



RADIOGRAPHY PROGRAM

ADMISSION INFORMATION FOR CLASSES BEGINNING 2024

The Radiography Program offers the student the knowledge and skills for utilizing radiation in the diagnosis of disease under the direction of a physician. Most radiographers work in hospitals, imaging centers or private medical offices, while some are employed in industrial, sales, governmental and educational institutions. The five-semester program (once students are accepted into the program) combines academic study with supervised clinical experience. A graduate of the program will receive an Associate of Applied Science degree and be eligible to apply to take the national certifying examination of the American Registry of Radiologic Technologists (ARRT). Upon passing the examination, a student is certified as a registered radiologic technologist. The radiography curriculum at Laramie County Community College is designed to meet all of the requirements for radiography programs accredited by the Joint Review Committee on Education in Radiologic Technology (JRCERT) (20 N. Wacker Drive, Suite 2850, Chicago, IL 60606-3182, www.jrcert.org) and follows the curriculum guide of the American Society of Radiologic Technologists (ASRT).

The Radiography Program application will be made available on the Radiography web-page the last week of November 2023. The open application period begins the last week of November 2023. Application materials will start being accepted January 1, 2024 through the application deadline of March 1, 2024.

getting started

STEP 1 | APPLY FOR ADMISSION TO LCCC

Complete the free admissions process found at lccc.wy.edu/admissions. Applicants need to be considered LCCC students prior to applying to the Radiography Program. They do not need to be currently enrolled in coursework through LCCC.

STEP 2 | PLACEMENT AND PREREQUISITES

- Ensure placement into or fulfillment of Freshman English (ENGL 1010) through the general admissions process. Please submit your placement results or transcripts showing fulfillment of the course with your application.
- Students must show completion of, or be in-progress of completing, all required prerequisites as outlined in the program application and the college catalog corresponding to the year in which the student hopes to enter.

All prerequisite courses must be completed or in-progress with a grade of "C" or better by the application deadline:

- ZOO 2015 - Human Anatomy or equivalent (within the last five years) and ZOO 2025 - Human Physiology or equivalent (within the last five years)
- MATH 1400 - College Algebra (within the last five years)
- HLTK 1200 - Medical Terminology

Note: Students in-progress with prerequisite or support courses must be actively participating in the course(s) by the application deadline. In-progress forms will be available with the application.

STEP 3 | OFFICIAL TRANSCRIPTS

Provide official copies of all past college transcripts directly to the Radiography Program Director. Transcripts are not shared between the program and admissions; therefore, each area will need separate copies. Only those science and math courses taken within the last five years will be considered (Spring 2019 to present).

STEP 4 | PRE-ADMISSION OBSERVATION

Make an appointment to complete an eight-hour observation in a hospital radiology department and/or imaging clinic during the open application period (it is recommended that at least four hours of this requirement be completed in a hospital setting, if possible). Observations in orthopedic or urgent care settings do not fulfill this requirement. Provide both Pre-admission Observation forms (Guidelines/Acceptance and Evaluation)

to the supervising technologist for completion. These forms will be available with the application.

It is recommended that students review the application questions prior to completing their clinical observations. In addition, students are requested to dress appropriately (i.e., interview attire) for their observations.

Note: Out-of-county and out-of-state applicants may make appointments and complete observations closer to home.

clinical info site requirements

Please be advised that some facilities require immunizations and background clearance prior to your observation, so please allow adequate time to complete these actions, if necessary.

Cheyenne Regional Medical Center (Cheyenne, WY): To set up your observation, please contact the Clinical Onboarding Coordinator at (307) 996-4734.

Cheyenne Radiology Group (Cheyenne, WY): To set up your observation, please contact the X-ray department at (307) 432-3936.

Ivinson Memorial Hospital (Laramie, WY): To set up your observation, follow the directions on the Career-Student Opportunities page found at: www.ivinsonhospital.org/students.

Poudre Valley Hospital (Fort Collins, CO) or Medical Center of the Rockies (Loveland, CO): To set up your observation, follow the directions on the Job Shadow page found at: uchealth.org/give-to-uchealth/columteer/

STEP 5 | REFERENCE FORMS

Obtain three completed Reference Forms (available with the application). At least one must be from a former or current supervisor and/or instructor. No relatives may be used as references. These forms are to be returned to the Radiography Program Director under separate cover by the individual completing the form.

STEP 6 | ADMISSION FORM

Complete the Admission Form, including the essay questions. Refer to the Application Checklist to ensure you have completed all required steps.

what's next?

Upon receipt of conditional acceptance, proof of the following additional requirements must be submitted to the Radiography Program by the dates stipulated in the acceptance letter:

a. A completed physical examination form including verification of current vaccinations and titers (Example: Hepatitis B, Rubella, Rubeola, Mumps, Tuberculosis, Diphtheria-Tetanus, Varicella, Influenza*, COVID-19*).

**Influenza Vaccination*

Students are advised that the current influenza vaccination (typically available starting in September) is a requirement each Fall semester, as mandated by various clinical sites. Program due date is the third Friday in October.

**COVID-19 Vaccination*

HSW COVID-19 Immunization Statement: Due to the rise in COVID-19 cases and for the safety of healthcare students and employees, many medical facilities, along with federal policies, are mandating the COVID-19 vaccination, with limited exemptions available for students and employees. Because all clinical hours and/or clinical competencies must be completed to meet program requirements, this means students may be required to receive the COVID-19 vaccination or have an approved exemption on file to enter and/or progress in the Radiography Program. For additional information, regarding these requirements, please see the Health Sciences & Wellness COVID-19 Policy.

b. A copy of current certification from the American Heart Association in "CPR for the Health Care Worker" when classes begin in the Fall. CPR certification must be valid for the duration of the program.

c. Acceptable Drug Screening and Criminal Background Checks

All allied health students are required to submit a pre-clinical urine drug screen according to the policy of the Allied Health Programs at LCCC. The drug screen is completed at the student's expense and must be paid for at the time of application via the CastleBranch (or another LCCC contracted vendor) website. Failure to complete the drug screening and criminal background check prior to the beginning of the Fall I semester may result in dismissal from the program.

At their discretion, clinical sites may also require a drug screening and/or a criminal background check prior to allowing students into the clinical setting. If required, any associated fees will be the responsibility of the student. In addition, LCCC and the clinical sites may require random drug testing and/or drug testing for

reasonable cause. Generally, the urine drug test screens for alcoholic beverages, illegal drugs, or drugs that impair judgment while in the clinical setting. Testing positive on the screening, or evidence of tampering with a specimen, will disqualify a student from participation from the clinical assignment.

In addition to drug screening, for the safety of patients and health care workers, allied health students must also undergo a background check performed by CastleBranch or similar vendor at the student's expense. Your acceptance into an allied health program at LCCC will not be final until LCCC has received background check information from the reporting agencies, and the background check is clear of disqualifying offenses. For more information, please see the complete Health Sciences & Wellness Division Policies for Allied Health Students posted on the Division website. Certain criminal activities, as evidenced by a criminal background check may also disqualify a student from clinical participation.

Students are advised that the inability to gain clinical education experiences can result in the inability to meet program objectives and outcomes. These circumstances may prevent final acceptance into and/or progression through the program, and ultimately result in dismissal from the program.

In keeping with the program's due process policies, if a student disagrees with the accuracy of the information obtained, s/he may request a confirmatory test and/or a review of the accuracy of the background information within five (5) working days. All requests must be made in writing to the Dean, Health Sciences & Wellness, and must include relevant information and/or extenuating circumstances supporting the request. A designated committee will review the results and the request, and will be responsible for making the final decision regarding the student's request. The student will be notified in writing of the committee's decision within five (5) working days. For further information please refer to the Health Sciences & Wellness Handbook available under resources on the LCCC Radiography website.

Note: Certificate Eligibility

Because the American Registry of Radiologic Technologists (ARRT) can deny certification, applicants with any of the listed violations below should complete an Ethics Pre-Application Review (available at www.rrt.org) prior to enrollment in the program, or more than six (6) months prior to program completion. These violations include:

Criminal proceedings including:

- misdemeanor charges and convictions,
- felony charges and convictions,
- military court-martials; and/or

Disciplinary actions taken by a state or federal regulatory authority or certification board; and/or Honor code violations. The Wyoming Board of



lccc.wy.edu/radiography

1400 E. COLLEGE DRIVE, CHEYENNE, WY 82007 | FOR MORE INFORMATION PLEASE REFER TO THE PROGRAM

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Laramie County Community College is committed to providing a safe and nondiscriminatory educational and employment environment. The college does not discriminate on the basis of race, color, national origin, sex, disability, religion, age, veteran status, political affiliation, sexual orientation or other status protected by law. Sexual harassment, including sexual violence, is a form of sex discrimination prohibited by Title IX of the Education Amendments of 1972. The college does not discriminate on the basis of sex in its educational, extracurricular, athletic or other programs or in the context of employment.

The College has a designated person to monitor compliance and to answer any questions regarding the college's non-discrimination policies. Please contact: Title IX and ADA Coordinator, Suite 205, Clay Pathfinder Building, 1400 E. College Drive, Cheyenne, WY 82007, 307.778.1144, NDS@lccc.wy.edu.

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