



Application to Enroll in BSRS Radiography Concentration Courses

We are pleased that you are interested in enrolling in the Bachelor of Science in Radiologic Sciences (BSRS) radiography clinical courses in the School of Allied Health at Northwestern State University. In order to be considered for enrollment for radiologic sciences courses, you must meet the Special Admission Policies of Undergraduate Studies in Radiologic Sciences.

Procedure for submitting Application to Enroll in Radiologic Sciences Courses follows:

1. An applicant must be currently enrolled in the University or have submitted an application for admission to Northwestern for the semester requested.
2. All official transcripts from universities other than NSU must be on file in the office of the Registrar on the Natchitoches campus.
3. An applicant must submit the following materials:
 - A. Completed application for BSRS Radiography Courses (attached)
 - B. Copy of scores of TEAS Entrance Exam (if not taken at NSU). Test will be given in the ALHE 2210 course.
 - C. Final order of the American Registry of Radiologic Technologist (ARRT) (if applicable) must be submitted by April 30, 2025.
 - D. Signed Release of Information
 - E. Signed Performance and Technical Standards Form
 - F. Signed Pregnancy Policy Form
4. The submission of an Application to Enroll does not guarantee enrollment in BSRS clinical courses.
5. The application must be downloaded. **Type in all the information. Handwritten applications will not be accepted. EMAIL completed application to:**

Dr. Tammy Curtis
Director of the BSRS Program at:
SAH@nsula.edu by August 31, 2024.
6. You will receive email notification that your application has been received.
7. No application will be accepted after the designated deadline.
8. Students must have completed all required courses and criteria by the last day of the NSU fall semester. Official transcripts of grades earned from other institutions must be submitted to the Office of Registrar at NSU by the last day of the NSU fall semester.
9. Each student will receive notification of the admission decision regarding their enrollment for radiology clinical courses as soon as possible after the Admission Committee has reviewed all applicants.
10. This application is valid for one semester only.



NORTHWESTERN STATE

School of Allied Health

1800 Line Avenue
Shreveport, LA 71101
318.677.3020
F 318.677.3068
radiologicsscience.nsula.edu

**NORTHWESTERN STATE UNIVERSITY
SCHOOL OF ALLIED HEALTH
BSRS Radiography Concentration Program**

Checklist for Materials That Must Be Submitted by August 31, 2024

- Completed application to BSRS Radiography Signed
- Performance and Technical Standards
- Signed Pregnancy Policy
- Signed Release of Information
- Submit application and pay to complete Background Check

**NORTHWESTERN STATE UNIVERSITY
RADIOLOGIC SCIENCES PROGRAM**

APPLICATION TO ENROLL IN BSRS COURSES - **Spring 2025**

This application must be sent by **EMAIL** to:
Dr. Tammy Curtis
Director of BSRS Program
SAH@nsula.edu

First, download the application and save the file on your computer. Second, **type in your information**. Handwritten applications will not be accepted.

Email the completed application as an attachment file to the director.

APPLICATION MUST BE RECEIVED BY August 31, 2024.

1. Name _____ CWID #: _____
Last First Middle Maiden

2. Permanent Address: _____
No. & Street Apt. # City ZIP

() Please check if you wish this address to be entered into your computer record at Northwestern State University.

3. Telephone: (_____) _____ (_____) _____
Permanent Current

4. Current and valid email address: _____

5. Campus requested: _____ Shreveport _____ Alexandria (List order of preference First and Second)

6. List other Colleges and University Attended/Attending:

College Name	City	State	Dates	Degree Earned/ Number of Hours

7. Have you ever been arrested, charged with, pled guilty or no contest to, or been sentenced for any criminal or misdemeanor offense in any state? Yes No
(If yes, you must contact the American Registry of Radiologic Technologist (ARRT) regarding this offense (ARRT - (651) 687-0048). The final order of the American Registry of Radiologic Technologist will determine your eligibility for consideration for admission and must be submitted before the selection process.)

8. A. Completion of the requirement for clinical and submission of this application **DOES NOT GUARANTEE** admission into clinical radiology courses.
 B. This application is valid for Spring 2025 only.
 C. In order to be eligible for clinical, the student must:
 (1) Ensure that all official transcripts from other universities attended are on file in the Office of the Registrar by December 15, 2024.
 (2) Be currently enrolled at NSU or have submitted an application to the University for the Fall semester.

9. Read and sign the attached Performance and Technical Standards and Pregnancy Policy.

I HAVE READ THE REQUIREMENTS FOR ADMISSION TO CLINICAL RADIOLOGY COURSES. I HAVE ALSO READ THE ESSENTIAL ACADEMIC PERFORMANCE AND TECHNICAL STANDARDS AND PREGNANCY POLICY. I CERTIFY THAT ALL INFORMATION FURNISHED IS COMPLETE AND CORRECT.

Applicant's Signature or type in your name

Date



Background Check Requirement

Changes are taking place within healthcare facilities nationally. These changes directly affect all health programs at Northwestern State University.

The Joint Commission of Accreditation of Healthcare Organization (Joint Commission), which accredits healthcare facilities across the country, enforced background screenings in September of 2004 and has set requirements mandating that students in a healthcare field must now complete the same background check as hospital employees.

A background investigation must be completed prior to your first clinical rotation at Northwestern State University. Students are responsible for the payment of their background investigation. Northwestern State University has contracted with our partners at PreCheck to store and maintain your student background check and health requirements set by Northwestern State University.

To initiate your background clearance, you must first register for an account with PreCheck.

Step 1. Go to <https://candidate.precheck.com/StudentCheck?schoolId=17663>

Step 2. Select School: Northwestern State University-Louisiana- CONSAH-BSRS

Step 3. Select Program: RADS Class of 2027

Step 4. Only select Background Check



<p>Background Information</p> <p>If you are ordering a background check please make sure you have the following information prior to continuing.</p> <ul style="list-style-type: none"> • Social Security Number or Alternate ID Number • 7 years of residential history • Valid email address 	<p>Expected Timeline</p> <ul style="list-style-type: none"> • Background Check - Typically completed within 3-5 business days. • Drug Testing - Results are available within 24-48 hours of specimen collection. • Immunization Tracking - Your documents will be verified within 48 hours. 	<p>Confirmation</p> <p>You will receive a confirmation page/receipt upon successful submission of your order via email.</p>	<p>Delivery</p> <p>Your background report and/or drug test results will be available for your review within your profile.</p>
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If your school program is not listed below, please submit your application by mail using the form provided by your school. If you are unsure of what package is needed, please contact your program director for assistance.

School and Program

→ Northwestern State University - Louisiana - CONSAH - BSRS

→ RADS Class of 2027

Select Services

→ Background Check

Immunization

→ **Start Application**

Please enter all fields when prompted, and then complete your order. You will be emailed a receipt to the email address you provide. Please use your NSU email address account.

To retrieve a copy of the background report, log into:

<https://candidate.precheck.com/StudentCheck?schoolId=17663>

For questions regarding Background Check, please contact studentcheck@precheck.com.

The following searches are required for students attending facilities for clinical through Northwestern State University:

1. Criminal History Record Search
2. Social Security Number Trace (residential history, State and Year SSN issued)
3. Office of Inspector General Sanction Report (Medicare/Medicaid Excluded List)
4. General Services Administration (Persons barred from Federal Programs)

Background checks take approximately two weeks to be processed. You will need to complete the request for the background check by August 31, 2024. Failure to do so may affect your clinical application process.

If you have any questions, please feel free to contact the School of Allied Health at 318-677-3100 or SAH@nsula.edu.

Sincerely,



Tammy Curtis Ph.D.,RT(R)(CT)(CHES)
Director of the BSRS Program
Professor/Graduate Faculty

**Northwestern State University
College of Nursing and School of Allied Health
Consent for Release of Information**

I, _____, agree to allow Northwestern State University to release my health information and/or criminal background investigation to clinical agencies, as requested. I understand this information is confidential, will be kept secure at all times, and is shared with faculty only as appropriate. I further understand that refusal to sign this consent will result in my inability to participate in clinical courses.

Student Signature or type in your name

Date

Background Check Submission Verification

I, _____, have submitted the application to complete the Background check
Student Signature

on _____ through the website **PreCheck** understand
Date

this information is confidential, will be kept secure at all times, and is shared with faculty and/or clinical education settings only as appropriate.

NORTHWESTERN STATE UNIVERSITY
COLLEGE OF NURSING AND SCHOOL OF ALLIED HEALTH
ESSENTIAL ACADEMIC PERFORMANCE AND TECHNICAL STANDARDS
FOR DIDACTIC AND CLINICAL SETTINGS

The education of a healthcare professional requires assimilation of knowledge, acquisition of skills and development of judgment through patient care experiences in preparation for semi-autonomous and collaborative practice, and making appropriate decisions required in such practice. Professional healthcare practice emphasizes collaboration among all healthcare professionals and the patient. In order to function adequately as a professional and progress as a student in any of the healthcare majors offered in the professional clinical programs at Northwestern State University College of Nursing and School of Allied Health (CONSAH), students must possess each of the following skill sets which are essential to meeting required **academic performance and technical standards in the classroom and clinical setting**.

Possession of the outlined skills (noted below) are required in order to meet CONSAH standards and demonstrate competence in disciplines as complex as nursing and allied health; thus, these skills are needed for successful admission and progression by students for all degrees within the College of Nursing and School of Allied Health at NSU. In addition to the standards of student conduct set forth in the **NSU Code of Student Conduct**, students must demonstrate competency in the skills which are foundational to meeting each of the **Essential Academic Performance and Technical Standards** within CONSAH.

MOTOR, STRENGTH, AND MOBILITY SKILLS

Students must be able to:

- Manipulate equipment (locks, push buttons, knobs, and switches) using fine motor skills including grip, grasp, and bending and twisting of the wrist.
- Complete delicate procedures in a timely and accurate manner.
- Safely push a wheelchair, stretcher, or other transport equipment from a patient waiting area or patient room to other parts of the facility.
- Safely transfer a patient from a wheelchair or stretcher to the bed or exam table.
- Raise arms above head and in all directions to manipulate equipment.
- Stand and walk for extended periods of time (up to 12 hours).
- Lift twenty-five (25) pounds of weight and at minimum, ten (10) pounds above head.
- Perform all aspects of CPR, ACLS, PALS, and Basic Life Support (BLS) as required by specific clinical program.
- Employ diagnostic reasoning (select graduate students).
- Must be able to sustain positions for extended periods using upper body movements including reaching, twisting, and applying pressure.

COMMUNICATION SKILLS

Students must be able to:

- Communicate effectively in English (via verbal and written means) with patients, family members, physicians, and all members of the health care team.
- Read and quickly comprehend written instructions to deliver appropriate patient care.
- Document written and electronic records and assignments in an accurate and timely manner.
- Willingly receive and provide feedback.
- Process and communicate information on the patient's status with accuracy, in a timely manner, to members of the healthcare team.

SENSORY (HEARING, VISION, TACTILE AND OLFACTORY) SKILLS

Students must be able to:

- Hear sufficiently to interact with patients and medical staff when background noise is present.
- Detect audible sounds within the hospital, such as equipment alarms, fire alarms, telephones ringing, and overhead pages.
- Observe patients accurately, at a distance, close at hand, and in low levels of light.
- Recognize and respond appropriately to non-verbal communications when performing assessments and/or administering treatments/interventions.
- Distinguish between different shades of color and gray scales.
- Perceive signs of disease, infection, or discomfort manifested through physical examination and discriminating touch.
- Accurately read small print such as is found on medication labels and syringes.

INTELLECTUAL AND COGNITIVE SKILLS

Students must be able to:

- Develop and refine problem-solving skills that are crucial to practice as a healthcare provider, including but not limited to the following: measure, calculate, reason, analyze, integrate, synthesize objective and subjective data in the context of undergraduate or graduate professional study.
- Make sound decisions, even in urgent/emergent clinical situations that reflect consistent and thoughtful deliberation.
- Make a correct judgment in seeking supervision and consultation in a timely manner.
- Read and comprehend extensive written materials including instructions, test results, and histories.
- Apply information and engage in critical thinking in the classroom and clinical setting.
- Engage in self-directed learning.

BEHAVIORAL, EMOTIONAL, AND SOCIAL SKILLS

Students must be able to:

- Demonstrate emotional stability to function effectively under stress and to adapt to an environment that may change rapidly without warning and in unpredictable ways.
- Understand that his or her values, attitudes, beliefs, emotions, and experiences affect his or her perceptions and relationships with others.
- Willingly examine and change his or her behavior when it interferes with productive individual or team relationships.
- Demonstrate the skills and maturity necessary for effective and harmonious relationships in diverse academic and practice environments.

PROFESSIONAL CONDUCT

Students must be able to:

- Work collaboratively with peers, faculty, and other healthcare professionals.
- Minimize behavioral gestures that indicate dissatisfaction, disrespect or any negative attitude.
- Abide by professional standards of practice, and practice in an ethical manner.
- Engage in patient care delivery in all settings and deliver care to all patient populations as required.
- Demonstrate compassion, empathy, altruism, integrity, honesty, responsibility, tolerance, and flexibility in any given situation.
- Arrive timely to the clinical and classroom settings.
- Respond appropriately to constructive criticism while maintaining professional behavior.
- Practice independently (i.e., be able to perform all required skills, assignments independent of other student's help).

REGULAR AND ONGOING EVALUATION OF ACADEMIC PERFORMANCE AND TECHNICAL STANDARDS

Faculty will evaluate students on a regular and ongoing basis, addressing deficits and areas in need of improvement by means of a program-specific clinical evaluation tool, based on direct and indirect interaction and supervision of the student in the classroom and clinical settings and during clinically related activities. Students must notify faculty of any changes in their ability to meet the academic performance and technical standards. **Students who violate or fail to report changes in their ability to meet the *Essentials of Academic Performance and Technical Standards* will be placed on an academic deficiency learning contract and/or probation. Failure to consistently comply with the requirements of the learning contract may result in dismissal from the respective CONSAH program.** (Please refer to the academic deficiency form.) Keep in mind, clinical agencies may not allow or be able to provide the same accommodations as those that can be provided in a classroom.

REASONABLE ACCOMMODATIONS FOR DISABILITIES

Students with disabilities are encouraged to contact the Office of Disabilities at 318-357-4460. Students with disabilities are expected to perform all the essential functions of the program with or without reasonable accommodation. The University will work with the student to provide, if possible, reasonable accommodations; however, it is important to note we are not required to provide requested accommodations that would fundamentally alter the essential qualifications, functions, technical standards, or other academic requirements of the program, or result in an undue financial or administrative burden.

I have received a copy of this form and understand that it is my responsibility to meet the expectations and should I not be able to perform any of the above criteria I will notify my faculty immediately.

Student's Signature

Date

Print Student's Name

CWID

Pregnancy Policy

If a student suspects she is pregnant while enrolled in the program, she may notify the Radiation Safety Officer, Clinical Coordinator, or Program Director. **Pregnancy notification is strictly voluntary**, but it is strongly recommended so that measures can be taken to protect the unborn child from ionizing radiation. If a student decides to declare her pregnancy, she must complete the **Pregnancy Notification form**. Once a pregnancy is declared, the student will be provided with a second dosimeter to measure fetal radiation exposure.

For a declared pregnancy, the student may choose one of the following options:

1. **Modified Program Continuation:** Continue in the program without rotations through Fluoroscopy, Special Procedures, Cardiovascular Intervention, Mobile, Surgery, Radiation Therapy, and Nuclear Medicine. The declared pregnant student should not remain within the MRI scanner room or Zone IV during actual data acquisition or scanning. Depending on competency completion, graduation may be delayed beyond the originally scheduled cohort date.
2. **Unmodified Program Continuation:** Continue in the program with no changes to the clinical rotation schedule.
3. **Individualized Options:** Other options may be available on a case-by-case basis.

Students may withdraw the declaration of pregnancy at any time after discussing all options. Withdrawal of the notification must be submitted in writing to the Radiation Safety Officer and Clinical Coordinator.

This pregnancy policy aligns with Title IX of the Education Amendments of 1972, which prohibits discrimination based on sex, including pregnancy and parental status, in educational programs and activities. For more information on Title IX, students can refer to the university's handbook or visit the university's Title IX website at [this link](#).

Students who declare their pregnancy are required to follow the National Council on Radiation Protection and Measurement (NCRP) dose limits for the embryo and fetus in occupationally exposed women. The current limits are a maximum of 50 mREM/month and 500 mREM/gestational period.

Pregnant students who choose to participate in all phases of education, with or without modifications, must review the U.S. Nuclear Regulatory Commission "Regulatory Guide 8.13," available [here](#).

The program emphasizes the importance of proper radiation safety for all students. Neither the University nor the Clinical Education Setting will be responsible for radiation injury to the student or the embryo/fetus if the student chooses to continue in the program during pregnancy.

I have read the pregnancy policy of the BSRS Program at Northwestern State University. I understand that if I have any questions, I can call the Radiation Safety Officer at (318) 677-3080 for clarification of this policy.

Applicant's Signature or type in your name

Date

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