*Note before completing this proposal that all core courses for a new program or certificate must have already been reviewed (or submitted for the same meeting) by the Curriculum Committee and approved by the Provost and Vice President of Academic Affairs. In addition, the complete catalog page must be included at the end of this document.*

|  |  |
| --- | --- |
| **School or Division** | School of Health Professions |
| **Proposed by (faculty only)** | James Mayhew, Coleen Kubetschek, Nancy Costello |
| **Presenter (faculty only)** | James Mayhew |
| Note that the presenter (faculty) listed above must be present at the Curriculum Committee meeting or the proposal will be returned to the School or Division and must be submitted for a later date. | |
| **Submission date** | 11/5/2014 |

**Section I, New Program or Certificate Information (must complete all items)**

|  |  |
| --- | --- |
| **List new program or certificate** | ATC in Computed Tomography |
| **Describe (below) the process by which the need for the new program or certificate was identified** | |
| Beginning in January 2016, the American Registry of Radiologic Technologists (ARRT) mandated that to be eligible to take the national certifying examination in Computed Tomography (CT), Radiologic Technologists must have completed a structured educational program in CT. There are currently no programs that provide this type of program in southwest Florida. | |
| **Project (below) average enrollment for core courses** | |
| It is estimated that approximately 7 to 10 students will enroll in this program in a given semester. This number is limited to the availability of clinical education sites. The program is expected to run once per year, however if there is additional demand from the community, it could be run more often. | |
| **Describe (below) how this projection was determined** | |
| In the five counties that FSW serves, there are over 15 hospitals, along with numerous imaging centers and physician’s offices that have CT scanners and employ CT technologists.  The number of students enrolled in this program will be capped by the number of clinical rotations available. In discussion with hospitals and outpatient imaging centers, it has been estimated that approximately 10 clinical rotations will be available. Additionally, there are over 100 CT technologists presently working in the area and many are not currently ARRT certified. These individuals and other technologists looking to enter the field are the target demographic for this program. | |
| **List (below) similar programs or certificates at other colleges and universities** | |
| **ATCs in Computed Tomography are currently available at the following colleges: Eastern Florida State College, Gulf Coast State College, Palm Beach State College, Santa Fe College, and Valencia College** | |

**Section II, Personnel and Resources Needed** (add rows if necessary)

|  |  |  |
| --- | --- | --- |
| **Faculty position(s) (List discipline)** | **Full time or adjunct?** | **Total annual expenses** |
| RTE 2762 | Adjunct | $2166.00 |
| RTE 2571 | Adjunct | $2166.00 |
| RTE 2571L | Adjunct | $6498.00 |
| **Staff position(s) (List title)** | **Full time or part time?** | **Total annual expenses** |
|  |  |  |
|  |  |  |
| **Describe (below) library resources needed to support this program or certificate. Explain rationale for response, even if answer is none** | | |
| At this time, there is no perceived need for additional library resources. In the future, there may be need for Computed Tomography textbooks and reference material to be available to students. | | |
| **Describe (below) the technology, facilities, laboratory, or other resources needed to support this program or certificate** | | |
| The lecture portion of the proposed certificate program will be held in the evening in the Radiologic Technology lab (A-141) on the FSW Thomas Edison Campus. The clinical practicum course will have the students in various hospitals and imaging centers throughout the college’s service area. No other classroom or laboratory space will be needed. | | |
| **List (below) the estimated annual amount required for educational materials and supplies or other operating expenses for implementation of the new program or certificate** | | |
| It is estimated that the program will require approximately $2,500 per year for educational materials, supplies, printing, and travel to clinical sites. | | |
| **Identify (below) the funding source to be used for personnel and operating expenses** | | |
| The program’s funding source will be student tuition and fees. | | |

**Section III, Justification for proposal**

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| **Provide justification (below) for this proposed curriculum action** |
| In Radiologic Technology, the primary professional certification is by the American Registry of Radiologic Technologists (ARRT). Following the technologist’s initial certification, he or she can gain additional, post-primary certifications in various special imaging modalities including: Computed Tomography (CT) amongst others. Currently, registered technologists may challenge these post-primary certification examinations with a minimum of one year of experience in the specialty area and by showing competence in a specified number of procedures. Beginning January 1, 2016, however, the ARRT requires that candidates must also document completion of structured education program. The faculty of the Radiologic Technology program would like to recommend that FSW become the provider of the educational requirements of those Registered Technologists in our area wishing to become eligible for post-primary certification in Computed Tomography. There are currently six other state colleges (see above) offering this certificate and the structure of these programs are all very similar. Each has three, three credit-hour courses held in one semester which include courses in Cross-sectional Anatomy and Pathology (RTE 2762), Physics and Instrumentation in Computed Tomography (RTE 2571), and Computed Tomography Clinical Education (RTE 2571L). The proposed certificate program at FSW will contain the same three courses. |

**Section IV, Important Dates and Endorsements Required**

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| **List all faculty endorsements below. (Note that proposals will be returned to the School or Division if faculty endorsements are not provided).** |
| James Mayhew, Coleen Kubetschek, Nancy Costello |

**nOTE:** Changes for the Fall 2015 term must be submitted by the January 3, 2015 deadline and approved no later than the February 28, 2015 Curriculum Committee meeting. Changes during mid-school year are NOT permitted. Extreme circumstances will require approval from the appropriate Dean or Assistant Vice President as well as the Provost and Vice President of Academic Affairs to begin in either the Spring 2015 or Summer 2015 term.

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| **Term in which approved action will take place** | Fall 2015 |

|  |  |  |
| --- | --- | --- |
| **Required Endorsements** | **Type in Name** | **Select Date** |
| **Department Chair or Program Coordinator** | James Mayhew | 11/5/2014 |
| **Academic Dean or Assistant Vice President** | Dr. Marie Collins | 11/5/2014 |
| **Dean’s Council Representative** | Dr. Mary Myers | 1/6/2015 |

|  |  |
| --- | --- |
| **Select Curriculum Committee Meeting Date** | January 23, 2015 |

Completed curriculum proposals must be uploaded to Dropbox by the deadline. Please refer to the *Curriculum Committee Critical Dates for Submission of Proposals* document available in the document manager in the FSW Portal:

* Document Manager
* VP Academic Affairs
* Curriculum Process Documents

**Important Note to Faculty, Department Chairs or Program Coordinators, and Deans or an Assistant Vice President:**

Incomplete proposals or proposals requiring corrections will be returned to the School or Division. If a proposal is incomplete or requires multiple corrections, the proposal will need to be completed or corrected and **resubmitted to the Dropbox for the next Curriculum Committee meeting** (no later than January 3, 2015 to be effective for the Fall 2015 term). All Curriculum proposals require approval of the Provost and Vice President of Academic Affairs. Final approval or denial of a proposal is reflected on the completed and signed Summary Report.

***Include complete new catalog page below. A separate document will not be accepted.***

Computed Tomography Advanced Technical Certificate (ATC)

The Advanced Technical Certificate in Computed Tomography (CT) is a one-semester program designed to allow imaging professionals to gain the knowledge and proficiency in Computed Tomography in order to be eligible to sit for the ARRT post-primary certification examination. It also offers qualified imaging professionals the opportunity to advance their career in the field of Computed Tomography.

To be eligible for the program, candidates must have earned an Associates in Science or an Associates in Applied Science and be currently certified by the American Registry of Radiologic Technologists (ARRT) or the Nuclear Medicine Technology Certification Board (NMTCB) in the fields of Radiography (Radiologic Technology), Radiation Therapy, or Nuclear Medicine.

The program consists of two didactic (classroom) courses held in the evening on the FSW Thomas Edison Campus in Fort Myers, and one clinical education course held at various hospitals and imaging centers in Lee, Collier, and Charlotte counties.

Students will be assigned to clinical education site(s) for two, 8-hour rotations per week. This clinical education will provide an opportunity for hands-on application of the concepts learned in the classroom. This would include, but not limited to: an orientation to the clinical aspects of CT, demonstration of the instrumentation and use of equipment, proper patient care skills, introduction to radiation safety, and participation, under direct supervision, in actual CT procedures.

**Application Process**

The number of seats in this program is determined by the number of available clinical sites. Eligible Registered Technologists will be accepted on a first-come, first-served basis.

**Computed Tomography Advanced Technical Certificate Program of Study**

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| --- | --- | --- |
|  |  | **Credit Hours** |
| RTE 2571 | Physics and Instrumentation in CT | 3 |
| RTE 2571L | CT Clinical Education | 3 |
| RTE 2762 | Cross-sectional Anatomy and Pathology for CT | 3 |
| **TOTAL** | **Computed Tomography ATC** | **9** |