



Surgical Technology Application Packet



IMPORTANT INFORMATION ABOUT THE SURGICAL TECHNOLOGY PROGRAM

Cuyahoga Community College's Surgical Technology Program is fully accredited by the Commission on Accreditation of Allied Health Education Programs, CAAHEP. (25400 U.S. Highway 19 North, Suite 158 / Clearwater, FL 33756 / Phone 727-210-2350, Fax 727-210-2354 / www.caahep.org).

Upon successful completion of the Surgical Technology Program, graduates will receive an Associate in Applied Science Degree in Surgical Technology. Students are eligible and will sit for the Certified Surgical Technologist (CST) Examination administered by the National Board of Surgical Technology and Surgical Assisting (NBSTSA) before graduating.

The Surgical Technology Program is a full-time, daytime, 21-month program held at the Metropolitan Campus. Clinical experiences are held during the daytime hours. Students enrolled in the Program are cautioned regarding working full-time. The intensity and continuity of the program is such that full-time employment may negatively impact course work responsibilities. Students must be aware that classroom/laboratory study and clinical experiences are a full-time commitment.

Prerequisite Courses:

- BIO-2331 Anatomy & Physiology I
- ENG-1010 College Composition I
- MA-1020 Medical Terminology I
- SURT-1000 Survey of Surgical Technology, grade of "B" or higher is required
- Eligibility for MATH-1240, Contemporary Mathematics (completed MATH-0955 or 0960 or completed a higher level MATH course)

Required GPA: 2.50 for prerequisite courses, 2.50 overall

ONLY submit your Health Careers Application after all Prerequisite Courses have been completed and grades for each course have been posted on your Tri-C transcript. Incomplete applications will be returned to the student.

There are limited spots for this program. Completion of the Prerequisite Courses does not guarantee acceptance into the program for the current academic year. Students are admitted to the Surgical Technology Program in the order in which all completed application packets are received. Applications are accepted throughout the year. Students accepted into the upcoming Fall Semester will receive a "Letter of Acceptance" in the mail from the Program Manager.

To be considered for the Fall Semester, your application must be received by **May 31st.**

The program only starts once a year - Fall Semester. If space is not available for the upcoming Fall Semester, applicants will be placed into the next available Fall Semester.

Upon acceptance into the program, the following items are required and will be discussed during the Mandatory Surgical Technology Orientation held during the summer.

- Background Check - must be completed before full acceptance into the program is granted.
- Physical Examination & Immunizations
- Certification in CPR (must be from the American Heart Association for the BLS for Healthcare Providers Program)
- Proof of personal medical insurance coverage or student health insurance

PROGRAM ENTRANCE REQUIREMENTS

All of the following requirements for program entrance must be completed prior to review of the application. All students submitting applications will be notified by the Program Manager of their admission status upon review of their application.

- 1) Submission of completed Cuyahoga Community College Application Form – if not already a student of the College.
- 2) Submission of official high school transcript or GED certificate, if not already done so. Request the high school or GED to forward one (1) official transcript directly to:
Cuyahoga Community College / Office of the Registrar / P.O. Box 5966 / Cleveland, OH 44101-0966
- 3) Submission of official transcript(s) from all colleges/universities attended, if not already done so. You do not need to request your transcript from Tri-C. Once received, the Office of the Registrar needs 6-8 weeks to evaluate the transcript(s). **Your Health Careers Program Application will not be complete until the evaluated transfer of prerequisite course equivalencies is done.**
- 4) Completion of Prerequisite Courses:
 - BIO-2331 Anatomy & Physiology I
 - ENG-1010 College Composition I
 - MA-1020 Medical Terminology I
 - SURT-1000 Survey of Surgical Technology, grade of “B” or higher is required
 - Eligibility for MATH-1240, Contemporary Mathematics

No Prerequisite Course(s) or their Tri-C transfer equivalent, may have a grade lower than “C”. Prerequisite Courses may be repeated ONLY ONCE to improve a grade in order to be considered for admission. SURT-1000 may only be repeated once and must be passed with a grade of “B” or higher.

All Prerequisite Courses (except English and Math) must have been completed within the past seven (7) years at the time the Health Careers Program Application is submitted.

“Pass” or “No Pass” option is not applicable for the Prerequisite Courses or any required program course.

- 5) Required GPA: 2.50 for prerequisite courses, 2.50 overall.
- 6) Submission of completed Health Careers Program Application. **Deadline to apply is May 31st.**
- 7) If you have an approved course substitution or waiver for any of the Prerequisite Courses, you will need to include a copy of the “Petition for Course Substitution or Waiver” Form with your Health Careers Program Application.
- 8) **ONLY submit your Health Careers Program Application after all Prerequisite Courses have been completed and grades for each course have been posted on your Tri-C transcript.** Incomplete applications will be returned to the student.
- 9) Successful completion of a Tri-C authorized background check, fingerprinting and Bureau of Criminal Investigation (BCI) records search. You will be notified by the Program Manager as to when this requirement must be fulfilled, do not do it until that time.

Please visit <http://www.tri-c.edu/programs/healthcareers/Pages/BackgroundCheckInformation.aspx> for more information.

- 10) Non-native English speaking applicants are required to take and pass TOEFL with minimum scores: Reading 21, Listening 22, Writing 23 and Speaking 24. (Completion of the ESL series or ENG-1010 does not negate this requirement.) Arrangements and costs incurred for the TOEFL will be the responsibility of the student. <http://www.ets.org/toefl>

SURGICAL TECHNOLOGY FAST FACTS

1) What exactly is a Surgical Technologist?

A Surgical Technologist (ST) is an allied health professional who works closely with surgeons, anesthesiologists, registered nurses and other surgical personnel delivering patient care and assuming appropriate responsibilities before, during and after surgery. Before surgery, the ST prepares the operating room for the surgical procedure by gathering and opening surgical supplies and instrumentation; which are later arranged and counted on sterile tables. During surgical procedures, the ST scrubs, dons a gown and gloves, and anticipates the needs of the surgeon - passing instruments, sutures and sponges. After surgery, the ST may assist the team with the application of dressings, patient transport and room turn-over.

2) What are the physical and cognitive requirements needed to be a Surgical Technologist?

Essential Physical Requirements:

- 1) **Stamina** - Must be able to stand in one place for long periods of time, with little body movement. Must be able to go without food, drink and restroom breaks for long periods of time (4-8 hours). Must be able to remain alert and focused for long periods of time (4-8 hours) with attention to detail.
- 2) **Mobility** - Must be able to move freely and have full body range of motion. The use of a wheelchair, cane or crutches is not permitted.
- 3) **Lifting** - Must be able to lift and carry items weighing up to 25 lbs; must have the ability to push/pull wheeled items up to 200 lbs.
- 4) **Dexterity** - Must be capable of full manual dexterity of upper extremities and unrestricted movement of both lower extremities, neck, shoulders, back and hips. Possess gross and fine manual dexterity sufficient to handle big & bulky and small & delicate surgical instrumentation, supplies and equipment.
- 5) **Eye-Hand Coordination** - Must be able to manipulate tiny objects using instrumentation.
- 6) **Vision** - Must be corrected within functioning range. The only acceptable forms of correction are eyeglasses or contact lenses. The use of any other visual aid is not permitted. Must be able to see tiny objects the size of an eyelash.
- 7) **Hearing** - Must be corrected within functioning range. The only acceptable forms of correction are hearing aids or cochlear implants. The use of any other audio aid is not permitted. Must be able to hear clear and muffled verbal orders and alarms and sounds from equipment in an environment with varying background noise.

Essential Cognitive Requirements:

- 1) **Honesty & Integrity** - Must be able to admit to mistakes and possess a strong sense of right from wrong.
- 2) **Emotional Stability** - Must be in control of emotions, impulses and behaviors at all times.
- 3) **Stress Management** - Must be able to adapt very quickly to stressful situations and emergencies in the surgical environment and work under pressure.
- 4) **Communication Skills** - Full competency (Listening, Speaking, Reading and Writing) in the English language is necessary to understand and communicate with instructors, healthcare professionals and patients. Must exhibit appropriate verbal and non-verbal communication to others at all times.
- 5) **Critical Thinking & Problem Solving Skills** - Must be able to prioritize, evaluate and integrate information and knowledge to make appropriate judgements and decisions.
- 6) **Confidentiality** - Must be able to maintain patient confidentiality and privacy and recognize the ethical implications of patient care.
- 7) **Compassion** - Must be able to display compassion, care and empathy for all patients, regardless of situation.

- 8) **Team Player** - Must be able to share knowledge with other healthcare professionals and actively participate as a member of the surgical team.
- 9) **Respectfulness** - Must be able to treat others with respect at all times.
- 10) **Life-Long Learning** - Must be able to commit to life-long learning, recognizing that it is mandatory for the maintenance of professional healthcare expertise.

3) Must a Surgical Technologist be certified?

Yes, certification is required for most of the health systems in the Cleveland area. It will become mandatory for the state of Ohio in the near future. Employers recommend and prefer to hire a Certified Surgical Technologist (CST) nationwide. It is mandatory that all students register and sit for the Certified Surgical Technologist (CST) Examination during the last semester of the program.

4) What is the typical salary for a Surgical Technologist?

Average hourly wage for an entry-level Surgical Technologist in the Cleveland area is typically in the range of \$18-\$23 per hour.

5) Where can I obtain employment?

Most Surgical Technologists are employed in the surgical department at hospitals and outpatient surgery centers.

6) How long is the program? Can I complete the program on a part-time basis?

The Surgical Technology Program is 21 months long, including one summer semester. It is considered a full-time day program. The SURT courses are offered in sequential semesters and may not be taken out of order. The prerequisite courses must be taken before entering the program. General degree requirements may be taken on a part-time basis prior to entering the program to allow more time to focus on the SURT courses.

7) Can I transfer credits from another college or university?

Generally yes. Students are encouraged to schedule an appointment with their academic counselor after their transcripts have been forwarded to the College. The Registrar's Office will review and evaluate the transcripts, assigning credit for comparable coursework.

Our program does not allow the transfer of Surgical Technology courses from other colleges, universities or training institutions. Students wishing to transfer from another Surgical Technology Program will have to start the Tri-C Surgical Technology Program from the beginning.

8) I already have credits; can I complete the program in less than two years?

The Surgical Technology Program is a 21-month program - you cannot complete the course work in less than 21 months. All SURT courses must be taken in sequence.

9) How many students do you accept each year?

We accept 14 students to the Surgical Technology Program per year, contingent upon available clinical sites.

10) When does the Surgical Technology Program start?

The Surgical Technology Program only starts in the Fall Semester of each academic year.

**11) Is the program offered in the evenings or on weekends?
Can I work while attending the program?**

The Surgical Technology Program **is not** offered in the evenings or weekends. Students enrolled in the Program are cautioned regarding accepting employment. The intensity and continuity of the program is such that employment may negatively impact course work responsibilities. The final semester of the program requires students to spend 24 clock hours each week at the clinical sites.

12) How much does the program cost?

61 credit hours are needed in order to complete the program. At \$104.54 per credit hour for in-county residents, the tuition cost is approximately \$6,400. **You pay only for the credit hours for which you are enrolled each semester.** If you have completed some of the courses at Tri-C, or transfer credits from another college, the cost will be less because there are fewer credit hours left to fulfill. If a student needs remedial courses to become eligible, the cost will be slightly higher depending on the number of extra courses needed. Additional expenses include a \$10-20 fee for courses in which there is a laboratory section. Textbooks vary in cost, but plan to spend an average of \$100 per book per class. **Total approximate cost for the program is \$8,000 for in-county residents.**

13) Is financial aid available?

Generally yes. Students may qualify for the usual federal or state programs. Further inquiries may be directed to the Tri-C Financial Aid Dept. by calling 216-987-4100.

14) When should I submit an application?

ONLY submit your Health Careers Program Application after all Prerequisite Courses have been completed and grades for each course have been posted on your Tri-C transcript. Incomplete applications will be returned to the student. Completion of the Prerequisite Courses does not guarantee acceptance into the program for the current academic year. Students are admitted to the Surgical Technology Program in the order in which all complete application packets are received. Deadline to apply to the program for the upcoming Fall Semester is May 31st.

15) How will I know if I have a spot in the Surgical Technology Program for the upcoming Fall Semester?

Accepted students will receive a "Letter of Acceptance" via email from the Program Manager.

16) What Prerequisite Courses are required for the Surgical Technology Program?

- BIO-2331 Anatomy & Physiology I
- ENG-1010 College Composition I
- MA-1020 Medical Terminology I
- SURT-1000 Survey of Surgical Technology, grade of "B" or higher is required
- Eligibility for MATH-1240, Contemporary Mathematics (completed MATH-0955 or 0960 **or** completed a higher level MATH course)

17) What GPA is required for the Surgical Technology Program?

Applicants must achieve a **minimum** of a **2.50** grade point average (based on a 4.0 scale) with no course having a grade lower than 'C' for the prerequisite courses listed above or their Tri-C transfer equivalent. Applicants must also have an accumulative grade point average of 2.50.

18) Is there any reason I may not be accepted into the program aside from not meeting the Program Entrance Requirements?

Yes. All students enrolled in health career programs that require students to complete clinical experiences outside the College must complete and pass a background check that includes fingerprinting and Bureau of Criminal Investigation (BCI) records search. Results of this background check can keep you from entering the program.

Please visit <http://www.tri-c.edu/programs/healthcareers/Pages/BackgroundCheckInformation.aspx> for more information.

19) Quick summary of the Surgical Technology Program:

- Deadline to apply to the program is May 31st.
- Program only begins in the Fall Semester of each academic year.
- 21-months long, full-time day program.
- Classes are conducted only at Cuyahoga Community College's Metropolitan Campus.
- Earn an Associate of Applied Science Degree in Surgical Technology.
- Eligible and must sit for the Certified Surgical Technologist (CST) Examination.

20) SURT-1000, Survey of Surgical Technology information:

SURT-1000, Survey of Surgical Technology, is only offered during the Spring Semester, Session A (first 8-weeks) and Session B (second 8-weeks). Both sessions are the same course. This course is a "Blended Learning" course - half of the time will be spent in a traditional classroom setting and the other half will be spent on-line using Blackboard. Additional information regarding the course will be emailed to registered students the week before class begins.

MA-1020 must be completed prior to taking SURT-1000. No exceptions. Students who have completed BIO-2331 will have priority into Session A.

Session A - this course meets on Fridays from 3pm-5pm.

Session B – this course meets on Wednesdays from 2pm-4pm.

Contact Beth Stokes at beth.stokes@tri-c.edu. Please Include your Tri-C "S" number in your email and which session of SURT-1000 you would like - A or B. You will be notified by email when your override to register has been completed.

21) Other classes that may be taken before acceptance to program or while waiting:

BIO-2341	Anatomy and Physiology II
BIO-2500	Microbiology
HTEC-1610	Introduction to Pharmacology
MA-2010	Medical Terminology II
MATH-1240	Contemporary Mathematics (or higher level)
SPCH-1000	Fundamentals of Interpersonal Communication <u>or</u>
SPCH-1010	Fundamentals of Speech Communication
PHIL-2050	Bioethics

22) Who can I speak to if I have other questions?

Beth Stokes, Program Manager / 216-987-6146 / beth.stokes@tri-c.edu

For more program information, please visit: www.tri-c.edu/programs/healthcareers/surgical

How to calculate Pre-Req GPA for ST Program

PREREQUISITE COURSE	Term & Year Taken	Grade Earned *	Credit Hours	Quality Points	Was Course Repeated?	If yes, When? Grade?*
ENG-1010		x	3	=	Yes / No	
MA-1020		x	3	=	Yes / No	
BIO-2331		x	4	=	Yes / No	
SURT-1000		x	1	=	Yes / No	
Elig. MATH-1240 (MATH-0955, 0960)						
* A = 4 B = 3 C = 2			11			

Total of quality points ÷ credit hours (11) = _____ PREREQUISITE GPA

(Need 28 quality pts to equal 2.5 GPA)

Associate of Applied Science Degree in Surgical Technology

SEMESTER SEQUENCE

<u>Course No</u>	<u>Course Title</u>	<u>Credit Hours</u>
<u>Prerequisites Courses: (Program Admissions Requirements)</u>		
ENG-1010	College Composition I	3
MA-1020	Medical Terminology I	3
BIO-2331	Anatomy & Physiology I	4
SURT-1000	Survey of Surgical Technology	<u>1</u>
Eligibility for MATH-1240, Contemporary Mathematics		11
<u>Program Courses:</u>		
<u>First Semester:</u>		
BIO-2341	Anatomy and Physiology II	4
MA-2010	Medical Terminology II	2
SURT-1300	Introduction to Surgery	5
SURT-130L	Surgery Lab	<u>2</u>
		13
<u>Second Semester:</u>		
BIO-2500	Microbiology	4
SURT-1330	General Surgery	5
SURT-1911	Clinical Experience I	3
SURT-1921	Clinical Experience II (scheduled in summer semester)	<u>2</u>
		14
<u>Third Semester:</u>		
HTEC-1610	Introduction to Pharmacology	2
MATH-1240	Contemporary Mathematics (or higher)	3
SURT-2300	Surgical Specialties	5
SURT-2851	Clinical Experience III	<u>3</u>
		13
<u>Fourth Semester:</u>		
PHIL-2050	Bioethics	3
SPCH-1000	Fundamentals of Interpersonal Communication <u>or</u>	
SPCH-1010	Fundamentals of Speech Communication	3
SURT-2862	Clinical Experience IV [C]	<u>4</u>
		10
PROGRAM TOTAL:		61

Note: Courses as listed satisfy competencies and skills.
 [C]=Capstone Course

Associate of Applied Science Degree in Surgical Technology

PROGRAM SCHEDULE

- Program only begins in the Fall Semester of each academic year.
- Program cannot be completed in less than 21 months (5 semesters).
- “SURT” courses cannot be taken out of sequence.
- Other courses required for this program (e.g. BIO-2500) are to be scheduled around the SURT courses.
- Clinical days for SURT-1911, 1921, 2851, and 2862 will be assigned at a later time.

The following will be your schedule after acceptance into the ST Program:

<u>Course</u>	<u>Days</u>	<u>Times</u>
<u>Fall Semester – 16 weeks</u>		
SURT-1300 Introduction to Surgery	Tuesday / Thursday	9:00am - 11:15am
SURT-130L Surgery Lab	Tuesday / Thursday	1:00pm - 3:40pm
		(2 days per week)
<u>Spring Semester – 16 weeks</u>		
SURT-1330 General Surgery	Friday	9:00am - 1:30pm
SURT-1911 Clinical Exp. I (Post-Conference)	2 days per week Friday	7:00am - 3:30pm 1:30pm - 2:30pm
		(3 days per week)
<u>Summer Semester – 8 weeks</u>		
SURT-1921 Clinical Exp. II (Post-Conference)	2 days per week Friday	7:00am - 3:30pm 9:00am - 11:00pm
		(3 days per week)
<u>Fall Semester – 16 weeks</u>		
SURT-2300 Surgical Specialties	Friday	9:00am - 1:30pm
SURT-2851 Clinical Exp. III (Post-Conference)	2 days per week Friday	7:00am - 3:30pm 1:30pm - 2:30pm
		(3 days per week)
<u>Spring Semester – 16 weeks</u>		
SURT-2862 Clinical Exp. IV (Post-Conference)	2 days per week Monday	7:00am - 3:30pm 9:00am - 12:00pm
		(3 days per week)