FOOTHILL COLLEGE
RADIOLOGIC TECHNOLOGY PROGRAM

STUDENT CLINICAL COMPETENCY HANDBOOK

2015-2017

Student: _____ **Class of 2017**

Student Name: _____

Radiography
Clinical Competency Requirements

The clinical competency requirements include the six general patient care activities listed below and a subset of the 66 radiologic procedures identified on subsequent pages. Demonstration of competence should include variations in patient characteristics (e.g., age, gender, medical condition).

General Patient Care

Requirement: Candidates must demonstrate competence in all six patient care activities listed below. The activities should be performed on patients; however, simulation is acceptable (see endnote) if state or institutional regulations prohibit candidates from performing the procedures on patients.

➔TO BE SIGNED BY THE PROGRAM DIRECTOR🡐

General Patient Care	Date Completed	Competence Verified By
CPR		
Vital signs (blood pressure, pulse, respiration, temperature)		
Sterile and aseptic technique		
Venipuncture		
Transfer of patient		
Care of patient medical equipment (e.g., oxygen tank, IV tubing)		

FOOTHILL COLLEGE
RADIOLOGIC TECHNOLOGY PROGRAM

Confidentiality Agreement

As a student of Foothill College, you have both a legal and ethical responsibility to protect the privacy of patients. All information that you see or hear regarding patients, directly or indirectly, is completely confidential and must not be discussed or released in any form, except when required in the performance of your duties. If you have access to employee or financial information, you are expected to treat such information in the same confidential manner as patient information.

Your user identification code gives you access to confidential information that should only be used in caring for patients, processing financial, and Human Resources date. All information systems access codes are assigned based on the student's need to have information in order to carry out assigned responsibilities as determined by your clinical instructor.

.....

I understand and agree that in the performance of my duties in the Foothill College Radiology Program, I must hold patient information, employee information, and financial information in confidence as outlined above. I also understand that I have an ethical responsibility to respect the Radiologic Technology Program, its faculty, clinical instructors, clinical affiliates, and Program students in matters that are told to me in confidence. I understand that any violation of confidentiality may result in disciplinary action including dismissal from the Program.

Print Name _____

Signature _____ Date _____

Student Name: _____

Student Competency Procedure Log

CATEGORY 1 **Chest & Thorax**	Mandatory/ Quarter	Elective/ Quarter	Date Completed	Patient or Simulated	Verified By	First 6th Month Recheck July - Dec.	Second 6th Month Recheck Jan. - June
Chest Routine	1st						
Chest AP (Wheelchair or Stretcher)	2nd						
Chest Routine (age 6 or younger)	4th						
Ribs	3rd						
Chest Lateral Decubitus		2nd					
Sternum		3rd					
CATEGORY 2 **Extremities**							
Thumb or Finger	1st						
Hand	1st						
Wrist	1st						
Forearm	1st						
Elbow	1st						
Humerus	1st						
Shoulder	1st						
Foot	1st						
Ankle	1st						
Tibia-Fibula	1st						
Knee	1st						
Femur - 4 views	2nd						
Clavicle		2nd					
Scapula		2nd					
AC Joints		2nd					
Patella		2nd					
Calcaneus		2nd					
Toe		2nd					
Trauma Shoulder (Scapular Y Transthoracic, or Axillary)*	3rd						
Trauma Upper Extremity (Non-shoulder)*	3rd						
Trauma Lower Extremity*	3rd						
Upper Extremity (age 6 or younger)		4th					
Lower Extremity (age 6 or younger)		4th					
CATEGORY 3 **Cranium**							
Skull		4th					
Paranasal Sinuses		6th					
Facial Bones		6th					
Orbits		6th					
Zygomatic Arches		6th					
Nasal Bones		6th					
Mandible (Panorex acceptable)		6th					

Student Name: _____

CATEGORY 4 **Spine & Pelvis**	Mandatory/ Quarter	Elective/ Quarter	Date Completed	Patient or Simulated	Verified By	First 6th Month Recheck July - Dec.	Second 6th Month Recheck Jan. - June
Pelvis	2nd						
Hip	2nd						
Cross Table Lateral Hip	2nd						
Cervical Spine	3rd						
Trauma Cervical Spine (Cross Table Lateral)*		3rd					
Thoracic Spine	3rd						
Lumbosacral Spine	3rd						
Sacrum and/or Coccyx		3rd					
Scoliosis		4th					
Sacroiliac Joints		3rd					
CATEGORY 5 **Abdomen & Fluoroscopic Studies**	Student must select either an Upper GI or Barium Enema and one additional fluoroscopy study.						
Abdomen Supine (KUB)	1st						
Abdomen Upright	2nd						
Abdomen Decubitus		2nd					
Abdomen (age 6 or younger)		4th					
Esophagus		2nd					
Small Bowel Series		2nd					
Upper GI Series (Single or Double Contrast)		2nd					
Barium Enema (Single or Double Contrast)		2nd					
CATEGORY 6 **Other**							
Intravenous Urography		2nd					
Cystography/Cystourethrography		2nd					
ERCP		2nd					
Arthrography		2nd					
Myelography		3rd					
Upper Airway (Soft-Tissue Neck)		3rd					
CATEGORY 7 **Mobile & Surgical Studies**							
Portable Chest	2nd						
Portable Abdomen	2nd						
Portable Orthopedic	2nd						
Mobile Study (age 6 or younger)		4th					
C-arm Procedure (Orthopedic)	4th						
C-arm Procedure (Non-Orthopedic)		4th					

* Trauma is considered a serious injury or shock to the body. Modifications may include variations in positioning, minimal movement of the body part, etc.
- All exams are labeled with a 1, 2, 3 or 4. This designates the quarter the student may begin comping on those exams. 1 = Fall, 2 = Winter, 3 = Spring, 4 = Summer Quarter of the first year.

Competency Requirements
First Year

Fall – 1st Quarter	**Three Competencies**	
	▪ Chest – Adult (2V) ▪ KUB ▪ One Mandatory Extremity from Category 2 on the Student Competency Procedure Log labeled 1st Quarter. ▪ All mandatory competencies shall be performed on patients' age 18 and older.	(3)
Winter – 2nd Quarter	**Three Competencies**	
	▪ Chest (Adult 2V) and Abdomen Re-comp Required ▪ Three Mandatory Competencies on the Student Competency Procedure Log labeled 1st and 2nd Quarter. ▪ Begin elective competencies labeled 2nd Quarter. ▪ All mandatory and elective competencies shall be performed on patients' age 18 and older.	(3)
Spring – 3rd Quarter	**Five Competencies**	
	▪ Five Mandatory Competencies on the Student Competency Procedure Log labeled 1st, 2nd and 3rd Quarter. ▪ Begin elective competencies labeled 3rd Quarter. ▪ All mandatory and elective competencies shall be performed on patients' age 18 and older.	(5)
Summer – 4th Quarter	**Six Competencies**	
	Recheck competencies required before student performs exam under indirect supervision ▪ Six Mandatory Competencies on the Student Competency Procedure Log labeled 1st, 2nd, 3rd and 4th Quarter. ▪ Begin elective competencies labeled 4th Quarter. ▪ All non-pediatric designated competencies may be performed on patients' age 7 and older.	(6)

Total of 17 Mandatory Competencies – First Year

Note: Femur competency is four views: AP/Lat to include knee & AP/Lat hip. If the femur competency is performed and passed, the student will get credit for passing a hip competency also. The student cannot pass one competency without passing the other.

Competencies performed on C-spine and L-spine must be full series. Mock additional views if necessary.

Students who prove competency on Esophagus and UGI in digital fluoro rooms must mock the following overhead views:

Esophagus: RAO – Rt. Lateral UGI: AP – LPO – RAO – Rt. Lateral

Competency Requirements
Second Year

Fall – 5th Quarter	**Eight Competencies**	
	▪ Eight Mandatory Competencies on the Student Competency Procedure Log labeled 1st, 2nd, 3rd and 4th Quarter. ▪ All non-pediatric designated competencies may be performed on patients' age 7 and older.	(8)
Winter – 6th Quarter	**Eight Competencies**	
	Recheck competencies required before student performs exam under indirect supervision ▪ Six Mandatory Competencies from any Category. ▪ Two Elective Competencies – Skull & Paranasal Sinuses. ▪ All non-pediatric designated competencies may be performed on patients' age 7 and older.	(6) (2)
Spring – 7th Quarter	**Twenty Three Competencies**	
	▪ Thirteen Elective Competencies Required ▪ Ten Terminal Competencies (Mandatory or Elective) Required: One from Category 1 Three from Category 2 Three from Category 4 Three from Category 5 (one must be UGI or BE) ▪ Terminal and elective exams may not double count during Spring Quarter. ▪ All non-pediatric designated competencies may be performed on patients' age 7 and older.	(13) (10)

Total of 14 Mandatory Competencies – Second Year
Total of 10 Terminal Competencies – Second Year
Total of 15 Elective Competencies – By Program Completion *(Student must select either an UGI or BE plus one additional fluoroscopy exam from Category 5, skull, paranasal sinuses and 11 electives of their choice)*

Note: Femur competency is four views: AP/Lat to include knee & AP/Lat hip. If the femur competency is performed and passed, the student will get credit for passing a hip competency also. The student cannot pass one competency without passing the other.

Competencies performed on C-spine and L-spine must be full series. Mock additional views if necessary.

Students who prove competency on Esophagus and UGI in digital fluoro rooms must mock the following overhead views:

Esophagus: RAO – Rt. Lateral UGI: AP – LPO – RAO – Rt. Lateral

Competency Substitution Form

Student Name: _____

Clinical Site: _____

Quarter / Year: _____

Competency Not Completed		Competency Substituted	
Competency	Category	Competency	Category

_____ _____

Clinical Instructor College Instructor

Student Name: _____

Patient Movement and Transfer Competency

Each rotation, beginning fall quarter of the first year until completion of the program, the student will be competency tested on Patient Movement and Transfer.

Clinical instructor to initial and date:

	Initial	Date
Fall 1st Year		
Winter 1st Year		
Summer 1st Year		
Winter 2nd Year		

Digital Competency

Each rotation, beginning fall quarter of the first year until completion of the program, the student will be competency tested when applicable, on Digital Equipment Operation and Processing.

Clinical instructor to initial and date:

	Initial	Date
Fall 1st Year		
Winter 1st Year		
Summer 1st Year		
Winter 2nd Year		

Student Name: _____

Vital Signs and Medical Equipment Competency

Once a rotation, beginning summer quarter of the first year until completion of the program, the student will be competency tested on blood pressure, pulse, respiration, oxygen use, suction machine, and IV solution and tubing.

Clinical instructor to initial and date:

	Initial	Date
Summer 1st Year or Fall 2nd Year		
Winter 2nd Year or Spring 2nd Year		

Sterile and Aseptic Technique Competency

Summer quarter 1st year students will receive instruction and competency evaluation on sterile and aseptic technique.

Clinical instructor to initial and date:

	Initial	Date
Summer 1st Year		

Off-Hour Rotation Competency

Winter or spring quarter 2nd year students will receive instruction and competency evaluation on off-hour shifts.

Clinical instructor to initial and date:

	Initial	Date
Winter or Spring Quarter 2nd Year		

Student Name: _____

Operating Room and C-arm Competency

During the last two rotations the student will be instructed on the Operating Room and C-arm.

Clinical instructor to initial and date:

	Initial	Date
Summer 1st Year or Fall 2nd Year		
Winter 2nd Year or Spring 2nd Year		

Specialty Rotation Competency

During the last two rotations the student will be instructed and competency tested on the CT, Angiography, and MRI Competency. The Mammography competency is optional.

Clinical instructor to initial and date:

	First 6-Month Rotation Fall Quarter		Second 6-Month Rotation Jan. - June	
	Initial	Date	Initial	Date
Angiography				
CT				
MRI				
Mammography (Spring quarter)				