

FOOTHILL COLLEGE  
RADIOLOGIC TECHNOLOGY PROGRAM

STUDENT  
CLINICAL COMPETENCY  
HANDBOOK

2016-2018



**Student:** \_\_\_\_\_

**Class of 2018**

## Radiography Clinical Competency Requirements



The clinical competency requirements include the ten general patient care activities listed below and a subset of the 71 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 ten 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 Certified		
Vital signs (blood pressure, pulse, respiration, temperature, pulse oximetry)		
Sterile and medical 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 data. 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 Competency Procedure Log**

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

Student Name: \_\_\_\_\_

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

Student Name: \_\_\_\_\_

<b>CATEGORY 8</b> <b>Geriatric Patient**</b>	Mandatory/ Quarter	Elective/ Quarter	Date Completed	Patient or Simulated	Verified By	First 6 <sup>th</sup> Month Recheck	Second 6 <sup>th</sup> Month Recheck
						July - Dec.	Jan. – June
Chest Routine	2 <sup>nd</sup>						
Upper Extremity	2 <sup>nd</sup>						
Lower Extremity	2 <sup>nd</sup>						

\* 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.

\*\* Geriatric Patients need to be 65 years of age or older, who have physical or cognitive impairment as a result of aging.

## Competency Requirements First Year

<b>Fall – 1<sup>st</sup> Quarter</b>	<b>Three Competencies</b>	
	<ul style="list-style-type: none"> <li>▪ Chest – Adult (2V)</li> <li>▪ KUB</li> <li>▪ One Mandatory Extremity from Category 2 on the Student Competency Procedure Log labeled 1<sup>st</sup> Quarter.</li> <li>▪ All mandatory competencies shall be performed on patients’ age 18 and older.</li> </ul>	(3)
<b>Winter – 2<sup>nd</sup> Quarter</b>	<b>Six Competencies</b>	
	<ul style="list-style-type: none"> <li>▪ Five Mandatory Competencies.</li> <li>▪ One Elective Competency.</li> <li>▪ Competencies must be selected from the Student Competency Procedure Log labeled 1<sup>st</sup> or 2<sup>nd</sup> Quarter.</li> <li>▪ All mandatory and elective competencies shall be performed on patients’ age 18 and older.</li> </ul>	(5) (1)
<b>Spring – 3<sup>rd</sup> Quarter</b>	<b>Seven Competencies</b>	
	<ul style="list-style-type: none"> <li>▪ Six Mandatory Competencies.</li> <li>▪ One Elective Competency.</li> <li>▪ Competencies must be selected from the Student Competency Procedure Log labeled 1<sup>st</sup>, 2<sup>nd</sup> or 3<sup>rd</sup> Quarter.</li> <li>▪ All mandatory and elective competencies shall be performed on patients’ age 18 and older.</li> </ul>	(6) (1)
<b>Summer – 4<sup>th</sup> Quarter</b>	<b>Nine Competencies</b>	
	<p><b>Recheck competencies required before student performs exam under indirect supervision</b></p> <ul style="list-style-type: none"> <li>▪ Seven Mandatory Competencies</li> <li>▪ Two Elective Competencies.</li> <li>▪ Competencies must be selected from the Student Competency Procedure Log labeled 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup> or 4<sup>th</sup> Quarter.</li> <li>▪ All non-pediatric designated competencies may be performed on patients’ age 7 and older.</li> </ul>	(7) (2)

**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 – 5 <sup>th</sup> Quarter	Thirteen Competencies	
	<ul style="list-style-type: none"> <li>▪ Nine Mandatory Competencies.</li> <li>▪ Four Elective Competencies.</li> <li>▪ Competencies must be selected from the Student Competency Procedure Log labeled 1st, 2<sup>nd</sup>, 3<sup>rd</sup> or 4<sup>th</sup> Quarter.</li> <li>▪ All non-pediatric designated competencies may be performed on patients' age 7 and older.</li> </ul>	(9) (4)
Winter – 6 <sup>th</sup> Quarter	Eleven Competencies	
	<p><b>Recheck competencies required before student performs exam under indirect supervision</b></p> <ul style="list-style-type: none"> <li>▪ Seven Mandatory Competencies from any Category.</li> <li>▪ Four Elective Competencies – Must include Skull &amp; Paranasal Sinuses.</li> <li>▪ All non-pediatric designated competencies may be performed on patients' age 7 and older.</li> </ul>	(7) (4)
Spring – 7 <sup>th</sup> Quarter	Five Competencies	
	<ul style="list-style-type: none"> <li>▪ Five Terminal Competencies Designated by the Clinical Affiliate</li> <li>▪ Three Elective Competencies</li> <li>▪ All non-pediatric designated competencies may be performed on patients' age 7 and older.</li> </ul>	(5) (3)

- **Total of 37 Mandatory Competencies**
- **Total of 15 Elective Competencies** – *(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)*
- **Total of 5 Terminal Competencies**

**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



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 1 <sup>st</sup> Year		
Winter 1 <sup>st</sup> Year		
Summer 1st Year		
Winter 2 <sup>nd</sup> 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 1 <sup>st</sup> Year		
Winter 1 <sup>st</sup> Year		
Summer 1st Year		
Winter 2 <sup>nd</sup> 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 1 <sup>st</sup> Year or Fall 2 <sup>nd</sup> Year		
Winter 2 <sup>nd</sup> Year or Spring 2 <sup>nd</sup> Year		

***Sterile and Aseptic Technique Competency***

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

Clinical instructor to initial and date:

	Initial	Date
Summer 1 <sup>st</sup> Year		

***Off-Hour Rotation Competency***

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

Clinical instructor to initial and date:

	Initial	Date
Winter or Spring Quarter 2 <sup>nd</sup> Year		

Student Name: \_\_\_\_\_

***Operating Room and C-arm Rotation***

During each of the last four quarters the student will be instructed on the Operating Room and C-arm.

Clinical instructor to initial and date:

	Initial	Date
Summer 1 <sup>st</sup> Year		
Fall 2 <sup>nd</sup> Year		
Winter 2 <sup>nd</sup> Year		
Spring 2 <sup>nd</sup> 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 (Complete 2)		Second 6-Month Rotation Jan. – June (Complete 2)	
	Initial	Date	Initial	Date
Angiography				
CT				
MRI				
Mammography (Spring quarter)				