

Radiography Student Documents and Fees Checklist

****For Advisement Purposes only. Prices Subject to Change.****

First Year

Documents: ** Documents -- Due by the end of the first summer semester**

- From the Radiography Student Handbook (accessible at <https://sw.edu/wp-content/uploads/Radiography-Program-Handbook.pdf>):
 - Program Handbook Disclaimer and Signature Form
 - Hepatitis B form
 - Varicella form
 - Influenza Vaccination Policy
 - Statement of Understanding Form
- Physical Examination Form (cost determined by physician performing the exam)
- Vaccination Records
- Hepatitis B Vaccination dates
- PPD dates *(TWO-Step PPD required Summer-first year. -- 2-step includes obtaining the injection & getting it read 2-3 days later – then repeating that process within 2-3 weeks. One-step PPD required yearly thereafter.)*
- Flu Shot dates (due before fall flu season)
- CPR card
 - **If you are not currently CPR certified, you MUST take a CPR class (through **only** an American Heart Association instructor) and receive your card BEFORE fall semester begins.
- Ballad Health System & Carilion Health System Orientations
- Students must maintain health insurance during the entire program & provide proof of insurance at least once per year

Fees: ** Fee Due Dates listed below**

| Fee Description | Amount | Due Date | Payable to |
|--|---------------|------------------------------|--|
| Latent Image Club dues | \$50 | July 30 | Latent Image Club (College fraternity representing Radiography Students) |
| Radiation Monitoring Service | \$85 per year | July 30 | SWCC (Monitors student exposure to radiation) *Plus \$12 fee for unreturned or late dosimeter exchange* |
| CloudPACS | \$60 | July 30 | SWCC (Access to radiographic images) |
| Markers | \$20 | July 30 | Latent Image Club (Personalized so to identify student performing exams) |
| Lab Coat | ~ \$25 | ~July 15 | (pay directly to vendor, instructions to follow) |
| Patches | \$2 each | July 30 | SWCC (Identifies Radiography Student. Must be worn on the left sleeve.) |
| Background Check & Drug Screen <i>*(Due date includes package purchase AND submission of drug screen specimen!)</i> | \$75 | JUNE 10 | Castlebranch (Pay directly to vendor. Instructions to follow. *Note: Positive drug screen or conviction of barrier crime will result in immediate dismissal from the program with no opportunity to reenroll. Missing the BC/DS due date will result in dismissal from the program for this application year with the opportunity to reapply next year.) |
| HIPAA Training & Document Tracker | \$50 | JUNE 30 | Castlebranch (Pay directly to vendor. Instructions to follow.) |
| Rad Tech Bootcamp Software | ~\$210 | 1 st week of fall | (Pay directly to campus bookstore when purchase fall textbooks.) |

****Students will be required to purchase a minimum of 1 approved clinical uniform, including shoes & patch, before the Fall Semester of the first year.****

Second Year

Documents:

- PPD dates –Must remain current during the entire program. PPD must be performed once per year.
- Flu Shot dates (due before fall flu season)
- CPR card – Must remain current during the entire program. American Heart Association CPR is valid for two years from the date of the class. If yours runs out before you finish the program, you must renew.
- **Fees: **Due during Second Year** ** Fee Due Dates listed below****

| Fee Description | Amount | Due Date | Payable to |
|---|---------------|--------------------------------------|---|
| Trajecysis (Clinical Tracking Software) | \$100 | May 15 (end of 1 st year) | Trajecysis (Pay directly to vendor. Instructions to follow.) |
| VSRT (State Professional Organization) | \$25 | June 30 | VSRT (Due before the end of 1 st summer term, 2 nd year) |
| Radiation Monitoring Service | \$85 per year | June 30 | SWCC (Due before the end of 1 st summer term, 2 nd year) *Plus \$12 fee for unreturned or late dosimeter exchange* |
| ARRT Registry Application Fee | \$200 | Spring Break (2 nd year) | ARRT (Due to program faculty before April 1, spring of 2 nd year) |

*At any given time, students may be requested to repeat the background check and/or drug screen, either by program faculty or clinical affiliates. This will be mandatory (if requested) and at the student's expense. Refusal will result in immediate dismissal. 2/21