

3.18 Surgical Technology Program

3.18.1 System Guidelines for Admission, Readmission, and Transfer

Enrollment in the Surgical Technology program may be restricted due to limited laboratory/clinical facilities or faculty and financial resources.

Technical Standards

Surgical Technology involves the provision of direct care for individuals and is characterized by the application of verified knowledge in the skillful performance of surgical technology technical functions. Therefore, all applicants should possess sufficient:

1. visual acuity, such as is needed in the surgical environment and for the observation necessary for patient assessment and care;
2. auditory perception to receive verbal communication from patients and members of the health team and to assess health needs of people through the use of monitoring devices (e.g., cardiac monitors, biomedical equipment, fire alarms, etc.);
3. gross and fine motor coordination to respond promptly and to implement the skills, including the manipulation of equipment, positioning and lifting patients required in meeting health needs related to surgical technology;
4. verbal and non-verbal communication skills (speech, reading, and writing), such as are needed in classroom and clinical settings to interact with patients and professional personnel; and
5. intellectual and emotional functions to plan and implement care for individuals.

Admission to the Program

Selection of students for the program will be made by the president of the college or the president's designee after considering the recommendation of the Admissions Committee. Membership on the Admissions Committee may be:

Surgical Technology Program Coordinator

General Education (teaching prerequisites courses for Surgical Technology) and/or Surgical Technology Faculty Member

Appropriate Department-Division Chair and/or Dean of Academic Affairs

Admissions Officer and/or Counselor

To be considered, each applicant must submit the following credentials by **May 1 for admission to the fall semester** or by October 1 for admission to the spring semester. (These dates may be extended by a college due to unusual circumstances.)

1. Application for admission to the college.
2. Official transcripts of all postsecondary education or training outside of the KCTCS system.

3. ACT and/or COMPASS scores above the KCTCS transitional placement level or evidence or completion of prescribed transitional course.
4. A pre-admission conference may be required prior to admission to the surgical technology program.
5. Documentation of the completion of Surgical Technology program prerequisites with a grade of "C" or greater by the start of the program.
6. The following courses must be completed within five (5) years of the program start date.
 - a. Human Anatomy & Physiology I (BIO137) or its equivalent.
 - b. Human Anatomy & Physiology II (BIO139) or its equivalent.
 - c. Microbiology requirement or its equivalent.
 - d. Medical Terminology requirement or its equivalent.

Preference may be given to:

1. Applicants with an ACT composite score of 20 or above, or COMPASS scores in Math (Algebra)- 37 or above, in Reading- 85 or above, and in Writing- 75 or above, or above the present set KCTCS guidelines.
2. Applicants who have a cumulative GPA of 2.5 or better (on a 4 point scale) in 10 hours of college credit applicable to the surgical technology program.

Readmission

A student who withdraws from or earns less than a grade of "C" in any course with the Surgical Technology program prefix will be dropped from the Surgical Technology program.

1. Readmission to the Surgical Technology program will be dependent upon available resources and the selective admission process. Application is not a guarantee of readmission to the program.
2. The process for readmission to the program is as follows:
 - a. students who wish to apply for readmission to the program must do so by the same dates for admission.
 - b. submit a written request to the Surgical Technology Program Coordinator including information to justify readmission.
3. If more than one year has elapsed since initial enrollment in a Surgical Technology program, the entire sequence of surgical technology courses must be repeated.
4. A student may be readmitted to the Surgical Technology program one (1) time. A student must have a minimum grade point average of 2.00.

Transfer

To transfer, each applicant must submit the following credentials by May 1 for the fall semester or by October 1 for the spring semester. (These dates may be extended by a college due to unusual

circumstances.)

1. Applicants who wish to transfer from one Surgical Technology program to another must:
 - a. meet all admission requirements of the receiving institution,
 - b. apply for admission to the program by the dates indicated above,
 - c. notify the Coordinator of the Surgical Technology Program in writing, stating anticipated entry date and reason for transfer,
 - d. have a faculty member from the program previously attended submit a letter of recommendation to the receiving institution; and
 - e. submit an official transcript for evaluation by the Admissions Committee.
2. If more than one year has elapsed since initial enrollment in a Surgical Technology program, the entire sequence of surgical technology courses must be repeated.
3. Acceptance of any transfer student will be dependent upon available resources and the selective admission process. Application is not a guarantee of acceptance to the program.

1.18.2 College Guidelines

3.18.2.1 Jefferson Community and Technical College

1. The System Guidelines will be followed:
2. Preference may be given to applicants who are veterans, active duty personnel, their spouses, and also displaced workers who qualify under the Trade Adjustment Act.

5c. Proposal To **Delete** a Rule of the Senate: