICAL STANDARDS

All candidates accepted and retained in the program must have:

- ◆ sufficient eyesight to observe patients and evaluate radiographic quality;
- ◆ sufficient hearing to help with patient needs and to express themselves verbally with other health care workers;
- ◆ sufficient nonverbal, verbal and written skills in English to express needs promptly and effectively;
- ◆ sufficient gross and fine motor coordination to respond promptly, manipulate equipment, lift a minimum of 30 pounds and insure patient safety;
- ◆ satisfactory intellectual and emotional functions to exercise independent judgment, critical thinking and discretion in the performance of medical imaging procedures.

■ REQUIREMENTS FOR GRADUATION

Students must successfully complete each course with a minimum grade of 80% and have satisfactorily completed each Clinical Performance evaluation and Clinical Competency Examination to be eligible to graduate from the program. At this time they will be eligible to:

- Apply for the New York State License as a Radiologic Technologist (NYSDOH-BERP)
- Apply for the American Registry of Radiologic Technologists (ARRT) examination

■ ADVANCED PLACEMENT

Assuming there is a vacancy, the program will consider accepting a student who has had previous training in radiography (domestic) using the following evaluation criteria:

- ◆ Evaluation of the applicant's complete official transcript *;
 - ◆ Completion of the entire application process;
 - ◆ Evaluation of a comprehensive examination given by the program;
 - ◆ Interview with the Admissions Committee
- * The program faculty will determine the amount of credit granted.

■ NON-DISCRIMINATION POLICY

The program does not discriminate on the basis of age, gender, race, color, religion, creed, sexual orientation, disability, marital status, veteran status, or national and ethnic origin or any other factors prohibited by law, in administration of its educational and admission policies.

■ RADIATION SAFETY POLICY

Ionizing radiation can be dangerous to the patient and the user. The program complies with the ALARA ("As Low As Reasonably achievable") policy of administering radiation. The radiographer, through education, understands radiation and applies that knowledge safely in producing quality diagnostic examinations.

■ PREGNANCY POLICY

A student may, at her own discretion and by her own decision, report a suspected or confirmed pregnancy to the Program Director, in writing. Exposure limits during the pregnancy are based on recommendations appearing in NCRP Handbook #39, which states that exposure should not exceed 0.5 Rem (to the fetus) during the entire gestational period (approximately 50mRem/month). Two alternatives will be given to her upon official, written notification of pregnancy:

- ① The student may withdraw from the clinical course work while continuing with lecture courses for the duration of the pregnancy. This will require the student to satisfy the clinical education requirement after delivery and to complete the same before graduation.
- ② The student may continue in the program with full knowledge of the exposure hazards of the fetus. In this situation the student must indicate in writing her intention to continue and to provide written consent from her attending physician. At that time, the following procedure will occur:

The Radiation Safety Officer (RSO) will review specific precautions with the student. A second radiation-monitoring device will be provided to measure the radiation dose to the fetus. In accordance with scheduling, the declared pregnant student will be relieved of assisting in fluoroscopic procedures, portable examinations, and operating suite procedures. Clinical Experience in these areas may need to be made up after the student has returned to her regular assigned rotations or after her expected graduation date.

■ ACADEMIC POLICY

LECTURE COURSES:

The program follows a numerical grading system. Students must achieve a minimum grade of 80% in each course. Any grade below an 80% is considered a failing grade. The instructor establishes his or her own expectations for the course and arranges test and quiz schedules accordingly. Students are encouraged to discuss any issues related to the course with the course instructor. If a student fails a course, the student will be evaluated by the Advisory Board Committee regarding their continuation in the program. The Advisory Board will evaluate each course and the grades achieved by the student and make a determination regarding the status of the student in the program. This determination will be decided as follows:

1. If the student has failed a course with a grade of 76% or below, they will be dismissed from the program immediately;
2. if the student has failed a course with a grade of 77% - 79% and has maintained a cumulative average of at least 85% or above in the program, the student will be given the opportunity to pass a comprehensive examination on the failed course within four weeks of the completion date of the course.

- a. If a passing grade of at least 80% is achieved on the examination, the student will be granted a passing grade of 80% for the course. At no time could the student finish the course with a grade higher than 80%.
- b. In an effort to continue in the program, the student will be given only one opportunity to pass this comprehensive examination.
- c. A student will be given only one opportunity to sit for a comprehensive examination to achieve a passing grade in a failed course for the duration of the two-year program.
- d. If a student utilizes a comprehensive examination to achieve a passing grade in a course, but fails an additional course thereafter, they will be dismissed immediately from the program.

The student is responsible for any missed coursework covered during his or her absences(s). Cheating is a cause for suspension and may be cause for dismissal from the program.

■ **PROGRAM CURRICULUM**

During the two-year program, the student will receive more than 2700 hours of clinical training and more than 600 hours of didactic education. The student shall not exceed more than 40 hours in any week. The didactic aspect of the program operates on a 50-minute clock hour. The curriculum will cover, but is not limited to the following courses:

JUNIOR COURSES

- Introduction to Radiography
- Evaluation of Radiographs I and II
- Medical Ethics and Law
- Human Structure and Function I and II
- Medical Terminology
- Methods of Patient Care
- Principles of Radiographic Exposure
- Radiation Physics
- Radiation Protection
- Radiographic Procedures I and II
- Medical Spanish

SENIOR COURSES

- Computer Literacy
- Cross Sectional Anatomy
- Evaluation of Radiographs III and IV
- Film Processing
- Human Structure and Function II
- Imaging Equipment
- Mammography
- Quality Assurance
- Radiation Biology
- Radiographic Pathology
- Radiographic Procedures III and IV

During the weekly clinical rotations, the student will have opportunities to experience all areas of the Radiology Department. This includes but is not limited to; Fluoroscopy, Emergency Room, Portable Radiography, Operating Suites, CT, MRI, Interventional Radiography, and Ultrasound.

■ **PROGRAM STATISTICS**

Over the past four years, 40 students have enrolled into the program. Of those students, 37 have successfully graduated.

STATISTICS FOR THE CLASSES OF 2005 to 2008	
Completion rate	90 %
Retention Rate	90 %
Attrition Rate	10 %
Overall ARRT Pass Rate	96 %
Job Placement Rate Within 6 months)	100 %

■ **ACCOMMODATIONS FOR PEOPLE WITH DISABILITIES**

In accordance with Section 504 of the Federal Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, the program strives to make reasonable adjustments in its policies, practices, services, and facilities to ensure equal opportunity for qualified persons with disabilities to participate in the program and activities.

■ **FINANCIAL AID**

The program participates in the New York State Tuition Assistance Program (TAP); however, it does not participate in Title IV Federal Programs. The student is responsible for contacting and applying for assistance; HESC 1-888-NYS-HESC.

■ **PROGRAM FEES:** (All costs are always subject to change)

ITEM	COST	DUE
Application fee (non refundable)	\$40.00	Upon submission
PSB Aptitude Examination	\$40.00	Date of examination
Tuition	\$7000.00/year	
Junior deposit	\$500.00	Upon Acceptance
Junior tuition	\$6500.00	1 ST day of Junior year
Senior tuition	\$7000.00	1 ST day of Senior year
Textbooks	\$700.00	Purchase of books
Uniforms	\$250.00	Purchase of uniforms
CPR Course	\$50.00	Junior year
NSSRT membership	\$20.00	Junior year

■ **REFUND POLICY**

The following refund schedule will be granted if the student decides to withdraw from the program during the:

- First week of classes.....80% refund
- Second through fourth week.....25% refund
- After fourth week.....No refund

A refund of the initial deposit in the amount of \$250.00 will be made if the student provides written notification of withdrawal no less than four weeks prior to the start of class.

■ **MODIFICATION OF FEES, POLICIES AND CURRICULUM**

Apart from anything contained in this catalog, the program administration expressly reserves the right, where it deems advisable:

- ◆ to change or modify its schedule of tuition and fees;
- ◆ to modify existing policies and create policies as necessary;
- ◆ to withdraw, cancel, reschedule or modify any course, program of study or any requirement in connection with any of the foregoing.

STUDENT SERVICES

■ **HOUSING AND CHILD CARE**

South Nassau Communities Hospital does not provide housing or childcare services.

■ **HEALTH SERVICES**

A physical examination is required upon enrollment. It is provided by the hospital without cost to the student. The MMR vaccine is required by the New York State Department of Health should an individual's Titer test negative for rubella or rubeola. No student will be permitted to start the program without proper immunizations as required by the sponsoring institution. An annual PPD test and/or chest x-ray may be required and provided by the hospital at no charge. The hospital Personnel Health Service provides the Hepatitis B vaccination series and the seasonal influenza vaccination to students at no charge. Should a student choose to decline the Hepatitis vaccination, a letter of declination must be signed. Students are encouraged to obtain their own health insurance while attending the program since South Nassau Communities Hospital does not offer health insurance to students. Students are responsible for their own personal medical expenses.

■ **HOSPITAL SECURITY**

The hospital operates a Department of Safety and Security. Security is provided on a 24 hour/7days a week/365 days a year basis. Security patrols and monitors the internal and the external premises including parking areas.

***Thank you for your interest in our program. Please feel free to contact the faculty of the Robert J. Hochstim School of Radiography should you have any questions regarding the program or it's policies.
(516) 632-4678***

APPLICATION ON FOLLOWING PAGES

ROBERT J. HOCHSTIM
SCHOOL OF RADIOGRAPHY
SOUTH NASSAU COMMUNITIES HOSPITAL
ONE HEALTHY WAY
OCEANSIDE, NEW YORK 11572-9007
(516) 632-4678

APPLICATION FOR ADMISSION
SEPTEMBER SEMESTER

NAME•			
STREET ADDRESS•			
TOWN•		STATE	ZIP CODE
HOME TELEPHONE•	()	CELL PHONE/ OTHER CONTACT:	()
Social Security Number	— —	Office use only:	
Person to be notified in case of emergency•	Name:		
	Telephone: ()	Relationship:	
Have you ever been known by another name?	NO <input type="checkbox"/>	YES <input type="checkbox"/> What name?	
Are you legally eligible to attend school in the USA as per the Immigration Reform and Control Act?	NO <input type="checkbox"/>	YES <input type="checkbox"/>	
Have you ever been convicted of a Criminal Offense?(FELONY/MISDEMEANOR) <i>An affirmation response will not automatically exclude anyone from the program. If you have ever been convicted of a crime other than a parking violation, involved in a crime of moral turpitude, or convicted of driving while intoxicated, a felony, you must check with the New York State Department of Health to verify that you satisfy requirements for licensing and National Registry.</i>	NO <input type="checkbox"/>	YES <input type="checkbox"/>	
Will you be at least 18 years of age by the start of the program?	NO <input type="checkbox"/>	YES <input type="checkbox"/>	
Have you ever taken the PSB Aptitude Examination?	NO <input type="checkbox"/>	YES <input type="checkbox"/>	
If so, when and where did you take the test?			
When•	Where•		
If you <u>have not</u> taken the Aptitude Examination, when and where will you take the test?			
When•	Where•		
Are you able to perform the duties of a student radiographer as stated in the <i>Technical Standards</i> on page 3 in the catalog?	NO <input type="checkbox"/>	YES <input type="checkbox"/>	
Are you a graduate with a granted Associates degree or better? <i>(Official transcripts are required for admission to the program)</i>	NO <input type="checkbox"/>	YES <input type="checkbox"/>	

Have you ever had any previous training in Radiography?	NO <input type="checkbox"/>	YES <input type="checkbox"/>
Have you ever had any previous healthcare experience?	NO <input type="checkbox"/>	YES <input type="checkbox"/>
Where?	When?	

What capacity?	
----------------	--

Please list all previous employers with locations, beginning with the most recent.

PREVIOUS EMPLOYER	FROM TO	POSITION HELD	REASON FOR LEAVING

Please list the names and telephone numbers of three ***professional references*** (please, no relatives or friends)

1	Name: _____ Telephone# :()	Relationship:
2	Name: _____ Telephone # :()	Relationship:
3	Name: _____ Telephone # :()	Relationship:

■ **PERSONAL ESSAY:**
On a separate piece of paper, please tell us how you became interested in the field of Radiography and tell us what has been your greatest personal achievement.

■ **TRANSCRIPTS:**
Please contact your high school and college to have your official transcripts forwarded to the Robert J. Hochstim School of Radiography.

"All of the answers given in this application are true and complete to the best of my knowledge. If I am accepted into the Robert J. Hochstim School of Radiography, I agree to abide by the rules, policies and regulations set forth by the program and by South Nassau Communities Hospital."

Signature • (required)	Today's Date:
	I have enclosed the application fee for \$40.00 in a; <input type="checkbox"/> CHECK <input type="checkbox"/> MONEY ORDER.

**ROBERT J. HOCHSTIM
SCHOOL OF RADIOGRAPHY
SOUTH NASSAU COMMUNITIES HOSPITAL
ONE HEALTHY WAY, OCEANSIDE, NY 11572 (516)632-4678**

**RESERVATION FORM
PSYCHOLOGICAL SERVICES BUREAU, INC
HEALTH OCCUPATIONS APTITUDE EXAMINATION**

An aptitude examination is required to be considered for admission into the Robert J. Hochstim School of Radiography. Taking the examination is not considered an application for admission to the program. Applicants must also submit a completed application form (provided at the end of the program catalog) to the program. The examination is offered on the following dates and times.

EXAM #	DAY	DATE	TIME
1	Monday	December 7, 2009	9:00 a.m.
2	Thursday	January 14, 2010	9:00 a.m.
3	Monday	February 8, 2010	9:00 a.m.

INSTRUCTIONS:

1. Check off the EXAM # below that you would like to secure your seat and take the exam.
2. Fill in the required information
3. Sign the form (this is required to obtain results)
4. Mail the bottom of the form to the following address:
*Robert J. Hochstim School of Radiography
South Nassau Communities Hospital
One Healthy Way
Oceanside, New York 11572*
5. A letter will be sent to you providing specific instructions approximately two weeks prior to the date of your chosen exam.
6. Participants should arrive early because the exam will begin promptly at the scheduled time. **No one will be admitted after the start time.**
7. The examination will take approximately 2.5 hours.
8. The fee for the examination is \$40.00 in **CASH** to be paid at time of test.
9. DO **NOT** SEND ANY FEE AT THIS TIME

KEEP TOP PORTION FOR YOUR REFERENCE

PLEASE PRINT AND WRITE LEGIBLY

MAIL BOTTOM PORTION TO PROGRAM

PSB EXAMINATION RESERVATION FORM

Name			Today's Date	
Street Address			Apt. Number	
Town		State	Zip code	
Phone	Home phone:	Work phone:		
PLEASE CHECK ONE BOX BELOW				
<input type="checkbox"/> EXAM #1	Monday	December 7, 2009	9:00 a.m.	
<input type="checkbox"/> EXAM #2	Thursday	January 14, 2010	9:00 a.m.	
<input type="checkbox"/> EXAM #3	Monday	February 8, 2010	9:00 a.m.	

.....
Signature (Cannot process without signature)

Office use only

