IVY TECH COMMUNITY COLLEGE
REGION 5, KOKOMO
SURGICAL TECHNOLOGY PROGRAM

SURGICAL TECHNOLOGY PROGRAM
INFORMATION PACKET and APPLICATION

Revised 2016
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Revised 2016
Dear Surgical Technology Applicant:

We are glad that you are interested in pursuing this challenging-but-rewarding career. We would like to tell you a little more about the Surgical Technology program.

This packet is developed to provide the most current information related to the procedures for admission to the Surgical Technology Program.

Usually, ten-twelve students are selected each year for this full-time, three semester, 68-69 credit hour Applied Associate of Science program, which starts every Fall (August). The courses to be offered each semester are listed in the attached curriculum outline. After being awarded your degree and upon successful completion of the program and certification exam you may be awarded your CST (Certified Surgical Technologist) from the credentialing agency. The most recent past rates are as follows:

2015 = 100%
2016 = 80%

If you have any questions after reading the packet, please feel free to contact me at (765) 252-5575 or 866-457-0891 ext.5575.

Ivy Tech Community College of Indiana is proud to be able to offer this program for our students and the community. Be aware that there are limited positions in this program. We strongly encourage you to seek information from Ivy Tech about alternative programs and future Surgical Technology classes by coming to the Admissions Office where counselors are available to assist you. We look forward to hearing from you again.

Sincerely,

Jia Hardimon-Eddington MS, CST
Program Chair, Surgical Technology
765-252-5575
866-457-0891 ext. 5575
765-457-1036 fax
jhardimon@ivytech.edu

Ivy Tech Community College of Indiana
Kokomo, IN 46901

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### Student Information

**Student Name:** ____________________________  
**Date Started:** ____________________________  
**Student ID/C0#** ____________________________  
**Phone Number** ____________________________

### Developmental Courses

<table>
<thead>
<tr>
<th>Course No.</th>
<th>Course Title</th>
<th>Credit</th>
<th>Prerequisite</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGL 083, ENGL 093, MATH 015</td>
<td>Anatomy &amp; Physiology I</td>
<td>3</td>
<td>ENGL 083, ENGL 093, MATH 015</td>
</tr>
<tr>
<td>ENGL 083, ENGL 093</td>
<td>Medical Terminology</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>ENGL 083, ENGL 093</td>
<td>English Composition</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>MATH 015 or 023</td>
<td>Math Elective</td>
<td>3</td>
<td></td>
</tr>
</tbody>
</table>

### Semester I (Fall)

**Course No.** APHY 101  
**Course Title** Anatomy & Physiology I  
**Credit** 3  
**Prerequisite** ENGL 083, ENGL 093, MATH 015

**Course No.** HLHS 101  
**Course Title** Medical Terminology  
**Credit** 3  
**Prerequisite** ENGL 083, ENGL 093

**Course No.** ENGL 111  
**Course Title** English Composition  
**Credit** 3  
**Prerequisite** ENGL 083, ENGL 093

**Course No.** MATH 123 or higher  
**Course Title** Math Elective  
**Credit** 3  
**Prerequisite** MATH 015 or 023

### Semester II (Spring)

**Course No.** APHY 101  
**Course Title** Anatomy & Physiology II  
**Credit** 3  
**Prerequisite** APHY 101

**Course No.** BIOL 211  
**Course Title** General Microbiology  
**Credit** 3  
**Prerequisite** MATH 015, APHY 101 OR BIOL 101

**Course No.** HLHS 105  
**Course Title** Medical Law & Ethics  
**Credit** 3  
**Prerequisite** ENGL 083, ENGL 093

**Course No.** SURG 203  
**Course Title** Surgical Pharmacology  
**Credit** 3  
**Prerequisite** HLHS 101, APHY 101, MATH 015

**Course No.** IVYT 112  
**Course Title** Life Skills  
**Credit** 1  
**Prerequisite** None

### Semester III (Summer)

**Course No.** SOCI 111  
**Course Title** Introduction to Sociology  
**Credit** 3  
**Prerequisite** ENGL 083, ENGL 093, MATH 015

**Course No.** PSYC 101  
**Course Title** Introduction to Psychology  
**Credit** 3  
**Prerequisite** ENGL 083, ENGL 093, MATH 015

**Course No.** COMM 101  
**Course Title** Fundamentals of Public Speaking  
**Credit** 3  
**Prerequisite** ENGL 083, ENGL 093

**Course No.** COMM 102  
**Course Title** Intro to Interpersonal Comm.  
**Credit** 3  
**Prerequisite** ENGL 083, ENGL 093

### Semester IV (Fall)

**Course No.** SURG 111  
**Course Title** Fundamentals of Surg. Tech.  
**Credit** 4  
**Prerequisite** Program Chair Approval, APHY 101, MATH 123, ENGL 111, HLHS 101, Coreq SURG 112

**Course No.** SURG 112  
**Course Title** Application of Surg. Fund.  
**Credit** 2  
**Prerequisite** Program Chair Approval, APHY 101, MATH 123, ENGL 111, HLHS 101, Coreq SURG 111

**Course No.** SURG 113  
**Course Title** Surgical Procedures I  
**Credit** 3  
**Prerequisite** SURG 111, SURG 112, APHY 102

**Course No.** SURG 114  
**Course Title** Clinical Applications I  
**Credit** 3  
**Prerequisite** BIOL 211, SURG 203, HLHS 105, Coreq SURG 114, Program Chair approval

### Semester IV (Spring)

**Course No.** SURG 211  
**Course Title** Surgical Procedures II  
**Credit** 6  
**Prerequisite** SURG 113, SURG 114, COMM 101

**Course No.** SURG 212  
**Course Title** Clinical Applications II  
**Credit** 9  
**Prerequisite** SURG 113, SURG 114, COMM 101

### Semester V (Summer)

**Course No.** SURG 213  
**Course Title** Surgical Procedures III  
**Credit** 3  
**Prerequisite** SURG 211, SURG 212, Coreq SURG 214

**Course No.** SURG 214  
**Course Title** Clinical Applications III  
**Credit** 7  
**Prerequisite** SURG 211, SURG 212, Coreq SURG 213

**Total Credit Hours**: 68-69

“The college requires for any degree or technical certificate demonstration of mastery of basic reading, writing, mathematical and algebraic skills, though appropriate ASSET or Accuplacer scores or through completion ENGL 083, ENGL 093, and MATH 015”. (APPM) *This is subject to change without notice*

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The application process is outlined below. Please direct any early admissions questions to: Express Enrollment/Admission office at (765) 459-0561. APPLICATION TO THE PROGRAM OR ENROLLING IN CLASSES THAT ARE PART OF THE SURGICAL TECHNOLOGY PROGRAM DOES NOT MEAN THAT THE STUDENT IS ADMITTED TO THE PROGRAM

ADMISSIONS PROCEDURE

Admission/Selection
The Surgical Technology Program has a two-step admission process as described below.

Step 1 – Admission to the College
1. Follow standard college admission requirements.

Step 2 – Admission to the Program
1. Take the PSB-HO Test for Surgical Technology prior to the month of May for the year applying. April 1st (by 4PM) is the application deadline for each fall semester; selection is processed in May and students will be informed in June.
2. Complete the attached program application, PSB-HO if completed, and submit by April 1. Submit a copy of PSB-HO results and all college transcripts. This includes Ivy Tech and any other colleges you have attended. Unofficial copies are acceptable for this application. However, official copies must be submitted to Registrar for consideration of transfer credit. It is the student’s responsibility to have all items (i.e. application, PSB, transcripts) submitted by deadline and have all official transcripts sent to the Registrar. It is also the student’s responsibility to follow up with Registrar’s office to determine if transfer credit has been awarded and applied to Ivy Tech transcript. The student must successfully complete the following courses before beginning Fundamentals of Surgical Technology (SURG111):
   a. Anatomy and Physiology 1 (APHY101)
   b. Medical Terminology (HLHS101)
   c. English Composition (ENGL111)
   d. Mathematics elective (MATH123 or higher)
3. All applicants to the Surgical Technology Program must be physically able to perform all of the Essential Functions Required for the Surgical Technology Program (attached).
4. At the time of acceptance to the Surgical Technology Program, students will receive notification by letter of a mandatory information orientation. Students must reply indicating intent to attend the mandatory information session/orientation by the date stated in the letter. Failure to attend the information session may result in forfeiture of program entry and clinical slot for the current year.
5. Prospective students will be awarded points for each course completed by the regionally determined deadline based on the following outlined schedule. Points awarded for the student's grade for courses required in the Surgical Technology program as listed below, including coursework completed at other institutions, is worth 75% of the rank score. Course points on transcript verified as a V (from Dantes/Clep/IB) will be awarded a C after verification.
6. Points awarded for the PSB Health Occupations Aptitude Exam (PSB-HO) test are worth 25% of the rank score. Points for the PSB-HO test will be awarded based on a sum of the five categories (Academic Aptitude, Spelling, Reading, Science, and Vocational

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Index) from percentile scores divided by 10. Students must have a percentile score of twenty-five (25) or higher in each category or a composite score of 200 to be considered for admission to the program. PSB-HO scores will be valid for one (1) year.

7. Admission to the Surgical Technology Program is by selecting those students with the highest rank score. However, the number of students admitted shall not exceed the number of clinical externships available.

8. In the event that multiple students have equal points, those students will receive ranking by the sum of the percentile scores from the PSB-HO exam.

9. Students who are not admitted to the program must reapply and are not given preferential consideration.

SURGICAL TECHNOLOGY ENTRANCE TEST (PSB)

This test should be scheduled in the early spring semester of the year applying by first paying the testing fee at the Business Office. The cost for taking the test is approximately $40.00 - $45.00 payable in advance, and nonrefundable. The testing cost is subject to change. Next, schedule PSB-HO entrance exam located at the Testing Center. You may call 765-459-0561 (ask for the Testing Center) for specific instructions. Please be advised to arrive at least 10 minutes prior to your testing time. Also, on occasion testing dates may be cancelled or rescheduled. The test takes about three hours. All applicants will be notified with immediate results from testing center. It is recommended that you discuss your education plan with an advisor. It is NOT necessary to complete all prerequisites before taking the PSB-HO or before submitting an application to the program. However, all prerequisite coursework is highly suggested to be completed before beginning the program. It is strongly recommended that students also complete SURG 203, HLHS 105, BIOL 2XX, and APHY 102 before beginning the program. Time constraints of the program during the fall semester make it very difficult to complete both of these courses while enrolled as a full-time, surgical technology program student.

SCORING: The scoring ranges are from 0-500. Students must have a percentile score of twenty-five (25) or higher in each category or a composite score of 200 to be considered for admission to the program. PSB-HO scores will be valid for one (1) year. If the PSB test is NOT taken at the Ivy Tech campus for which this application is submitted, it is the student’s responsibility to see that PSB results are e-mail/faxed/mailed from the testing site to the program chair. Results are best e-mailed prior to the end of spring semester to jhardimon@ivytech.edu

<table>
<thead>
<tr>
<th>Points Awarded</th>
<th>Completed Courses</th>
<th>Points Awarded</th>
<th>Completed Courses</th>
</tr>
</thead>
<tbody>
<tr>
<td>A = 6 points</td>
<td>Anatomy and Physiology I</td>
<td>A = 3 points</td>
<td>Mathematics Elective</td>
</tr>
<tr>
<td>B = 4 points</td>
<td>Anatomy and Physiology II</td>
<td>B = 2 points</td>
<td>Intro. To Sociology OR Intro. To Psychology</td>
</tr>
<tr>
<td>C = 2 points</td>
<td>Microbiology</td>
<td>C = 1 point</td>
<td>English Composition I</td>
</tr>
<tr>
<td>D = 0 points</td>
<td>Medical Terminology</td>
<td>D = 0 points</td>
<td>Fundamentals of Public Speaking OR Intro to Interpersonal Communications</td>
</tr>
<tr>
<td></td>
<td>Surgical Pharmacology</td>
<td>A,B,C, = 2pts</td>
<td>IVYT 1XX Life Skills</td>
</tr>
<tr>
<td></td>
<td>Medical Law and Ethics</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

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STUDENTS SELECTED must complete the additional requirements listed below before the first day of class. The acceptance letter will include the necessary forms. Please note that your final acceptance will be contingent upon your satisfactory completion of these events:

1.) Health Forms (Immunizations and Essential Functions Form)
2.) CastleBranch.com information (OIG Fraud Check, Sex Offender, 10 panel drug test)
3.) Current CPR card (for health professionals)
4.) Good academic standing with minimum GPA of 2.0
5.) Completion of courses & All fees paid
6.) Purchase books, uniforms, shoes, and supplies
7.) Attend orientation session in summer

Qualified applicants who are not initially selected will be placed in an “alternate pool”. Applicants who are selected but do not complete Step 4 will be replaced in the program by someone from this pool. After the semester begins, there is no longer an alternate pool, and the student will need to re-apply to the program to be considered.

Purpose

The purpose of requiring criminal background checks and drug screenings ensures students meet the same standards as health care employees. Health care facilities are obligated to track documentation on any individual authorized to provide care to their patients. Anyone with a criminal history or failed drug screening may be denied placement. The screening will also provide consistency for Ivy Tech School of Health Sciences and School of Nursing programs.

Health Science Student Statement

Any convictions or criminal charges (a criminal complaint filed in court by a prosecutor) filed against the student prior to or during enrollment in the nursing program may result in a failure to be approved for required clinical placement assignments and may result in inability to progress through the surgical technology program. Convictions and criminal charges are reported to the clinical sites, which may or may not allow the student to attend clinicals in their facility depending on the issue in question. Required clinical placements are prerequisites to the completion of the surgical technology program.

Organizational Scope or Audience

This policy applies to all students who will have direct patient contact within a health care facility or laboratory, or other setting where health care is provided, as well as students who do not have direct patient contact but engage in practice-based learning within a setting where health care is provided.

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Definitions

Drug Screening: technical analysis of a biological specimen - for example urine, hair, blood, sweat, or oral fluid/saliva - to determine the presence or absence of specified parent drugs or their metabolites.

Clinical and Practice-based learning: as applicable to this policy, any course of study in which the student may be assigned to a healthcare or practice laboratory setting to meet course objectives. This includes, but is not limited to, assignment in any setting where a student provides direct patient care or patient care services, has direct contact with patients or their families in an observational role, has access to patients’ health records, or is performing invasive healthcare procedures in a campus laboratory setting.

Policy

Criminal background checks and drug screenings will be required for all currently enrolled clinical students and newly admitted students in School of Health Sciences and School of Nursing programs. Completion of a criminal background check and drug screening are required for admission and/or clinical placement in Health and Nursing programs. The criminal background check and drug screening must be completed 8 weeks before the first day of clinical or externship as specified by the program. Additional criminal background checks and/or drug screenings will be required in programs for students enrolled in clinical courses more than 12 months or if requested by the facility at the student’s expense.

Students who are enrolled in courses for credit or non-credit, but who are not in a degree-seeking program, may be exempt from the drug testing and background check requirements in this policy. Further, additional or different requirements may apply to students in any program for which rules or regulations external to College policy exist.

Students who are not continuously enrolled in a program until completion may be required to complete additional checks upon re-entry to a program or admission to a different program in the School of Health Sciences or School of Nursing. Clinical sites or the College may request additional background checks or drug screenings at their discretion.

Students who are denied clinical placement or who are withdrawn from enrollment in a clinical course due to clinical site refusal to accept students with positive findings on criminal background checks or drug screenings, may reapply to the same or different School of Health Sciences or School of Nursing program the next semester, but will need to comply with additional criminal background checks or drug screenings as required. College program admission and progression policies will apply. If a student is denied placement for clinical at one site, up to two more attempts will be made to place the student at other clinical sites if other sites are available.

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Procedure

The student is responsible for completing the online processes and other required paperwork, paying for the criminal background check and drug screening, working with the company providing the criminal background check and drug screening for any follow-up information or testing that may be required, and monitoring the results of the criminal background check and drug screening. By participating in the required criminal background check and drug screening, students are giving the College permission to release information as needed to the clinical affiliates. The College will provide clinical sites with an assurance that background checks and drug screenings will be completed for every student. The student, the College, and clinical sites will have access to the secure web-based results.

The student will initiate the required background check and drug screening with the company of the College's choice by the due date designated by the program. Students who refuse to comply with the background check and drug screening will not be eligible to enroll in clinical courses, and therefore will not be eligible to enroll, progress, and/or graduate from the program.

Disclaimers

- Completion of a criminal background check and drug screening for a Health Sciences or Nursing program does not ensure admission to or continued enrollment in any program.
- Completion of a criminal background check and drug screening for a Health Sciences or Nursing program does not ensure eligibility for licensure, credentialing, or future employment. Additional criminal background checks and/or drug screenings may be required for licensure, credentialing, or employment.
- Clinical affiliates can establish more stringent standards for criminal background checks and/or drug screenings than those required by the College, and students will be required to meet those standards.
- Clinical affiliates can conduct additional background checks and drug screenings (including random drug screenings during clinical) at their discretion.
- Completion of background checks and/or drug screenings from other vendors, such as those required by current employers of the students, may not be used in lieu of the College requirements.
- If a student is found to be ineligible for clinical placement at any time during the program, the student will be withdrawn from the clinical course and any corequisite courses pending resolution of the situation.

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Student Instructions

Ivy Tech Community College- Health Sciences
The above organization has chosen CastleBranch.com as an approved source for background checks and drug testing.

CastleBranch.com is a background check and drug testing service that allows students to purchase their own background check and/or drug test.

The results of a background and/or drug test are posted to the CastleBranch.com web site in a secure, tamper-proof environment, where the student, as well as organizations can view the background check.

To order your background check and/or drug testing from CastleBranch.com, please follow the instructions below.

1. Go to www.CastleBranch.com and click on "Students."
2. In the Package Code box, enter package code: IV92n Package Code
3. Select a method of payment: Visa, MasterCard, or money order.

Once your order is submitted, you will receive a password via email to view the results of your background check. The results will be available in approximately 72 hours.

IV92n- This is a Background Check and Drug Test package.*

www.CastleBranch.com.com Phone: (888) 723-4263 ext.7196

Please note your ability to successfully complete your program of study may be affected by your ability to pass a drug screening test and/or criminal history check.
Ivy Tech Community College of Indiana  
School of Health Sciences – Surgical Technology  
Physical Examination & Immunity Documentation Form

THIS SECTION TO BE COMPLETED BY STUDENT:

Student Name: ________________________________________________________________

Student ID: C0# __________________________ Date of Birth ___/___/___

Address: _____________________________________________

Phone: Home _____ - _____- __________

Work______ - ______- __________

Cell ______ - ______- __________

Ivy Tech Email: ______________________________________________________________

Emergency Contact (Print Name) ________________________________________________

Emergency Contact Number _______ - __________ - ____________________________

I understand that the information on this form or the form itself may be given to clinical affiliate sites as required for institutional accreditation.

Name of Student (PRINT)  
________________________

Student Signature  
________________________

Date  
________________________

THIS SECTION TO BE COMPLETED BY A PHYSICIAN, LICENSED PHYSICIAN ASSISTANT, OR ADVANCED REGISTERED NURSE PRACTITIONER:

Required documentation includes immunity status, tuberculosis screening, physical examination and validation of student’s ability to perform essential functions of the program. Health care provider must complete and sign all 3 sections of this form. It is the student’s responsibility to ensure that the form is complete and signed in all required areas prior to submission to the program.

1. **Immunity Status:** Documentation of immunity requires either a vaccine that is up to date according to CDC recommendations or serologic evidence of immunity. **If the student declines one or more the following vaccines, a declination form must be completed and signed by the student’s health care provider.**

<table>
<thead>
<tr>
<th>Vaccine</th>
<th>Date of Vaccine</th>
<th>Titer Showing Immunity</th>
<th>Date of Titer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hepatitis B #1</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Hepatitis B #2 (1 mo. following #1)</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

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<table>
<thead>
<tr>
<th>Vaccination/Immunization</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Hepatitis B #3 (5 mo. following #2)</td>
<td></td>
</tr>
<tr>
<td>Influenza (1 dose annually)</td>
<td></td>
</tr>
<tr>
<td>Measles (2 doses, 4 weeks apart)</td>
<td>MMR</td>
</tr>
<tr>
<td>Mumps (1 dose)</td>
<td>1:</td>
</tr>
<tr>
<td>Rubella (1 dose)</td>
<td>2:</td>
</tr>
<tr>
<td>Varicella (2 doses, 4 weeks apart)</td>
<td>1:</td>
</tr>
<tr>
<td></td>
<td>2:</td>
</tr>
<tr>
<td>T-dap - 1 dose</td>
<td>Titer Below</td>
</tr>
<tr>
<td>Td Booster (every 10 yrs. after T-dap)</td>
<td>Titer Below</td>
</tr>
<tr>
<td>Tetanus</td>
<td>Vaccine above</td>
</tr>
<tr>
<td>Diphtheria</td>
<td>Vaccine above</td>
</tr>
<tr>
<td>Pertussis</td>
<td>Vaccine above</td>
</tr>
</tbody>
</table>

2. **Tuberculosis Screening**: Tuberculin Mantoux skin testing or Quantiferon TB Gold blood test required; and chest x-ray if either result is positive.

- **Tuberculin Skin (Mantoux) Test**: For students who have not had a documented negative tuberculin skin test in the preceding 12 months, baseline tuberculin skin testing should employ a two-step method, with a second test in 1-3 weeks. If student has documented annual tuberculin skin testing, the last annual results may be recorded for first test and the current test may be recorded for second test.

  First Test:
  Date Given: ____/____/____ time: ____ Date Read: ____/____/____ time: ____
  Results: _____ mm
  Negative □ Positive (chest x-ray required) □
  Provider Signature: ______________

  Second Test:
  Date Given: ____/____/____ time: ____ Date Read: ____/____/____ time: ____
  Results: _____ mm
  Negative □ Positive (chest x-ray required) □
  Provider Signature: ______________

- **Quantiferon TB Gold Blood Test**
  Results: Date of test: ____/____/____
  Negative: □ Positive (chest x-ray required): □ Indeterminate (requires mantoux):□
  Provider Signature: ______________

- **Chest X-Ray (Required if Tuberculin skin test or Quantiferon TB Gold test is positive)**
  Date of chest x-ray: ____/____/____
  Normal: □ Abnormal: □

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3. **Surgical Technology students will be directly involved with surgical procedures requiring the use of a laser.** A detailed baseline eye examination is recommended prior to exposure to laser.

   a. Ocular History:

   b. Central vision and contrast sensitivity:

   c. Fundoscopic examination:

**Physical examination**

A complete list of essential functions required for the program may be found in the student’s program handbook. Academic capabilities may be documented through other means; however, the student’s physical and mental ability to perform the following essential functions requires validation through a comprehensive assessment by the health care provider.

Frequency:  O = Occasionally (1-33%)  F = Frequently (34-66%)  C = Constantly (67-100%)

<table>
<thead>
<tr>
<th>Function</th>
<th>Program-Specific Examples</th>
<th>Frequency</th>
<th>Specific Accommodations</th>
<th>Health Care Provider Initials</th>
</tr>
</thead>
<tbody>
<tr>
<td>GROSS MOTOR SKILLS</td>
<td>• visually identify differences between instruments</td>
<td>F</td>
<td>F</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• regulate equipment, including electrocautery, lasers, &amp; endoscopy</td>
<td>F</td>
<td>F</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• perform patient assessment</td>
<td>O</td>
<td>O</td>
<td></td>
</tr>
<tr>
<td>FINE MOTOR SKILLS</td>
<td>• manipulate needles, blades, sutures, &amp; instrumentation with both hands</td>
<td>F</td>
<td>F</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• possess eye-hand coordination with both hands</td>
<td>F</td>
<td>F</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• evaluate size of suture by feel</td>
<td>O</td>
<td>O</td>
<td></td>
</tr>
</tbody>
</table>

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<table>
<thead>
<tr>
<th>Function</th>
<th>Program-Specific Examples</th>
<th>Frequency</th>
<th>Specific Accommodations</th>
<th>Health Care Provider Initials</th>
</tr>
</thead>
</table>
| PHYSICAL ENDURANCE | • present the following documents:  
  - head-to-toe physical examination  
  - rubella screen  
  - tuberculosis testing  
  - influenza  
  - tetanus immunization  
  - hepatitis B immunization or declination form  
  • Laser eye examination  
  • CPR certification  
  • possess stamina for long periods of standing  
  • wear full sterile surgical attire including personal protective equipment  
  • withstand exposure to irritating soaps and solutions  
  • weight lifting ability (lift & carry 50 pounds)  
  • adapt to rigorous clinical attendance requirements, irregular working hours such as staying over to a scheduled shift & emergency call | C         | C                         | F F F                       |
| MOBILITY        | • bend, reach, pull, push, stand, stoop & walk during all aspects of the educational experience  
  • fasten masks & protective gowns, lift, position & move heavy clients & equipment  
  • respond quickly to a surgeon’s request for instrumentation  
  • scrub all aspects of fingers, hands and arms  
  • perform hand hygiene | C         | O                         | F F F                       |
| HEARING         | • demonstrate auditory acuity (with correction if needed) with ability to hear muffled | C         |                           |                              |

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<table>
<thead>
<tr>
<th>Function</th>
<th>Program-Specific Examples</th>
<th>Frequency</th>
<th>Specific Accommodation</th>
<th>Health Care Provider Initials</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>voices through masks with extraneous background noise</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>VISUAL</td>
<td>• demonstrate visual acuity (with correction if needed) within normal range, including</td>
<td>C</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>peripheral and color vision with ability to read fine print &amp; function visually in a semi-</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>dark room</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>• demonstrate ability to focus intently on the task at hand without distraction</td>
<td>C</td>
<td></td>
<td></td>
</tr>
<tr>
<td>SMELL</td>
<td>• withstand unusual smells such as cauterized, infected or necrotic tissue</td>
<td>O</td>
<td></td>
<td></td>
</tr>
<tr>
<td>READING</td>
<td>• read surgeon’s preference cards, medication labels, orders (typed &amp; handwritten),</td>
<td>C</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>policies, procedures, instructions</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>ARITHMETIC COMPETENCE</td>
<td>• calculate dosages to prepare &amp; mix medication correctly</td>
<td>O</td>
<td></td>
<td></td>
</tr>
<tr>
<td>EMOTIONAL STABILITY</td>
<td>• accept responsibility for total patient care</td>
<td>O</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>• respond in an emotionally controlled manner in all situations</td>
<td>C</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>• utilize acceptable coping mechanisms in a high stress environment</td>
<td>C</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>• plan &amp; implement execution of duties independently</td>
<td>C</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>• avoid demonstrating personal stress or frustration when interacting with clients &amp; all</td>
<td>C</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>others</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Revised 2016
<table>
<thead>
<tr>
<th>Function</th>
<th>Program-Specific Examples</th>
<th>Frequency</th>
<th>Specific Accommodations</th>
<th>Health Care Provider Initials</th>
</tr>
</thead>
</table>
| **ANALYTICAL THINKING**          | • be aware of exposure to toxic substances such as laser, sterilants, x-rays, fumes, blood, etc.  
• take appropriate safety precautions to prevent injury to self or others  
• analyze situations involving a potential break in aseptic technique  
• recognize & initiate interventions for patient status changes  
• prepare in advance for clinical & integrates general information to specific tasks & procedures | C         | C                       | F                            |
| **CRITICAL THINKING**            | • anticipate the needs of surgical team for instrumentation & supplies in routine & unexpected situations  
• reason what instruments will be needed per procedure  
• prioritize the surgeon’s needs in all situations | F         | F                       | C                            |
| **INTERPERSONAL COMMUNICATION**  | • interact with client & others in a positive manner without demonstrating personal stress or frustration  
• provide emotional support to surgical team members & the client  
• interact professionally with clients & others | C         | C                       |                              |
| **COMMUNICATION SKILLS**         | • speak effectively with patients, families, health care team members  
• identify & interpret non-verbal communication  
• demonstrate knowledge of items & events that must be | C         | C                       |                              |

Revised 2016
<table>
<thead>
<tr>
<th>Function</th>
<th>Program-Specific Examples</th>
<th>Frequency</th>
<th>Specific Accommodations</th>
<th>Health Care Provider Initials</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>documented such as counts, implants, equipment use, etc. • accurately, objectively, concisely &amp; legibly document information on the patient’s chart • label specimens &amp; other written documentation • communicate in a rational &amp; coherent manner both orally &amp; in writing</td>
<td>O</td>
<td>O</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>C</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Note: Students with disabilities requiring accommodations must meet with the College Disabilities Support staff.

I have reviewed the student’s immunity status documentation and verified this information to be accurate, including initiation of immunization series.

Yes ☐ No ☐

I have reviewed results of TB screening and verify that the student is free of active tuberculosis.

Yes ☐ No ☐

Based on my assessment, I believe the student is physically and mentally capable of performing the Essential Functions described above.

Yes ☐ No ☐

**Provider Name/Credentials** ____________________ **Signature** ____________________

(Name of physician)

**Provider Phone:** ______-_____-__________

Comments
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

Revised 2016
## SURGICAL TECHNOLOGY PROGRAM ESTIMATED COSTS

<table>
<thead>
<tr>
<th>Tuition</th>
<th>$135.15 per credit hour (In-state)</th>
<th>$9,325.35</th>
</tr>
</thead>
<tbody>
<tr>
<td>Semester I</td>
<td>12 credit hours</td>
<td>$1,597.80</td>
</tr>
<tr>
<td>Semester II</td>
<td>13 credit hours</td>
<td>$1,730.95</td>
</tr>
<tr>
<td>Semester III</td>
<td>6 credit hours</td>
<td>$789.90</td>
</tr>
<tr>
<td>Semester IV</td>
<td>12 credit hours</td>
<td>$1,597.80</td>
</tr>
<tr>
<td>Semester V</td>
<td>15 credit hours</td>
<td>$1,997.25</td>
</tr>
<tr>
<td>Semester VI</td>
<td>10 credit hours</td>
<td>$1,331.50</td>
</tr>
</tbody>
</table>

**A $50 technology fee is added each semester.**

**Additional charges may be added as required.**

**Fees are subject to change without notice.**

### Future Estimated Cost
Fall 2016 - Spring 2016 - $135.15 per credit hour

<table>
<thead>
<tr>
<th>Uniforms (Semester III)</th>
<th>Total</th>
<th>$70.00</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Scrub Top ($20)</td>
<td></td>
<td>$20.00+</td>
</tr>
<tr>
<td>1 Scrub Pant ($20)</td>
<td></td>
<td>$20.00+</td>
</tr>
<tr>
<td>1 Lab Coat ($30)</td>
<td></td>
<td>$30.00+</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Bookstore Supplies (Semester III)</th>
<th>Total</th>
<th>$1000.00+</th>
</tr>
</thead>
<tbody>
<tr>
<td>Textbooks &amp; Mock Medical Instrument Kit (Major or Minor)</td>
<td></td>
<td>$1000.00+</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Generic Supplies (Semester III)</th>
<th>Total</th>
<th>$60.00+</th>
</tr>
</thead>
<tbody>
<tr>
<td>Shoes, white, leather</td>
<td></td>
<td>$50.00+</td>
</tr>
<tr>
<td>Hose, socks, white (several pairs)</td>
<td></td>
<td>$10.00+</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Exam Fees/Other</th>
<th>Total</th>
<th>$609.00+</th>
</tr>
</thead>
<tbody>
<tr>
<td>PSB Entrance exam (Semester I)</td>
<td></td>
<td>$45.00+</td>
</tr>
<tr>
<td>Physical Exam (Semester III)</td>
<td></td>
<td>$45.00+</td>
</tr>
<tr>
<td>Hepatitis B Vaccination (Semester III)</td>
<td></td>
<td>$135.00+</td>
</tr>
<tr>
<td>CPR Certification course (Semester III)</td>
<td></td>
<td>$40.00+</td>
</tr>
<tr>
<td>CST Certification Exam (Gold Package)</td>
<td></td>
<td>$247.00+</td>
</tr>
<tr>
<td>Certified Background</td>
<td></td>
<td>$100.00+</td>
</tr>
</tbody>
</table>

**Approximate MINIMUM GRAND TOTAL** | $11,364.35+ |

The fees are based on Indiana residents
Fees subject to change without notice

Revised 2016
Ivy Tech Community College  
School of Health Sciences  
Surgical Technology Program  
Application

Last name: __________________First name: ____________________Middle initial: ___

Maiden name: _________________  
Student Id/C0 No.________________

Street Address __________________________________

City __________________  
State __________  
ZIP _____________

Contact Phone (       ) __________________  
Cell (       ) __________________

Ivy Tech Email ______________________________________

Did you attach copies of PSB-HO and transcripts YES or NO?
________________________________________________________________________

FOR OFFICE USE ONLY

Date application received__________________

<table>
<thead>
<tr>
<th>COURSE</th>
<th>WHERE TAKEN</th>
<th>GRADE</th>
<th>POINTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>APHY 101</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>HLHS 101</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>SURG 201 or 203</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>HLHS 105</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>BIOL 211 or 201</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>APHY 102</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>COMM 101 or COMM 102</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>MATH 118/123 or HIGHER</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>SOCI 111 OR PSYC 101</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>ENGL 111 or higher</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>IVYT 112/1XX</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

PSB:  
#1 Date_______ Score_________  #2 Date_______ Score_________

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