

MERCY HOSPITAL SCHOOL OF RADIOGRAPHY

Brochure/Catalog



The certificate radiography program at Mercy Medical Center School of Radiography is accredited by the Joint Review Committee on Education in Radiologic Technology (JRCERT). The program's current length of accreditation is {length of award}. JRCERT contact information is: 20 North Wacker Drive, Suite 2850, Chicago, Illinois, 60606-3182; phone: (312) 704-5300; email@jrcert.org; web: www.jrcert.org

AND

The New York State Department of Health
(518-402-7580)



❑ Introduction

Mercy Hospital School of Radiography appreciates your interest in our Program. Our school was founded in 1961 by the late Dr. John J. Magovern and Sr. Mary Constance, CIJ. Due to the untiring efforts and dedication of Dr. Magovern and Sister Mary Constance, Mercy Hospital School of Radiography has achieved a leading role in educating radiologic technologists in the Long Island area. Today that dedication to further education lives on as a part of their memory.

❑ The Field of Radiography

Radiographers are an integral part of the allied health care team. Radiography is the art and science of using ionizing radiation to provide images of the human body's organs, bones and vessels. The physicians who interpret these images are called Radiologists. As radiographers, we are essential members of the health care team who have the responsibility of obtaining the best images while promoting the care and well being of our patients. These responsibilities include but are not limited to: patient interaction, accurate positioning, on-going assessment of the patient and utilization of proper technical factors for the production of quality images.

There are currently many employment opportunities in the field of Radiology. Graduates have found employment in hospitals, clinics, imaging centers and private offices. Various shifts are also available. Imaging modalities in the Radiology field include: general diagnostic, CT, MRI, interventional radiography, cardiovascular technology and mammography.

- ⊙ You are going to have to touch people- R.T.'s are hands on people. This profession is high tech and high touch
- ⊙ Radiologic Technology isn't just a job it is a **PROFESSION**. Professionalism means committing to lifelong learning
- ⊙ School needs to be a priority. Studying to be an R.T. is a demanding, full time job. In addition to hours in the classroom and at clinical sites, you'll need time for studying.
- ⊙ Your friends/family think you'd be great at it, but is your heart really in it? Patients deserve high-quality care from professionals who chose to focus on diagnostic imaging.

❑ Mission Statement of the School of Radiography

The Mercy Hospital School of Radiography Program will prepare students for entering the profession by offering a curriculum that enables them to demonstrate the required competencies in the art and science of radiography in a hospital(s) which is committed to achieving excellence in all aspects of patient care.

It is the responsibility of the radiography program to provide a comprehensive curriculum and clinical experience so that graduates can successfully demonstrate the didactic and clinical competencies of a skilled and professional entry-level technologist.

□ Program Goals & Student Learning Outcomes

The Goals of the Mercy Hospital 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)

They are:

Goal 1: The students will be clinically competent.

Students will demonstrate proper radiation protection.

Students will demonstrate quality patient care skills.

Students will demonstrate equipment manipulation

Goal 2: The students will function as an active member of the health care team by practicing within the scope of professional radiologic principles.

Students will recognize the importance of following HIPAA guidelines.

Students/ graduates will demonstrate professionalism.

Students understand the importance of professional organizations.

Goal 3: The students will be able to communicate effectively.

Students will effectively communicate with patients.

Students will demonstrate effective presentation skills.

Students will be able to communicate effectively in writing.

Goal 4: The students will be able to critically think effectively in the clinical setting.

Students will perform non-routine procedures.

Students will appropriately evaluate images.

Program Effectiveness Data In addition to the goals and student learning outcomes listed above, the performance of the program is reflected through program effectiveness data as defined by the Joint Review Committee on Education in Radiologic Technology (JRCERT) (20 N. Wacker Drive, Suite 2850, Chicago, IL 60606-3182, 312-704-5300, www.jrcert.org, mail@jrcert.org). Program effectiveness data includes the program completion rate, credentialing examination pass rate and job placement rate.

Explanations of these measures and program data that correspond with the annual report most recently submitted to the JRCERT are noted below. This information can also be obtained at

<https://portal.jrcertaccreditation.org/summary/programannualreportlist.aspx>.

Questions about program effectiveness data should be directed to the Program Director.

<i>Program Completion Rate –</i>			
<i>Year</i>	<i>completion rate</i>	<i># of students started</i>	<i># of students completed</i>
2017	94%	17 began	16 graduated
2018	100%	17 began	17 graduated
2019	100%	17 began	17 graduated
2020	100%	17 began	17 graduated
2021	100%	17 began	17 graduated
5 yr average	98.8%	Benchmark met- 75% will graduate	

First Time Pass Rate of American Registry of Radiologic Technologists (ARRT) Credentialing Examination		
<i>Graduation Year</i>	<i>1st attempt pass rate</i>	<i># of graduates</i>
2017	100%	16 out of 16 students passed on first attempt
2018	100%	17 out of 17 students passed on first attempt
2019	100%	17 out of 17 students passed on first attempt
2020	94%	16 out of 17 students passed on first attempt
2021	94%	16 out of 17 students passed on first attempt
5 yr average*	97.6%	*Will not be less than 75 % at first attempt within twelve months of graduation

Job Placement Rate		
<i>Graduation Year</i>	<i>Job Placement Rate</i>	<i>Number of Graduates</i>
2017	100%	16 graduates returned graduate survey/phone calls -16 are employed
2018	100%	17 graduates returned graduate survey/phone calls -17 are employed
2019	100%	17 graduates returned graduate survey/phone calls -17 are employed
2020	100%	17 graduates returned graduate survey/phone calls -17 are employed
2021	100%	17 graduates returned graduate survey/phone calls -17 are employed
5 yr average*	100.0%	* Will not be less than 75% within 12 months of graduation (Actively seeking employment)

Mission Statement of Mercy Hospital and CHSLI

Catholic Health Services of Long Island, as a ministry of the Catholic Church, continues Christ’s healing mission, promotes excellence in care, and commits itself to those in need. CHSLI affirms the sanctity of life, advocates for the poor and underserved, and serves the common good. It conducts its healthcare practice, business, education and innovation with justice, integrity and respect for the dignity of each person.

As a way to give back and live the mission of Mercy, all enrolled students will be required to partake in one “Healthy Sunday” community outreach event during the course of their two years. Dates and details to follow once the program begins.

Sponsorship

For more than 50 years, Mercy Hospital has sponsored the Mercy Hospital School of Radiography. Today, the school has expanded to include clinical rotation with our sister hospitals within the Catholic Health Services.

❑ Accreditation

The School of Radiography is accredited by the Joint Review Committee on Education of Radiologic Technology (JRCERT- 20 North Wacker Drive, Suite 2850, Chicago, IL, 60606-3182 (312); 704-5300; mail@jrcert.org), and the New York Department of Health Bureau of Environmental Protection (NYSDOH-BERP), Corning Tower Empire State Plaza, 12th floor, Room 1221, Albany, NY, 12237, (518)402-7580 (www.health.ny.gov). At this present time, the program has an 8 yr. accreditation status with the JRCERT, granted on 5/2017.

❑ Academic Calendar

The full time (40 hours/week), 24 continuous month program begins each September and operates Monday-Friday, from 8:00am- 4:00pm*. The course of study consists of two components: a formal classroom program and clinical application of radiologic procedures.

*Clinical rotations may include 8am-4pm; 11am-7pm; 6am -2 pm and an occasional Saturday 8am-4pm.

The program offers a total of 6 assigned week's vacation, eight personal/sick days per year and observes holidays consistent with the Mercy Hospital calendar.

❑ Clinical Affiliations

Mercy Hospital School of Radiography has clinical affiliations with St. Catherine of Siena Hospital in Smithtown; Good Samaritan Hospital in West Islip and St. Charles Hospital in Port Jefferson.

All Students will be expected to attend clinical rotations at these hospitals in addition to those at Mercy Hospital.

❑ Admissions

The program accepts up to 17 students for admission. For consideration into the program, it is recommended that all applications and required documents be submitted on a timely basis. Program applications are available from October through February.

❑ Requirements for admission

The following are the MINIMUM Program requirements:

- ⊙ Application fee (non-refundable) \$100.00 by check or money order payable to MMC School of Radiography
- ⊙ Completed and signed application form
- ⊙ Personal essay
- ⊙ Minimum of an Associate Degree- conferred on or before July 1 of the year students begin the program - no exceptions.
- ⊙ Official college transcript** indicating a conferred Associate degree, or higher, by an accredited institution with a cumulative GPA ≥ 2.5
[Anatomy and Physiology are NOT a pre-requisite. Anyone enrolled in our program MUST take all courses given during the two years including Anatomy and Physiology]
- ⊙ Satisfactory score on entrance exam (70 or higher).
- ⊙ Ability to meet technical requirements listed below.
- ⊙ Good Health as determined by your personal physician.

- ⊙ Completed COVID-19 vaccine series + booster(s)
- ⊙ Passing a drug screening examination.
- ⊙ Clinical observation time & written essay after the observation.
- ⊙ Interview

****Only WES (World Education Services) translated foreign transcripts will be accepted)**

***Please note that meeting the above minimum requirements does not guarantee acceptance into the program.**

☐ Application Procedure

- ◆ Please complete, sign and return your application along with a check for **\$100.00** made payable to Mercy Hospital School of Radiography prior to February 28, 2023.
- ◆ Have your College/University send **official** copies of your transcript to Mercy Hospital School of Radiography – 1000 N. Village Avenue, Rockville Centre, NY 11570

Once we have received your:

- ❖ **Completed and signed application**
- ❖ **An application fee of \$100.00.**
- ❖ ****Official copies of college transcripts(s)** indicating degree awarded,

- **You will be notified of the next available scheduled date for the entrance exam.**

The entrance examination is a general knowledge test that consists of three portions: verbal, science, & math. To continue with the admissions process you must get a passing grade on the entrance examination.

Please note that there is **an additional fee of \$60.00 for the entrance exam** –

- If you obtain a **70 or better on the entrance exam**, you will be contacted to set up “**observation time**” here at **Mercy** with the Clinical Coordinator. At the end of your observation time, you will be required to write a short essay about your observation experience. This essay will be graded on a scale of 1-12 and this score will be used as part of the admissions scoring process.
- After your observation time is complete, you will be granted an **interview** with the admissions committee.

Passing the exam, doing observation time and being granted an interview is NOT a guarantee of admission. Due to limited capacity, only a limited number of students can be accepted.

☐ Technical Requirements

The applicant accepted and enrolled in the program must be able to:

1. Communication: Have the ability to speak, hear and observe patients to:
 - Be able to describe changes in activity, mood, posture of a patient
 - Understand non-verbal communication

- Respond to verbal and non-verbal communication
 - Effectively hear to help with patient needs and to express themselves verbally with other health care workers; intermittently, surgical procedural masks are to be worn during the day
2. Observation: Observe patient and environment activity through:
 - Peripheral vision
 - Depth perception, to judge distance
 3. Motor and Function Ability: In order to safely handle patient, students must have gross and fine muscular movements, equilibrium, strength and functional use of the senses of touch and vision to:
 - Walk and stand most of the clinical time at the hospital (8 hour periods)
 - May be required to wear 10 lb. lead apron for extended periods of time (most of an 8 hour day)
 - Frequent reaching and manual dexterity in handling accessory equipment (i.e.: flexing/rotating neck; lifting and moving above the head; palpating patient anatomy etc.)
 - Lift a minimum of 30 pounds and ensure patient safety
 - Move immobile patients from a stretcher to the x-ray table with assistance from department personnel.
 - Push a stretcher/wheelchair w/patient from the patient's waiting area to the x-ray room.
 4. Mental Requirements: Adapt to changing environments (i.e.: varied tasks, emergency conditions)
 - intellectual and emotional functions to exercise independent judgment, critical thinking and discretion in the performance of medical imaging procedures
 5. Environmental Requirements: As students perform the tasks associated with clinical education, they must be safety conscious in performance of their duties so that they are not unnecessarily exposed to environmental risks. When performing procedures on patients with infectious diseases, masks, goggles, and gloves may need to be worn. When in the presence of ionizing radiation, students will wear lead aprons and be monitored for dose to exposed body parts.

□ Requirements for Graduation

Students must successfully complete each course with a minimum grade of 75 % and have satisfactorily completed each Clinical Competency Evaluation 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 Technologist (ARRT) examination.

Advanced Placement

Mercy Hospital School of radiography does not grant advanced placement.

Non – Discrimination Policy

The program chooses candidates for admissions on the basis of ability and qualifications without regard to race, color, creed, religion, sex, age, national origin, marital status, citizenship, sexual orientation, disability or veteran status, in compliance with federal, state and municipal laws and requires that the applicant meet qualifications as set forth by the Joint Review Committee on Education in Radiologic Technology.

Radiation Safety Policy

Due to the nature of ionizing radiation and its potential for harm, the program complies with 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

Pregnancy is not a barrier to admission or continuation in the program. (The School of Radiography pregnancy policy is available upon request.)

Academic Policy

Each instructor establishes expectations for the students and arranges test and quiz schedules. The instructor will follow the grading scale established by the program as outlined below. Students are encouraged to discuss any issues related to the course with the course instructor.

The following numerical grading system is followed. All students must achieve a minimum grade of 75% in each course.

A	95 - 100	4.0	Superior Achievement
A-	90-94	3.7	Above Average Achievement
B+	87- 89	3.3	Average Achievement
B	84 – 86	3.0	Average Achievement
B-	80-83	2.7	Average Achievement
C+	77 -79	2.3	Below Average Achievement
C	75 – 76	2.0	Below Average Achievement
F	below 75	0.0	Failure

Failure in any course will result in individual evaluation of that student by the program faculty to determine the status of the student’s enrollment in the program.

Program Curriculum

During the two-year program, the students will receive more than 2500 hours of clinical training and more than 800 hours of didactic education.

The curriculum will cover, but is not limited to the following courses:

Junior year

Introduction to Radiography
Medical Ethics & Law
Anatomy & Physiology- I
Anatomy & Physiology -II
Radiographic Procedures –I
Principles of Exposure (PRE)
Image Analysis/Evaluation
Medical terminology
Methods of Patient Care
Radiation Physics
Image Acquisition
Pediatrics

Senior year

Principles of Exposure – (PRE) II
Cross Sectional Anatomy
Interventional Procedures
Computerized Imaging
Radiographic Procedures -II
Mammography
Image Analysis/Evaluation
Radiation Protection
Radiation Biology
QA/QC
CR/DR
Radiologic Pathology

Please note – many school assignments may be required to be handed in via e-mail. Mercy and its affiliates are PC based only, therefore, if you use any other operating system you must have software that is compatible with Word and Excel PC.

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 **does not** participate in any financial aid offerings, which including Title IV Federal Programs and NYS Tuition Assistance Program (TAP).

We do however accept VESID and USDVA payment.

Program Fees

Application fee-	\$ 100.00 due with application- non –refundable
Entrance Examination fee	\$ 60.00 due at time of examination-non refundable
Tuition	\$ 17,000.00 total

Tuition breakdown:

\$ 1000.00 due on acceptance –non-refundable
\$ 8000.00 due by 1st day of junior year^
\$ 8000.00 due by 1st day of senior year^^

^Payment Schedule – to avoid any service fees_---\$8,000.00 in full payable to Mercy Hospital School of Radiography 1st day of junior year - Check or credit card
8 monthly installments of \$1,000.00 + service fee see chart below

2 nd Week of	Minimum amount	Service fee	Amount due	Balance pending
September	\$1000.00	\$100.00	\$1,100.00	\$7000.00*
October	\$1000.00	\$90.00	\$1,090.00	\$6000.00*
November	\$1000.00	\$80.00	\$1,080.00	\$5000.00*
December	\$1000.00	\$70.00	\$1,070.00	\$4000.00*
January	\$1000.00	\$60.00	\$1,060.00	\$3000.00*
February	\$1000.00	\$50.00	\$1050.00	\$2000.00*
March	\$1000.00	\$40.00	\$1040.00	\$1000.00*
April	\$1000.00	\$30.00	\$1030.00	Pd in full

*prior to service fee

Payment received more than 2 weeks late are subject to an addition late fee of \$50.00

^to avoid any service fees_---\$8,000.00 in full payable to Mercy Hospital School of Radiography 1st day of senior year - Check or credit card
8 monthly installments of \$1,000.00 + service fee see chart below

2 nd Week of	Minimum amount	Service fee	Amount due	Balance pending
September	\$1000.00	\$100.00	\$1,100.00	\$7000.00*
October	\$1000.00	\$90.00	\$1,090.00	\$6000.00*
November	\$1000.00	\$80.00	\$1,080.00	\$5000.00*
December	\$1000.00	\$70.00	\$1,070.00	\$4000.00*
January	\$1000.00	\$60.00	\$1,060.00	\$3000.00*
February	\$1000.00	\$50.00	\$1050.00	\$2000.00*
March	\$1000.00	\$40.00	\$1040.00	\$1000.00*
April	\$1000.00	\$30.00	\$1030	Pd in full

*prior to service fee

Payment received more than 2 weeks late are subject to an addition late fee of \$50.00 to avoid any service fee

Dates due are subject to change

Program Fees – cont.

Text books approx. \$1300.00 -buy through distributor or on own
Uniforms approx. \$ 500.00 -must purchase w school logo
Miscellaneous School fees \$ 300.00 (e.g. CPR/markers/ASRT memberships etc.)

Related Fees

ARRT Examination Fee – payable to ARRT - \$200.00 end of senior year (May)
NYS License Application Fee – payable to NYSDoH - \$120.00 end of senior year (May)
Registry Review Seminar - approx. \$150.00 – end of senior year (April/May)

*Please note that program fees are always subject to change

** Please note that total amount due junior year is \$9000.00 and senior year is \$8000.00.

Mercy does not participate in any student loans.

Refund Policy*

The \$ 100.00 application fee is not refundable.

The \$ 60.00 entrance examination fee is not refundable.

The \$1000.00 acceptance fee is not refundable

Should the student withdraw from the program, the following is the refund policy

[based on \$8000.00 payment] :

1. During -up to 10 school days of attendance 60% refund (excluding acceptance fee)
2. During -up to 30 school days of attendance 40% refund (excluding acceptance fee)
3. During -up to 40 school days of attendance 20% refund (excluding acceptance fee)

If at any time following the probationary period (first 40 school days), the student should decide to withdraw or is dismissed, all fees are forfeited.

*there is a small administrative processing fee associated with refund.

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, modify or withdraw its schedule of tuition and fees; policies, program of study or requirement in connection with any of the foregoing.

Professional Liability Insurance

While enrolled in the Mercy Hospital School of Radiography all students are covered for professional liability by Mercy's insurance policy as long as they are operating within their scope of practice.

Hospital Security

The hospital operates a Department of Security and Safety that is continual 24hours/7 days per week.

Health Services

All students **must** have a physical evaluation performed by their private physician and return to us the completed health assessment form. Copies of this form will be maintained in the Schools administrative offices. The MMR vaccine is required by New York State Department of Health. **No student will be permitted to start the program without proof of proper immunization as required by law.** All students entering the program are encouraged to have the Hepatitis B vaccination. The seasonal influenza vaccination is **mandatory** by the NYS Department of Health and will be provided by Mercy Hospital or its affiliates. Any other vaccine that becomes mandated by NYS Department of Health will also be required.

Students must maintain their own health insurance while attending the program at Mercy Hospital. Mercy Hospital does not offer health insurance to students. Students are responsible for their own personal medical expenses. Students should present a valid health insurance card at the start of each school year.

❑ Housing and Child Care

The MMC School of Radiography does not provide housing or childcare services.

❑ **ACADEMIC CALENDAR 2023-2024***

Junior year begins(1st Semester)	September 5, 2023 – February 3, 2024
Thanksgiving Holiday	November 23-24, 2023 –students off
Winter Break	December 25, 2023 - January 3, 2024
2 nd Semester begins	February 5, 2024 –July 18, 2024
President Day	February 19, 2024 – students off
Spring Break	March 29- April 5, 2024 –students off
Memorial Day	May 27, 2024 – students off
July 4	July 4, 2024- students off
Sr. Graduation Luncheon	July 17, 2024 – student must attend
Seniors Graduation	July 18, 2024- student must attend
Labor Day	September 2, 2024 –students off

Academic Calendar for 2024- 2025 TBD

*Note- dates are subject to change

❑ Due Process -Grievance Policy

1. To provide a systematic and orderly method of adjusting complaints and differences of opinion.
2. To protect the rights of students.
3. To rectify or clarify alleged injustices or misinterpretations of school policies, Procedures, rules or regulations.

Grievance Procedure

1. If a problem arises the student should talk things over promptly with the Program Director. The matter should receive prompt attention. Most matters can be settled satisfactorily in this manner.
2. If, however, the student is not satisfied with the reply given by the Program Director, the matter should be referred to the Administrative Director of Radiology in writing, within two school days. The administrator will then discuss the matter with the student and give a written reply within two school days.
3. If after utilizing these steps the student feels the grievance has not been resolved, the problem should be referred to the Medical Director in writing within two school days. The Medical Director will make an appointment with the student. He will review all of the facts and render a final decision within two school days.
4. If after all of these steps have been utilized, the student feels that the grievance has not been settled fairly or satisfactorily, the grievance will be referred to the Vice President (Human Resources) in writing, within two school days. (S)he will review the facts and render a final decision in writing, within two school days.

The grievance procedure is designed for the students' protection. Remember, a grievance cannot be adjusted unless the program administration is aware that one exists. A copy of *the Standards for an Accredited Educational Program in Radiologic Sciences* published by the Joint Review Committee is available to the student upon request.

❑ Disclaimer for All Candidates

Certificates awarded January 1, 2011, and beyond are time-limited to 10 years. To renew registration of such certificates after 10 years have lapsed, individuals will be subject to Continuing Qualifications Requirements (CQR) as well as Continuing Education requirements.

Starting in January 2015, the ARRT imposed an education requirement that only those persons who possess an Associate degree or higher degree, may sit for the primary ARRT examination.

Thank you for your interest in our program. Please feel free to contact the faculty of Mercy Hospital School of Radiography if you have any questions regarding the program or its policies at **516-705-2272**.

The following information is available upon request:

- Required courses and descriptions
- Standards of conduct and performance
- All school policies and procedures
- Name and education of faculty
- Standards for an Accredited Educational Program in Radiologic Sciences