

# College of DuPage

## Surgical Technology

### Associate of Applied Science Degree

Program Registration Packet  
Spring 2023 Class

**Registration Deadline: December 17<sup>th</sup>, 2022**



**Note:** Please see specific program registration or admission packets for detailed information on when to begin completing health requirements, drug tests, CPR, criminal background checks and proof of insurance submission. Timing varies depending upon either entrance to or participation in the clinical component of a given program. Funds paid to Edward Corporate Health or to a personal health care provider/ source, [CastleBranch.com](http://CastleBranch.com), insurance companies, and funds used towards CPR completion are not eligible for any sort of refund from College of DuPage if the required course(s) are not successfully completed.

**College of DuPage**  
**Surgical Technology Program**  
**Registration Checklist**

Students must complete the following Registration Check List to be granted permission to register for the Surgical Technology Program.

***NOTE: Admission Committees for all Health Science programs has the right to deny admission to any applicant that they feel is unable to fulfill the essential functions as described.***

1. It is **highly recommended** that you watch online Surgical Technology advising session:  
<https://www.cod.edu/academics/programs/surgical-tech/advising-session.aspx>
  2. If you have not been admitted to College of DuPage, please complete the **non-refundable \$20** [College of DuPage General Admissions Application](#) online. **This application is for general admissions to College of DuPage only.**
  3. Create your myAccess account. (Your COD ID number is provided in your “Welcome” email):  
[myaccess.cod.edu](https://myaccess.cod.edu)
    - a. After creating your myAccess account, all communications will come to your COD email account. Set up your COD email: [cod.edu/email](https://cod.edu/email)
  4. To ensure that all of your eligible credits are evaluated towards the registration requirements, turn in ALL official Transcripts from institutions that you have attended. Immediately:
    - Submit your official transcript(s) to College of DuPage, [Office of Student Records](#). If College of DuPage is the only institution you have attended, you do not need to request official transcripts.
    - Verify receipt of your transcript(s). Log into myACCESS account, click on ‘myACCESS for Students’, select ‘My Profile’. The receipt status of your transcript will be listed under ‘Transcript Institutions’.
- \*NOTE: If you have an international transcript from high school or college, it must be evaluated. Please visit the following website <https://www.cod.edu/records/international-transcript-evaluation.aspx> for details.
5. Contact Health Program Advisors for education plan. To schedule a phone appointment, contact the Counseling, Advising, and Transfer Center at 630-942-2259, Monday-Thursday, 8am-7pm and Friday, 8am-5 pm. Leave a message with your name, student ID, phone number and a brief reason for the appointment. Someone will get back to you, usually within a few hours to book an appointment.

Or you can schedule an appointment through online link below (select “Program Advisors” and search for one of the following names: Lynn Weyrich and Tara Hawkins):

[https://www.cod.edu/student\\_life/resources/counseling/index.aspx](https://www.cod.edu/student_life/resources/counseling/index.aspx)

6. Students must successfully complete the following courses (or equivalencies) with a “C” or better, before granted approval of SURGT1101 registration:

- a. Science (4 credits) \*Recommended Anatomy & Physiology (1500, 1551, 1552, 1571, or 1572) must be completed within 5 years of program start date (1/23/18 – 1/23/23).
- b. ORPCT1001 (5 credits) \*Must be completed within 5 years of program start date (1/23/18 - 1/23/23).
- c. SURGT1000 (3 credits) \* Must be completed within 5 years of program start date (1/23/18 - 1/23/23).
- d. CSPD1111 (4 credits) \* Must be completed within 5 years of program start date (1/23/18 - 1/23/23).
- e. English (3 credits) English 1101 or English 1105
- f. Speech (3 credits) Speech 1100, Speech 1120, or Speech 1150
- g. Multicultural/Global Studies (2 credits) \*Recommend HLTHS 1110: Biomedical Terminology
- h. Math (3 credits) \*\*MATH 1100 or above
- i. Social and Behavioral Sciences (3 credits)
- j. Humanities (3 credits)

7. Contact Surgical Technology Program Chair, Anna Campbell at [campbella86@cod.edu](mailto:campbella86@cod.edu), at any time throughout your studies for assistance with the registration process. However, you must contact Anna no later than December 17<sup>th</sup>, 2022 for evaluation of transcripts and permission to register for the program. After email is received, the student’s transcripts will be reviewed. If all courses are successfully complete, the student will be granted permission to register. Students will be notified through their COD email.

24 students will be granted permission to register for a Spring 2023 start on a first come first serve basis. If multiple students complete requirements at the same time, cumulative GPA will be used to determine order of entry. If the 24 student maximum has been reached, **and it is confirmed that you have met all pre-Registration requirements**, the student will immediately be granted permission to register for the 2024 surgical technology program.

8. The **Registration Deadline** for this program is **December 17, 2022**. **This program is based on full completion of requirements** and is a **first-come, first-serve** registration process. Once you have completed the steps above, you will be notified via email that you have permission to register. Please continue to monitor your email for instructions.
9. **Once given permission to register**, please email the Registration Office at [registration@cod.edu](mailto:registration@cod.edu) or call them at (630) 942-2237 in order to officially register for the Surgical Technology program course: SURGT 1101.
10. After registration, students will receive the Surgical Technology Program Student Handbook. The handbook must read thoroughly, important information such as text book and supply requirements are noted.

***“All application documents delivered to the College of DuPage pertaining to a health sciences admissions file become the property of the College of DuPage and will not be returned to applicants. This includes but is not limited to transcripts, letters of recommendation, clinical evaluation forms or outside test reports.”***

## **Suggested Education Plan for Surgical Tech Pathway**

This suggested education plan is an excellent, efficient way to complete your surgical technology degree at the College of DuPage. You may substitute courses and semesters as you choose, however deadlines for applications and requirements are firm.

### **AAS Surgical Technology (66 credits)**

#### **Summer:**

Math and English Placement Tests

#### **Fall: (13 credits)**

CSPD (4 credits) **PREREQUISITE**

SURGT 1000 (3 credits) **PREREQUISITE**

English (3 credits)

Math 1000 or above (3 credits)

#### **Spring: (14 credits)**

ORPCT (5 credits) **PREREQUISITE**

ANAT 1500 (4 credits)

HLTHS 1110 (3 credits)

Speech (3 credits)

#### **Fall: (6 credits):**

Psychology 1100 (3 credits)

Humanities (3 credits)

#### **Spring: (12 credits)**

SURGT 1101 Surgical Technology Concepts I (12 credits)

#### **Summer: (8 credits)**

SURGT 1102 Surgical Technology Concepts II (8 credits)

#### **Fall: (12 credits)**

SURGT 1103 Surgical Technology Concepts III (12 credits)

**Please see the following link to the Student Planning Worksheet for the Associate in Applied Science Degree for details.**

**[https://www.cod.edu/student\\_life/resources/counseling/pdf/student\\_planning/student\\_planning\\_aas\\_current.pdf](https://www.cod.edu/student_life/resources/counseling/pdf/student_planning/student_planning_aas_current.pdf)**

## **Program Overview**

The Surgical Technology program begins every January and runs three consecutive semesters with a December graduation date. Each semester includes classroom, lab, and clinical experiences. Lecture is held all year using in class and online formats. Lab runs the entire spring semester, and includes all required skills for functioning in the operating room. Clinical begins second semester and continues through graduation. The clinical sites are selected for the student, requests are not granted and students must provide their own transportation to and from the institution. Please note, students may have to travel up to an hour for their clinical rotation. Information about a career in Surgical Technology is available at: [www.ast.org](http://www.ast.org) or [www.SurgicalTechSuccess.com](http://www.SurgicalTechSuccess.com).

## **Essential Functions**

You may be exposed to fumes, chemicals, cold, noise, radiation, blood/body fluids and infectious diseases while working as a surgical technologist. Please look carefully at the following Essential Functions for the operating room. These are physical, mental, and emotional characteristics that are required for employment in the operating room. Only you can decide if this career is right for you. It is better to recognize if a program is a right fit before committing to a career. Once admitted into the program, students are expected to comply with the rules, regulations and procedures of College of DuPage and the affiliated clinical hospital sites. *Non-compliance with rules, regulations and procedures is a basis for **dismissal** from the program. The Health and Sciences Program Standards for Professional Conduct is available upon request and will be presented to the students upon their acceptance into the program.*

### **Gross Motor Skills:**

- Move within confined spaces
- Maintain balance in multiple positions
- Reach above shoulders (e.g., adjust overhead lights)
- Reach below waist (e.g., plug electrical appliance into wall outlet)
- Reach out front

### **Fine Motor Skills:**

- Pick up objects with hands
- Grasp small objects with hands firm and slight pressure (ex. surgical instruments, sutures)
- Write with pen or pencil
- Key/type (e.g., use a computer)
- Pinch/pick or otherwise work with fingers (e.g., manipulate a syringe)
- Twist (e.g., turn objects/knobs using hands)
- Squeeze with finger (e.g., eye dropper)
- Manual dexterity
- Finger dexterity
- Simultaneous use of hands, wrists, fingers
- Coordinate eye-hand and eye-hand foot (e.g., pumping soap dispenser and surgical scrub)

### **Physical Endurance:**

- Stand for long periods of time from 2-4 hours
- Maintain same position for long periods of time
- Sustained repetitive movements
- Function in a fast-paced work environment for hours

### **Physical Strength:**

- Push and pull 50 pounds (e.g., carry instrument pans, position client, move equipment)
- Support 50 pounds of weight (e.g., hold arm or leg)
- Lift 50 pounds (e.g., pick up a child, transfer client, bend to lift an infant or child)
- Carry equipment/supplies (e.g., lift instrument pans)
- Use upper body strength (e.g., retraction, physically restrain a client)
- Squeeze with hands (e.g., operate fire extinguishers)

**Hearing:**

- Ability to hear normal speaking level sounds (e.g., person to person conversation, request for an instrument)
- Hear faint voices and body sounds (e.g., heartbeat)
- Ability to discriminate speech in presence of background noises
- Hear in situations when not able to see lips (e.g., masks are worn in the operating room)

**Visual:**

- See objects up to 20 inches away (e.g., information on monitor screen, identification of small needles)
- See objects up to 20 feet away
- Use depth perception
- Use peripheral vision
- Distinguish color and color intensity (e.g., color codes on supplies)
- See in darkened room (e.g., during endoscope procedures, eye surgery)

**Environment:**

- Tolerate exposure to allergens (e.g., latex gloves, chemical substances)
- Tolerate strong soaps
- Tolerate strong odors
- Exposure and tolerate unpleasant sights and sounds, electrical energy, solvents, grease, oils, slippery or uneven walking surfaces and excessive noises
- Tolerate working in confined spaces for extended periods of time
- Tolerate wearing protective equipment (e.g., mask, gown, gloves, glasses, laser, radiation)
- Tolerate working indoors
- Tolerate working in extreme temperatures

**Emotional Stability:**

- Establish professional relationships
- Adapt to changing environment/stress
- Deal with the unexpected (e.g., client condition, crisis)
- Focus attention on task
- Cope with own emotions
- Perform multiple responsibilities concurrently
- Cope with strong emotions in others (e.g., grief, anger, stress)
- Accept constructive feedback
- Accept responsibility for own actions

**Interpersonal Skills:**

- Establish rapport with individuals (e.g., surgeons, staff members and groups)
- Respect/value diversity in others
- Negotiate interpersonal conflict
- Demonstrate tolerance in working with others
- Function as part of a team

### **Accreditation**

The Commission on Accreditation of Allied Health Education Programs ([www.caahep.org/](http://www.caahep.org/)) (727) 210- 2350, accredits the Surgical Technology program offered at College of DuPage. College of DuPage is accredited by the North Central Association of Colleges and Schools (NCA-HLC), The Higher Learning Commission.

### **Program Mission Statement**

The primary purpose of the Surgical Technology program is to educate students with didactic, laboratory, and clinical experiences in preparation to take the national certification exam and work as a professional surgical technologist. Program policies and procedures have been designed to meet or exceed those established by The Commission on Accreditation of Allied Health Education Program (CAAHEP) ([www.caahep.org/](http://www.caahep.org/)) and the Accreditation Review Council on Education in Surgical Technology and Surgical Assisting (ARCST/SA) ([www.arcstsa.org](http://www.arcstsa.org)). The graduate will demonstrate competency to meet national certification requirements, provide skills that meet standard in patient care, and function as an essential member of the health care and operating room team with knowledge and skilled competence.

### **Program Goals and Outcomes**

**The College of DuPage Surgical Technology Program curriculum incorporates accredited professional standards, guidelines, and competencies from the following concepts:**

- Patient-Centered Care: Surgical technologists will offer excellent, compassionate care for all patients, regardless of race, gender, religion, disability, or background.
- Safety: Surgical Technologists will ensure the operating room environment is safe, equipment functions properly, and that the operative procedure is conducted under conditions that maximize patient safety.
- Professionalism: The Surgical Technologist will consistently practice in accordance with professional, legal, and ethical standards.
- Aseptic Technique: The Surgical Technologist must rigorously adhere to the practices and procedures that prevent contamination from pathogens within every surgical procedure.
- Teamwork: Surgical Technologists will use strong teamwork skills to effectively communicate, resolve conflicts, and make decisions.

### **Laboratory Skills, Competencies and Exams**

This Program has mandatory lab skills, competencies, and exams that must be passed prior to going to clinical. Lab is within SURGT1101: Surgical Technology Concepts I course. Each competency within the course is graded and students must receive a 70% or above in Lab in order to pass SURGT1101

### **Program Information Disclaimer**

This Program information is published for that purpose only; however, the information in this packet is not to be regarded as an irrevocable contract between the student and the Program. The Program reserves the right to change, at any time, without notice, graduation requirements, fees and other charges, curriculum, course structure and content, and other such matters as may be within its control, notwithstanding any information set forth in this Program information packet in accordance with College of DuPage policies and procedures.

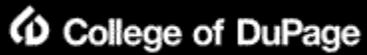
### **Policies and Procedures**

All Nursing and Health Science Division policies and procedures are found on our [Division website](#). It is the students' responsibility to ensure they have reviewed and understand the policies and procedures. The Nursing and Health Science Division reserves the right to change, at any time, without notice, these policies and procedures.

### **Estimate of Student Fees**

Please visit the [Program Costs webpage](#) for estimated fees.

There may be additional costs incurred during the program. Costs may include (but are not limited to) parking, transportation, fingerprinting, clinical site databases, etc. The student will be responsible for these costs.



Nursing & Health Sciences Division  
425 Fawell Blvd.  
Glen Ellyn, IL 60137-6599  
Division Office (630) 942-8331  
Fax (630)942-4222  
[www.cod.edu](http://www.cod.edu)

Dear Applicant,

Thank you for your interest in the College of DuPage Surgical Technology program. This admissions packet has been developed to provide you with a complete overview of our program including the process for admission.

Please note, the College of DuPage Surgical Technology program requires all students within the program complete an Associate in Applied Science Degree in Surgical Technology.

If you should have further questions, please contact me at [campbella86@cod.edu](mailto:campbella86@cod.edu). For more information and resource links, please visit <http://www.cod.edu/surgtech>.

Sincerely,

*Anna Campbell*

**Anna Campbell, MEd, CST/CSFA, CSPDT** | Surgical Technology Program Chair  
College of DuPage | 425 Fawell Blvd., Glen Ellyn, IL 60137  
630-942-2419 | [campbella86@cod.edu](mailto:campbella86@cod.edu)  
[www.cod.edu/surgtech](http://www.cod.edu/surgtech)