



**Course Syllabus  
SEMESTER  
School of Nursing and Health Professions**

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|                                                              |                                 |
|--------------------------------------------------------------|---------------------------------|
| <b>Course Name:</b>                                          | <b>Radiologic Technology II</b> |
| <b>Course &amp; Section Number:</b>                          | <b>RAD 112-002</b>              |
| <b>Meeting Day(s) &amp; Time(s):</b>                         |                                 |
| <b>Credits:</b>                                              | <b>Total 2.5</b>                |
| <b>Contact Hours:</b>                                        | <b>1.5 lecture</b>              |
| <b>Instructor's Name:*</b>                                   |                                 |
| <b>Student Hours (Formerly Office Hours) &amp; Location:</b> |                                 |
| <b>OCC Phone:</b>                                            |                                 |
| <b>OCC Email:**</b>                                          |                                 |
| <b>Additional Contact Information:</b>                       |                                 |

\*Please call me (name). It is my preferred name. If you have a preferred name, please let me know so I can use it.

\*\*Please only use your student OCC email to contact me.

**Catalog Description:**

RAD 112 - Radiologic Technology II

Patient communication, human growth and development, and death and dying are presented. Effective methods of interacting with patients who have special needs are discussed. In lab, radiographic imaging procedures and the resultant image evaluation criteria of the upper and lower extremities are emphasized. Simulated lab experiences are planned to provide the student opportunities to apply principles and skills learned.

Co-requisite: RAD 101

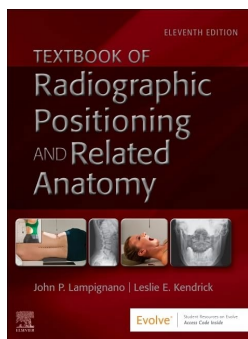
Prerequisite: NONE

Credits: 2.5(Lec: 1.5 Lab:3)

School: School of Nursing & Health Professions

Department: Department of Radiologic Technology

## Course Materials:



1. BONTRAGER'S TEXTBOOK OF RADIOGRAPHIC POSITIONING AND RELATED ANATOMY, 11TH EDITION  
LAMPIGNANO, JOHN; KENDRICK, LESLIE E.  
ISBN13: 978-0323936132  
FORMAT: HARDCOVER  
PUBLISHER: Elsevier  
COPYRIGHT: June 28, 2024

2. HEALTH PROFESSIONAL AND PATIENT INTERACTION  
HADDAD, AMY, PH.D., R.N.; DOHERTY, REGINA F.; PURTILO, RUTH, PH.D.  
ISBN13: 978-0323831567  
EDITION: 10TH  
FORMAT: PAPERBACK  
PUBLISHER: W B SAUNDERS CO  
COPYRIGHT: 6/19/2023



3. Adler and Carlton; Introduction to Radiologic Sciences and Patient Care, 8th Edition; Saunders Elsevier; St. Louis, Missouri; 2022.
4. Lampignano, John P. and Kendrick, L., Workbook for Radiographic Positioning and Related Anatomy, 2024, Eleventh Edition. ISBN-13: 978-0323936156
5. Lampignano, J. and Kendrick, L., Handbook of Radiographic Positioning and Techniques, 2024, Eleventh Edition ISBN-13: 978-0323936163
6. Owens Community College, RAD 112 Radiography Laboratory Manual, Fall 2025. Digital copy only.
7. Windows Computer with Respondus Lockdown Browser Installed and Web-Cam Access for on-line testing
7. Davi-ellen Chabner, The Language of Medicine, 12th Edition. Elsevier, 2020. (Optional)

**OER and Owens Community College Library Resources** (Open Educational Resources are free online materials for instructor and student use. Some OER material may be available in print in the Owens Community College Library.)

## What You Will Learn in This Course:

### Course Objectives:

The course will:

1. Present information on effective communication skills and how to effectively care for a variety of patients.
2. Introduce students to medical imaging principles and protocols, anatomy and physiology, image analysis and basic equipment operation.

### Student Learning Outcomes:

The student will:

1. be able to identify and describe various human behavioral patterns and the characteristics of each.
2. be able to compare effective methods of patient communication.
3. be able to explain, identify and describe the symptoms and signs of the alcoholic, drug abuse, child abuse, AIDS and Alzheimer's patients.
4. be able to describe the various stages of death and dying in dealing with the terminally ill child and adult and how to effectively communicate with them and their family.
5. be able to identify anatomical structures of the upper and lower extremities on radiographic images.
6. successfully perform simulations of radiographic procedures of the upper and lower extremities in the laboratory setting.

| Outcome<br>The student will:                                                                                                                                                   | Where assessed (List assignments, exams, discussions, items to be graded)                                      |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------|
| 1. be able to identify and describe various human behavioral patterns and the characteristics of each.                                                                         | Worksheets 1, 2, 3, 4, 5, 6, 7, 8, 9<br>Test 1, Test 2, Final Exam.<br>Quiz 1 and Quiz 2 and Quiz 3 and Quiz 4 |
| 2. be able to compare effective methods of patient communication.                                                                                                              | Worksheets 1, 2, 3, 4, 5, 6, 7, 8, 9<br>Test 1, Test 2, Final Exam.<br>Quiz 1 and Quiz 2 and Quiz 3 and Quiz 4 |
| 3. be able to explain, identify and describe the symptoms and signs of the alcoholic, drug abuse, child abuse, AIDS and Alzheimer's patients.                                  | Worksheets 9, 10, 11<br>Quiz 5<br>Final exam                                                                   |
| 4. be able to describe the various stages of death and dying in dealing with the terminally ill child and adult and how to effectively communicate with them and their family. | Worksheets 9, 10, 11<br>Quiz 5<br>Final exam                                                                   |
| 5. be able to identify anatomical structures of the upper and lower extremities on radiographic images.                                                                        | Bontrager Ch 4, Ch 5, and Ch 6<br>Image ID Ch 4, Ch 5, and Ch 6                                                |

|                                                                                                                              |                                  |
|------------------------------------------------------------------------------------------------------------------------------|----------------------------------|
| 6. successfully perform simulations of radiographic procedures of the upper and lower extremities in the laboratory setting. | Practicals Ch 4, Ch 5, and Ch 6. |
|------------------------------------------------------------------------------------------------------------------------------|----------------------------------|

#### Program Outcomes

Goal 1: Students will be clinically competent.

Goal 2: Students will utilize critical thinking skills.

Goal 3: Students will be able to communicate effectively.

#### Institution General Education Outcomes

As a student at Owens Community College, you will take General Education Courses as part of your degree program. While specific to the General Education Courses, will be reinforced in many of your degree program major courses and may be measured in your capstone course or others identified.

1. Communicate effectively.
2. Act with professional responsibility.
3. Demonstrate sensitivity to other's beliefs and values.
4. Think analytically, critically, and creatively.

| Institution General Education Competency               | Where Assessed (List assignments, exams, discussions; items must be graded.) |
|--------------------------------------------------------|------------------------------------------------------------------------------|
| Communicate effectively.                               | RAD 112 practicals, pass/fail                                                |
| Act with professional responsibility.                  | RAD 112 practicals, pass/fail                                                |
| Demonstrate sensitivity to others' beliefs and values. | RAD 112 practicals, pass/fail                                                |
| Think analytically, critically, and creatively.        | RAD 112 practicals, pass/fail                                                |

#### **Technology, Lab, & File Requirements:**

The Blackboard Learning System is an online course environment available for all Owens courses, even those that are not web-based. Blackboard offers students a resource where they can communicate and collaborate with instructors and fellow students outside of the physical classroom. The Radiologic Technologies Department integrates Blackboard into each course, and it is essential for all students to become familiar with the system. Check the STUDENT HELP AND RESOURCES tab on the blackboard shell for information on technical support and Software/Hardware requirements for utilizing Blackboard to complete assignments and communicate with peers and faculty.

Calculators: Please be sure that you have a calculator available as necessary for lecture class and testing sessions. Cell phones/iPads or laptops may be used for testing but may not be used as calculators. When testing, the Respondus calculator will be activated.

**Specific download and installation Instructions are posted in Blackboard.**

## Academic Support

**Disability Services Resource Center:** If you have a disability or acquire one, you may be entitled to receive reasonable accommodations intended to assure you an equal opportunity to participate in and benefit from the program. To receive more information or to register for accommodations, please contact the Disability Resource Center at 567-661-7007, email [disability@owens.edu](mailto:disability@owens.edu), visit <https://www.owens.edu/disability/>, or stop by College Hall 124.

**Tutoring Services:** Owens Community College offers academic tutoring and assistance in a variety of subjects including: accounting, computing, economics, mathematics, science, and writing. For more information go to: <https://www.owens.edu/successcenters/>.

**Counseling Services:** Counseling Services provides assistance to students experiencing personal, educational, interpersonal/relationship, family, social, or psychological difficulties. If you feel you may benefit from this service, please contact them at [counselingservices@owens.edu](mailto:counselingservices@owens.edu). More information is at <https://www.owens.edu/counseling/>.

**Campus and Community Connections:** The Center for Campus and Community Connections (College Hall 123) is a walk-in office created to provide retention support through resource stability initiatives and community connections. Go here for more information: <https://www.owens.edu/connection/> or contact [connections@owens.edu](mailto:connections@owens.edu)

**Owens Library:** The Owens Library offers two locations (Toledo and Findlay) as well as online resources. For more information visit <https://www.owens.edu/library/>.

\*\*\*Students can find more information on campus resources, student support, student life, and security at this [link](#).\*\*\*

## General Information

**Student Code of Conduct:** All students are expected to follow Owens Community College's [Student Code of Conduct](#), which includes academic honesty, encompassing plagiarism. See the [Board Policy](#) for more information.

**Anti-Discrimination and Harassment & Title IX/Sexual Misconduct:** All students, faculty, and staff are expected to follow Owens Community College's [Anti-Discrimination and Harassment Policy](#) and the College's [Title IX Policy](#)/Sexual Misconduct Procedures and Guidelines. The College strictly prohibits and will not tolerate harassment, discrimination, intimidation, or hostile/offensive working or learning environments.

**Religious Accommodations:** A student seeking an accommodation for an absence permitted under Ohio's Testing Your Faith Act must provide the instructor with a written email notice with the specific dates for an absence, and must do so not later than fourteen (14) days after the first day of instruction. Alternative accommodations are not retroactive, and no academic penalty will be imposed for an absence under the policy\*. The request for an alternative accommodation will be kept confidential. Students with questions about a religious accommodation under Ohio's Testing your Faith Act may contact the College's Office of Academic Affairs: [provost@owens.edu](mailto:provost@owens.edu). The policy may be found on the Owens website: [3358:11-2-63 Accommodation](#) for a Student Absence for the Observance of Religious Beliefs and Practices Policy

**Document Collection:** Throughout the semester, your instructors may ask for a variety of assignments including tests and/or quizzes for student learning of institutional general education

competencies or program assessment. Please save all your class materials until the end of the semester.

**Classroom Admittance:** OCC classes shall only be attended by the officially registered OCC students or perspective students, instructor of record, guest lecturer, or substitute. Visitors are not permitted to be in the classroom and should not be invited to attend or participate in the class. See [FERPA](#) regulations for more information.

### **Use of AI Tools:**

This course permits you to use artificial intelligence (AI) tools, such as chatbots, text generators, paraphrasers, summarizers, or solvers, to get guidance on assignments, as long as you do so in an ethical and responsible manner. Essentially, you can think of these tools as ways to help you learn but not to entirely create work for assignments like discussion board posts, essays, presentation slides, and so on. AI is more like your tutor or TA, not a replacement for your independent thinking.

This means that you must:

- Not use AI tools to replace your own thinking or analysis or to avoid engaging with the course content.
- Cite or explain any AI tools you use. Provide the name of the AI tool, the date of access, the URL of the interface, and the specific prompt or query you used to generate the output.
- Be transparent and honest about how you used the AI tool and how it contributed to your assignment. Explain what you learned from the AI tool, how you verified its accuracy and reliability, how you integrated its output with your own work, and how you acknowledged its limitations and biases.

You are accountable for any mistakes or errors made by the AI tool. Always check and edit the output before submitting your work. If you discover any inaccuracies or inconsistencies in the output after submission, notify the instructor immediately and correct them as soon as possible. Using AI tools in an unethical or irresponsible manner, such as copying or paraphrasing the output without citation or transparency, using the output as your own work without verification or integration, or using the output to misrepresent your knowledge or skills, is considered a form of academic dishonesty and will result in a zero grade for the assignment and possible disciplinary action. If you have any questions about what constitutes ethical and responsible use of AI tools, please consult with the instructor **before** submitting your work.

**All written assignments, projects, and exams must be completed independently.**

## **Student Responsibilities and Instructor Expectations**

### **Instructor's Responsibilities:**

#### **Attendance/Class Time:**

We will be respectful of your time and begin and end class on time. If class needs to be canceled for any reason, I will notify students as soon as possible by email announcement.

#### **Grading Assignments:**

Assignments that are submitted by the due date will be graded and returned/recorded in the Blackboard grade center within 7 days. Assignments that are submitted after the due date *may* take up to 10 days before I am able to grade it.

**Answering Emails:**

I will do my best to respond to your emails within 24 hours on weekdays and within 72 hours on weekends. Please use your Owens email account to contact me.

**Announcements:**

I will post any updates and/or reminders on the Blackboard Announcement page, as well as send it out to your Owens email account.

**Student Hours:**

These posted times (posted outside my office door, HEC 132 K ) are designated for me to be available to meet with and assist you, outside of normal class time, with any concerns/questions you may have regarding this course or program.

**Facilitating Successful Completion of the Course:**

I welcome questions, concerns, and experiences relevant to the topic, course and/or professional field. We learn from each other. If appropriate, I encourage you to share and ask during class. If not, please see me during student hours or email me. If there is a need, I will reach out to the student or class to address that need. I will make referrals to other campus resources as needed.

**Student Responsibilities:****Attendance/Participation:**

Class discussions, activities and participation are an integral component of learning and understanding the course material and therefore, attendance is expected in this class. If you are going to be absent, please notify the appropriate instructor prior to missing the class, if possible. Please look at the assignment calendar to see what was missed (topic, assignments, etc.), review the power points and contact the instructor if you have any questions. Class will begin on time, so please plan accordingly. It will only become an issue if your lateness becomes habitual: 5 points *could* be deducted from your final grade.

**Make Up Tests**

A make-up test consisting of fill in the blank questions and answers may be administered if a student misses a regularly scheduled examination. To receive maximum credit, the student must notify the instructor at least 30 minutes prior to the scheduled testing time. If no notification is received, the student will receive a five (5) point reduction from the score of the make-up examination.

**Inclement Weather**

In the case that the campus closes due to inclement weather, online lecture may take place at the discretion of the instructor. Communication from instructor will be sent out the day of.

**Assignment submission:**

Students are to be familiar with the assignment calendar and how to submit assignments (on the assignment instructions on the blackboard shell). If you are unable to submit an assignment by the end of the day on the due date (on assignment calendar), you are encouraged to still submit it. Although full credit *may not* be given if the assignment is late, you may be able to earn *at least* partial credit.

**Check Email/Blackboard Shell:**



Any announcements and updates will be sent to your email and/or posted on the Blackboard shell. Students are encouraged to check their email *at least* once daily and to log into their Blackboard shell several times a week to remind themselves of upcoming assignments, etc.

#### Tests/Quizzes:

All dates for assignments and tests are listed on the assignment calendar. All tests and quizzes will be administered on Blackboard and taken during the designated class time. Please bring your laptop/tablet with you on these days with Respondus software loaded. If you do not have a device, please let us know ahead of time and we will make other arrangements for you.

#### Phones:

We have found phones to be a distraction in class. Please silence your phone and keep it out of sight. However, there may be circumstances you may need your phone available for personal reasons. If this is necessary, please be discreet and leave the classroom.

#### Contacting the Instructor:

**Email** is the best way to reach me, outside of student hours. Please include your course number and section in the subject line.

#### Asking for Help/Clarification:

I expect questions and that is ok. **Unless I am told otherwise, we will assume that every student understands everything said in class, on the Blackboard shell and through emails.** Sometimes the best thing you can say is “I am not following this concept” or “I have no idea where to begin with this assignment.” All classes, and courses in this program, will build on and further develop the information we discuss. Please reach out as soon as you have questions or need clarification.

#### Instructor Discrepancies:

If at any time throughout the semester you have a problem with the course and/or instructor, contact the instructor. If the issue cannot be resolved after discussion with the instructor, see the Department Chair: Christine Smith, HEC , 567-661-7376 or [christine\\_smith@owens.edu](mailto:christine_smith@owens.edu)

#### Respectful Class Communication:

Our classrooms are a safe space. Faculty and students show respect for each other in class and all communication. There is also a short power point on the Blackboard info tab regarding polite, professional email communication.

#### Social Media Use:

The use of YouTube, Facebook, Instagram, Twitter, Discord, SMARTkapp or any other internet share site to distribute any course, campus lab, or clinical photos, audio recordings, or video recordings is prohibited unless written permission is received from all people involved. Using these sites to display comments about faculty, peers, staff, and/or patients is in conflict with our policies. Such comments may result in disciplinary action. Written permission involves completion of “OWENS COMMUNITY COLLEGE CONSENT FORM”.



## How Grades are determined and major assignments.

### Weighted Grade Scheme:

Breakdown of Course Grades

The lecture section will be worth 50% of the course grade; divided as follows:

|                |           |
|----------------|-----------|
| Test One       | 12.5%     |
| Test Two       | 12.5%     |
| Lecture Final  | 15%       |
| Worksheets     | 2%        |
| <u>Quizzes</u> | <u>8%</u> |
| Total          | 50%       |

Grading Procedure: Grades will be calculated on the following scale.

|               |   |
|---------------|---|
| 93 and above  | A |
| 85 - 92%      | B |
| 76 - 84%      | C |
| 60 - 75%      | D |
| Less than 60% | F |

The course is divided into two sections:

1. Lecture 50%
2. Laboratory 50%

Students must earn a passing grade of 76% in both the lecture and laboratory components of the course. If either of the percentages earned is less than 76%, the student will earn a grade of “D or F” for the course and be removed from the program.

| Assessment                                               | Percentage of grade/Value | Student learning outcomes assessed | Gen Ed Assessment                              |
|----------------------------------------------------------|---------------------------|------------------------------------|------------------------------------------------|
| Test #1                                                  | 13%                       | SLO 1, 2, 3, 4                     | Think analytically, critically, and creatively |
| Test #2                                                  | 13%                       | SLO 1, 2, 3, 4                     |                                                |
| Final Exam                                               | 15%                       | SLO 1,2,3,4                        |                                                |
| *Many scenario-based questions requiring decision-making |                           |                                    |                                                |
| Bontrager Exams                                          | 24%                       | SLO 5 and 6                        | Think analytically, critically, and creatively |

|                                                          |     |       |                                                                                                                                                                           |
|----------------------------------------------------------|-----|-------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| *Many scenario-based questions requiring decision-making |     |       |                                                                                                                                                                           |
| Practical examinations                                   | P/F | SLO 6 | Communicate effectively, act with professional responsibility, demonstrate sensitivity to other's beliefs and values, and think analytically, critically, and creatively. |

### Lecture Class Assignments:

All assignments and testing will be submitted online in the RAD112-002 course shell.

### Worksheets:

A series of worksheets are provided in the lecture manual and posted on Blackboard. When completed they will serve as valuable study guides. Students will need to submit answers on blackboard by the beginning of the class day and time that a worksheet is due. Students are allowed multiple attempts with the highest grade being recorded. All attempts must be completed by the day and time of the final exam. The first attempt on a worksheet must be completed by the due date stated on the syllabus. First attempts Worksheet numbers and due dates are listed in the syllabus along with the appropriate reading assignments. No worksheet grade will be accepted after the lecture final exam.

### Lecture Tests:

All digital testing will utilize Respondus Lockdown Browser. All off-campus testing will utilize Respondus Lockdown Browser with Web Cam. If students are not logged into Respondus during assessments, no credit will be issued for the assessment. A repeat exam consisting of fill-in-the-blank questions on campus will be administered. **Two (2) tests will be given. Each will be worth 12.5% of the grade.**

### Lecture Quizzes:

The student is advised to attend class regularly and keep reading assignments and studies up to date to fully benefit from these quizzes. Make-up quizzes will not be administered. All quizzes will be averaged for **8% of the course grade**. The lowest note card quiz grades will be dropped over the full 8-week course.

### Final Exams:

**A comprehensive final exam will be given, which will count for 15% of the course grade**  
This test will be over all information presented in all 8 weeks of lecture.

**This is just to give you a guide as to what we are going to cover in this course and when.**

## 112 Lecture Schedule Fall 2025

| Class days | SLO     | Topic                                                                                                   | Reading Assignment                                                                                                                                               |
|------------|---------|---------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|            | 1, 2    | Respectful Patient Care in Radiography                                                                  | Adler, Carlton Ch. 5<br>Haddad, Doherty, and Purtilo Ch. 4,7,8,9, & 14<br>Handout on blackboard "Patients need to feel involved"                                 |
|            | 1, 2    | Effective and Respectful Communication<br><i>Quiz #1</i><br><i>Worksheet #1 due</i>                     | Adler and Carlton Ch. 10 & pgs. 125-127<br>Haddad, Doherty, and Purtilo Ch. 1, 5,9,10, &11                                                                       |
|            |         | <b><i>No Class on DATE Holiday AS NEEDED</i></b>                                                        |                                                                                                                                                                  |
|            | 1, 2    | Medical Emergencies<br><i>Quiz #2</i><br><i>Worksheet #2 due</i>                                        | Adler and Carlton Ch. 20<br>Bontrager page 503                                                                                                                   |
|            | 1, 2, 3 | Prenatal/Birth/Newborn<br><i>Quiz #3</i><br><i>Worksheet #3 due</i>                                     | Haddad, Doherty, and Purtilo Ch. 11<br>Adler and Carlton pp. 139-140<br>Bontrager pp.65, 386<br>The Technologist & The Pediatric Patient (Reading on Blackboard) |
|            | 1, 2, 3 | Toddler/Preschool<br><i>Worksheet #4 due</i>                                                            | Review Haddad, Doherty, and Purtilo Ch. 11<br>Bontrager Review Ch. 16                                                                                            |
|            | 1, 2, 3 | <b><i>Lecture Exam #1</i></b>                                                                           |                                                                                                                                                                  |
|            | 1, 2, 3 | Elementary/Bone Development/Child abuse<br><i>Worksheet #5 due</i>                                      | Bontrager, 624-625<br>Haddad, Doherty, and Purtilo Ch. 11, 12<br>Adler and Carlton 129-130                                                                       |
|            | 1, 2, 3 | Adolescent<br><i>Worksheet #6 due</i>                                                                   | Review Ch. 12                                                                                                                                                    |
|            | 1, 2, 3 | Middle Years<br><i>Worksheet #7 due</i>                                                                 | Haddad, Doherty, and Purtilo Ch. 13<br>Adler and Carlton 130-131                                                                                                 |
|            | 1, 2, 3 | Elderly Patient<br><i>Worksheet #8 due</i><br><i>Quiz #4 over both Middle Years and Elderly Patient</i> | Haddad, Doherty, and Purtilo Ch. 14<br>Adler and Carlton, pg., 131<br>Reading on Blackboard "Considerations when working with the Elderly"                       |
|            | 1, 2, 3 | <b><i>Lecture Exam #2</i></b>                                                                           |                                                                                                                                                                  |
|            | 1, 2, 3 | Drug Abuse/Alcoholism<br><i>Worksheet #9 due</i>                                                        | Reading on blackboard "Drug and Alcohol Abuse"<br>Haddad, Doherty, and Purtilo                                                                                   |

|  |            |                                                                       |                                                                              |
|--|------------|-----------------------------------------------------------------------|------------------------------------------------------------------------------|
|  |            |                                                                       | Ch. 16<br>Adler and Carlton 138-139                                          |
|  | 1, 2, 4    | Death and Dying<br><b>Worksheet #10 due</b><br><b>Quiz #5</b>         | Adler and Carlton 142-144<br>Purtilo Ch. 15                                  |
|  | 1, 2, 3, 4 | Respectful Action in Difficult Situations<br><b>Worksheet #11 due</b> | Review Haddad, Doherty, and Purtilo Ch. 16<br>Review Alder & Carlton 142-144 |
|  | 1, 2, 3, 4 | <b>Comprehensive Final Exam</b>                                       |                                                                              |

## LABORATORY SECTION

| <i>What is it?</i>                                                                                                                   | <i>Here is the Answer!</i>                |
|--------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------|
| <b>Course Name:</b>                                                                                                                  | Lab Radiologic Technology II              |
| <b>Course &amp; Section Number:</b>                                                                                                  | RAD 112-XXX BXX, BXX, BXX, BXX, BXX, BXX, |
| <b>Meeting Day &amp; Time Lab Lecture:</b>                                                                                           |                                           |
| <b>Meeting Day(s) &amp; Time Lab(s):</b>                                                                                             |                                           |
| <b>Credits:</b>                                                                                                                      | Total: 1                                  |
| <b>Contact Hours:</b>                                                                                                                | 3 lab                                     |
| <b>Instructor's Name, Student Hours (Formerly Office Hours) &amp; Location, OCC Phone, OCC Email Additional Contact Information:</b> |                                           |

**\*\*Please only use your student OCC email to contact instructors.**

## **Student & Instructor Responsibilities**

### **Instructor Responsibilities:**

We will be respectful of your time and begin and end lab on time. If lab needs to be canceled or rescheduled for any reason, we will notify students as soon as possible by email announcement.

### **Answering Emails:**

We will do our best to respond to your emails within 24 hours on weekdays and within 48 hours on weekends. Please use your Owens email account to contact instructors.

### **Announcements:**

We will post any updates and/or reminders on the Blackboard Announcement page, as well as send it out to your Owens email account.

### **Student Hours:**

These posted times (may be posted outside instructor office doors) are designated for us to be available to meet with and assist you, outside of normal class time, with any concerns/questions you may have regarding this course or program.

### **Facilitating Successful Completion of the Course:**

We welcome questions, concerns, and experiences relevant to the topic, course and/or professional field. We learn from each other. If appropriate, we encourage you to share and ask during lab. If not, please see us during student hours or email us. If there is a need, we will reach out to the student or class to address that need. We will make referrals to other campus resources as needed. We are aware that life is happening, and this class is not the only thing you have going on.

### **Student Responsibilities:**

#### **Lab expectations**

The student must assume responsibility for preparing for labs. It is expected that the student will read and study the assigned material covering the unit in the text before the instructional lab session.

Students will be engaged in the lab session, focusing on lab activities ONLY. Students are expected to participate in lab lecture discussions and be prepared to answer questions at any time during the session.

Students working in the energized laboratory must wear their radiation badges at all times.

#### **Attendance/Participation:**

The RAD 112 labs are extremely important as radiographic positioning and anatomy are presented and demonstrated. The practical examination is given to allow students the opportunity to demonstrate the skills before performing on a patient in the clinical. Students who are tardy to a scheduled lab, not prepared for class or leave early are disruptive to the class. Please refer to the Radiography Procedure Manual for the complete laboratory attendance policy.

Participation in lab activities is vital to the learning process and successful completion of this program. If you cannot participate in an activity, please tell the instructor as soon as possible. We may be able to modify.

Students are expected to leave the laboratory in an organized fashion, putting away sponges, positioning tools etc. in the cabinets.

### **Inclement weather policy**

If the campus closes, laboratory and lab lecture classes will be rescheduled or recorded. If the college does not close for the day but is scheduled to open at 10:00 am, 11:00 am or 12:00 noon, laboratory classes will begin at the time of campus reopening.

### **Breakdown of Course Grades**

**The laboratory section will be worth 50% of the course grade, divided as follows:**

|                                                    |            |
|----------------------------------------------------|------------|
| Three Bontrager Laboratory Exams @ 7% each         | 21%        |
| Final Comprehensive Laboratory Exam                | 9%         |
| Three Radiographic Identification Exams @ 3 % each | 9%         |
| Final Comprehensive Image ID                       | 6%         |
| Math/Technique Manipulation Exam                   | 1%         |
| Medical Terminology Exam                           | 2%         |
| Three Laboratory Quizzes                           | 2%         |
| 3 Practical examinations                           | <u>P/F</u> |
|                                                    | 50%        |

### **Class Assignments**

#### **Testing**

All Bontrager Exams and Chapter Quizzes will be taken on-line via the Blackboard RAD 112-002 course either in class or at home.

Instructors will open exams, tests, and quizzes to be taken on-line at a scheduled time. If a repeat is needed, you may be required to have a password to access, provided to you from your instructor

Students must notify the instructor at least 30 minutes prior to the scheduled class time of their absence. If no notification is given, 5 points will be deducted from the final test score. In addition, a due date for completion of the make-up exam will be provided. No makeup examination will be administered prior to the scheduled examination date

Students must provide a laptop or IPAD for all **on-line testing**. This device must be equipped with a working camera for monitoring and a microphone. Students must install prior to testing times the most current version of Respondus lockdown browser.

Students should reach out to IT for any computer issues or questions. Students are advised to email [helpdesk@owens.edu](mailto:helpdesk@owens.edu) or call 567-661-7120 should they require IT help. If a student does not access a quiz or test during the assigned testing time within ten (10) mins of the testing start time for the test than the class is allotted the student will receive a 5-point deduction from the first attempt test. No additional time will be given to take the test. The student will need to take a makeup test which can be assigned as a partial (at least 10%) fill in the blank test with a given deadline date and time.

## **Lab Exams**

**A** student may not attempt to repeat a laboratory exam until the previous unit is passed. However, the student must continue to take the first exam of the subsequent chapters at the scheduled testing time. Laboratory tests will be comprehensive in nature, including several questions from chapters previously covered in this course.

All chapter lab exams must be successfully completed by the deadline date of October 8<sup>th</sup>, 2025 at 5:00 p.m. Failure to complete by 10/8/2025 will result in a zero grade for comprehensive final lab exam.

If students miss a regularly scheduled exam without prior notification, a make-up exam possibly consisting of fill-in-the-blank questions will be administered.

## **Comprehensive Laboratory Exam**

**Worth** 9% of the course grade, the comprehensive lab exam will be given one time with no repeat attempts offered. Students will receive the score earned. Students must pass all lab exams to attempt the Comprehensive Lab Exam.

## **Radiographic Images:**

An uploaded Power point of medical images pertaining to each chapter will be included in the RAD 112 lab lecture course. Students should attempt to identify and label the anatomical structures listed and then attend an image review session where a faculty member will be present to assist in identifying anatomical structures.

## **Radiographic Image I.D. Exams**

**Three** Image ID exams will be given and will be worth a total of 9% of the course grade. Image ID exams will be comprehensive and include several questions from chapters previously covered in this course. Students must earn a grade of 76% or higher on Image ID exams.

**Students** not earning 76% or higher on an Image ID exam must repeat the exam as soon as possible. The score earned on a repeated Image ID exam may adversely



affect the course grade as each repeat attempt will result in a 5% reduction of the recorded exam grade. See the Procedure Manual for more information, including grading for repeated Image ID exams.

**Students** may not attempt to repeat an Image ID exam until the previous unit is passed. However, students must continue to take the first exam of the subsequent chapters at the scheduled exam time. All Image ID exams must be completed with a passing score of 76% prior to attempting the Comprehensive.

### **Image ID Exam**

#### **Comprehensive Final Image Identification**

**The** comprehensive Image ID exam will be given one time, no repeat attempts will be offered, and students will receive the score earned. Students must pass all Image ID exams to attempt the Comprehensive Image ID Exam.

The comprehensive image I.D. exam will not be rescheduled for students who have not completed all chapter lab exams. See the Procedure Manual for subsequent process.

### **Inverse Square Law Competency Exam**

**This** course includes two practice math technique quizzes and a final competency exam covering the Inverse Square Law. There are two practice quizzes located in the lab handout packet designed to help the student prepare and will not count toward the final lab grade.

The final written competency examination over Inverse Square Law will be given the sixth week of the course. The first time the student completes this exam if the grade is 85% or greater, the score received will be recorded. If the grade is 84% or lower, no grade is recorded, and the exam must be repeated. The student should review the material, and then ask for assistance before repeating the exam. If the first repeat grade is 85% or higher, a grade of 85% is recorded. If the grade is lower, the exam must again be repeated. If the grade on the second repeat is 85% or higher, an 80% is recorded. If the grade is lower, the student should seek assistance before repeating it. This procedure will continue until the student receives a grade of 85% or higher. Each time the recorded grade will be 5% lower.

**The final Inverse Square Law Exam** is worth 1% of the laboratory grade. The student should start taking this exam beginning September 8th, 2025. The final date to complete this requirement is **DATE. Failure to complete by DATE will result in a zero grade.**

### **Medical Terminology**

**This** course includes a test over Medical Terminology related to the chapters of study. There is a practice quiz located in the lab packet designed to help the student prepare and will not count toward the final lab grade.

The final written competency examination over medical terminology can be taken starting any time after **DATE**. The first time the student completes this exam if the grade is 85% or greater, the score received will be recorded. If the grade is 84% or lower, no grade is recorded, and the exam must be repeated. The student should review the

material, and then ask for assistance before repeating the exam. If the first repeat grade is 85% or higher, a grade of 85% is recorded. If the grade is lower, the exam must again be repeated. If the grade on the second repeat is 85% or higher, an 80% is recorded. If the grade is lower, the student should seek assistance before repeating it. This procedure will continue until the student receives a grade of 85% or higher. Each time the recorded grade will be 5% lower.

**The Medical Terminology Exam** is worth 1% of the laboratory grade. The student should start taking this exam beginning the week of September 1<sup>st</sup>, 2025. Final date to complete this requirement is **DATE**. Failure to complete by 10/8/2025 will result in a zero grade.

### **Laboratory Quizzes**

It is expected that students will read and study the assigned material covering the unit in the Bontrager Text before the instructional lab session. Students must assume responsibility for preparing for labs and lab lecture. Laboratory experiences are designed to clarify and reinforce positioning and radiographic anatomy skills. Quizzes covering basic positioning facts will be given at the beginning of each instructional lab lecture session. Students may utilize self-prepared notes for these quizzes. The lowest quiz score will be dropped.

### **Practical Examinations**

Three positioning practicals will be given during the eight weeks. Students must pass all three practicals to be successful in the course. Students may attempt to pass a practical up to a maximum of five times. Prior to any practical or the 3<sup>rd</sup> or subsequent repeat practical attempts, students must complete at least one session of supervised open lab. Students are encouraged to complete open lab sessions where direct supervision is provided. In addition, students are encouraged to use the lab for extra practice anytime a faculty member is present and indirect supervision is available. The student must have his/her own lead markers, radiation monitoring badge and follow the dress code to attempt a practical exam. All practicals must be successfully completed by **DATE**. On the last day of practicals, only 2 attempts and 1 open lab will be scheduled for the student. If the student has not successfully passed all 3, the student will earn an "F" for the course.

Repeat practical exams will be permitted after the student has completed one shared hour of open lab time and successfully completed a written test covering a random selection of one of the positions in the Bontrager chapter.

### **Positioning of patients in clinic**

For each radiographic unit presented in the laboratory, the student must demonstrate competency on the practical, image identification, and laboratory examinations before communication will be sent to the clinical coordinator. After completing the above requirements, the radiographic lab instructor will notify the clinical preceptor to serve as verification that a student may then begin positioning patients in the clinical setting.

Without this communication, the student may not perform these radiographic examinations on patients at the clinical education centers.

### Eating and drinking in lab

No eating or drinking will be permitted in the laboratory with the exception of bottled water.

### **\*\*Semester Monday Lab Lecture INFORMATION**

### **\*\*Semester Labs INFORMATION**

**\*\*Campus is closed on HOLIDAY AS NEEDED \*\***

**The lab classes for these dates have been rescheduled and notice will be sent to student who are affected by this change.**

## RAD 112 RADIOGRAPHY LABORATORY SCHEDULE SEMESTER

| Week of | Monday Lab Lecture Session                                                                                                          | Monday Lab Lecture Session                                                                  | Monday Lab Lecture Session                                                     | Mon/Wed/ or Thursday Instruction Lab                                                                                                            |
|---------|-------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------|
|         | <b>QUIZ CHAPTER 4</b><br>Bontrager Ch 4<br>Open note in class with Respondus                                                        | Bontrager Ch 4<br>Power point                                                               | Bontrager Ch 4<br>Power point                                                  | Positioning lab manual and Bontrager Ch. 4                                                                                                      |
|         | <b>Bontrager Ch. 4 Lab exam</b><br><br><b>Will be taken with Respondus by DATE</b><br><br><b>Campus is closed HOLIDAY AS NEEDED</b> | Bontrager Ch. 4<br>Student Image Review<br><br><b>Will be recorded in the course</b>        | Bontrager Ch. 4<br>Image Critique<br><br><b>Will be recorded in the course</b> | <b>Chapter 4 PRACTICAL AND IMAGE ID</b><br><br><b>*JT and GB Monday Labs have been rescheduled to Tuesday DATE</b><br><b>*Students notified</b> |
|         | *Med Term test will be open in the course for you to take, with Responds, due date is <b>DATE</b>                                   | *Sign up for inverse square law testing on BlackBoard testing area, due date is <b>DATE</b> |                                                                                |                                                                                                                                                 |

|  |                                                                                                                                                                                                                                                                                                           |                                         |                                   |                                                                         |
|--|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------|-----------------------------------|-------------------------------------------------------------------------|
|  | <b>Quiz Ch. 5<br/>Bontrager Ch. 5</b>                                                                                                                                                                                                                                                                     | Bontrager Ch. 5<br>Power point          | Math review session<br>TIME       | Positioning, lab manual<br>and Bontrager Ch. 5                          |
|  | <b>Bontrager<br/>Ch 5<br/>Lab Exam</b>                                                                                                                                                                                                                                                                    | Bontrager Ch. 5<br>Student Image Review | Bontrager Ch. 5<br>Image Critique | <b>Bontrager Ch. 5<br/>PRACTICAL AND<br/>IMAGE ID</b>                   |
|  | <b>Quiz Ch. 6 A</b><br>Bontrager Ch. 6                                                                                                                                                                                                                                                                    | Bontrager Ch. 6<br>Power point          | Bontrager Ch. 6<br>Power point    | Positioning, lab manual<br>and Bontrager Ch. 6                          |
|  | <b>Quiz Ch. 6 B</b><br>Bontrager Ch. 6                                                                                                                                                                                                                                                                    | Bontrager Ch. 6<br>Student Image Review | Bontrager Ch. 6<br>Image Critique | Positioning, lab manual<br>and Bontrager Ch. 6                          |
|  | <b>Bontrager<br/>Ch. 6<br/>Lab Exam</b>                                                                                                                                                                                                                                                                   | Comprehensive Bontrager<br>Review       |                                   | <b>Bontrager Ch.6<br/>Practical and Image ID</b>                        |
|  | <b>Comprehensive Bontrager<br/>TIME</b>                                                                                                                                                                                                                                                                   |                                         |                                   | Repeat Practical Ch. 6<br>Patient Provided<br>Comprehensive Image<br>ID |
|  | <div>*Deadline for Chapter Image ID's is prior to taking the Comprehensive Image ID in lab class<br/><b>B XX and B XX DATE</b><br/><b>B XX, B XX, B XX, B XX DATE</b><br/>*Deadline for Chapter Bontragers, Med Term and mAs testing is<br/><b>DATE</b><br/>*Deadline for practicals is <b>DATE</b></div> |                                         |                                   |                                                                         |

**Please note that while unlikely, there is a possibility courses might need to change the delivery method due to external issues like public health concerns, weather issues, etc. If this happens, the college will communicate any changes via email and/or other communications.**

**REVISED GB 7/27/2025**

Disclaimer: The instructor reserves the right to amend this syllabus as deemed necessary and will communicate such amendment to the students in the course. Please note that while unlikely, there is a possibility courses might need to change the delivery method due to external issues like public health concerns, weather issues, etc. If this happens, the college will communicate any changes via email and/or other communication methods.