



UnityPoint Health
Des Moines

School of
Radiologic Technology

**Clinical Practicum
Syllabus**



Revised: June 2013, August 2013, December 2013, May 2014, May 2015, May 2016

CLN 101, CLN111, CLN 121, CLN 201, CLN 211, CLN 221: Clinical Practicum

UnityPoint Health-Des Moines
School of Radiologic Technology

COURSE SYLLABUS

Instructor:	Daniel P. Van Horn, B.A., R.T. (R)	Term:	July 2016 – June 2017
Office Phone:	515-241-3486	Clinical Days:	See Schedule
Cell Phone:	515-205-0506	Clinical Hours:	See Schedule
E-Mail:	Daniel.VanHorn@unitypoint.org		
Website:	http://www.iowahealth.org/radtech.aspx		
Office Hours:	Monday & Friday 7:00am-3:30 pm Tuesday, Wednesday, Thursday – Appointment		

[CLN101- Clinical Practicum I](#)

This course is designed to introduce students to the clinical environment and provide them with the opportunity to interact with staff radiographers and radiologists to begin developing clinical skills. Students begin developing critical thinking and problem solving skills in the clinical areas as they begin to perform chest, abdomen, upper extremity and shoulder examinations learned in the classroom and practiced in the laboratory setting. Staff radiographers directly supervise students during this practicum. Clinical competency evaluations are required in Category I (chest and abdomen). Staff radiographer evaluations of students' cognitive, psychomotor, and affective behaviors in clinical are one method used to correlate classroom theory to clinical practice.

Pre-requisite: Meet admission requirements

[CLN111 - Clinical Practicum II](#)

This course builds on CLN101 as students become more active participants in the clinical settings. Students continue to develop and demonstrate an increasing degree of competency in the clinical areas as they expand their positioning skills to include lower extremity, pelvic girdle, bony thorax, and pediatric imaging. Students will be assigned to evening rotations to expand their knowledge of radiology services and exposure to trauma examinations. Clinical competency evaluations are required in Category I (upper extremity and lower extremity) and Category II (decubitus abdomen and bony thorax). Staff radiographer evaluations of students' cognitive, psychomotor, and affective behaviors in clinical are one method used to correlate classroom theory to clinical practice.**Pre-requisites: RAD103; CLN101**

[CLN121 - Clinical Practicum III](#)

This course is designed to provide first year students with increasing independence, speed, and efficiency in their positioning skills with routine and trauma radiographic procedures. Critical thinking and problem solving abilities are reinforced. Clinical competency evaluations are required in Category I (upper extremity and lower extremity), Category II (spine, bony thorax) and Category VI (pediatric and geriatric). Student completion of clinical performance evaluations are used to correlate classroom theory to clinical practice.

Pre-requisite: RAD113; CLN111

[CLN201 - Clinical Practicum IV](#)

This course is designed to provide second year students with increasing independence, speed, and efficiency in their advanced radiographic positioning skills. Critical thinking and problem solving abilities are reinforced. Clinical competency evaluations are required in Category III (contrast studies) and Category IV (portables and surgery). Evening rotations continue with the addition of weekend rotations during this course. Student completion of clinical performance evaluations are used to correlate classroom theory to clinical practice.

Pre-requisite: CLN121

[CLN211 - Clinical Practicum V](#)

During this course students are preparing for the final term. Student's independence, critical thinking and problem solving abilities are reinforced. Clinical competency evaluations are required in Category V (headwork) and Category VI (CT, trauma). For a student to graduate in June, all clinical performance evaluations, as well as all other clinical requirements, must be satisfactorily completed. Student completion of clinical performance evaluations are used to correlate classroom theory to clinical practice.

Pre-requisite: CLN201

[CLN221 - Clinical Practicum VI](#)

Students in this semester are completing clinical performance evaluations and preparing for graduation. During this semester students will complete a Clinical Management rotation that will test the student's competency as an entry level radiographer. Completion of all mandatory and elective exams in Categories I, II, III, IV, V, and VI will be evaluated. For a student to graduate in June, all clinical performance evaluations, as well as all other clinical requirements, must be satisfactorily completed. Students who fail to complete the clinical requirements will have their program length extended until these are satisfactorily completed.

Pre-requisite: CLN211

At all times during the program and as professionals in the field of Imaging Sciences, the following affective behaviors are expected:

Compassion:

Being committed to serving one's community and each other with care. Compassion toward others is demonstrated in one's efforts to promote health and well-being and relieve physical, emotional and spiritual pain and suffering. Demonstrating compassion also requires respectful listening and a sensitivity and responsiveness to the needs of others.

Openness:

Being committed to communicating with others in an effective and honest manner. Openness is also demonstrated by a willingness to be flexible and receptive to new thoughts and ideas. To celebrate the diversity in those one cares for and those one works with.

Respect:

Being committed to treating others with dignity. Recognizing the value and uniqueness of each patient and family that one is privileged to care for. Respect is demonstrated when one fosters a professional and caring environment that honors the well-being of the whole person and the family unit. Respect requires that one strive to educate and empower each individual so that they may achieve their highest level of physical, emotional and spiritual wellness. Respect for human and healthcare resources is demonstrated when one is a wise steward of individual talents and skills as well as financial and community resources.

Excellence

Being committed to exceeding the expectations of patients, families and community. Excellence is demonstrated by a passion for quality, zest for improvement and a commitment to maintaining the highest standard of service and compassion. One demonstrates his/her commitment to excellence by seeking out new growth opportunities.

Honesty

Speaking truth and creating trust in minds of others. This includes all varieties of communication, both verbal and non-verbal. Honesty implies a lack of deceit. A statement can be strictly true and still be dishonest if the intention of the statement is to deceive its audience. Similarly, a falsehood can be spoken honestly if the speaker actually believes it to be true. Conversely, dishonesty can be defined simply as behavior that is performed with intent to deceive. Lying by *commission*, lying by *omission*, fraud, and plagiarism are all examples of this sort of behavior. Other examples can be doing one thing and telling the other, as if one is hiding something. Honesty is typically considered virtuous behavior, and has strong positive connotations in most situations.

Integrity

Adherence to moral and ethical principles; soundness of moral character; honesty.

Self-Confidence

An individual's belief that they can successfully perform a desired behavior within his/her competency level.

Reliability

Is the ability of a person to perform and maintain his/her functions in routine circumstances, as well as unexpected circumstances.

Dependability

Is a value showing the reliability of a person to others because of his/her integrity, truthfulness, and trustfulness, traits that can encourage someone to depend on him/her.

Non-judgmental Behavior

Not making or expressing an opinion regarding a person or thing; impartial. Avoiding or tending to avoid making value judgments; tolerant, liberal, etc.

Accountability

A form of trustworthiness; the trait of being answerable to someone for something or being responsible for one's conduct

<p>NOTE: Adherence to the <i>ASRT Code of Ethics</i> is an expectation. The Code of Ethics is available at www.asrt.org</p>
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References:

1. Wikipedia.com
2. <http://dictionary.reference.com/browse/integrity>
3. <http://www.google.com/search>
4. <http://www.yourdictionary.com/nonjudgmental>
5. www.iowahealth.org
6. <http://www.thefreedictionary.com/accountability>

PURPOSE

The purposes of performing clinical assessments are as follows:

1. To identify student's progress in the clinical setting.
2. For students to know what is expected in the clinical area.
3. Document correlation between didactic and clinical education
4. Allows for objective evaluation of students.

BASIC CLINICAL OBJECTIVES

The student should be able to:

1. Perform and/or assist with each radiographic procedure assigned to that room.
2. Perform independently in areas of successful completion in Category Evaluation.
3. Be able to:
 - A. Evaluate each requisition.
 - B. Demonstrate proper physical facility readiness.
 - C. Demonstrate proper patient-radiographer relationship.
 - D. Demonstrate correct positioning skills.
 - E. Manipulate equipment effectively.
 - F. Show evidence of radiation protection.
 - G. Evaluate the radiographic image for:
 1. Anatomical parts
 2. Proper alignment
 3. Radiographic technique
 4. Image identification
 5. Evidence of radiation protection
4. Observe and perform radiographic examinations.

DEFINITIONS

Category	A series of related radiographic examinations that exemplify an area of the human body, i.e., upper extremity.
Competency	The ability to function within a realm of limited supervision and assume those duties and responsibilities set forth in course and clinical objectives.
Competency Evaluation (Test-Out)	The procedure by which a student's performance and the resulting image is evaluated.
Final Competency Evaluations (FCE)	A series of non-related radiographic views that exemplify the human body. An examination from each area must be successfully completed. If a student fails a FCE any previous completed competencies will be removed and the student will need to repeat those practices and/or Test-Out.
Simulation	The student shall perform the examination on a live subject (not a patient) and simulate the exposure. A radiograph of the area in question shall be used in the image evaluation section of the evaluation form. The student shall critique the image.
Direct Supervision	A radiographer will be present in a radiographic control area of a specific installation (x-ray machine). All mobile, surgical, fluoroscopic, and repeat procedures must be done with direct supervision.
Indirect Supervision	A radiographer will be available in an adjacent room or location where the examination is performed.
Additional Clinical Examinations	Radiographic examinations completed by the student after completion of the Competency Evaluation.
Retention Test	Announced or Unannounced demonstration of clinical skills on those radiographic examinations that have been learned at that point of the student's education. If a student fails a Retention Test, any previous completed

competencies will be removed and the student will need to repeat those practices and/or Test-Out.

Clinical Management

Last semester students will demonstrate the ability to organize patient flow and workload to ensure that procedures are completed in a timely manner. **All areas of Clinical Management must be completed with 100% accuracy as a Graduation Requirement.**

Demerits

If a student does not follow the prescribed behaviors that are expected by the program, he or she will receive a Demerit. (*See the **Corrective Discipline Policy and Procedures** section of the syllabus*). Once the student receives 5 demerits, their Clinical Practicum letter grade will drop by one. If a student repeats an offense after the midterm of their 1st semester, the number of Demerits assigned to that offense will double.

Merits

If a student goes “above and beyond” what is expected of them, he or she will receive a Merit. The Merits will be given as hours that can be added back to banks. Examples of behaviors that will earn Merits include, but are not limited to: a complementary letter from a patient, volunteering for a special clinical experience...

Program faculty reserve the right to determine what constitutes a Merit or demerit. Their decision is final. Students receiving Demerit will be counseled regarding their behavior to assist them in improving the behavior. **Merits can not be used to reverse a Demerit.**

Corrective Discipline Policy and Procedures

Policy: The ultimate objective of effective discipline is to rectify misconduct in a just and constructive way and to reduce the likelihood of its recurrence.

The offenses listed in this guide for general action are not to be considered as the only offenses for which disciplinary action may be taken. Offenses that may occur, whether listed in this guide or not, are to be evaluated on an individual basis and disciplinary action taken that would be appropriate to the circumstances surrounding the offense. This disciplinary guide is provided as a point of reference in helping to determine appropriate action.

Step A - Verbal warning with notation in department records of students (s) involved, the offense committed, and the date the verbal warning was given + **1 Demerit**

Step B - Written warning using warning notice + **2 Demerits**

Step C - One to five day suspension + **4 Demerits**

Step D – Dismissal from program

<u>OFFENSE DISCIPLINARY ACTION</u>	<u>1st</u>	<u>2nd</u>	<u>3rd</u>	<u>4th</u>
Being absent for a scheduled school day without proper notification, unless there is a valid reason for not doing so.		B	C	D
Habitual tardiness	A	B	C	D
Being absent for three consecutively scheduled school days without proper notification.			C	D
Absolute refusal to comply with instructions of authorized supervisor (insubordination).			C	D
Disrespectful behavior, comments, actions toward faculty, staff, or other students	A	B	C	D
Fighting or attempting bodily injury to another employee or student on UPH-DM or clinical site premises.			C	D

Use of abusive or threatening language			C	D
Consuming, having unauthorized possession of, or being under the influence of intoxicants, non-medically prescribed drugs or narcotics while on UPH-DM or clinical site premises.			C	D
Horseplay or disturbing others at school.	A	B	C	D
Smoking in “No Smoking” area.	A	B	C	D
Failure to report to school area after clocking in.		B	C	D
Unnecessary visiting or extended visiting during school hours.	A	B	C	D
Student stating he/she “does not need to perform an examination” or words to that effect (i.e., not performing a test-out and/or additional exam because the student already met competency requirements).			C	D
Unjust or unprofessional gossip, criticism, discourtesy or sexual harassment, which contributes toward reducing morale of patients, visitors, students, or employees. (This includes any of the above listed activities through any Social Media formats.)			C	D
Sexual harassment of patients, visitors, students, or employees. (This includes any of the above listed activities through any Social Media formats.)			C	D
Gambling, immoral, or indecent conduct		B	C	D
Violation of established safety rules		B	C	D
Continued poor grooming or poor hygiene	A	B	C	D
Unauthorized or unnecessary time spent away from the assigned clinical area.		B	C	D
Sleeping during school hours.		B	C	D

Unauthorized possession of firearms, other weapons, or explosive on UPH-DM or clinical site premises.				D
Unauthorized use of property belonging to UPH-DM, clinical site, patients, visitors, students, or employees.		B	C	D
Using the internet for reasons not related to the Radiological Sciences	A	B	C	D
Not following Program's Dress Code	A	B	C	D
Unauthorized removal of property belonging to UPH-DM, clinical site, patients, visitors, students, or employees.				D
Willfully damaging, destroying, defacing, or wasting property or supplies of UPH-DM, clinical site, students, patients or employees.			C	D
Carelessly damaging, destroying, defacing, or wasting property or supplies of UPH-DM, clinical site, students, patients or employees.		B	C	D
Knowingly falsifying the time record of another student or employee, knowingly falsifying your time record, or conspiring with another person to falsify information on your time record.			C	D
Infractions of the programs Academic Dishonesty Policies and Procedures		B	C	D
Not following procedure for clocking in and/or clocking out correctly	A	B	C	D
Clocking in/out from an unauthorized computer. This constitutes fraud.			C	D
Willfully falsifying UPH-DM personnel or payroll records.				D
Willfully submitting false information, or willfully withholding information, for the purpose of obtaining enrollment				D

Failure to correctly wear radiation monitoring device according to UPH-DM and State of Iowa law	B	C	D	
Failure to have radiation monitoring badge when at an off-site clinical rotation	B	C	D	
Found holding imaging receptors during any radiographic procedure.	B	C	D	
Vending, soliciting, or collecting contributions for any purpose whatever at any time on the premises, unless authorized by the program director.		C	D	
Violation of UPH-DM or clinical site rules	A	B	C	D
Violation of UPH-DM or clinical site Parking Policy	A	B	C	D
Failure to return library materials on time	A	B	C	D
Conviction for a felony without parole while in the program				D
Four (4) warnings for any combination of offenses during a twelve month period.		C	D	
Exhibiting inappropriate behaviors at clinical sites (i.e., surfing the Internet, doing homework when patients need exams, general laziness, cell phone usage, etc.)	B	C	D	
Unauthorized use of classroom equipment for purposes not related to school.	B	C	D	

Patient Safety

HIPAA violation			C	D
Entering patient information into an unauthorized program. Students are not to enter names, medical record # or any other patient identifiers into Trajecsys	A	B	C	D
Performing a repeat radiograph without direct supervision by a registered radiographer			C	D
Violating the “direct/indirect supervision” policies			C	D
Student performing an examination when not on scheduled school time			C	D
Failure to log off computer/workstation when finished using			C	D
Performing a mobile/portable examination without direct supervision by a registered radiographer			C	D
Performing an examination in surgery without direct supervision by a registered radiographer			C	D
Performing fluoroscopy without direct supervision by a registered radiographer			C	D
Signing a patient consent form either as first or second signature			C	D
Not maintaining clinical competency – determined by performance on retention test, FCE, and/or staff evaluation comments	A	B	C	D
Using social media as a means to discuss patient information, whether patient is identified or not. Students are not to post any information related to classroom and/or clinical situations on Facebook, through texting, tweeting or any other social media			C	D
Violation of ASRT Code of ethics/scope of practice.			C	D

The above list is not Inclusive. The Program Director and Clinical Coordinator may add offenses if they deem necessary.

PROCEDURE FOR CLINICAL EDUCATION

<u>Step #:</u>	<u>ACTIVITY</u>
1. Classroom	Instruction
2. Clinical Lab	Simulate positioning with instruction.
3. Challenge Lab	Simulate positioning with a composite score of at least 93%. Students may ask the instructor one question per position.
4. Clinical Participation	Observe, learn, and assist staff radiographers. Students may attempt exams learned in class under direct supervision.
5. Clinical Practices	Students must be directly supervised by a registered radiographer on at least two practice patients of each examination in Category I,II,IV, V and VI before attempting the next step and three practice patients of each examination in Category III before attempting the next step. Student must perform the majority of the examination with minimal assistance. This includes 100% of the patient positioning and 100% of the equipment operation. Students are allowed to ask 2 questions for clarification or may make 2 errors that have to be corrected by the evaluator.
5. Competency Evaluation	Students must demonstrate 100% accuracy (<i>Test-Outs</i>) with no assistance on Category I – VI Competencies. The evaluating radiographer can not offer any assistance with positioning, equipment operation, or any other portion of the procedure. The student is not allowed to ask any questions.

The following steps will be taken if a student does not successfully pass a clinical competency evaluation after three attempts:

1. The instructor will assist the student with remedial didactic education.
3. The student will expose a phantom and/or label a radiographic image.
4. The student will simulate positioning on a student.

4. The student will practice positioning to gain additional expertise.
5. The student will be re-evaluated by the clinical coordinator and clinical instructor.

The following steps will be taken if category competency evaluations are not completed in the allotted time frame:

1. The student will receive a written notice concerning this matter.
2. Lowering the clinical education grade by one letter grade.
3. Students not completing a clinical competency evaluation within 30 days of the completion date will be evaluated by the clinical coordinator and program director. The student may be terminated from the program for failure to abide by the clinical competency completion time schedule.

Students may perform radiographic examinations in which they have passed their Competency Evaluation with indirect supervision. Indirect supervision means a registered radiographer is in an adjacent room or location where the examinations are performed. *Fluoroscopic, mobile, and surgical procedures must be performed with direct supervision by a registered radiographer at all times.*

REPEAT RADIOGRAPHIC EXAMINATIONS

Repeat examinations are to be directly supervised by the clinical coordinator, clinical instructor, or an ARRT registered staff radiographer. Students are not allowed to be supervised by non-registered radiographers or by limited technologists.

CLINICAL PRACTICUM GRADE

The UnityPoint Health-Des Moines School of Radiologic Technology is a four semester program. Each semester the students' clinical performance is graded based on several factors including, but not necessarily limited to, attendance and punctuality, number of clinical competencies, clinical performance evaluations, positioning retention test and final clinical evaluations.

First years' clinical education grade will be as follows:

CLN101 – Clinical Practicum I

- 20% - attendance and punctuality
- 50% - number of completed competencies
- 10% - clinical performance evaluations
- 20% - final clinical evaluations

CLN111 & CLN 121 – Clinical Practicum II, III

- 20% - attendance and punctuality
- 50% - number of completed competencies
- 10% - clinical performance evaluations
- 20% - positioning retention test and final clinical evaluations

Second year's clinical education grade will be as follows:

CLN 201, CLN211, & CLN221 – Clinical Practicum IV, V, VI

- 20% - attendance and punctuality
- 50% - number of completed competencies
- 10% - clinical performance evaluations
- 20% - positioning retention test and final clinical evaluations

Attendance & Punctuality

Policy: Students are expected to be on time for clinical and classroom sessions.

Procedure:

1. All students must clock in when they arrive to their clinical rotation and clock out when they leave the rotation
 - a. IMMC Campus –
 - i. Evening Rotation – 3:30 pm until 11:00 pm unless there is class time the same day as clinical time. If the student has a class at 1:00pm then the student will leave clinical at 9:00pm.

- ii. All other Rotations – 7:30 am until 3:30 pm
 - b. Iowa Lutheran Campus
 - i. 7:30 am until 3:30 pm
 - c. East Des Moines Family Care Center
 - i. 8:30 am – 4:00 pm
 - d. Iowa Radiology
 - i. 8:00 am – 4:00 pm
 - e. Methodist West Hospital
 - i. 7:30 am – 3:30 pm
2. The time recorded on the time record shall be considered official
 3. Students are NOT allowed to have someone sign-in for them or sign-in for someone else – disciplinary action will be taken if this occurs
 4. Students must notify the Program no later than 60 minutes after the beginning of their shift to report an absence or if they are going to be late. This can be accomplished by either sending an email to both the Program Director and Clinical Coordinator or by calling in. When calling in the student must speak directly to the Program Director or Clinical Coordinator. Students may email the Program about an absence or tardy at any time prior to the beginning of their shift; however, they may not call in sooner than 30 minutes prior to the beginning of their shift. Students may leave a message on the Program Director’s or Clinical Coordinator’s voicemail only if they are not available; however, all effort should be made to actually speak to one of them.

Schedules are subject to change. Students will be given prior notices to changes and will be scheduled on Campus for no more than 40 hours per week (class and clinical) and no less than 37.5 hours per week.

Any students not complying with the above policies will be disciplined as follows:

First Offense	Documentation of verbal counseling and warning + 1 Demerit
Second Offense	Written counseling and warning + 2 Demerits
Third Offense	Suspension for 3 days* + 4 Demerits
Fourth Offense	Dismissal from the program

* The 3 days missed will be calculated into the clinical attendance grade.

To assure student learning, any work missed from class time will need to be satisfactorily completed within one week of student’s return – failure to complete missed work will result in an “I”(incomplete) grade and student will not be promoted to the next semester. Students do not receive credit for missed work and may be required to make up the clinical rotation(s) missed.

Procedure for Clocking-In/Clocking-Out:

1. The student will log into the following website:
<https://www.trajecsys.com/programs/login.aspx>
2. Upon reading any posted communications, the student will “click” on the ***Clock in/out*** link on the left hand side
3. On the Pull Down Menu, choose the clinical site that your assigned
4. Click on the Clock In or Clock Out button

Students are only allowed to Clock in/out using a computer at the approved clinical sites. Any student that is found Clocking in/out at an unapproved computer will be disciplined.

If the student is unable to clock in/out for any reason they must contact the Clinical Coordinator as soon as possible. Acceptable reasons for not Clocking in/out on time would be due to equipment or web site malfunction. If a student forgets to Clock in/out disciplinary actions will be followed. If the Clinical Coordinator can not be reached then the student must contact the Program Director.

If a student must leave an off-site rotation for any reason, he/she must call the clinical coordinator or program director to inform them that they have to leave and must clock-out while they are gone from that site. The student must then clock-in when they return. **If a student is asked to leave an off-site by the staff, he or she must return to Iowa Methodist Medical Center and meet with the Program Director and/or Clinical Coordinator to explain the situation for leaving.**

The clinical rotations that are assigned during the program are considered **Clinical Competencies**; therefore, students who miss more than half of a clinical rotation will be required to repeat the rotation by graduation. The student must make up at least half of the clinical hours scheduled in that rotation. If the student does not have the opportunity to repeat the rotation by graduation due to scheduling conflicts, he/she will need to return after graduation to repeat the rotation. In the event a student does not complete clinical requirements by the end of the regular 24 month program, he/she will receive an Incomplete (I) for CLN221. Beginning the week after graduation, the student will be required to attend clinical until the competencies have been completed or the timeframe allotted for an incomplete has expired – whichever comes first. Clinical assignments during this time frame may include weekend and evening assignments (not to exceed 40 hours/week) – this is to assure that currently enrolled students do not have their rotations negatively impacted and to maintain radiographer/student ratios. Failure to successfully complete required clinical competencies during this timeframe will result in termination from the program. The student is expected to participate in the total clinical responsibilities of his/her assigned rotation.

The following is a list of the expected clinical rotations:

<u>1st Semester</u>	<u>2nd - 3rd Semester</u>	<u>4th Semester</u>	<u>5th - 6th Semester</u>
-General Radiography -Mobile Radiography -Patient Transport -Radiology Reception Desk -Fluoroscopy -Iowa Lutheran Radiology -Endoscopy -Emergency Room Radiology -Advance Modality -Picture Archiving and Communication Systems -East Des Moines Family Care Center -Iowa Methodist West -Patient Holding	-General Radiography -Mobile Radiography -East Des Moines Family Care Center -Surgical Radiography -Fluoroscopy -Iowa Lutheran Radiology -Endoscopy -Evening Rotations -Emergency Room Radiology -Elective Rotation -Iowa Methodist West	-Iowa Lutheran Radiology -Surgical Radiography -Mobile Radiography -East Des Moines Family Care Center -Evening Rotations -Iowa Radiology -Computed Tomography -Elective Rotation -Emergency Room Radiology -Fluoroscopy -Endoscopy -Methodist West	-General Radiography -Surgical Radiography -Mobile Radiography -Emergency Room Radiology -Elective Rotations -Iowa Lutheran Radiology -Fluoroscopy -Picture Archiving and Communication Systems -Angiography -Mammography -Magnetic Resonance Imaging -Cardiac Catheterization and Vascular Laboratory -Methodist West -Evening Rotations

Clinical Descriptions:

General Radiography

Students will have the opportunity to observe, learn, and assist registered radiographers with a wide range of radiographic procedures including chest, abdomen, extremities and spines. Students will also have the opportunity to complete *Category I, II and IV* clinical competencies.

Mobile Radiography

Students will travel to patients' hospital rooms to observe, learn, and assist registered radiographers with radiographic procedures on those patients who are too ill or injured to come to the radiology department. 2nd Year Radiography Students will also have the opportunity to complete the *Mobile Radiography* portion of their *Category IV* clinical competencies.

Patient Transport

Students will learn the proper way of transporting a patient from their hospital rooms or other hospital departments to the radiology department. Focus is placed on proper body mechanics and patient transfer techniques.

Radiology Reception Desk	<p>Student are given the opportunity to learn from the radiology receptionist and our imaging processors. The student will learn proper phone etiquette, how to schedule radiographic exams, the proper way to greet a patient, and how to transfer a patient's radiographic images onto CD. The students will also be shown how radiographic images that are on radiographic film are stored and digitized. The students will also be taught the process of copying radiographic film images.</p>
Fluoroscopy	<p>Student will learn the process of obtain radiographic images using fluoroscopy. They will correlate the didactic education of <i>RADI20 – Contrast Media in Radiologic Imaging</i> in the clinical setting. Students will have the opportunity to observe, learn, and assist registered radiographers with contrast procedures such as upper gastrointestinal studies, small bowel studies, lower gastrointestinal studies, and multiple examinations of the urinary system. Students will complete <i>Category III</i> and the <i>Optional Special Contrast Procedures</i> of <i>Category VI</i> clinical competencies.</p>
Iowa Lutheran Radiology	<p>Students will gain the experience of learning different routine protocols based on a different department as well as different radiologists. The students will participate in general radiography, fluoroscopic examinations, surgical and mobile radiography, and emergency room radiography. Students will be given the opportunity to complete <i>Categories I, II, III, IV, V</i> and <i>VI</i> clinical competencies. This allows the program to offer a clinical education that is fair and equitable.</p>
Endoscopy	<p>Students will operate the mobile fluoroscope, with direct supervision of a registered radiographer, to perform exams such as Bronchography and ERCPs. The students will have the opportunity to complete their <i>ERCP</i> clinical competency from <i>Category IV</i>.</p>
Operating Room/Portable	<p>Under direct supervision students will take part in mobile radiography while assisting with the workload in surgery to perform exams such as Spine Fusions, Laparoscopic Cholecystectomies, & Surgical Reductions. The students will have the opportunity to complete their surgical and mobile clinical competencies from <i>Category IV</i>.</p>

Emergency Room	Students will have the opportunity to observe, learn, and assist registered radiographers with a wide range of radiographic procedures on patients who have been admitted through the Emergency Room. This allows exposure to patients who may be severely injured, in severe pain and/or severely ill. Students will learn how to use critical thinking and problem solving skills to obtain diagnostic radiographic images. Students will also have the opportunity to complete <i>Category I, II, IV and V</i> clinical competencies.
Advance Modality	Students are given the opportunity to rotate through specialty areas such as CT, MRI, Mammography, Diagnostic Medical Sonography, Angiographic Procedures, and Nuclear Medicine. This allows newly enrolled students the chance to see if they have any interest in these advanced areas.
Picture Archiving and Communication Systems	Students will assist the PACS administrators with digital image quality control, digital image transferring techniques, and assisting the physicians of the medical system with problems they may be having with their patients' images. This rotation will help the student with understanding the constant changing field of digital radiography.
Surgical Radiography	Students will operate the mobile radiographic and mobile fluoroscopic equipment, with constant direct supervision by a registered radiographer, to obtain numerous surgical and post-surgical procedures. 2 nd Year students will have the opportunity to complete the surgical component of their <i>Category IV</i> clinical competencies.
Evening Rotations	Students will complete rotations that will be during the evening hours, 3:30 pm until 11:00 pm. Student will concentrate on experience with acutely injured patients and with those patients who are considered to be Level I and Level II traumas. Students will also be able to interact with in-patients and perform a wide variety of general and fluoroscopic examinations. Students may have the opportunity to complete their <i>Categories I, II, III, IV, V</i> and <i>VI</i> clinical competencies with emphasis placed on the Trauma section of the <i>Category VI</i> clinical competencies.

Iowa Radiology	Students will rotate through an out patient diagnostic center. This rotation is designed to allow the students another perspective of the field of radiology. Students will complete many different radiographic procedures ranging from extremities to more complicated fluoroscopic procedures such as arthrograms, barium enemas, and upper GIs. Students may have the opportunity to complete their <i>Categories I, II, III, IV, V</i> and <i>VI</i> clinical competencies.
Computed Tomography	2 nd year students will be given the opportunity for a more extensive rotation through the sectional imaging modality of CT than they had during their Advanced Modality rotation as a 1 st semester student. Students will complete a 2 week rotation in which they will be required to complete some basic CT competencies.
Interventional Radiography	2 nd year students will be rotating through the Angiographic Suites of the IMMC radiographic department. They will be shown the process of obtaining radiographic images of the arterial system as well as observe some minor surgical procedures such as PICC line insertions, stent placements, and PTAs.
Cardiac Catheterization and Vascular	2 nd year students will rotate through the Cardiac Cath/Vascular Lab at IMMC. There they will observe the process of obtaining diagnostic images of the coronary arteries and heart and the process of other diagnostic procedures such as right heart cath, cardiac output, and electrophysiology. Students will also have the opportunity to observe therapeutic procedures performed in the Cardiac Cath/Vascular Lab.
Magnetic Resonance Imaging	2 nd year students will have a week rotation through MRI for a more in depth rotation. They will observe and assist with the acquisition of sectional images of the patient using magnetic fields and radio waves.
Methodist West	The students will participate in general radiography, fluoroscopic examinations, surgical and mobile radiography, and emergency room radiography. Students will be given the opportunity to complete <i>Categories I, II, III, IV, V</i> and <i>VI</i> clinical competencies.
Patient Holding	Students will be assigned to a nurse to learn the process of admitting a patient for an advanced radiographic procedure. Emphasis will be placed on patient care needs, obtaining a

clinical history, and obtain vital signs. Students will correlate what they have learned in *RAD099 – Patient Care* to the clinical setting.

Elective Rotations

Throughout the program, students will be allowed to choose a rotation they would like to participate in during a given week. The students are given several of these and may choose any area, including specialty areas, as long as there is not already a student in that rotation. Electives can also be used to “make-up” a rotation if a student has missed more than the allotted time of one of the above required rotations. Students are required to make arrangements with the clinical coordinator for their elective rotations no later than the week prior to the rotation. **If the student has not met with the clinical coordinator prior to the elective rotation, the clinical coordinator will assign the student to an area for that week.**

Any changes in clinical schedule, rotations, or any elective rotations chosen must be approved by the clinical coordinator

Attendance and Punctuality

A portion of the student's clinical grade is determined by the number of clinical hours missed. When calculating this portion of the clinical grade, the following guidelines will be followed:

Points Given	Grade	Hours Missed	Points Given	Grade	Hours Missed
100	A	0 - 10	89	B	31 – 32
99	A	11 – 12	88	B	33
98	A	13 – 14	87	B-	34
97	A	15 – 16	86	C+	35
96	A	17 – 18	85	C	36
95	A	19 – 20	84	C	37
94	A-	21 – 22	83	C	38
93	B+	23 – 24	82	C	39
92	B	25 – 26	81	C	40
91	B	27 – 28	0	F	More Than 40
90	B	29 – 30			

If a student takes time out of Clinicals to make up a test or lab, the time missed from clinical will be deducted from the student's STO Bank.

Tardiness

Students are expected to be in their assigned clinical area on time. Students who demonstrate habitual tardiness will be disciplined as follows:

- 2nd Tardy in a Week or 4th Tardy in a Semester**
Documentation of verbal counseling and warning + 1 Demerit
- 3rd Tardy in a Week or the 5th Tardy in a Semester**
Written counseling and warning + 2 Demerits
- 4th Tardy in a Week or 6th Tardy in a Semester**
Suspension for 3 days* + 4 Demerits
- 7th Tardy in a Semester**
Dismissal from the program

* The 3 days missed will be calculated into the clinical attendance grade.

To assure student learning, any work missed from class time will need to be satisfactorily completed within one week of student's return – failure to complete missed work will result in an "I"(incomplete) grade and student will not be promoted to the next semester. Students do not receive credit for missed work and may be required to make up the clinical rotation(s) missed.

Students will automatically have one hour of time deducted from their bank if they are not clocked in by their scheduled time. ALL late arrivals will be considered a tardy unless the student has given the Program at least a 24-hour notices that he or she will be late.

Student Make-up Time

UnityPoint Health – Des Moines School of Radiologic Technology will allow students to make-up time that has been missed during clinical rotations. Clinical hours missed by students will need to be made up after the date that the hours were missed. Students will have one week (7 days) following the missed clinical time to make-up the missed hours. Time will need to be made up during normal clinical hours (NO WEEKENDS, NO HOLIDAYS, NO BREAKS) and will need to be fulfilled in the same rotation that was missed. Any hours not made up within the 7 days following the missed date will be deducted from the students’ STO bank. Student make-up time will need to be discussed with, and approved by, the Clinical Coordinator. Approval is not guaranteed.

A student may choose to attend clinical during scheduled school breaks (ie. Spring Break, Winter Break...) to complete required clinical competencies if needed. This must be scheduled with the clinical coordinator and will be approved on case-by-case bases. Approval is not guaranteed and time spent in clinical during breaks will not be added to the student’s bank of hours.

Number of Clinical Competencies

The number of clinical competencies completed will compose a portion of the clinical education grade. This portion of the grade will be evaluated as follows:

End of First Semester – Categories I (a minimum of 2 exams are required to pass CLN101)

Points Given	Grade	# of Completed Competencies*
100	A	More than 8
99	A	8
95	A	7
92	B	6
90	B	5
88	B	4
85	C	3
83	C	2
0	F	Less than 2

End of Second Semester – Categories I & II (a minimum of 11 exams are required to pass CLN111)

Points Given	Grade	# of Completed Competencies*
100	A	More than 24
99	A	24
98	A	23
97	A	22
96	A	21
95	A	20
92	B	19
91	B	18
90	B	17
89	B	16
88	B	15
85	C	14
84	C	13
83	C	12
82	C	11
0	F	Less than 11

End of Third Semester – Categories I & II (a minimum of 25 exams are required to pass CLN121)

Points Given	Grade	# of Completed Competencies*
100	A	More than 37
99	A	37
98	A	36
97	A	35
96	A	34
95	A	33
92	B	32
91	B	31
90	B	30
89	B	29
85	C	28
84	C	27
83	C	26
82	C	25
0	F	Less than 25

End of Fourth Semester – Categories II, III, & IV (a minimum of 8 exams are required to pass CLN201)

Points Given	Grade	# of Completed Competencies*
100	A	More than 13
95	A	12
92	B	11
88	B	10
85	C	9
81	C	8
0	F	Less than 8

End of Fifth Semester – Categories III, IV, V, & VI (a minimum of 13 exams are required to pass CLN211)

Points Given	Grade	# of Completed Competencies*
100	A	More than 17
95	A	17
92	B	16
88	B	15
85	C	14
81	C	13
0	F	Less than 13

End of Sixth Semester – Categories IV, V, & VI (a minimum of 23 exams are required to pass CLN221)

Points Given	Grade	# of Completed Competencies*
100	A	More than 27
95	A	27
92	B	26
88	B	25
85	C	24
81	C	23
0	F	Less than 23

This component of the clinical education grade will be dropped by one letter grade if the student does not complete the clinical competency categories in the allotted time. This includes the Additional Examinations that are required at the end of each semester. The student will receive an Incomplete for their clinical grade and will be placed on clinical probation. They will have 30 calendar days from the due date to complete the required competencies. If the student does not complete the required competencies within the 30 days, he or she may be dismissed from the program. The clinical grade will be figured from the number of competencies completed by the due date of each Category not from the extended 30 days.

***These numbers may be adjusted each semester due to volume of patient exams**

Clinical Competency Records

Students will track their own clinical competencies in Trajecsys and on a Practice and Test-Out Record. Students will record practice and test-out exams on the “Practice and Test-Out Record Sheet”. This record will be turned in at the end of each clinical rotation. If the student is at an offsite clinical rotation the record may be turned in the following week during class time. Also, at the end of each day students will log into Trajecsys and enter practices, test-outs and additional exams that have been completed during their day. This information will be kept on a Daily Log sheet or Skill Summary. **When logging this information students are not to enter names, medical record # or any other patient identifiers into Trajecsys.** The Daily Log sheet and Skill Summary information will be checked every two weeks. All Practice and Test out evaluations must be filled out by the supervising radiographer within 7 days of completion. If any discrepancies are found they will be deleted and the student will have to redo the exams. This information will be used as a permanent record of clinical competencies and will go in student files at the time of their graduation.

Homework During Clinical

During down time students may read assigned chapters from their textbooks while in their clinical rotation. Down time would qualify as a block of time when there are no patients scheduled; in between patients after preparations have been made for the next patient; or at the end of the day when all patient exams have been completed and the student is waiting for add on patients. Homework in the clinical rotation will be limited to just reading. Students will not be allowed to work on worksheets or projects while clocked in for their clinical rotation. Any student that does not comply with the policy will be subject to disciplinary actions as stated in the Corrective Discipline Policy and Procedures section of the Clinical Practicum Syllabus. The program director and clinical coordinator reserve the right to revoke homework privileges if deemed necessary.

Clinical Performance Evaluations

A portion of the clinical education grade will be from the clinical performance evaluations. Through a progressive clinical evaluation system, skills evaluated will include, but not be limited to:

1. Promptness
2. Application of knowledge
3. Organization of clinical responsibilities
4. Communication skills
5. Dependability
6. Relationship with others
7. Professional appearance (uniform, hair, gum chewing)
8. Critical Thinking and Problem Solving
9. Radiation protection skills
10. Trauma skills

Clinical Performance Evaluations must be turned into the program director within two weeks of completion of the rotation. If an evaluation is not turned in within that time frame, the student will receive a 10% deduction in the score. If an evaluation has not been turned in within four weeks the student will receive a “0” for that week and the student will need to repeat the rotation by graduation. If the student does not have the opportunity to repeat the rotation by graduation due to scheduling conflicts, he/she will need to return after graduation to repeat the rotation.

The students are also responsible for completing evaluations on their supervising radiographer. As stated above, the student must turn in the radiographer evaluations to the program director within two weeks of completion of the rotation. If an evaluation is not turned in within that time frame, the student will receive a 10% deduction in the score of their Clinical Performance Evaluation for the corresponding week. If an evaluation has not been turned in within four weeks the student will receive a “0” on the Clinical Performance Evaluation for that corresponding week.

Positioning Retention Test

Randomly throughout the semester the clinical coordinator will have the students simulate on fellow classmates randomly chosen radiographic examinations that they have learned so far in their education at UPH-DM School of Radiologic Technology. The Positioning Retention Tests are unannounced so the students are encouraged to maintain competency in all exams learned by practicing with fellow classmates during “down time”.

Final Clinical Evaluations

At the end of each semester, the students will be scheduled for a Final Clinical Evaluation. They will be required to simulate randomly chosen radiographic examinations that have been taught during that semester on their fellow classmates.

CRITERIA FOR PERFORMANCE EVALUATION

1. Evaluation of Requisition

Student was able to:

- A. Identify procedures to be performed
- B. Recall the patient's name
- C. Identify mode of transportation to the clinical area
- D. Pronounce the patient's name (within reasonable limits)

2. Physical Facility Readiness

Student was able to:

- A. Provide clean table
- B. Exhibit orderly cabinets and storage space
- C. Have appropriate size cassettes available
- D. Have emesis basins and drugs ready
- E. Locate syringes and needles as necessary
- F. Turn machine "on" and be prepared for exposures
- G. Turn tube in position necessary for the exam
- H. Find and resupply linens if appropriate

3. Patient and Radiographer Relationship

Student was able to:

- A. Demonstrate proper hand hygiene
- B. Select the correct patient
- C. Assist patient to radiographic room
- D. Assist patient onto radiographic table
- E. Keep patient clothed and/or draped for modesty
- F. Talk with patient in a concerned, professional manner
- G. Give proper instructions for moving and breathing
- H. Have patient gowned properly
- I. Follow proper isolation procedure when appropriate and universal precautions

4. Positioning Skills

Student was able to:

- A. Position the patient correctly on table
- B. Align center of part to be demonstrated to the center of the film
- C. Center CR to the center of the film
- D. Oblique patient correctly if required
- E. Angle the CR to center of film
- F. Remove unwanted anatomical parts from the radiographic area

5. **Equipment Manipulation**

Student was able to:

- A. Turn tube from horizontal to vertical (and vice versa)
- B. Move the bucky tray and utilize locks
- C. Identify and utilize tube locks
- D. Insert and remove cassettes from bucky tray and spot film device
- E. Operate film advance for automatic changers (e.g. chest)
- F. Select factors at control panel
- G. Use a technique chart
- H. Measure the patient
- I. Identify the film with “R”, “L”, and other appropriate identifications
- J. Fill syringes using aseptic technique
- K. Select proper cassette size
- L. Adapt for technique changes in FFD, grid ratio, collimation, etc.

6. **Evidence of Radiation Protection**

Student was able to:

- A. Cone or collimate to part
- B. Use gonad shields, if appropriate
- C. Demonstrate utilization of lead apron and gloves, if appropriate
- D. Wear film badge as required
- E. Select proper exposure factors
- F. Adjust exposure technique for motion, when appropriate

CRITERIA FOR IMAGE EVALUATION

Radiograph(s) Demonstrate:

1. Anatomical Part(s):
 - A. Part is shown in proper perspective
 - B. No motion is present
2. Proper Alignment:
 - A. Film centered
 - B. Part centered
 - C. Tube centered
 - D. Patient obliqued or rotated correctly

Standard Radiographic Exposure:

3. Radiographic Techniques
 - A. Chart was used correctly (proper contrast and density)
 - B. Compensation of factors for pathology
4. Film Identification and/or Other Identifications
 - A. "R", "L" in correct place
 - B. Minute or hour markers visible
 - C. Patient information and date can be identified
 - D. Student's initials correctly located and visible
5. Radiation Protection
 - A. Cone or collimation limits visible
 - B. No repeats
 - C. Gonad shields in place (if utilized)

If a student chooses to use any images that they have taken or interesting images that they have seen during their clinical rotations as part of an assignment for their classes, he/she must remove ALL patient identification from the images before they are handed in. This is done for patient confidentiality and HIPAA. Any student who does not remove patient identification will receive a 5% deduction in the grade for that assignment.

First Year Students Clinical Categories

Category I

Thoracic Viscera

Routine Adult Chest (*PA and Lateral*)
Wheelchair/Stretcher AP Chest

Abdomen

Supine and Upright Abdomen Series

Upper Extremities

Finger and Thumb	Shoulder
Hand	Clavicle
Wrist	AC Joints
Forearm	Scapula
Elbow	Humerus
Trauma Upper Extremity	Trauma Shoulder (Scapular Y, Transthoracic, or Axillary)

Lower Extremities

Toe	Patella (3-View Knee)
Foot	Femur
Ankle	Hip, AP & Lateral
Os Calcis	Pelvis
Lower Leg	Trauma Lower Extremity
Knee	Cross-Table (Horizontal Beam) Lateral Hip (must include Danelius-Miller)

Required Geriatric Evaluations

Geriatric Chest (At least 65 years old and physically or cognitively impaired as a result of aging)
Geriatric Upper Extremity (At least 65 years old and physically or cognitively impaired as a result of aging)
Geriatric Lower Extremity (At least 65 years old and physically or cognitively impaired as a result of aging)

One week prior to the end of the first semester the students must have completed competency evaluations on Routine Chest and Abdomen Series. One week prior to the end of their 2nd Semester, the student must have completed at least 11 competency evaluations out of Category I. Students may count Pediatric Exams from Category VI as part of the 11 required competencies. One week prior to the end of their 3rd semester, the students must have completed at least 25 competency evaluations from Categories I & II. All other examinations listed for Category I must be completed by graduation.

Trauma examinations are those in which the patient was INJURED within 24 hours and requires positioning modifications.

Category II

Thoracic Viscera

Chest, Decubitus or Lordotic
Upper Airway (Soft-Tissue Neck)

Abdomen

Abdomen, Decubitus

Spine

Cervical Spine

Thoracic Spine

Lumbar Spine

Sacrum and Coccyx

Sacroiliac Joints

Scoliosis Series

Bony Thorax

Ribs

Sternum

Need to complete competency evaluations on cervical, thoracic, lumbar spines, decubitus abdomen and ribs by one week prior to the end of the 4th semester of the second year. All other examinations listed for Category II must be completed by graduation.

Trauma examinations are those in which the patient was INJURED within 24 hours and requires positioning modifications.

Second Year Students

Category III

Gastrointestinal

Esophagus
Stomach
Small Bowel
Contrast Enema, Plain or Air
Geriatric Fluoro (At least 65 years old and physically or cognitively impaired as a result of age)

Urinary

IVU
Cystogram Peds/Adult

Need to complete competency evaluations on small bowel, stomach(UGI) or contrast enema and one other exam from category III by one week prior to the end of the 5th semester during the 2nd year. All other examinations listed for Category III must be completed by graduation.

Remember: All mobile, surgical, fluoroscopic, and repeat procedures must be directly supervised by a registered radiographer.

Category IV

Required Clinical Competency Evaluations

Adult Portable Chest
Pediatric Portable Chest (6 years of Age or Younger)
Portable KUB or Abdomen
Adult Portable Extremity
Pediatric Portable Extremity (6 years of Age or Younger)
Surgical C-arm Procedure
Reduction in Surgery
Level 1 or Level 2 Trauma Alert

Optional Clinical Competency Evaluations

Hip Pinning	Cervical Fusion
Operative Cholangiogram	Fluoroscopy – C-Arm
ERCP	Portable Hip/Pelvis
Laminectomy	Retrograde Pyelography

Need to complete competency evaluations on all of the Required Clinical Competency Evaluations listed above and four from the Optional Clinical Competency Evaluations by one week prior to the end of the 5th semester during the second year. All other examinations listed for Category IV must be completed by graduation.

Category V

Required Clinical Competency Evaluations

Skull
Facial bones

Optional Clinical Evaluations

Nasal Bones	Sinuses
Zygomatic Arches	Mandible
Temporomandibular Joints	Panelete
Orbits	

Need to complete competency evaluations on all of the Required Clinical Competency Evaluations listed above by graduation.

Remember: All mobile, surgical, fluoroscopic, and repeat procedures must be directly supervised by a registered radiographer.

Category VI

Required Pediatric Evaluations

Pediatric Chest (6 Years of Age or Younger)
Pediatric Abdomen (6 Years of Age or Younger)
Pediatric Upper Extremity (6 years of Age or Younger)
Pediatric Lower Extremity (6 years of Age or Younger)

Required CT Evaluations

Routine Head	Routine Chest
Routine Neck	Routine Abdomen/Pelvis

Required Clinical Competency Evaluations (at least one of the following)

Cross-Table (Horizontal Beam) Lateral C-Spine
Cross-Table (Horizontal Beam) Lateral T-Spine
Cross-Table (Horizontal Beam) Lateral L-Spine

Optional Trauma and Special Contrast Procedures

Head Work (must include cross table lateral)
Myelography
Arthrography
Venography
Sialography
Lymphography
Hysterosalpingography (this exam will not be figured into clinical grade)

Need to complete competency evaluations on all of the Required Clinical Competency Evaluations listed above and at least 2 Competency Evaluations of the Optional Trauma and Special Contrast Procedures by graduation.

Remember: All mobile, surgical, fluoroscopic, and repeat procedures must be directly supervised by a registered radiographer.

Trauma examinations are those in which the patient was INJURED within 24 hours and requires positioning modifications.

TIME SCHEDULE FOR CLINICAL COMPETENCIES

First Year Students

CATEGORY	COMPLETED BY
I	Midterm of 3rd Semester
II	One Week Prior to the End of 3rd Semester
III	One Week Prior to the End of 5th Semester

Second Year Students

CATEGORY	COMPLETED BY
IV	One Week Prior to the End of 5th Semester
V & VI	One Week Prior to Graduation

Additional Required Examinations

The following is a list of the number of required exams each student will need to complete *after* successfully passing their clinical competency for each semester.

One Week Prior to the end of 1st Semester :

Chest (PA/Lateral)	5
KUB/Abdomen	2

One Week Prior to the end of 2nd Semester (in addition to the previous semester requirements):

Chest (PA/Lateral)	10
Wheelchair Chest	2
Stretcher Chest	2
KUB/Abdomen	5
Upper Extremity	2
Lower Extremity	2
Hip/Pelvis	1
Geriatric Chest	2
Geriatric Extremities	1

One Week Prior to the end of 3rd Semester (in addition to the previous semesters requirements):

Chest (PA/Lateral)	10
Wheelchair Chest	5
Stretcher Chest	5
KUB/Abdomen	5
Upper Extremity	5
Lower Extremity	5
Spines	1
Hip/Pelvis	3
Geriatric Chest	2
Geriatric Extremities	2

One Week Prior to the end of 4th Semester (in addition to the previous semesters requirements):

Chest (PA/Lateral)	10
KUB/Abdomen	5
Upper Extremity	10
Lower Extremity	10
Spines	5
Hip/Pelvis	5
Bony Thorax (Ribs, Sternum, Scapula)	2
Geriatric Chest	2
Geriatric Extremities	3

One Week Prior to the end of 5th Semester (in addition to the previous semesters requirements):

Chest (PA/Lateral)	10
Wheelchair Chest	5
Stretcher Chest	5
KUB/Abdomen	5
Upper Extremity	10
Lower Extremity	10
Spines	5
Hip/Pelvis	5
Bony Thorax (Ribs, Sternum, Scapula)	2
Headwork	1
Gastrointestinal	5
Genitourinary	5
Geriatric Chest	2
Geriatric Extremities	3
Geriatric Fluoroscopic Procedures	2
Portable CXR	5
Portable Abdomens	2
Portable Extremities	2
Portable Hip/Pelvis	2
Pediatric CXR	2
Pediatric Abdomen	2
Pediatric Extremities	2

One Week Prior to the end of the 6th Semester (in addition to the previous semesters requirements):

Chest (PA/Lateral)	10
Wheelchair Chest	5
Stretcher Chest	5
Chest (Lordotic or Decubitus)	2
Abdomen Series (KUB & Upright)	5
Abdomen (Decubitus)	2
Upper Extremities	10
Lower Extremities	10
Hip/Pelvis	5
Spines	5
Bony Thorax (Ribs, Sternum, Scapula)	2
Headwork	2
Gastrointestinal	5
Genitourinary	5
Pediatric CXR	2
Pediatric Abdomen	2
Pediatric Extremities	5
Portable CXR	10
Portable Abdomens	5
Portable Extremities	5
Portable Hip/Pelvis	5
Surgical Procedures	10
Trauma Procedures	5
Geriatric CXR	5
Geriatric Extremities	3
Geriatric Fluoroscopic Procedures	3
CT Procedures	5

When completing additional exams listed above, the student must have completed at least one of each of the following:

Upper Extremities

Finger	Elbow
Hand	Humerus
Wrist	Shoulder
Forearm	Clavicle

Lower Extremities

Toe	Lower Leg
Foot	Femur
Ankle	

Spines

Cervical Spine	Lumbar Spine
Thoracic Spine	

Example of Clinical Practicum Grading Sheet

Student John Doe

Course CLIN111 - Clinical Practicum II

	Points	
20% - Attendance and Punctuality		
Total Hours Missed - 21	94 x .20	18.8
50% - Number of Completed Competencies		
Total Number of Completed Competencies - 19	92 x .50	46.0
10% - Clinical Performance Evaluations (CPE)		
Average CPE Score – 88%	88 x .10	8.8
20% - Positioning Retention Test and Final Clinical Evaluations		
Average Score – 95%	95 x .20	19

Total Points	92.6/100
CLN111 %	93%
Clinical Grade	B+

Demerits:

2/1 ~ Failure to follow calling-in policy	1
3/5 ~ Improper dress code (2 nd Offense)	2
4/2 ~ Improper dress code (3rd Offense)	4
5/6 ~ Violating the “direct/indirect supervision” policies	4
Total Demerits	11

Final clinical grade after Demerit adjustment: **F**
 Drop 1 letter grade for every 5 demerits