

Vermont Technical College

Radiologic Sciences Program Welcome Letter

The Vermont Technical College community is pleased that you are joining the Radiologic Sciences Program. You are choosing an endeavor that can offer you a great professional career; however, you must first tackle what will be a busy educational venture. While we are here to help you be successful, we expect that you will take responsibility for and commit to your role as a student Radiologic Technologist. This is not a role to be taken lightly.

In the beginning, many students have lots of questions. Each of you will be attending the Radiologic Sciences Program at our Williston Campus with clinical sites located regionally. There will be a one day new student orientation approximately two weeks prior to classes starting in August.

Students are expected to have reliable transportation due to clinical rotations to various clinical sites; Northern Region: all students selecting the Northern Region will need to travel UVMHN and their affiliates within the Burlington region, Copley located in Morrisville, NMC located in St. Albans and Evergreen Health in Williston. Central Region: all students selecting the Central Region will need to travel to Gifford Medical Center in Randolph, Springfield Hospital in Springfield, and Porter Medical in Middlebury. CVMC, in Berlin, is a dedicated site for two students and NMC in St. Albans is a dedicated site for one student. Students are rotated to the various sites for a variety of clinical experiences and exposure to exams unique to each institution. Students need to indicate a preference for region early; otherwise, a region will be selected for you.

The general schedule will have you in clinical two days per week during the first year on Tuesdays and Thursdays (some evenings may be required) and classes are hybrid except for Procedures Lab; however, course scheduling may alter this thus, scheduling is subject to change. Generally, for each hour in class, you should be spending 2-3 hours outside of class on studying, prep work, reading, etc. During the second year, students are in clinical three days per week, Monday, Wednesday and Friday. Summer clinical education is expected and students are clinical rotated three days per week.

You are required to purchase a background check, and document management package through <https://www.castlebranch.com>. The background check should be done at the **beginning of August** prior to classes starting. However, please purchase your package and begin the uploading of documents ASAP after accepting admission. The process can take weeks and must be completed prior to the start of classes. Failure to have all of your documentation uploaded to CastleBranch may result in program dismissal.

Please use the Vermont Tech Health Form, available on the www.vtc.edu website, for your physical exam and immunizations documentation. If you are not Basic Life Support (BLS) certified, you need to obtain BLS certification from **American Heart Association** or the **Red Cross** prior to classes starting. **Other CPR certifications will not be accepted.**

If you have a criminal history, please notify admission immediately and disclose the information. Clinical facilities have the right to access your criminal background check. They can also scan you through the state abuse registry. Vermont Technical College and our clinical faculty partners have the right to refuse student entry based on the results of your background check, and abuse registry scan. Refusal of entry will result in program dismissal.

All radiologic science students must have access to a computer with updated virus scanning and software to access online content, submit assignments in a virtual classroom and check emails regularly. Again, all radiologic sciences students MUST be prepared to travel to clinical sites. Students must have a valid driver's license and access to a vehicle for traveling to clinical sites.

With acceptance to the program, emails will be submitted, please check your email accounts regularly.

First assignment: 1) Read Student Handbook and sign the student signature page at the back and email to Program Director; 2) Read the Essential Functions document and sign the student signature page and email to Program Director; 3) indicate your choice of region for Clinical Education by emailing the Program Director; and 4) set up your Castlebranch account and start uploading your immunizations and complete the background check in early August (not before).

I am looking forward to meeting you in August.

Sincerely,

Roger Weeden
Program Director
Radiologic Sciences Program