



Computed Tomography Program Application Packet 2025 Entrance

**Application Deadline:
March 1, 2025**

Applications will be submitted online at [Radiologic - Academics \(yvcc.edu\)](https://yvcc.edu/radiologic-academics)

LATE APPLICANTS CONSIDERED IF SPACE IS AVAILABLE WITHIN PROGRAM.

Location:

Yakima Valley College

Lyon Hall, Room 190

Telephone: 509.834.4532

TDD: 509.574.4600

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Letter to the Applicant

Dear CT Applicant,

Thank you for your interest in our 2-quarter Computed Tomography Certificate Program. This program is an extension of training for students who have graduated from an accredited Radiologic Sciences program, and are certified in Radiography by ARRT by September 1 of the year applying.

In this packet, you will find information about the application, selection process, and the course layout for both academics and clinical practicum. The course is sequenced to begin Fall quarter, and complete Winter quarter, though academic quarters may be taken out of sequence, or singularly, with program permission.

The academic classes are taught 100% online. It is recommended that you have easy access to a computer with internet.

If you have any questions, do not hesitate to contact the faculty or program assistant. We appreciate your interest in our program and look forward to working with you.

Sincerely,

Michele Coville

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The Program

Goals

The program will provide the didactic curriculum to prepare students to pass the ARRT (American Registry of Radiologic Technologists) examination in Computed Tomography.

Graduates will demonstrate clinical competency in 125 clinical exams in CT. Graduates will demonstrate critical thinking, problem solving and communication skills appropriate to the field.

Curriculum

Table 1: Fall Quarter

<i>Course</i>	<i>Course Name</i>	<i>Course Hours</i>
<i>RT 270</i>	<i>CT Physics & QA</i>	<i>4 credits</i>
<i>RT 272</i>	<i>Cross Sectional Anatomy & Pathology I</i>	<i>2 credits</i>
<i>RT 273</i>	<i>CT Clinical Practicum I (210 hours)</i>	<i>7 credits</i>

Table 2: Winter Quarter

<i>Course</i>	<i>Course Name</i>	<i>Course Hours</i>
<i>RT 276</i>	<i>Cross Sectional Anatomy & Pathology II</i>	<i>4 credits</i>
<i>RT 278</i>	<i>CT Special Procedures</i>	<i>2 credits</i>
<i>RT 279</i>	<i>CT Clinical Practicum II (210 hours)</i>	<i>7 certificate credit hours</i>

Total: 26 Certificate Credit Hours

Academic classes will be delivered online. Specifics will be identified in individual course syllabi. Clinical Practicum will be scheduled day shift hours at the affiliate CT scan departments unless otherwise approved by the program director and clinic site. Course scheduling may change to meet program needs.

Clinical Practicum

Clinical competencies are a program requirement. Students will be assigned to a single CT location for the majority, if not all, of their clinical practicum. Rotations to a second location may be required to obtain the required ARRT competencies and round out the student's CT experience. This will be assessed on an individual basis if the need arises. The goal is to provide students with the opportunity to obtain CT scanning experience, as well as include the necessary competencies required for ARRT CT Registry. Clinical education centers currently associated with the CT Certificate Program at Yakima Valley College include:

- Astria Sunnyside Hospital – Sunnyside WA
- MultiCare Yakima Memorial Hospital – Yakima WA
- Valley Imaging Partners – Yakima WA
- Confluence Health – Wenatchee WA
- University of Washington Medical Center – Seattle WA
- Astria Toppenish Hospital – Toppenish WA (reserved for students employed by this clinic site, or prior authorization by the clinic site)
- Kittitas Valley Health – Ellensburg WA

Please understand that due to the limited number of CT Scanners, clinical practicum may be assigned to any of the above locations.

Students will be enrolled for clinical experience two quarters, a minimum of 21 hours per week is required. Some clinic sites may offer alternative hours, please ask the program director for details.

For the CT Program student who has the opportunity to obtain the ARRT required CT competencies necessary for the Registry exam while working on-the-job, clinical practicum may be waived. Please contact the Program Director for further information.

Students are expected to adhere to clinical educational facilities' policies and procedures. These policies and procedures are located in the RT office.

Technical Standards

A CT Technologist must be capable of communicating with and maneuvering patients, reacting to emergency situations, manipulating heavy equipment and handling radiographic accessories; therefore, he/she must have adequate use of speech, limbs and auditory as well as visual senses. The following is a list of essential functions that must be performed in a satisfactory manner.

- Apply knowledge of anatomy, physiology, positioning and radiographic techniques to accurately demonstrate anatomical structures on a digital image receptor.
- Determine exposure factors to achieve radiographic techniques with minimum radiation exposure to the patient.
- Monitor medical equipment attached to patient.
- Assist physician and technologists with sterile field and administration of contrast media.
- Provide patient care and appropriate patient communication.
- Recognize emergency patient conditions and initiate lifesaving first aid and basic life support procedures.
- Evaluate the performance of radiologic system equipment, know safe limits of equipment operations and report malfunctions to the proper authorities.
- Participate in radiologic quality assurance programs.
- Understand and review medical records/patient chart when appropriate.
- Adhere to standard precaution protocols and maintain cleanliness of equipment.
- Adhere to appropriate precautions including: airborne, droplet, contact or reverse isolation.
- Have the ability to understand, remember, and apply oral and/or written instructions in English.
- Understands complex problems and collaborates and explores alternative solutions.
- Hear faint sounds from a distance of 15 feet away.
- Have correctable far vision in one eye to 20/20 and 20/40 in the other eye.
- Lift 20 pounds from the floor, carry 10 feet and place on a surface 36 inches high.
- Work with arms overhead for 2-5 minutes at a time.
- Sitting, standing and walking for long periods of time.
- Frequently exerting up to 50 lbs. of force in order to lift, carry, pull or move objects.
- Have the ability to bend, feel, reach, grasp and perform repetitive motions.
- Safely and successfully manipulate and transport mobile radiographic equipment.

- Endure observing and working, hands-on, with severely injured trauma patients and/or critically ill patients.
- Assist in radiography of a corpse.
- Communicate effectively with patients and staff.
- Adhere to all HIPAA Regulations.

Motor Skills

Students should have sufficient motor function so that they are able to safely and substantially perform the essential requirements needed to provide general care and treatment to patients in all healthcare settings. For example; for the safety and protection of patients, the student must be able to perform basic life support, including CPR, and function in an emergency situation. The student must have the ability to safely assist a patient in moving from a chair to a bed, examination table or from a wheelchair to another location.

Sensory Observation

Students must be able to observe a patient accurately, at a distance and close at hand, and observe and interpret non-verbal communication.

Communication

Students must communicate effectively and sensitively with other students, faculty, staff, patients, family and other professionals. He/she must be able to express their ideas and feelings clearly and demonstrate a willingness and ability to give and receive feedback. The student must be able to convey or exchange information at a level that allows development of a health history, identify problems presented, explain alternate solutions, and give directions orally and in writing. The student must have the ability to make correct judgement in seeking supervision and consultation in a timely manner.

Cognitive

Students must be able to measure, reason, analyze, integrate and synthesize in the context of their professional study. They must be able to quickly read and comprehend extensive written material, as well as evaluate and apply information and engage in critical thinking.

Behavior / Emotional

Students must possess the emotional health required for the exercise of good judgement, the prompt completion of all responsibilities attendant to the care of patients and their families. In addition, they must be able to maintain mature, sensitive and effective relationships with patients, students, faculty, staff and other professionals under all circumstances including highly stressful situations. The student must have the emotional stability to function effectively under stress and to adapt to an environment that may change rapidly, without warning, or in unpredictable ways. The student must be willing to change his or her behavior when it interferes with productive individual or team relationships. The student must possess skills necessary for effective and harmonious relationships in diverse environments.

Professional Conduct

Students must have the ability to reason morally and practice healthcare in an ethical manner. They must be willing to abide by professional standards of practice. Students must be able to engage in patient care delivery in all settings and be able to deliver care in all populations. Students must demonstrate professional behavior and attitudes, such as the ability to collaborate with others, and to admit mistakes gracefully.

If an applicant is unable to perform the essential functions of a CT technologist, requests for reasonable accommodations may be discussed with Disabled Student Services and the program director.

Estimated Cost of Program

	Fall Quarter	Winter Quarter
Tuition*	\$1,580.86 (for 13 credits)	\$1,580.86 (for 13 credits)
Books/Supplies (estimate)	\$300.00	\$0.00
Non-Refundable Fee**	\$40.00	\$0.00
Mal Practice Insurance	\$15.00	\$0.00
Liability Insurance	\$3.00	\$0.00
ARRT Certificate Fee		\$225.00
Background & Drug Screen	\$95.00	\$0.00
CPR	\$45.00	\$0.00
My Clinical Exchange (if at a MultiCare Facility for Clinical Practicum)	\$39.50	\$0.00
E-Learning Fees	Incl.	Incl.
Total:	\$2,118.36	\$1,805.86

Approximate cost of the 2-quarter program: \$ 3,924.22
 Possibility of an increase in tuition; unknown at time of printing.

*Tuition & Fees

'Tuition' & 'Fees' amounts are based upon current rates at time of print and are subject to change.

**Non-Refundable Fee

This non-refundable fee covers necessary items required for the CT Program, and must be paid within two (2) weeks of acceptance.

This program is ineligible for financial aid. YVC Foundation Scholarship applications can be found using the following link: [Grants and Scholarships - Financial Aid \(yvcc.edu\)](http://yvcc.edu/Grants-and-Scholarships-Financial-Aid).

Foundation scholarship applications are available each year beginning the first day of winter quarter and are due the second week of March each year.

Admission Requirements

Application Requirements

- ARRT certified in radiology prior to September 1 of the year applying.
- 3.2 minimum college level GPA (only the college level GPA at the end of winter quarter will be considered for students currently enrolled in classes).
- In good standing with ARRT credentials if currently ARRT registered.

Academic courses will be assigned in the order applications are received until class capacity is full as long as applicant requirements are met.

Clinic assignments are reserved for students enrolled in all academic courses. Due to the limited number of clinic sites available, placement in clinical practicum will be based on points earned for the following criteria as long as all other applicant requirements are met AND as long as clinic spots are available:

- ARRT certified radiography prior to March 1st of the year applying. Those certified after this date are still eligible, however, they will be given last priority for placement.
- Letter of recommendation that outlines “strengths of the applicant as a student radiographer or employed radiographer and discusses why they should be chosen for clinic site placement”. *This letter is not to be acquired from YVC faculty.*
- College level GPA at the end of winter quarter.

** If more applications are received than there are spots available for clinical practicum or academic courses, students will be placed on a waitlist in case a spot opens up. The waitlist will remain active until September 1.

**

Please send all non-YVC official transcripts to: admission@yvcc.edu. It is the student’s responsibility to ensure official transcripts arrive, if you are not a current YVC student. Please contact admissions if you have questions about transcripts arriving. If you are not a current YVC student, please attach your unofficial transcripts to the application at the time of applying.

Notification of selection will be completed by April 30.

General Information

Complete Disclosure of Academic Performance

By law, education records, which contain information directly related to a student and maintained by an educational agency or institution can be shared with other school officials who have legitimate educational interests. You will need to give written permission for a Complete Disclosure of Academic Performance to YVC prior to entry into the CT Program.

Health Insurance

Each student participating in the clinical education program is strongly encouraged to acquire comprehensive health and accident insurance that will provide continuous coverage during his or her tenure in the program. Students are responsible for their own health care costs, health insurance coverage, and their own health needs, including illness or injuries which might occur in the clinical setting.

Immunization Requirements

Students who **are accepted** to the Computed Tomography (CT) Program must supply official documentation of their immunization status at the time of applying. Student are required to obtain immunizations or proof of immunity at their own expense. If immunizations expire, or new requirements or boosters are added while a student is enrolled in the program, it is the student's responsibility to update immunizations at their own expense and provide the necessary documentation reflecting current immunization status.

IF IMMUNIZATION STATUS IS NOT CURRENT, THE STUDENT MAY NOT BE ALLOWED TO PARTICIPATE IN THE CLINICAL COURSES.

Current Immunization Requirements

You will be required to submit the following immunizations at the time of applying:

Tdap	Tdap is good for 10 years. It must be valid through your graduation date (2 years after starting the program). If it will expire prior to that, you will need a booster. Example: if you start the program in June 2025, your Tdap must have been given after June 30, 2017. **make sure you have a Tdap and not just a Td vaccine**
MMR	You must have documentation of 2 doses being received within your lifetime <i>OR</i> You must have blood titers that show you have immunity. If turning in blood titers, they need to have been completed within 6 months of applying to the program.
Hepatitis B	You must have documentation of 3 doses being received within your lifetime <i>OR</i> You must have blood titers that show you have immunity. If turning in blood titers, they need to have been completed within 6 months of applying to the program.
Varicella	You must have documentation of 2 doses being received within your lifetime <i>OR</i> You must have blood titers that show you have immunity. If turning in blood titers, they need to have been completed within 6 months of applying to the program. **we cannot accept documentation of having the disease as a child in place of this requirement**
COVID	You must have documentation of 2 doses of the original type vaccine (Pfizer or Moderna brand) <i>OR</i> 1 Dose of the original type vaccine (J&J brand) <i>OR</i>

1 Dose of the new bivalent vaccine (any brand)

*****this is subject to change and you may be notified after applying or during the program that the requirement has changed. If the requirement changes, you will not be disqualified for an incomplete application as long as you have provided the above proof of vaccination prior to entering clinical rotations. Proof of vaccination must state the brand of vaccine you received*****

Documentation of either immunity through a blood test (titer) OR verification of immunization must be attached to the application for all required vaccines listed above. Failure to provide this documentation will result in disqualification of your application. ***if you have any questions regarding immunizations, please contact your advisor right away so that they can ensure that you have everything you need.*** Documentation of immunization must be an original copy from the provider in which completed the vaccine, an official medical record from a patient portal, or from the department of health website. ***Students graduating from the YVC Radiologic Sciences Program in the last three years do not need to attach their immunization records as YVC has retained them for this period of time.***

It is the student's responsibility to ensure compliance with these immunization requirements.

Cardiopulmonary Resuscitation (CPR)

Prior to entering the program, all students are required to obtain CPR certification. The certification must cover One-person and Two-person Adult CPR and Obstructed Airway Management, Child and Infant CPR, Obstructed Airway Management AED for health care professionals. STUDENTS WILL NOT BE ALLOWED TO PARTICIPATE IN CLINICAL COURSES UNLESS CPR CERTIFICATION AND IMMUNIZATION INFORMATION IS CURRENT.

Drug Screen and Criminal Background History

All accepted students must complete the Verified Credentials Criminal History Background Check and 10 panel drug screening. Satisfactory clearance is required prior to clinical practicum placement. (This is required for clinical practicum only). Information regarding the testing company and procedure will be given to students prior to students beginning clinical practicum. Results must be received in the Radiologic Sciences office by the time specified in your acceptance notification. Results that are positive in nature may prevent clinical practicum. Each student is responsible for costs incurred (estimated cost \$95.00).

Transportation

Students are responsible for their own transportation and for complying with parking regulations on campus and in the assigned clinical agencies. The Radiologic Sciences Department will attempt to schedule classroom and clinical sites as close to the main campus as possible. However, some distant clinic sites within our community college district are utilized. Clinical practicum schedules will not be adjusted for transportation problems that might arise.

Disabled Student Services

The CT Program, as part of YVC, is committed to the principle of equal opportunity. The program does not discriminate on the basis of race, color, creed, religion, national origin, gender, sexual orientation, age, marital status, disability, disabled veteran or Vietnam era veteran status. When requested, and within appropriate documentation, the program will provide reasonable accommodation to otherwise qualified students with disabilities. Students who need adaptations or accommodations because of a disability, emergency medical condition, or need special arrangements in case a building must be evacuated, should notify the Program Director and the instructor of their choice. More information is available through Disabled Student Services at 574-4961.

Occupational Hazards

Occupational hazards for the field of radiology may include, but are not limited to: exposure to infectious diseases such as AIDS or hepatitis, exposure to hazardous chemicals or substances, accidental injury, neuromuscular

problems, exposure to blood borne pathogens, exposure to radiation and allergic reactions to latex, anesthetic agents, or other chemical agents.

Students accepted in to the CT Program will be required to sign an “Informed Acknowledgement of and Consent to Hazards and Risks Form”. Questions may be directed to the Program Director.

Clinical Facility Training

Students must complete facility education modules as required. These will be provided in the clinic manual prior to beginning clinic hours and will be further discussed on class syllabi.

Warning and Notification of Hazards & Risks

All occupations have inherent risks that prospective students should be aware of. The purpose of this Warning and Notification of Hazards & Risks is to bring students’ attention to the existence of potential dangers in Radiologic Technology, and to aid them in making an informed decision concerning participation in the YVC CT Program, and in signing the Informed Acknowledgement of and Consent to Hazards and Risks Form.

Occupational hazards for the field of radiology include, but are not limited to:

- exposure to infectious disease which may lead to side effects or death
- exposure to hazardous chemicals or substances
- accidental injury or death in the clinic setting or in route to or from a clinical site
- injury or illness that can affect one’s personal health or the health of an unborn child
- exposure to radiation that may negatively affect one’s health or the health of an unborn child

An injury or illness can impair one’s general physical and/or mental health and may hinder one’s future ability to earn a living, engage in business, social, or recreational activities, or generally impair one’s ability to enjoy life. There may also be risk of injury, illness, or death resulting from causes not specified in the Warning and Notification of Hazards & Risks.

In addition to acknowledging hazards and risks, the applicant must take responsibility regarding matters of safety involving self and others. After receiving instruction, students will be expected to demonstrate safety practices designed for radiology. Students must inform appropriate faculty of any relevant personal medical condition which might be hazardous or risky to self or others. A student may be required to submit permission from his/her personal physician to participate in radiology education activities.

You will be required to sign the Informed Acknowledgement and Consent to Hazards & Risks Form at the time of applying to the program.

Application Checklist

The following will be completed during the *online application submission*:

- CT Application Form
- Copy of ARRT Card (If student has not graduated a Radiologic Sciences program, this must be provided by Sept 1st)
- Informed Acknowledgement of and Consent to Hazards & Risks
- Criminal History and Drug Screen Notification Form (Only if applying for Clinical Practicum at YVC)
- Applicant Disclosure
- Disclosure of Academic Performance & Permission for Release of Information
- Personal Data Form
- Letter of Recommendation (Only if applying for Clinical Practicum at YVC)
- Transcripts:
 - Unofficial – Turned in with application (*required only if you are not a current or past a YVC student*)
 - Official – Have one official transcript sent to admission@yvcc.edu, (*required only if you are not a current or past YVC student*)

Applicants, if not currently attending YVC, MUST submit an “Admissions Application” to Yakima Valley College and PAY the \$30 fee to be eligible for the CT Program. *This is not the same fee as the \$40 non-refundable fee. The \$40 non-refundable fee will be paid after acceptance into the program.*

If an applicant has received certification from ARRT in radiography after applying to the CT Program, it is the applicant’s responsibility to make sure that information is received by the program director.

END OF THE APPLICATION PACKET

Non-Discrimination Statement

Yakima Valley College does not discriminate against any person on the basis of race, color, national origin, disability, sex, genetic information, or age in admission, treatment, or participation in its programs, services and activities, or in employment.

All inquiries regarding compliance should be directed to:

Executive Director of Human Resource Services
YVC, S 16th Av & Nob Hill Blvd
Yakima WA 98902