

SURGICAL TECHNOLOGY INFORMATION PACKET

2020 – 2021 Academic Year

Gateway Community College
20 Church Street
New Haven, CT 06510
<http://www.gatewayct.edu/>

Housatonic Community College
900 Lafayette Blvd.
Bridgeport, CT 06604
<http://www.housatonic.edu/>

Rev. 8/19

Please disregard all previous versions of the Surgical Technology Information Packet

Please note: Information in this packet is subject to change. If you do not intend to apply to the Surgical Technology Program for the 2020-2021 academic year, please obtain an updated packet for future years.

Introduction

Surgical Technologists are integral members of the surgical team who work closely with surgeons, registered nurses, and anesthesia personnel. Surgical Technologists are also responsible for assembling and organizing all the specialized instruments and equipment needed for a wide variety of surgical procedures. They are experts in sterile technique, responsible for maintaining the sterile field during surgery.

The Housatonic Community College (HCC) Surgical Technology Program is licensed by the Connecticut Board of Regents and accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP). Once students enrolled in the HCC Surgical Technology Program successfully complete the requirements of the two-year Associate of Science Degree Program, they will be eligible to take the National Board of Surgical Technology and Surgical Assisting (NBSTSA) examination. A passing score on this exam will grant the student status as a Certified Surgical Technologist, employable in all 50 states.

The Gateway Community College (GCC) Surgical Technology Program is licensed by the Connecticut Board of Regents and is applying for accreditation status as a satellite campus of the Housatonic Community College (HCC) Surgical Technology Program through the Accreditation Review Council on Education in Surgical Technology and Surgical Assisting (ARC/STSA) and the Commission on Accreditation of Allied Health Education Programs (CAAHEP).

Program Mission:

The Surgical Technology Program prepares students to be competent entry-level Surgical Technologists in the cognitive, psychomotor, and affective learning domains. Graduates will qualify to become certified through the **National Board of Surgical Technology and Surgical Assisting (NBSTSA)** examination.

End of Program Student Learning Outcomes:

- Apply principles of anatomy, physiology, pathophysiology, and microbiology to perioperative patient care. Assessment: Successful completion of preparatory courses such as Biology for Allied Health, Medical Terminology, and Microbiology for Surgical Technology.
- Distinguish the elements, action, and use of medications and anesthetic agents used during the perioperative experience.
- Demonstrate safe practice in the role of Surgical Technologist.
- Assessment: Successful completion of Operating Room Techniques and Operating Room Skills Seminar, as well as the hours spent in the actual operating room setting.
- Display competence in technical skills and aseptic technique in the perioperative environment.

- Practice responsible and accountable behavior within the role and competencies of the Surgical Technologist.
- Organize the intraoperative environment efficiently as a member of the surgical team.
- Apply learned knowledge and skills in the cognitive, psychomotor, and affective domains to become nationally certified as a Surgical Technologist.

Approval and Accreditation

The Housatonic Community College Surgical Technology Program is accredited by the:
 Commission on Accreditation of Allied Health Education Programs (CAAHEP)
 25400 US Highway 19 North Suite 158, Clearwater, FL 33756
 Phone: 727-210-2350 Fax: 727-210-2354

Gateway Community College and Housatonic Community College Contacts

Sherifa Douglas	Program Coordinator	203-332-5993	SDouglas@hcc.commnet.edu
Angel Pickett	Clinical Education Coordinator	203-508-6025	APickett@gwcc.commnet.edu

Application Process

The application period for the HCC and GCC Surgical Technology Programs for **Spring 2021** is July 31, 2020 – October 31, 2020. The applications for the HCC and GCC Surgical Technology Programs are available on both College web sites; www.gatewayct.edu and <http://www.housatonic.edu> and can only be submitted on-line.

Applicants may only submit one application to either the HCC Surgical Technology Program or the GCC Surgical Technology Program.

Applications and all applicable transcripts must be submitted by the **deadline date of October 31, 2020. Late applications and transcripts will not be accepted.**

All applications that are completed by the October 31, 2020 deadline will be reviewed AFTER the application deadline, regardless of date of submission. Applicants will be notified by mail prior to December 1, 2020 as to their admission status.

All initial communication with students is to each student's community college email address. Applicants that have not activated their community college email address should go to <http://www.ct.edu/netid>.

Checklist for Application Process:

<i>Students are required to submit the following to their Selected Program (GCC or HCC) Admissions Office by the October 31, 2020 deadline:</i>		
Items to Complete	How to Complete	Date Completed
Submit a general college application at your “college of choice” if you are not already a student.	Go to http://my.comnet.edu Click on apply for admission under "Other Resources"	
High school transcripts or high school diploma indicating date of graduation, General Educational Development (GED) diploma, or State High School Equivalency diploma.	Contact your high school and request. Contact the issuing agency for other proof of graduation options.	
Official College/University transcripts from ALL colleges ever attended (<i>including all CT Community Colleges</i>), regardless of the age of the transcripts and applicability to the Surgical Technology Program.	If a CT Community College - request through Banner Self-Service (Select the College, Student Records, Transcripts, Official Transcripts, select eTranscripts). All other colleges/universities, contact that college/university and send electronically if possible. Must be FINAL transcripts to be considered complete. If transcript is from out of country, it must be evaluated by an approved agency to be considered complete.	
Proof of immunizations	Consult with the Admissions Office at your Selected Program (HCC or GCC) for current immunizations required for general admission to the college.	
<i>Students are required to submit the following on-line by the October 31, 2020 deadline:</i>		
Community College Surgical Technology application	Surgical Technology Program applications for academic year 2020-2021 will be available on the Gateway Community College website, www.gatewayct.edu and the Housatonic Community College website, http://www.housatonic.edu/from July 31, 2020 – October 31, 2020 Applicants must complete all fields on the application in order to be able to submit.	

Surgical Technology GPA

The Surgical Technology GPA is based only on the college courses with grades that meet the Surgical Technology Program General Education requirements. The Surgical Technology GPA is a calculation specific to Gateway Community College and Housatonic Community College Surgical Technology applicants and may differ from your college GPA.

- If an applicant is using a course from a Fresh Start semester to meet a Surgical Technology Program general education requirement, that course will count in the calculation of the applicant's Surgical Technology GPA.
- If an applicant repeats a course, the highest eligible grade is used in calculating the Surgical Technology GPA.

Formula for Computing Ranking

The formula for computing ranking is as follows:

1. 50% Overall Surgical Technology GPA

The Surgical Technology GPA is a calculation specific to GCC/HCC Surgical Technology applicants and may differ from your College GPA. The Surgical Technology GPA is based only on the college courses with grades that meet the Surgical Technology Program General Education Course requirements which include:

Housatonic Community College Course	Gateway Community College Course Equivalent	Required Grade
ENG*101: English Composition	ENG*101: English Composition	C or greater
MAT*104: Quantitative Literacy or higher	MAT*109: Quantitative Literacy or higher	C or greater
MED*125: Medical Terminology	HIM*101: Medical Terminology	C or greater
CSA*105: Intro to Computer Applications	CSA*105: Intro to Computer Applications	C or greater
BIO*119: Human Biology for Allied Health	BIO*115: Human Biology	C+ or greater
BIO*211 and BIO*212 can be substituted for BIO*119	BIO*211 and BIO*212 can be substituted for BIO*115	C+ or greater in both BIO*211 and BIO*212
ENG*102: Literature and Composition or ENG*202: Technical Writing	ENG*102: Literature and Composition or ENG*202: Technical Writing or ENG*200: Advanced Composition	C or greater
PSY*111: General Psychology	PSY*111: General Psychology	C or greater
Elective: Social Phenomena & Understanding II	Elective: Social Phenomena/Knowledge/Understanding	C or greater
Elective: Aesthetic Dimensions of Humankind	Elective: Aesthetic Dimensions	C or greater

2. 50% Number of Surgical Technology Program General Education Courses Completed by the application deadline date of October 31, 2020.

Selection Process

Students who apply to the GCC or HCC Surgical Technology Programs will be selected using the following process:

1. All applications will be reviewed to determine Eligible/Ineligible status. Eligible is defined as an applicant who has completed **FALL FIRST YEAR** courses by the Spring 2021 semester **OR** is currently registered for all **FALL FIRST YEAR** courses in the Fall 2020 semester. Please see Program of Study listed on page 9 for a list of **FALL FIRST YEAR** courses.
2. Applicants who are currently registered for **FALL FIRST YEAR** courses during the Fall 2020 semester may be conditionally accepted. Conditional acceptance is based on the student successfully completing the required **FALL FIRST YEAR** courses in the Surgical Technology plan of study with the required grade. Conditional acceptance will be revoked if the student does not meet this requirement.
3. Eligible applicant files will be reviewed to calculate the Surgical Technology GPA.
4. Eligible applicants will be ranked using the *Formula for Computing Ranking*. (See page 7.)
5. Up to 50% of the available seats (up to 10 seats) in the Surgical Technology Program at each campus will initially be filled according to the rank order with applicants who have successfully completed **FALL FIRST YEAR** courses by the application deadline date of October 31, 2020.
6. The remaining eligible applicants will be reviewed again at the completion of the Fall 2020 semester using the above formula.
7. Applicants who have been conditionally accepted and are currently registered for **FALL FIRST YEAR** courses during the Fall 2020 semester must submit an official transcript to the Admissions Office by January 6, 2021. If you are taking courses at GCC, you do NOT need to submit a transcript.
8. Students who meet the eligibility requirements but are not in the rank order for acceptance will be placed on the program waitlist. Applicants on the waitlist will be ranked using their rank number. When openings occur, applicants will be selected (in rank order) from the waitlist and offered a seat in the program. Applicants will be selected from the waitlist until the program reaches its maximum acceptance number.
9. The waitlist will not carry over from year to year. Applicants who are not selected from the waitlist will need to submit a new application if they want to be considered for admission to the Surgical Technology Program the following year.

Program of Study

The program of study reflects a full-time curriculum plan that students enrolled in the Surgical Technology Program are required to complete for graduation. Non-Surgical Technology courses must be taken in the semester indicated in the program of study or may be taken earlier; Surgical Technology courses must be taken in the stated sequence.

A grade of **C+** is required for the science general education requirement and core courses in the Surgical Technology program of study and a grade of **C** is required for all other general education requirement courses in the program of study. General education courses must be satisfactorily completed before or during the semester in which they are scheduled in the curriculum. Students who fail to complete required general education requirement courses in the published sequence, or do not achieve the grade requirement may be dismissed from the program.

Housatonic Community College

FALL FIRST YEAR

ENG*101	Composition	3
MAT*104	Quantitative Reasoning	3
MED*125	Medical Terminology	3
CSA*105	Intro to Computer Applications	3
BIO*119	Human Bio for Allied Health	4

SPRING FIRST YEAR

ENG*102	Literature & Composition or ENG*202: Technical Writing	3
ELECTIVE	Social Phenomena & Understanding II	3
SUR*109	Microbiology for Surgical Technologists	2
SUR*110	Operating Room Techniques	4
SUR*111	Operating Room Skills Seminar	4

FALL SECOND YEAR

PSY*111	General Psychology	3
SUR*211	Clinical Surgical Experience I	6
SUR*213	Surgical Procedures I	3
SUR*215	Surgical Technology Pharmacology	3

SPRING SECOND YEAR

ELECTIVE	Aesthetic Dimensions of Humankind	3
SUR*212	Clinical Surgical Experience II	6
SUR*214	Surg. Procedures II	3
SUR*250	Advanced Seminar for the Surgical Technologist	3

Total Credits: 62

Gateway Community College Equivalent

FALL FIRST YEAR

ENG*101	Composition	3
MAT*109	Quantitative Reasoning	3
HIM*101	Medical Terminology	3
CSA*105	Intro to Computer Applications	3
BIO*115	Human Biology	4

SPRING FIRST YEAR

ENG*102	Literature & Composition or ENG*202: Technical Writing or ENG*200: Advanced Composition	3
ELECTIVE	Social Phenomena/ Knowledge/Understanding	3
SUR*109	Microbiology for Surgical Technologists	2
SUR*110	Operating Room Techniques	4
SUR*111	Operating Room Skills Seminar	4

FALL SECOND YEAR

PSY*111	General Psychology	3
SUR*211	Clinical Surgical Experience I	6
SUR*213	Surgical Procedures I	3
SUR*215	Surgical Technology Pharmacology	3

SPRING SECOND YEAR

ELECTIVE	Aesthetic Dimensions	3
SUR*212	Clinical Surgical Experience II	6
SUR*214	Surg. Procedures II	3
SUR*250	Advanced Seminar for the Surgical Technologist	3

Total Credits: 62

Transfer Credits

Twenty-five percent (25%) of the total credits applicable to the Surgical Technology degree must be granted by the college awarding the degree. No more than thirty credit hours of non-traditional credit may count towards the Surgical Technology degree. Non-traditional credit includes CLEP, DSST, Challenge Exams, Military Service Schools, and Assessment of Prior Learning.

In accordance with transfer of credit guidelines set forth by the Board of Regents, general education courses that are part of the program of study will be accepted by Gateway Community College. Once an applicant earns credit, transfer credit for the same course from another college will not be granted.

Credits Earned Outside the United States – Transcripts need to be evaluated by the “Course By Course” option through the World Education Services Inc, PO Box 745, Old Chelsea Station, New York, New York 10113 or another approved site and submitted to the **Gateway Community College Admissions Office or the Housatonic Community College Admissions Office based on which location the student submitted an application.**

Transfer Grades

Courses from colleges not regionally accredited will not be accepted in transfer.

A minimum grade of C is required unless otherwise noted by the admission requirements.

Miscellaneous Information for Accepted Surgical Technology Students

- An orientation will be held in January 2021 for accepted Surgical Technology students. The College that the student was accepted to will notify the student of the date, time, and location.
- Initial student advisement will occur at the January orientation.
- Students who are accepted into the Surgical Technology Program will be required to travel to ANY/ALL of the clinical sites that are affiliated with that Program. The rotation assignments are subject to change. GCC/HCC reserve the right to affiliate with additional clinical sites at any time.
- Students are responsible for arranging their own transportation to and from assigned clinical sites. Assignment of clinical sites is at the discretion of the program faculty. Clinical sites could be within an hour and a half (1 ½) radius of the College, and may require a mandatory parking fee.

TECHNICAL STANDARDS

The Surgical Technology student must be able to apply the knowledge and skills necessary to function in a broad variety of clinical situations. Technical standards reflect reasonable performance expectations of the Surgical Technology student for the performance of common functions. These requirements address capabilities in the areas of motor, sensory, communication, behavior and critical thinking abilities. The **technical standards** can be found at www.gatewayct.edu and <http://www.housatonic.edu/>

HEALTH REQUIREMENTS

Immunization Requirements- students will receive a packet of information describing current program requirements.

Health Assessment Form - completed forms (which document specific requirements for the Surgical Technology Program) must be on file in accordance with college policy.

BASIC LIFE SUPPORT (BLS) CERTIFICATION

Students are required to provide documentation of current professional level certification in Basic Life Support for adult, child, and infant. Certification can only be earned through the American Heart Association or the American Red Cross and must remain current throughout the Program. Courses meeting this requirement are: The American Heart Association Basic Life Support (BLS) for Healthcare Providers **OR** The American Red Cross Basic Life Support for Healthcare Providers. Failure to comply will result in exclusion from the clinical learning experience.

CRIMINAL BACKGROUND CHECKS, TOXICOLOGY SCREENING & HEALTHCARE PROFESSIONAL/PRACTICE/LICENSURE OR REGISTRY RESTRICTIONS

Due to clinical learning affiliate requirements, criminal background checks and toxicology (drug) screening may be required for all Surgical Technology students prior to participation in clinical experiences. Students must follow instructions for obtaining a background and/or toxicology screening at college of attendance. Students who are found guilty of having committed a felony/misdemeanor and/or are found to have a positive toxicology screen may be prevented from participating in clinical experiences in accordance with clinical learning facility policy. Results of student background checks and toxicology screening do not become a part of the student's educational record, as defined by the Family Educational Rights and Privacy Act ("FERPA"). If a student cannot participate in a clinical rotation at an assigned facility, the student will not be able to complete the objectives of the course and of the program.

Nondiscrimination Policy

The Community College System of the State of Connecticut will not discriminate against any person on the grounds of race, color, religious creed, sex, gender identity or expression, age, national origin, ancestry, present or past history of mental disability, genetic information, marital status, mental retardation, sexual orientation, learning disability, or physical disability, including, but not limited to, blindness, or prior conviction of a crime, unless the provisions of sections 46a-60(b), 46a-80(b), or 46a-81(b) of the Connecticut General Statutes are controlling or there is a bona fide occupational qualification excluding persons in one of the above protected groups. With respect to the foregoing, discrimination on the basis of sex shall include sexual harassment as defined in section 46a-60(8) of the Connecticut General Statutes. Although it is recognized that there are bona fide occupational qualifications which provide for exception from employment prohibitions, it is understood these exceptions are to be applied pursuant to section 46a-68-33 of the administrative regulations.

Further, the System will not discriminate against any person on the grounds of political beliefs or veteran status.

The following individuals have been designated to handle inquiries regarding the non-discrimination policies at Gateway Community College and Housatonic Community College as the ***Title IX and Section 504/ADA Coordinator(s)***.

Marilyn Albrecht, Counselor, Title IX Investigator, Gender Equity Coordinator
Housatonic Community College
(203)332-8521
MAlbrecht@hcc.commnet.edu

Jennifer Wenderoth-Holster, Gender Equity Coordinator
Gateway Community College
(203)285-2412
jwenderoth@gatewayct.edu

The mission of the Gender Equity Center is to coordinate on-campus sexual violence prevention programming, and to provide students with resources and referrals in response to sexual violence, including sexual assault, sexual harassment, stalking, and intimate partner violence.

- *Confidential Consultation*
- *Confidential Crisis Response*
- *Prevention Programming*

Ron Chomicz, Section 504/ADA Coordinator
Gateway Community College
(203)285-2234
rchomicz@gatewayct.edu

Marilyn Wehr, Section 504/ADA Coordinator
Housatonic Community College
(203) 332-5018
mwehr@hcc.commnet.edu

The Americans with Disabilities Act (ADA) prohibits discrimination against qualified individuals with disabilities on the basis of their disability. The ADA provides, in part, that "no qualified individual with a disability shall, by reason of such disability, be excluded from participation in or be denied the benefits of the services, programs, or activities of a public entity, or be subjected to discrimination by any such entity."

Kim M. McGinnis, Dean of Students, Title IX Coordinator for Students
Housatonic Community College
(203)332-5183
KMcGinnis@hcc.commnet.edu

Theresa Eisenbach, Director of Human Resources, Title IX Coordinator for Faculty and Staff
Housatonic Community College
(203)332-5013
TEisenbach@hcc.commnet.edu

Director of Human Resources, Title IX Coordinator for Faculty and Staff
Gateway Community College
(203)285-2534

Alese Mulvihill, Dean of Students, Title IX Coordinator for Students
Gateway Community College
(203)285-2210
amulvihill@gatewayct.edu

Gateway Community College and Housatonic Community College work to ensure compliance with Title IX, which is a federal law that prohibits discrimination based on the sex (gender) of employees and students of educational institutions that receive federal financial assistance.