

**SALT LAKE COMMUNITY COLLEGE
Radiologic Technology Program**

Course Syllabus (subject to change)



Course and Credit Hours: RADS 1220 (2 credits)

Name of Course: Radiographic Anatomy and Procedures III

Semester and Term:

Class Location and Time:

Instructor and Phone:

Office Location:

Mailbox Location:

Email Address:

Consultation Hours: Merrill's Atlas of Radiographic Positions and Radiologic Procedures Phillip W. Ballinger/Eugene Frank 14th or 15th Edition with workbook.

Textbook:

Link or Instructions for Accessing Online Course Materials: Materials can be located through the canvas link.

Library Link: For a list of resources that support the program go to:
<http://libguides.slcc.edu/content.php?pid=16754>

Prerequisite: Completion of prior semester courses per established curriculum plan.

Course Description: This course covers anatomy and procedures of the gastro-intestinal and genito-urinary systems.

Diversity Statement: It is my intent that students from all diverse backgrounds and perspectives be well served by this course, that students' learning needs be addressed, and that the diversity that students bring to this class be viewed as a resource, strength and benefit. It is my intent to present materials and activities that are respectful of diversity: gender, sexuality, disability, age, socioeconomic status, ethnicity, race, and culture. Your suggestions are encouraged and

appreciated. Please let me know ways to improve the effectiveness of the course for you personally or for other students or student groups.

SLCC Student Learning Outcomes (SLO):

SLCC is committed to fostering and assessing the following student learning outcomes in its programs and courses.

1. Acquire substantive knowledge
2. Communicate effectively
3. Develop quantitative literacies
4. Think critically & creatively
5. Become a community engaged learner
6. Work in professional & constructive manner
7. Develop computer & information literacy

Course Student Learning Outcomes: Students will be assessed using a combination of summative tests, labs, written assignments, student presentations.

Upon completion of this course, the student will be able to complete the following:

1. Set up and assist with GI and GU fluoro studies. (SLO- 1,2,4,6,7)
2. Analyze radiographs of the GI and GU systems. (SLO- 1,4,6)
3. Demonstrate proper communication when explaining exams to patients (SLO- 1,2,4,6)
4. Recall the anatomy and function of the GI and GU systems (SLO -1)

Course Learning Objectives:

1. Gastro- intestinal (GI) anatomy

Upon completion of this unit the student will be able to:

- Discuss the three functions of the GI system and terms associated with digestion.
- Identify the two functions of the mucous membrane lining the GI tract.
- Describe the function of the teeth and the salivary glands related to digestion.
- Locate the pharynx, larynx, and epiglottis and describe their relationship to digestion.
- List the four layers of the walls of the GI tract.
- Discuss the Esophagus including:
 - Locate all portions to include the esophagogastric junction.
 - Describe its location
 - Identify areas of narrowing
- Discuss the Stomach including:
 - Describe its function
 - Locate the cardia, fundus, body and pylorus to include specific components of each.
- Discuss the Small Intestine including:
 - Describe its function
 - Locate the duodenum, jejunum, ileum, duodenal bulb, and ileocecal valve
 - Describe where ampulla of vater and duodenaljejunal flexure are located.

- Discuss the Large Intestine including:
 - Describe its function
 - Locate the cecum, ascending, transverse, descending and sigmoid colon, rectum, anus, haustra and appendix.
- Discriminate locations of peritoneal linings to include mesentery and omentum.
- Identify which organs are retroperitoneal.
- Describe the function and anatomy of the Biliary system, including the liver and it's lobes, hilum, circulation and ducts.
- Define the function and anatomy of the gall bladder.
- Define the function and anatomy of the pancreas and spleen.
- Identify all anatomy on radiographs.
- Describe how body habitus affects the location of the anatomy.

2. GI and Biliary Procedures

Upon completion of this unit the student will be able to:

- Discuss preparation of the patient.
- Describe and demonstrate the position of the patient and parts of the GI tract.
- Explain the CR placement and angulation for each projection.
- Discuss the proper SID for each projection.
- Identify standard/routine views.
- Identify size and type of IR used.
- Define required equipment.
- Be familiar with amount and type of contrast media used.
- Explain exam procedure.
- Put in plain words patient instructions.
- Differentiate structures demonstrated.
- Discuss evaluation criteria.
- Describe purpose of exam or view.
- Identify radiographs of the examinations and evaluate the radiograph for accuracy and acceptability.
- Be acquainted with the follow procedures:
 - Swallow Studies (Pharyngography)
 - Esophagus
 - Stomach/ GI Intubation
 - Small intestine/Large Intestine/Colostomy studies
 - IVC
 - PTC
 - Drainage and stone removal
 - Operative Cholangiography
 - Post -op T-tube
 - ERCP

The student must pass this unit test with a 75% in order to start competencies on GI procedures at the clinical site.

3. Gentic- urinary (GU) System Anatomy

Upon completion of this unit the student will be able to:

- List the function of the kidneys.
- Recall details about the size and shape of the kidneys.
- Describe all kidney anatomy to include hilum, cortex, medulla, renal pyramids, renal pelvis, calyces, renal columns, nephrons, glomerulus, glomerular capsule, vessels and tubules.
- Describe the anatomy and pathway of a ureter.
- Discuss the anatomy and location of the bladder to include the base, neck and apex.
- Describe the anatomy of the male and female urethra.
- Locate the prostate gland and describe details of its components.
- Explain the female reproductive system to include ovaries, fallopian tubes, uterus, cervix and vagina.

4. GU Procedures

Upon completion of this unit the student will be able to:

- Discuss preparation of the patient.
- Describe and demonstrate the position of the patient and parts of the GU tract.
- Explain the CR placement and angulation for each projection.
- Discuss the proper SID for each projection.
- Identify standard/routine views.
- Identify size and type of IR used.
- Define required equipment.
- Be familiar with amount and type of contrast media used.
- Explain exam procedure.
- Put in plain words patient instructions.
- Differentiate structures demonstrated.
- Discuss evaluation criteria.
- Describe purpose of exam or view.
- Identify radiographs of the examinations and evaluate the radiograph for accuracy and acceptability.
- Be acquainted with the follow procedures:
 - Intravenous urography
 - Retrograde urography for upper urinary tract
 - Retrograde Cystography for lower urinary tract
 - Cystourethrography
 - Hysterosalpingogram

The student must pass this unit test with a 75% in order to start competencies on GU procedures at the clinical site.

Course Requirements:

Tests and Quizzes. As per the Student Handbook, **tests and quizzes must be taken on the day assigned at the designated time. In the event the student will miss a test or quiz, they must call or e-mail the instructor PRIOR to the designated test start time. Phone messages are acceptable.** IF THE STUDENT DOES NOT CALL OR E-MAIL

PRIOR TO THE TEST OR QUIZ START TIME, the student must take the test with an automatic 50% deduction.

All test and quizzes are to be made up by or on the 1st class day the student returns. It is the student's responsibility to initiate making up tests and quizzes. If they fail to do so, they forfeit the opportunity to take the test or quiz.

Attendance. As per the Student Handbook, **attendance in class is extremely important. You are forming work habits and a reputation that will follow you into the professional environment. You are expected to be present for all courses and participate in planned activities. It is the responsibility of the student to obtain notes, handouts or assignments given on any missed day. Students who have absences in excess of 20% of total attendance time in each course will be terminated from the program**

Student Responsibilities. Students are expected to complete reading assignments prior to scheduled class/lab times. Students should have completed worksheets, etc. and be prepared to discuss the material knowledgeably. If the student is having difficulty in the course, it is the student's responsibility to make arrangements to take with the Instructor. Students are expected to be self-directed and motivated in identifying their learning needs associated with the course content.

Assignments. Each assignment has a specific due date as noted on the course schedule. No late assignments will be accepted.

Incomplete. Students must complete all requirements and receive a C grade or higher in each course to remain in the program.

Late work. Late work is not accepted.

Class Procedure or Format:

Anatomy will be taught utilizing lecture, discussion, phantoms, illustrations and radiographs. Group assignments/presentations, review worksheets and labeled radiographs will be utilized during the course.

Course Evaluation:

Gastro-intestinal Anatomy Examination	20%
Gastro-intestinal Procedures Examination	20%
Genito-urinary Anatomy Examination	20%
Final	25%
Presentations/review activity	10%
Workbooks	5%

Assignments.

There will be *3 exams* and *one comprehensive final* for this semester only.

Case study presentations should be at least 15 minutes and must include the indications and contraindications for the exam, patient prep, what the patient should expect during the exam, and what to do after the exam is finished. Labeled images must be provided and can either be digital or hard copy. This will also serve as a review for the class, therefore for it mandatory to include a review of some sort. The specific exams to be covered will be given in class. No late case studies will be accepted.

Workbook assignments can be found under the course schedule.

Class participation and professionalism- As stated under attendance, each student is expected to be in attendance and on time, this also includes being attentive and contributing to class discussions. **The appropriate book should be brought to class.** When class members are presenting, other students should be quite and listening and when working in groups each student should add to the activity.

Grading:

95-100	A	75-77	C
90-94	A-	71-74	C-
87-89	B+	67-70	D+
83-86	B	64-66	D
80-82	B-	Below 64	E
78-79	C+		

Wireless Devices in the Classroom:

The advent of technology use in the classroom as an instructional tool has caused both opportunities and distractions. Wireless devices cause individual inattentiveness and can make it difficult for others to stay focused. The following policies are in effect during class:

1. Cell phones, iPods/Pads, pagers, High-Resolution DVR Spy pens with webcam, microphones, recorders or any other wireless devices (excluding ADA authorized devices) that may distract from the class are to be silenced and/or set to vibrate mode before entering the classroom and may not be on the desk during class. [This allows students to receive SLCC emergency notifications through email or text messaging alerts.](#)
2. Wireless devices can be checked during class breaks outside the classroom.
3. You are expected to engage in discussion for the class. If you are discovered engaging in reading/texting messages, surfing the web and engaging in other computer activities not directly related to class, you will be asked to leave the class and will be counted as absent for that class session.
5. You may not record or publish information from the class without written authorization from the instructor. If used without written authorization, you will have violated "Privacy/Intellectual Property Rights".

Student Handbook:

Students must adhere to all policies and procedures of the Radiologic Technology Program as documented in the Student Handbook. It is the student's responsibility to be aware of, and follow, all requirements as listed in the Handbook.

Emergency Evacuation Procedures

In case of an emergency situation, elevators should not be used as emergency exits. All class members should exit through the nearest doors on the west side of the building, then proceed toward the round-about on the northeast side of the building. We will then verify that all students are accounted for and unharmed. Please inform your instructor if you require assistance or accommodation during an evacuation. The instructor will identify several students in the class that are willing to provide assistance. If you have a disability, please notify your instructor and fill out an Evacuation Information Form

The SLCC Department of Public Safety is using an app called the Crisis Manager to inform students and staff about Emergency Procedures. The app allows SLCC to instantly update these procedures. To download this app go to the App Store or Google Play Store, type **SchoolDude CrisisManager** in the search box and click "Get" or "Install. For questions regarding the Emergency Procedures or downloading the app to your device, please contact

Academic Grievance Policy

In accordance with the Salt Lake Community College Student Code of Conduct, http://www.slcc.edu/policies/docs/Student_Code_of_Conduct.pdf, the grievance policy for students with reference to academics can be found in Section III. Students are encouraged to seek resolution with the instructor(s) whenever possible.

It is the goal of the School of Health Sciences to be forthright and consistent with specific academic policies throughout divisions and programs. This policy singularly addresses academic issues and the general principles for disciplinary actions as noted in the Student Code of Conduct Section III. It should be noted it is up to the faculty's discretion to provide warning (verbal or written), suspension, or dismissal based upon program policy and severity of the issue at hand. It is realized in some health sciences programs a failing grade, as stated in the syllabus and/or policy manual, may result in program dismissal.

STEP ONE: A student has the right, as per college policy, to grieve a grade, warning (verbal or written), suspension, or dismissal received within a program of study. A student, as per policy, must make an appointment to meet with the instructor of the class. A meeting, for anything other than a final grade, should be made within ten (10) days of the incident. Final grade disputes require a meeting within 30 days of the student receiving the grade. Every effort should be made to find resolution and provide evidence from both parties with respect to the grade issued.

STEP TWO: If a resolution cannot be made, the student must request in writing five (5) business days from the date of meeting with the faculty, a committee review of the grievance to the Associate Dean of the specific division. The grievance will be reviewed by a committee consisting of three (3) to five (5) faculty outside the program in which the student is

enrolled. This will include the following members, the Associate Dean and two to four faculty members outside the discipline. The Associate Dean will serve as committee chair. One faculty and the program coordinator of the program involved in the grievance can attend the procedure, as can the student with one representative. Each of these parties will only be allowed to present evidence to the committee and not vote on the issue in question. Legal representation is allowed by either party. The proceedings will be recorded for accuracy. Upon completion of the proceedings, the committee ONLY will vote on the issue(s) noted in the student's grievance. A formal letter will be provided by the committee chair within ten (10) business days of the end of the proceeding with the committee's decision regarding the issue.

STEP THREE: If the student is not satisfied with the outcome, they may appeal to the Academic Dean of the School of Health Sciences. This must be done in writing within five (5) days of receiving the formal letter from the grievance committee chair. The Dean will review the appeal, all evidence, and render a decision to the student within ten (10) days of receiving the formal letter from the student. The decision of the Dean of the School of Health Sciences is final and cannot be appealed.

SLCC Institutional Resources:

For information on SLCC Institutional Resources, please refer to the link on Canvas under Institutional Syllabus