

Minutes

**RADIOLOGIC TECHNOLOGY
ADVISORY COMMITTEE MEETING**

**September 15, 1987
2:00 p.m.**

Present

Robert E. McLeod	St. Joseph Mercy Hospital - Pontiac
Hilda Merchant	Oakland Community College
Kathleen Sandler	Bi County Community Hospital
Willie J. Smith	Pontiac Osteopathic Hospital
Theresa Wangler	Oakland Community College

1. Call to Order

The meeting was called to order at 2:30 p.m. by Acting Chairman Robert McLeod.

2. Acceptance of Minutes

The minutes were accepted as written.

3. Posting of Radiologic Tech/DMS Administrator Position

The posting for the Program Director was discussed at length. The Essentials from CAHEA were distributed and the following qualifications were decided upon:

- * Shall be a radiographer qualified in educational methodologies
- * Shall be credentialed in radiography by the American Registry of Radiologic Technologists or possess suitable equivalent qualifications
- * Shall document to the sponsor satisfactory completion of one of the following:
 - A baccalaureate or advanced degree with a minimum of two years of post certification experience as a radiographer and a minimum of two years as an instructor in an accredited radiography program
- * Shall be credentialed in ultrasonography by the American Registry of Diagnostic Medical Sonographers

The question of how and where to advertise for this position was raised. The Committee decided to advertise in local newspapers; i.e., The Detroit News, The Free Press, Oakland Press, Eccentric, etc. They also felt that the position should also be advertised in the American Health Care & Radiological Administrators Periodical.

4. Review of Clinical Objectives and Performance Standards

Kathleen Sandler, Bi County Community Hospital, submitted a rotation schedule for discussion. The student selection process was again discussed and the Committee was referred to page 3 of the Minutes from the August 18 meeting--the hospital will have the last word on final acceptance. There will further discussion of Clinical Objectives and Performance Standards at the next meeting.

Willie Smith inquired about the status of transfer students who wish to enroll in either clinical or didactic courses. As previously discussed, there will be an advanced placement program for those already employed as radiologic technicians. For those wishing to transfer didactic courses from another Program, transcripts will be evaluated by the Office of the Registrar. It was suggested that clinical competency tests be administered to place transfer students clinically.

5. Review of "Draft" of Student Information Sheet

The following corrections were decided upon:

- * The number of students to be accepted into the clinical year of the program was changed from 25 to 40
- * Under the "Further Information..." section:
 2. changed to read "with 40 hours per week of mandatory commitment to school..."
 4. changed to read "Most clinical site assignments are within a 60 mile radius of OCC's Southfield Campus. However, some assignments may be a greater distance from the College."
 5. changed to read "Clinical practice is done on rotation shifts in order to provide the student with a variety of necessary experiences."
 6. changed to read "Students wear white uniforms or follow the dress code of the clinical site. Students provide their own uniforms."

Robert McLeod asked what steps would be taken to remove a student from the Program for tardiness/absenteeism. He stated that his hospital currently uses: 1. verbal counseling, 2. written counseling, 3. suspension. Kathleen Sandler asked what would happen if a student missed time but was clinically competent. It was suggested that the student be allowed to make legitimately missed clinical days within "X" amount of time. Robert McLeod suggested that a meeting be scheduled for the Committee to review the Essentials one by one to clearly define the answers to the above and other related questions.

The Essentials were consulted as to the ratio of clinical instructors to students. The ratio is 1:10. The sites represented stated the number of students they could successfully educate. The sites not represented will be polled at another time, and final numbers tallied.

6. Old Business

The Committee was satisfied with the educational content of the program as written. They were advised by Theresa Wangler of the steps required before the program could be instituted: 1. Post and fill Directors position 2. Expand course descriptions and establish course content as required by College Curriculum 3. Submit for College curriculum process.

The selection process was again discussed. It was decided that a general meeting would be held for all potential students at which time the clinical sites would acquaint the students with their facilities.

7. New Business

Mr. McLeod said that he will be responsible for a draft of clinical standards at the next meeting. The next meeting will be held October 20, 1987, 2:30 p.m., Oakland Community College, Southfield Campus Conference Room.

8. Adjournment

The meeting adjourned at 4:15 p.m.

Respectfully submitted,

Sally A. Mason
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