Surgical Technology

DEGREE PROGRAM

www.aacc.edu

ANNE ARUNDEL
COMMUNITY COLLEGE
School of Health Sciences
Dear Prospective Surgical Technology Student,

Congratulations on considering Surgical Technology as a career possibility! This program is designed to allow the student to complete the requirements in two years. Employment opportunities are available nationwide and offer flexible scheduling, competitive wages, and benefit packages.

We will admit students to this rolling admission program once a year. Applicants wishing to begin the program in the spring must submit a complete application packet for consideration.

The first step in the admission process is attendance at a Surgical Technology degree program information session. At the session, we will review the academic and admission requirements, the sequence of Surgical Technology courses, and the projected time commitment.

Sincerely,

Patricia M. Clarke, M.Ed., CST
Program Coordinator/Assistant Professor
School of Health Sciences
Email: pmclarke@aacc.edu

Tammie D. Neall, MS, MT(ASCP)
Manager, Admissions and Advisement
School of Health Sciences
Email: tdneall@aacc.edu
PROGRAM OUTCOMES

Purpose

Prepare students for employment as competent entry level Surgical Technologist in the cognitive (knowledge), psychomotor (skills) and affective (behavior) learning domains. Train graduates to prepare the operating room by setting up surgical instruments and equipment; to work in the sterile surgical field with members of the surgical team; and to assist with the preparation and transport of the surgical patient in hospitals, surgical centers, and other health care industries. Prepare graduates for the Surgical Technologists national certification examination. The Surgical Technology Program is accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP).

Outcomes

The graduate of Anne Arundel Community College’s Surgical Technology Program will be able to demonstrate the following competencies:

- Apply a basic understanding of human physiology and surgical anatomy in the perioperative role of a Surgical Technologist.
- Demonstrate a basic understanding of the concepts of pharmacology as related to the Surgical Technologist.
- Demonstrate theoretical and practical proficiency in surgical aseptic technique, surgical procedures and patient care.
- Identify and assume appropriate responsibility for patient care and safety in the perioperative setting.
- Demonstrate appropriate interpersonal and communication skills.
- Demonstrate critical thinking skills in the perioperative setting.

The Surgical Technology Program is accredited by the Commission on Accreditation of Allied Health Education Programs (www.caahep.org) upon the recommendation of the Accreditation Review Council on Education in Surgical Technology and Surgical Assisting (ARC/STSA).

Commission on Accreditation of Allied Health Education Programs
25400 US Hwy 19 N., Suite 158
Clearwater, FL 33763 727-210-2350
www.caahep.org
**College Admission**

Students who wish to apply for the Surgical Technology Program at Anne Arundel Community College should indicate the Surgical Technology Field of Study on the College Admission Application or Student Academic Program/Curriculum Change Form available online and in Academic and Transfer Advising. To facilitate enrollment bring a copy of ACT, SAT, or advanced placement scores and unofficial high school/college transcripts to Advising. Application to the Surgical Technology course sequence is a separate process. Students must apply to the program and go through the admission process.

**Advising**

New students should contact Academic and Transfer Advising at 410-777-2307 and select Option 1.

Current students should follow the instructions below:
- Log into MyAACC [https://portal.aacc.edu](https://portal.aacc.edu).
- Click on MENU.
- Select SELF SERVICES.
- Locate and click on OASIS in the Self Services Resource Links section, and follow directions provided.

Students who are transferring general education requirements should have official transcripts sent directly to the college Records office. In order to facilitate evaluation of transfer credits to meet academic requirements, official transcripts from all previously attended institutions of higher education must be submitted in a timely manner.

In order to take prerequisite courses for this program, students must be eligible for ENG 101/ENG101A and eligible for general education mathematics. This will be explained in an advising session.

**Address Verification**

First consideration for selection will be given to candidates whose resident address is in Anne Arundel County for at least three months prior to the date the application is submitted (address verification is required). Out-of-county applicants will be reviewed only when space is available, but are encouraged to apply.
**Application Submission**

Applications are accepted for the Surgical Technology Program on a rolling admission basis for selection. The program will begin each spring term. Students will apply for the Surgical Technology Program only after meeting all academic and admission criteria. Once the applicant’s admission criteria have been verified, that student receives conditional acceptance for the next available seat. Incomplete applications are not considered and will be sent back to the student for resubmission once they are complete. Students need only apply once to the program, providing their application is complete. A future seat will be reserved for them once the student meets the criteria for admission.

**Information Session**

- Mandatory attendance at an information session is required prior to submitting the Surgical Technology Program application. Please call 410-777-7310 for dates and times and locations or view the schedule by visiting www.aacc.edu/apply-and-register/credit-application/health-science-applicants/.
- There is no registration needed and no cost to attend.

**Photo Identification**

Applicants are required to submit a photocopy of their Maryland driver’s license, other government-issued photo ID, or AACC photo ID attached to the program application.

**Satisfactory Academic Standing**

Students must have a minimum adjusted grade point average (GPA) of 2.0 at this college to be considered for selection to the Surgical Technology Program.

**English**

Students must demonstrate eligibility for ENG 101/ENG 101A.

There are a number of ways that can be used to determine English eligibility:

- Qualifying SAT/ACT scores
- Appropriate score on the English placement test
- Unweighted high school GPA (if you graduated in the last 5 years)
- Successful completion of developmental courses, if applicable
- Transfer of credits for ENG 101
- Appropriate score on an AP exam
- Appropriate score on a CLEP test
- Appropriate score on GED test
Please see an academic advisor for details and more information. Visit: https://www.aacc.edu/apply-and-register/credit-application/determine-placement/.

**Mathematics**

Students must demonstrate eligibility for general education mathematics.

There are a number of ways that can be used to determine general education mathematics eligibility:

- Qualifying SAT/ACT scores
- Appropriate score on the Mathematics placement test
- Unweighted high school GPA plus course work (if you graduated in the last 5 years)
- Successful completion of developmental courses, if applicable
- Transfer of credits for a general education mathematics
- Appropriate score on an AP exam
- Appropriate score on a CLEP test
- Appropriate score on GED test

Please see an academic advisor for details and more information. Visit: https://www.aacc.edu/apply-and-register/credit-application/determine-placement/.

**Chemistry**

Students must present evidence of successful completion of a chemistry course with a grade of C or better, as demonstrated by one of the following, by the date the application is submitted to be eligible for selection:

- U.S. high school general chemistry (1 credit) **OR**
- Non-credit (CHE 011) or credit chemistry (CHE 111 or CHE 103) **OR**
- Transfer of credits for a credit chemistry course from other institutions of higher learning.

**NOTE:** If home schooled the high school curriculum must be under a recognized umbrella organization with the supervision of a state-approved curriculum. AACC may require a course syllabus so that our chemistry department chair can review and approve the curriculum.

**High School Graduate or Equivalency/College Degree**

- Official high school transcripts or official GED equivalency certificate must be submitted with the program application to the Health Sciences Admissions Office, FLRS 100. **OR**
- Official transcript verifying an associate degree or higher from a nationally recognized institution.
- A transcript/equivalency certificate is considered official when enclosed in a sealed envelope from the institution; it must also include a graduation/completion date and a school official's signature. A copy of a high school or GED diploma does not constitute an official document and will not be accepted.
- Your application will not be considered complete if required document is not submitted with the application or has not been previously submitted to and received by Anne Arundel Community College.

**College Credit Transfer**

- Applicants who have program prerequisite courses or other equivalent general education required courses completed from a nationally recognized institution must submit official transcripts with the program application for review.
- A transcript is considered official when it is enclosed in a sealed envelope from the institution; the transcript also includes a graduation date, if applicable, and a school official’s signature.
- The program application will not be considered complete if required transcripts are not submitted with the application or have not been previously submitted to and received by Anne Arundel Community College.

**International Students**

- Foreign educated students must have their college and high school transcripts evaluated by one of the following credential evaluators:
  - ECE (Educational Credential Evaluators) at [www.ece.org](http://www.ece.org)
  - WES (World Education Services) at [www.wes.org](http://www.wes.org)
  - SpanTran: The Evaluation Company at [www.spantran.com](http://www.spantran.com)

  This evaluation must be done prior to evaluation by the Records office at Anne Arundel Community College. Please be advised that this process may take several weeks.

- **ALL** international students whose native language is not English must successfully pass the TOEFL (Test of English as a Foreign Language) with a minimum score of 550 (213 is the equivalent computer score and 79 is the equivalent Internet-based score) OR must have completed the ENG 101/ENG101A and ENG 102 course sequence with grades of C or better prior to applying to the program. Anne Arundel Community College’s code for TOEFL is 5019.

- Valid Immigration Documentation for Non-U.S. Citizens
♦ Non-U.S. Citizen applicants must submit valid immigration documentation to the AACC Admissions and Enrollment Development Office in order to complete the required College Application. For assistance regarding immigration documentation needed, please call 410-777-2152. Incomplete college applications may result in non-selection of a Health Sciences program.

♦ Please note: Students without a Social Security number may not be permitted at some clinical rotation sites; site availability may delay or inhibit progression in the program. An International Student Admission Specialist in the AACC Admissions and Enrollment Development Office may be able to assist international Students with F-1 visa status to obtain a Social Security number through Practical Training; please contact them at 410-777-2677. For detailed information please refer to the college catalog (available on campus or online at http://catalog.aacc.edu/).

- For more information visit: https://www.aacc.edu/apply-and-register/credit-application/international-students/toefl-score-requirement/.

**Additional Information**

**Registration for Surgical Technology Course Sequence**

- Only students who have been selected may register for SGT 100.

**Readmission**

- Students seeking readmission to the program must petition the department coordinator in writing.
REQUIREMENTS – All students must receive a minimum grade of C or better in each prerequisite course, general education course and each Surgical Technology course and a mark of satisfactory in the clinical laboratory to proceed in the program.

Prerequisites
Prerequisite courses must be completed by the date the application is submitted.

### REQUIRED COURSES

#### Course # | Title | Credits
--- | --- | ---
BIO 231 | Human Biology 1 | 4
BIO 232 | Human Biology 2 | 4
MDA 113 | Medical Terminology | 3

**OR**

BIO 233* | Anatomy and Physiology 1 | 4
BIO 234 | Anatomy and Physiology 2 | 4
MDA 113 | Medical Terminology | 3

#### FIRST YEAR

<table>
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<tr>
<th>Course</th>
<th>Term 1 - Spring</th>
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| SGT 100 | Pathophysiology & Pharmacology for Surgical Technologists | 3
| BIO 223** | General Microbiology | 4
| ENG 101/ENG 101A+ | Academic Writing and Research 1 | 3
| MATH | General Education Requirement | 3-4
| **Total Credit Hours** | 13-14 |

<table>
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<tr>
<th>Course</th>
<th>Term 2 - Fall</th>
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| SGT 102 | Principles of Surgical Technology | 6
| PSY 111 | Introduction to Psychology | 3
| CTA 100 OR CTP 103 | Computing and Information Technology (Formerly CSI 112) OR Theories and Applications of Digital Technology (Formerly CSI 113 or CTA 103) | 3
| **Total Credit Hours** | 12 |

#### SECOND YEAR

<table>
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<tr>
<th>Course</th>
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| SGT 108 | Surgical Procedures 1 | 4
| SGT 200 | Surgical Technology Clinical 1 | 7
**ARTS and HUMANITIES**  General Education Requirement  
*Must meet diversity requirement.*  3

<table>
<thead>
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<tr>
<td><strong>Total Credit Hours</strong></td>
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<tr>
<td><strong>SGT 202</strong></td>
<td>Surgical Procedures 2</td>
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<tr>
<td><strong>SGT 205</strong></td>
<td>Surgical Technology Clinical 2</td>
</tr>
<tr>
<td><strong>SGT 206</strong></td>
<td>Surgical Technology Clinical 3</td>
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<tr>
<td><strong>SGT 209</strong></td>
<td>Surgical Technology Perspectives</td>
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<tr>
<td><strong>Total Credit Hours</strong></td>
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*Fundamentals of Biology (BIO 101) is a college prerequisite for BIO 233. Therefore, it will take three semesters to complete this science sequence.*

**Corequisite with SGT 100.**

+Students who have previously completed ENG 111, ENG 115 or ENG 121 with a grade of C or better have fulfilled the ENG 101/ENG 101A requirement.
APPLICATION/SELECTION PROCESS

• First consideration will be given to candidates whose resident address is in Anne Arundel County for at least three months prior to the date the application is submitted. The Address Verification Form is part of the application packet and must be completed in its entirety with the application. Questions pertaining to this form can be addressed to Melissa Mumma in the Records Office at 410-777-2721.

• Surgical Technology applications are available on campus in Florestano room 100 and on the college website.

• Eligible students desiring entry must return the completed application to the School of Health Sciences information desk (FLRS 100).

• Applications will be accepted on a rolling basis.

• Students eligible to submit applications for selection are those who have completed all the admission and academic requirements by the date the application is submitted, including attendance at a Surgical Technology Program information session.

• Incomplete applications will not be reviewed and will be returned to the applicant.

• The applications will be reviewed and students will receive an email indicating that their application is complete.

• Selections will be made according to the criteria listed in the Admission/Academic Requirements section of this booklet.

• Selected applicants will receive their Selection packet for Conditional Acceptance in the mail.

Conditional Acceptance: Applicants who have met the academic and admission requirements and have been selected into the program are given conditional acceptance. Students who are granted conditional acceptance must submit a completed health examination record and criminal background check and also submit verification of current American Heart Association Basic Life Support (BLS) CPR certification by a designated deadline. Students who do not meet this deadline will not be further considered for admission and the next person on the list will be contacted. Instructions on how to complete these items will be enclosed in the selection packet and are not to be done until instructed to do so.

• Qualified applicants not initially selected for conditional acceptance will be placed on a list in order received and notified of selection when a seat becomes available. These applicants do not have to reapply.

• Conditionally accepted candidates must attend a mandatory orientation on a designated date. Conditionally accepted candidates not attending this meeting may lose their seat in the class.

• Final acceptance into the program shall be contingent upon satisfactory completion and submission of a health examination record, criminal background check and current CPR certification card.
**Technical Standards**

1. Students conditionally accepted to the program will be required to complete the *health examination record*. Once a physician certifies that the candidate meets the technical standard requirement (defined below) as established by the department within the scope of practice of the profession, and the department receives and concurs with the physician’s certification, the candidate will be considered as having met the technical standard requirement.

2. Qualification: Good physical and mental health.

   Admission Criteria: Student must be free of contagion and possess sufficient stamina with or without reasonable accommodations and mental stability to fulfill the requirements of the program and the customary requirements of the profession:

   - Work for 8-12 hours performing physical tasks requiring sufficient strength and motor coordination without jeopardy to patient and student safety as, for example, bending, lifting, turning and ambulating patients, standing for long periods of time without a break.
   - Perform fine movements and be able to manipulate instruments and a wide variety of equipment according to established procedure and standards of speed, accuracy, and safety.
   - Establish and work toward goals in a consistently responsible, realistic manner.
   - Have auditory ability sufficient to monitor and assess health needs of the surgical patient and to hear instructions (for example: communicate verbally, in an effective manner, with patients and other personnel; hear verbal communication over patient monitors and other room noise).
   - Have visual ability sufficient for observation and assessment necessary for patient care (for example: read medication labels from at least 12 in. away).

**Criminal Background Checks and Drug Screening**

All Health Sciences students who are offered admission and/or clinical placement will be required to submit to a complete criminal background check and urine drug screen. All student applicants’ final acceptance in the program shall be contingent upon satisfactory completion of a criminal background check and of a urine drug screen.*

All letters of acceptance shall state that the acceptance is conditional and contingent on submission to a criminal background check and urine drug screen—as may be required by the program—that results in satisfactory reports. If an accepted student tests positive for an illegal or un-prescribed drug, the student shall be denied admission or terminated from any Health Sciences program.
Separate, additional criminal background checks and urine drug screens may be required by clinical sites prior to placements. Students with an unsuccessful background check or urine screening who are denied by a clinical site that is required to meet program competencies shall be dismissed from the program and their registrations shall be withdrawn from courses related to the program of study. If the student tests positive for an illegal or un-prescribed drug, the student shall be denied admission or terminated from any Health Sciences program even if a denied placement was not required to meet program competencies. Successful reports of criminal background checks and urine drug screens do not assure eligibility for specific clinical site placement, program completion, and/or eligibility to sit for professional licensure/board examinations.

Students are reminded that licensing boards for certain health care occupations and professions may deny, suspend, or revoke a license or may deny the individual the opportunity to sit for an examination even if the individual has completed all program course work if it is determined that an applicant has a criminal history or has been convicted of, or pleads guilty, or pleads nolo contendere or the like to a felony or other serious crime.

Successful completion of a Health Sciences program of study at Anne Arundel Community College does not guarantee licensure, the opportunity to sit for a licensure examination, certification or employment in the relevant health care occupation.

Students may be automatically denied admission or, if enrolled, dismissed from the program if they have not been truthful or have provided inaccurate information on the application or on any other form or submission. Students who have questions or concerns are encouraged to contact the Health Sciences Admissions Office at healthsciencesadmissions@aacc.edu.

*Notwithstanding the statements herein regarding urine drug screens, as of September 2010, only certain programs will be requiring drug screening. AACC shall inform students which programs presently require them. However, AACC, at any time, has the right, upon notice, to require any and all students and any and all programs to comply with drug screening.

**Please Note:** AACC will only accept criminal background checks performed by a college approved vendor. Criminal background checks are completed online and must be paid for by the student. Information and instructions will be given to applicants upon acceptance into the program.

**CPR**

Conditionally accepted students must successfully complete the American Heart Association Basic Life Support (BLS) CPR course. CPR certification must be valid through graduation.
Anne Arundel Community College and/or the School of Health Sciences reserves the right to revise requirements for admission into the Health Sciences programs, the selection criteria and procedures, and the required courses for programs of study as deemed necessary without prior notification.

April 2019

Notice of Nondiscrimination: AACC is an equal opportunity, affirmative action, Title IX, ADA Title 504 compliant institution. Call Disability Support Services, 410-777-2306 or Maryland Relay 711, 72 hours in advance to request most accommodations. Requests for sign language interpreters, alternative format books or assistive technology require 30 days' notice. For information on AACC’s compliance and complaints concerning sexual assault, sexual misconduct, discrimination or harassment, contact the federal compliance officer and Title IX coordinator at 410-777-1239, complianceofficer@aacc.edu or Maryland Relay 711.
### Testing Centers

<table>
<thead>
<tr>
<th>Location</th>
<th>Address</th>
<th>Hours</th>
<th>Contact Information</th>
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<tbody>
<tr>
<td><strong>Arnold- SUN 240</strong></td>
<td>Tel: 410-777-2375</td>
<td>Monday-Thursday: 8:30 a.m. – 8:00 p.m.</td>
<td><a href="mailto:testing-arnold@aacc.edu">testing-arnold@aacc.edu</a></td>
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<tr>
<td></td>
<td>Fax: 410-777-4007</td>
<td>Friday: 8:30 a.m. – 4:30 p.m.</td>
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<td>Saturday: 9:00 a.m. – 1:00 p.m.</td>
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<tr>
<td><strong>Arundel Mills- Room 112</strong></td>
<td>Tel: 410-777-1915</td>
<td>Monday-Thursday: 11:00 a.m. – 7:00 p.m.</td>
<td><a href="mailto:testing-amil@aacc.edu">testing-amil@aacc.edu</a></td>
</tr>
<tr>
<td></td>
<td>Fax: 410-777-4009</td>
<td>Friday: 10:00 a.m. – 2:00 p.m.</td>
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<td></td>
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<td>Saturday: 9:00 a.m. – 1:00 p.m.</td>
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<tr>
<td><strong>Glen Burnie Town Center- Room 208</strong></td>
<td>Tel: 410-777-2906</td>
<td>Monday: 9:00 a.m. – 5:00 p.m. (12:00- 1:00 p.m. break)</td>
<td><a href="mailto:testing-qbtc@aacc.edu">testing-qbtc@aacc.edu</a></td>
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<td></td>
<td>Fax: 410-777-4008</td>
<td>Tuesday- Thursday: 12:00 p.m. –8:00 p.m.  (4:00- 5:00 p.m. break)</td>
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<td>Friday: Closed.</td>
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<td>Saturday: 9:00 a.m. – 1:00 p.m.</td>
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ACCUPLACER PREPARATION

The placement test at AACC is used to assess-college level skills in mathematics, English and reading. The computerized placement test (ACCUPLACER) is offered to new students to assist AACC staff in determining course placement. This is not a college admissions test.

After the test has been completed and scored, an advisor will review the results with the student and offer suggestions for appropriate courses.

There are three types of placement tests described below:

- ACCUPLACER Placement (native English speakers).
- ESL Placement (non-native English speakers).
- Arithmetic Placement (Health Professions and biology students only).

For additional information visit: https://www.aacc.edu/apply-and-register/credit-application/determine-placement/accuplacer-preparation/

AACC PLACEMENT PREP GUIDE

This free resource offers general information on college admission, testing and retake options. The guide provides sample questions for the ACCUPLACER English, reading, math and ESL placement tests. You also will find sample questions for the Arithmetic Placement test.

For additional resources and to download the AACC Prep Guide visit; https://www.aacc.edu/apply-and-register/credit-application/determine-placement/accuplacer-preparation/

ACCOMMODATION TESTING

All students requiring accommodations need to apply each semester through Disability Support Services (DSS). DSS can provide detailed information on how to receive services and additional support provided at Anne Arundel Community College. You must contact DSS before any accommodations can be provided.

All AACC testing proctors have been trained to work with students needing accommodations while taking their exams. Proctors are able to offer accommodations for extra time, minimal distraction rooms, reading and scribing to those eligible.

Students needing accommodations other than extra time must contact the testing office 48 hours in advance to schedule an appointment.

Students that are taking a certification exam through a specific vendor like Certiport, Pearson Vue, GED, or Castle Worldwide are required to contact the vendor. Each vendor has their own accommodation approval process.

For additional information visit: https://www.aacc.edu/resources/academic-services/testing/testing-accommodations/