

Surgical Technology

Fall 2024 | *Annual Bulletin*



Coastal Carolina Community College

444 Western Boulevard | Jacksonville, NC 28546

www.coastalcarolina.edu | 910.455.1221



Coastal Carolina Community College

Equal Education Opportunity and Equal Employment Opportunity Policy

Coastal Carolina Community College (Coastal), in compliance with and as required by Title IX of the Education Amendments Act of 1972 and its implementing regulations (Title IX) and other civil rights laws, as well as in furtherance of its own values as a higher education institution, does not discriminate on the basis of race, color, national origin, sex, sexual orientation, gender, gender identity, gender expression, pregnancy, disability, age, religion, veteran status, or any other characteristic or status protected by applicable local, state, or federal law in admission, treatment, or access to, or employment in, its programs and activities.

Discrimination and harassment are antithetical to the values and standards of the Coastal community; are incompatible with the safe, healthy environment that the Coastal community expects and deserves and will not be tolerated. Coastal is committed to providing programs, activities, and an education and work environment free from discrimination and harassment. Coastal is also committed to fostering a community that promotes prompt reporting and fair and timely resolution of those behaviors.

In appreciation for their service to this state and country during a period of war, and in recognition of the time and advantage lost toward the pursuit of a civilian career, all eligible veterans as defined in G.S. 128-15 shall be granted preference in hiring decisions to the extent allowed by statute.

It is the policy of this institution not to discriminate on the basis of sex in the admission requirements, educational programs, activities, or employment policies as required by Title IX in the Educational Amendments of 1972.

In conformance with the provisions of the Rehabilitation Act of 1973, and other applicable laws and regulations, Coastal Carolina Community College will not discriminate against any student, employee, or applicant for admission or employment because of physical disabilities.

The main campus of Coastal Carolina Community College has been designed with the elimination of physical obstacles so that all buildings, washrooms, laboratories and classrooms are readily accessible to and usable by those with physical disabilities.

Any student or applicant for admission with a disability who wishes to request some accommodation must contact the Admissions Office and ask for the Accommodation Request Form. If accommodation is not requested in advance in order to provide the College sufficient and adequate time to meet the student or applicant's needs, Coastal Carolina Community College cannot guarantee the availability of a reasonable accommodation when it is needed.

Any employee or applicant with a disability who wishes to request some accommodation must contact the Office of Personnel Services and Workplace Safety and ask for the Coastal Carolina Community College Accommodation Request Form. This form should be supported by medical, psychological, or other appropriate documentation. Once the request is completed and submitted to the Office of Personnel Services and Workplace Safety, the Director will work with the appropriate Vice President to develop an accommodation plan through interaction with the requestor, seeking consultation as necessary. If an accommodation that is within the resources of the College can be provided, components of the plan will be developed in accordance with the specific needs of the applicant/employee based on the documentation submitted. The decision on whether an accommodation will be made is determined by the President or his designee.

Any student or prospective student who believes that discrimination has limited any educational opportunity, or any College employee who believes employment rights have been denied on the basis of discrimination, or any individual who desires information concerning this policy should contact the following designated responsible employee: Affirmative Action Officer and Title IX Coordinator, Henderson Administration Building, (910) 938-6788.

Coastal Carolina Community College
Surgical Technology Program

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Designated Points of Contact

Academic Advisors for Military Off-Campus Sites

Provides assistance to Service members seeking information regarding available student support services at Coastal Carolina Community College, in addition to information regarding admissions, distance education, registration, official degree plans, and other military and community resources.

Phone: (910) 451-2391

Email: militaryoffcampus@coastalcarolina.edu

Admissions & Counseling Services

Provides assistance for admissions, placement testing, academic advising, academic counseling, review of satisfactory academic progress, and program of study.

Phone: (910) 938-6394

Email: admissions@coastalcarolina.edu

Coordinator for Disability Support Services

Provides assistance in establishing and maintaining disability support services and advising.

Phone: (910) 938-6331

Email: adasupport@coastalcarolina.edu

Financial Aid

Provides assistance to students in completing the Free Application for Federal Student Aid (FAFSA) process, scholarships, and Federal Work-Study employment opportunities.

Phone: (910) 938-6332

Email: finaid@coastalcarolina.edu

Payment Options

Pay tuition or make inquiries regarding your billing statements.

Phone: (910) 938-6342

Email: studentpayments@coastalcarolina.edu

Registrar

Provides assistance for transcript request and processing, general residency questions, graduation applications, student records, and transcript evaluations.

Phone: (910) 938-6860

Email: registrar@coastalcarolina.edu

Success Coaches

Provides assistance with campus resources, tutoring, and study skills by using methods that help students reach their academic goals and graduate or complete their programs on time.

Phone: (910) 938-6828

Email: studentsuccess@coastalcarolina.edu

Veterans Programs

Provides assistance to military-connected students with veteran's entitlement benefit questions, benefit application assistance, program certification, and information regarding community resources.

Phone: (910) 938-6316

Email: veterans@coastalcarolina.edu

Section 1:

Applying to the Surgical Technology Program

General Program Information

Accreditation

Surgical Technology

The Coastal Carolina Community College Surgical Technology program is accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP – www.caahep.org).

CAAHEP
9355 - 113th St. N, #7709
Seminole, FL 33775

College Accreditation

Coastal Carolina Community College is accredited by the Southern Association of Colleges and Schools Commission on Colleges to award associate degrees, diplomas, and certificates. Contact the Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033-4097 or call (404) 679-4500 for questions about the accreditation of Coastal Carolina Community College.

Things You Should Know Before You Apply

Upon acceptance into Coastal Carolina Community College's Surgical Technology program, you will be required to:

- Have a physical exam and complete a Student Medical Form documenting a level of physical and emotional health consistent with the ability to practice in an entry-level surgical setting.
- Complete an eye exam with an optometrist/ophthalmologist.
- Document that you have had several required immunizations specified on the Student Health Form. Completion of a COVID-19 vaccination series may be required by the clinical agencies for participation.
- Be screened on admission and annually for tuberculosis.
- Obtain and maintain current certification in the American Heart Association's Basic Life Support for Health Care Providers (often referred to as BLS or CPR).
- Travel at your own expense to clinical locations when necessary in order to complete clinical requirements of the program.

According to the clinical site affiliation agreements, students will be required to undergo random drug testing and/or criminal records checks before clinical rotations begin. These costs are at the student's own expense. A positive finding on the drug screening and/or background check may prevent students from participating in clinical rotations and continuing in the program.

Off-campus training sites for the Surgical Technology program include, but are not limited to: Carteret General Hospital in Morehead City, NC; New Hanover Regional Medical Center in Wilmington, NC; Onslow Memorial Hospital in Jacksonville, NC; SurgiCare in Jacksonville, NC; Naval Medical Center Camp Lejeune aboard Marine Corps Base Camp Lejeune; and CarolinaEast Health System in New Bern, NC. Students are responsible for transportation to clinical sites.

Students in the Surgical Technology program must not wear any visible body piercing ornaments, other jewelry, or artificial nails in laboratory or clinical rotation assignments. Students are required to comply with hospital policies regarding professional attire.

Before visiting clinical sites, Surgical Technology students will be required to have a criminal background check and drug screenings. These are needed to obtain access to the clinical sites. The results are provided only to our affiliated clinical agencies. College administration and faculty are not, at any time, allowed to view the criminal background results. They do not affect admission decisions, but it is possible that the results may prevent the applicant from participating in the clinical rotations and from continuing in the program.

Prospective applicants should consider the risk associated with the potential adverse effects of anesthetic gases and radiation on an unborn child. The Centers for Disease Control and Prevention provides information about anesthetic gases and ways to reduce exposure for a healthier pregnancy at <https://www.cdc.gov/niosh/topics/repro/anestheticgases.html> and <https://www.cdc.gov/nceh/radiation/emergencies/prenatalphysician.htm>.

Students must provide a statement from their physician addressing current medical status in the event of health problems or pregnancy. If hospitalization or prolonged absences are necessary, the student will submit a statement from his or her physician declaring suitability to return to learning activities. Students must complete the required educational hours in order to take the examination administered by the Board of Certification of the American Society of Clinical Pathology exam; therefore, pregnant students who would like to request accommodations must contact the Coordinator for Disability Support Services. Students will be required to submit current documentation to the Coordinator for Disability Support Services in order to determine their eligibility prior to any implementation of accommodation services.

Important Dates

Application Period	October 4, 2023 – January 26, 2024
Last Day to Take Health Educational Systems, Inc. (HESI) A ² Exam to Meet Deadline	January 24, 2024
Deadline to Submit: <ul style="list-style-type: none"> • HESI exam scores • Employment Verification Form • Transcripts for completion of related coursework for points 	January 26, 2024
Points Verification Letters Mailed	February 12, 2024
Decision Letters Mailed	March 1, 2024
Late Consideration	March 4, 2024 – August 2, 2024

Surgical Technology Program Requirements for Eligibility – Level 1

There are no prerequisite courses that must be completed or a mandatory information session that must be attended in order to apply for the Surgical Technology program. It is the applicant's responsibility to ensure that the following eligibility requirements (Level 1) are met before completing an Eligibility Application with any Academic Advisor/Counselor in Student Services (Level 2):

1. Complete the Residency Determination application. The application is available online at www.coastalcarolina.edu.
2. Submit an application to Coastal Carolina Community College. The application is available online at www.coastalcarolina.edu/admissions.
3. Submit all official transcript(s) to the Admissions Office. Official transcripts include:
 - High school (or high school equivalency)
 - All colleges or schools attended after high school
 - CLEP (College Level Examination) scores
 - AP (Advanced Placement) scores
4. Demonstrate college readiness in both English **and** mathematics by meeting one, or a combination, of the following to show required knowledge in each subject:
 - i. Graduated from any United States high school within the last 10 years with a GPA of 2.8 or higher, in accordance with Reinforced Instruction for Student Excellence (RISE) guidelines.
 - ii. Completed (with a minimum of the grade indicated) or enrolled in one of the following English courses:
 - DRE 098 (P)
 - BSP 4002 (P2)
 - ENG 002 (P2)
 - ENG 011 with ENG 111 (C)
 - iii. Completed (with a minimum of the grade indicated) or enrolled in one of the following math courses:
 - MAT 070 (C)
 - DMA 010 – DMA 050 (P)
 - BSP 4003 (P2)
 - MAT 003 (P2)
 - MAT 043 (P)
 - MAT 071 (P)
 - iv. Completed (with a minimum of the grade indicated) or enrolled in one of the following:
 - ENG 111 (cannot be concurrently enrolled in ENG 011) *or an equivalent College Composition course (C)*
 - MAT 143, MAT 161, MAT 171 (cannot be concurrently enrolled in MAT 043 or MAT 071), *or an equivalent algebraic college math course (C)*
 - v. Completed a college approved placement test (e.g., RISE, NC DAP, Compass, ASSET, SAT, ACT, or Accuplacer/CPT) and meet the minimum college readiness scores, as provided in Table 1. Test scores must be earned on or after August 1, 2021.

Table 1: College Readiness Placement Test Scoring

RISE		NC DAP		COMPASS		ASSET		SAT		ACT		Accuplacer/CPT	
English	70 (Tiers 1 and 2)	Reading/English	151	Combined Reading and Writing	151	Combined Reading and Writing	82	Reading/Writing	480	English	18	Combined Reading and Sentence Skills/Next Gen.	166/250-300
Math	70 (Tiers 1 and 2)	DMA 010, DMA 020, DMA 030	7	Pre-Algebra	47	Numerical	41	Math	530	Reading	22	Arithmetic/Next Gen.	55/237-275
				Algebra	48	Elementary Algebra	41			Math	22	Elementary Algebra	55

Note: For applicants using course completion to meet placement, both an English and mathematics option must be completed to meet the eligibility requirements, and applicants who are unsure whether or not they meet either the English or the mathematics standards should meet with an Academic Advisor/Counselor. Applicants taking a placement test at a location other than Coastal Carolina Community College must submit official test scores prior to meeting with an Academic Advisor/Counselor to complete an Eligibility Application.

Surgical Technology Program Requirements for Eligibility – Level 2

5. Complete the HESI exam (no later than January 24, 2024) and earn at minimum the following scores:

Subject Area	Minimum Score	Minimum Average Score
Reading Comprehension	70%	75%
Grammar	70%	
Vocabulary	70%	
Mathematics	70%	

- Applicants must request the payment link from an Academic Advisor/Counselor.
 - If an applicant chooses to take the test at a site other than Coastal Carolina Community College, the official scores must be sent from HESI and received no later than 5:00 p.m. on January 26, 2024. See the *HESI Exam Details* page for additional information.
6. Individuals who have met Level 1 eligibility requirements will meet with any Academic Advisor/Counselor in the Student Center on Coastal's main campus to complete an Eligibility Application. Please arrive no later than 30 minutes before closing.
- Verification of points is completed **after** the application period has ended. Academic Advisors/Counselors will not be verifying points when meeting with the applicant to complete the Eligibility Application.
 - If an applicant currently resides at least 200 miles outside of Jacksonville, North Carolina, they must contact the Academic Advisor/Counselor designated for the Surgical Technology program at (910) 938-6104 before January 26, 2024 to discuss other arrangements.
7. Submit documentation to earn additional points (see deadlines listed on *Important Dates* page).
- Any documentation for additional points that is received after the given deadline, regardless of the date postmarked, will not be considered.
8. Ensure updated transcripts for courses completed in the Fall 2023 semester (if applicable) are on file at Coastal Carolina Community College by January 26, 2024.

HESI Exam Details

Content

- Students will be tested in the following areas: reading comprehension, grammar, vocabulary, and mathematics.

Availability

- The HESI exam may take up to four hours. The exam is available Monday – Thursday (8:00 a.m. or 1:00 p.m.) or Fridays (8:00 a.m.), on Coastal’s main campus. Available appointment times are viewable two weeks in advance. The testing schedule is subject to change.

Registration and Payment

- Applicants must register and pay online for the HESI exam ahead of time by setting up an Evolve/Elsevier account. The estimated cost of the exam is \$50, but it is subject to change. A study guide is available for purchase in the College Store.
- Payment must be completed at least 24 hours in advance of the testing appointment.
- Applicants will obtain the payment link from an Academic Advisor/Counselor after completing their Eligibility Application.

Schedule an Appointment

- Applicants should schedule an appointment with the Testing and Placement Center through the Admissions page on Coastal’s website (click on the Placement Testing tile).
- If an applicant must cancel the appointment, they must notify the Testing and Placement Center at least 24 hours in advance. Failure to do so may result in applicants being unable to make another appointment.
- Due to limited testing space, if an applicant misses or cancels two appointments, they will not be able to reschedule for two weeks after the last missed or canceled appointment.

Scores

- Official scores may be viewed through the applicant’s Evolve/Elsevier account.
- If an applicant decides to test a second time, they must pay the exam fee again (through a payment link obtained from an Academic Advisor/Counselor).
- Applicants may take the HESI twice in an eligibility period (September 1st – August 31st) at Coastal Carolina Community College.
- HESI scores must be completed within three years prior to entering the program to be valid for the application process (on or after August 1, 2021).

Off-Site Testing

- It is the applicant’s responsibility to locate an alternate testing site. Coastal does not have a testing ID to provide to other sites.
- If a student tests at another site, they must request an official transcript to be sent directly to Coastal (through the HESI website) for an additional fee.

Remote/Virtual Testing

- Remote/virtual testing is available through ProctorU. The estimated cost of the exam is \$60 but is subject to change. Please see an Academic Advisor/Counselor for more information.

Americans with Disabilities Act (ADA) Accommodations

- Questions about ADA accommodations may be addressed by contacting the Coordinator for Disability Support Services at (910) 938-6331 or adasupport@coastalcarolina.edu.

Ranking and Selection of Surgical Technology Qualified Applicants

Coastal Carolina Community Colleges has a limited number of spaces available in the Surgical Technology program. Every year, the College receives applications from more qualified candidates than the program can accommodate. In order to be as fair as possible in making admission decisions among so many qualified applicants, Coastal has instituted a point system for ranking applicants.

Applicants will be awarded points for grades received in specific Surgical Technology related courses based on the point system that best fits their profile.

Point Systems

There are two point systems:

- **Point System A** – College classes
- **Point System B** – High school classes

Courses taken for points must be completed by the end of the Fall 2023 semester. Points will be awarded for classes completed with a grade of C or higher. Grades of C- will not receive points. Additional points may be awarded for work experience, North Carolina Nursing Assistant (CNA) I or II certification, and completion of ACA 111 College Student Success or ACA 122 College Transfer Success with a grade of A.

Points Verification

The tabulation of points is completed after the January 26, 2024 deadline to submit documentation. Points verification letters will be mailed by February 12, 2024. Eligible applicants will be given a specific time frame to be able to question or request a review of the calculated point total. After that time, point calculations are considered accurate and final and will not be recalculated.

Accepted Students

Up to 16 highest-ranking applicants will be *accepted* into the Surgical Technology program.

- In the event that applicants have the same number of points, the applicant submitting their Surgical Technology application first will be ranked higher (date and time will be recorded on the form).

Applicants will also receive an Agreement form. This form must be signed, dated, and returned by the deadline indicated in the letter and on the form. Failure to submit this form by the deadline, regardless of the date postmarked, will result in placement at the bottom of the alternate list.

Once an applicant accepts admission for any 2024 Allied Health program at Coastal Carolina Community College, all applications on file for any other 2024 Allied Health programs at Coastal will be cancelled.

An applicant who, for any reason, does not enter the 2024 Surgical Technology program must reapply for the 2025 program and meet all admission requirements to be considered for the 2025 program.

Alternates

All remaining students will be placed on the *alternate* list. Should a space become available prior to the start of the program, the next qualified alternate will be notified.

Notification

- The following letters will be mailed to qualified applicants by March 1, 2024:
 - **Acceptance letters** – up to 16 highest-ranking applicants
 - **Alternate letters** – remaining qualified applicants

Late Consideration

- The Academic Advisor/Counselor designated for the Surgical Technology program may continue taking applications for available space after the application period has ended. The post-deadline application period will begin March 4, 2024. Eligible applicants must meet with an Academic Advisor/Counselor to complete the late consideration Eligibility Application form.
 - All applicants applying for late consideration must meet *all* requirements to apply prior to completing the Eligibility Application form.
 - Late consideration eligible applicants will be placed on the alternate list in the order in which they apply.

It is every applicant's responsibility to notify the Admissions Office as well as the Academic Advisor/Counselor designated for the Surgical Technology program of any address, phone number, or name changes.

Point System A

Points are awarded for grades received in college-level courses within the Surgical Technology program.

A worksheet for calculating points is included in the appendices of this bulletin.

Grade points will be valued according to Coastal Carolina Community College's grading scale and will be awarded by the letter grade received on the transcript.

Surgical Technology Related Courses	Point Value		
	Grade: A/A- CLEP: 70+ AP Score: 5	Grade: B+/B/B- CLEP: 60-69 AP Score: 4	Grade: C+/C CLEP: 50-59 AP Score: 3
ACA 111 College Student Success OR ACA 122 College Transfer Success	7	5	2
BIO 163 Basic Anatomy and Physiology* → OR BIO 168 Anatomy and Physiology I* AND → BIO 169 Anatomy and Physiology II*	15 20	10 15	4 6
BIO 170 Introductory Microbiology* OR BIO 175 General Microbiology* OR BIO 275 Microbiology*	16	11	6
ENG 111 Writing and Inquiry	7	5	2
ENG 112 Writing/Research in the Disc.	7	5	2
PSY 150 General Psychology	7	5	2
CIS 110 Introduction to Computers	7	5	2
COM 120 Intro to Interpersonal Communication	7	5	2
Humanities/Fine Arts Elective	7	5	2

* *Biology classes taken before Fall 2019 are considered ineligible for points purposes for admission into the 2024 Surgical Technology program.*

Approved Humanities/Fine Arts Electives for Surgical Technology (choose one)	
ART 111 Art Appreciation	PHI 215 Philosophical Issues
MUS 110 Music Appreciation	PHI 240 Introduction to Ethics

- Applicants are not required to complete these courses prior to beginning the program. However, it is helpful to the applicant's overall ranking to have completed as many of these courses as possible by the end of Fall 2023 for points.
- Applicants may be awarded points for equivalent courses completed at another accredited college. In order for these courses to be considered for points, transcripts must be received by 5:00 p.m. on January 26, 2024.
- Submission of AP/CLEP scores may satisfy the requirement for the course; however, an applicant who submits scores and takes the course may not receive points for both. For applicants with both AP or CLEP scores and a grade for the same course, the higher number of points will be used.
- In response to the COVID-19 pandemic, applicants using course(s) towards points earning a final grade of "PC-19", "P", or a passing grade from a Pass/Fail system, in and/or after Spring 2020, will receive a grade point value of "C" for grade point purposes. If written verification received from an educational institution's Registrar's Office indicates the numerical value and/or letter grade earned, the applicant may receive an alternative grade point value; however, all verifications must be received prior to the program specific points submission deadline.

Point System B

- Point System B applies to applicants who:
 - are still enrolled in their senior year of high school **OR**
 - have graduated from high school but have not yet completed all of the college-level related courses for the Surgical Technology curriculum.
- High school course work may be submitted for points only if the course is worth 1 credit and the applicant graduated from high school within three years from the term they will enter the Surgical Technology program (2021 or after).
- Applicants using courses towards points earning a final grade of “PC-19” or “P” must obtain a letter from their previous educational institution(s) providing the actual letter or numerical grade.
- If you will have completed all of the related courses by the end of Fall 2023, Point System A must be used for your application.
- Points are awarded for grades received in the following high school for the Surgical Technology application:

Surgical Technology Related Courses	Grade Point Values		
	A**	B**	C
11 th Grade English	8	4	2
12 th Grade English	8	4	2
Biology	15	9	5
Chemistry OR Physics*	15	9	5
Anatomy and Physiology OR Advanced Biology*	15	9	5
Algebra II OR Geometry OR Trigonometry*	8	4	2
Health Science I OR Biomedical Technology I*	8	4	2
Health Science II OR Biomedical Technology II*	8	4	2

* Points will be awarded for **only one** course in each category. For the purposes of North Carolina Common Core Integrated Math courses, the following are equivalents under Point System B: Math I=Algebra I, Math II=Geometry; Math III=Algebra II.

** Honors, AP, and IB designated courses with grades of A or B will receive one additional point in each category.

Additional Points for Point Systems A and B

Surgical Technology applicants may earn additional points for the following:

- A. Work Experience
- B. NC Certified Nursing Assistant
- C. HESI Score

A. Work Experience

- Applicants may receive points for work experience in the areas listed below. Other work experience, health care related or otherwise, will not be considered.

Work Experience	Points	x # Years (5 years max)	= Total Points Earned
Licensed Practical Nurse	4		
Paramedic	4		
Central Sterile Processing Technician	4		
Medical Laboratory Technologist	4		
Corpsman/Medic*	2		
Certified Nursing Assistant (CNA) I or II	2		
Medical Assistant	2		

**Corpsmen may submit a copy of their Verification of Military Experience and Training (VMET) for work experience points. Primary Occupation Description must specify "without close supervision".*

- In order to qualify for points, the applicant must have worked full-time for at least 6 months or part-time for an equivalent period of time based on hours worked.
 - Example: 26 weeks full-time employment = approximately 832 hours, equivalent to 6 months
- Full-time work experience will be rounded to the nearest year as follows:
 - 6 months to 1 year = 1 year
 - 1 year and 5 months = 1 year
 - 1 year and 6 months to 2 years = 2 years

For each work experience area in which points are requested, each past or present employer must provide a Surgical Technology Department Employment Verification Form that includes the employer's contact phone number. Your employer must verify on the form that your title as an employee was one of the above mentioned. To be considered, Employment Verification Forms must be submitted directly to the Academic Advisor/Counselor designated for the Surgical Technology program from the employer by mail or email and be received no later than 5:00 p.m. on January 26, 2024.

B. NC Certified Nursing Assistant

- If you are a Certified Nursing Assistant (CNA) listed on the North Carolina Nurse Aide I or the North Carolina Nurse Aide II Registry and have no substantiated disciplinary findings, you may submit documentation for points as shown by visiting one of the following websites: www.ncnar.org, www.ncbon.org. To be considered, NC Nurse Aide registry documentation must be received by the Academic Advisor/Counselor designated for Surgical Technology by 5:00 p.m. on January 26, 2024.
- It is the applicant's responsibility to print verification from the website and turn it in to the Academic Advisor/Counselor designated for the Surgical Technology program by the deadline if they wish to receive CNA points.

Certified Nursing Assistant I = 2 points

Certified Nursing Assistant II = 4 points

The maximum amount of CNA points to be awarded is 4. Additional points will not be awarded for being on both the NC Nurse Aide I and Nurse Aide II registries.

- NC CNA registry points may be awarded to applicants who are registered but do not have CNA work experience. However, you may not receive points for **both** CNA certification **and** work experience as a Licensed Practical Nurse, Paramedic, Central Sterile Processing Technician, Medical Laboratory Technologist, Corpsman/Medic, Certified Nursing Assistant I or II, or Medical Assistant. The category that provides the greater number of points will be used.

C. Health Educational Systems, Inc. (HESI) A² Exam

- Students submitting the HESI exam by January 26, 2024 with an average cumulative score above 75% (cumulative scores are not rounded) will receive additional points according to the following table:

Cumulative Percentage Range	Points Awarded
93 – 100	20
85 – 92	15
80 – 84	10
76 – 79	5

2024 Surgical Technology Quick Reference Check List

- ❑ Completed Coastal Carolina Community College Admissions steps (*new or returning student*)
- ❑ Coastal has **all** official transcripts on file
 - High school transcript (*required for all students, regardless of higher education*)
 - All secondary educational institutions (*regardless of completion or transferring of credits*)
 - Updated official transcript once final grades are submitted (*if taking courses during current fall semester at another educational institution*)
- ❑ Completed HESI A² exam and met minimum scores required (*see HESI Exam Details for more information*)
- ❑ All Level 1 Eligibility requirements met
- ❑ Completed Eligibility Application with an Academic Advisor/Counselor (*for all programs you are interested in*)
- ❑ Requested current/prior Surgical Technology Department Employment Verification Form to be completed and sent from employer directly to nursingadmissions@coastalcarolina.edu (*if applicable*)
- ❑ Submitted Nurse Aide I or Nurse Aide II registry documentation from www.ncnar.org or www.ncbon.org (*if applicable*)

Congratulations! You have completed all of the necessary steps toward apply to the upcoming 2024 Surgical Technology program. Continue checking your Coastal Carolina Community College email for notifications and refer to the *Important Dates* page for information on when point verification letters and decision letters will be mailed.

Section 2:

Surgical Technology Program Information

Surgical Technology Program Information

- Once a student has been accepted into the Surgical Technology program, all Surgical Technology related courses not previously completed must be taken as listed in the student's catalog of record.
 - If a student who has been accepted into the Surgical Technology program prefers to take one of the approved course substitutions, it will be their responsibility to make the changes on their summer semester schedule.
- Once accepted in the Surgical Technology program, students must meet the following academic standards:
 - Maintain the grade point average of at least 2.0.
 - Maintain grades of C+ (77%) or higher in all Surgical Technology (SUR prefix) courses. For science courses, students must maintain a grade of C (73%) or higher. For all other related courses, students must maintain a grade of C- (70%) or higher. Students will be disenrolled if requirements are not met.
- Responsibility to notify the following office if testing positive for hepatitis or human immunodeficiency virus (HIV):
Chief, Communicable Disease Control Section
1902 Mail Service Center
Raleigh, NC 27699-1902
- Readmission/Transfer Procedure
 - Any student interested in applying for readmission or transfer must contact the Department Head for Surgical Technology to discuss educational goals and plans for readmission/transfer.
 - The student must hold at least a 2.0 GPA to be considered for readmission into the program. The full readmission policy may be found in the current *Surgical Technology Student Handbook*.
 - You may not be considered for regular admission into a program in which you are currently enrolled but must follow the readmission policy.
- Related Surgical Technology Career Opportunities
 - Central Service Manager
 - Educator, Surgical Technology
 - Materials Manager
 - Medical Salesperson
 - Organ and Tissue Procurement Technician
 - Research Assistant

Surgical Technology Outcomes

In the process of successfully completing this program of study, the student will:

1. Demonstrate entry-level surgical technology skills in the operating room environment with regards to cognitive, psychomotor, and affective responsibilities.
2. Develop skills in basic circulating, encompassing the care and preparation of patients for surgery.
3. Use knowledge and skills in care, sterilization, and preparation of equipment and supplies used in an operating room.
4. Demonstrate appropriate analysis of patient's and operating room team's needs, and utilize appropriate problem-solving techniques to meet those needs.
5. Identify the types and the procedures for administering anesthetics and their complications.
6. Apply the principles of aseptic technique in the clinical area.
7. Utilize knowledge of human anatomy and physiology and operating room terminology.
8. Identify the various surgical instruments and know their uses, and with that knowledge be able to assemble in an actual situation the proper instruments, sutures, drapes, etc., required for various surgical procedures.
9. Function as a team member with the parameters of established group dynamics and display appropriate professional behavior in interpersonal relationships.
10. Communicate effectively, verbally and in writing, with patients, families, and other health care personnel.

Surgical Technology Curriculum Description (A45740)

The Surgical Technology curriculum prepares individuals to assist in the care of the surgical patient in the operating room and to function as a member of the surgical team.

Students will apply theoretical knowledge to the care of patients undergoing surgery and develop skills necessary to prepare supplies, equipment, and instruments; maintain aseptic conditions; prepare patients for surgery; and assist surgeons during operations.

Employment opportunities include labor/delivery/emergency departments, inpatient/outpatient surgery centers, dialysis units/facilities, physicians' offices, and central supply processing units.

Students of Commission on Accreditation of Allied Health Education Programs (CAAHEP) accredited programs are required to take the national certification exam administered by the National Board on Certification in Surgical Technology and Surgical Assisting (NBSTSA) within a four-week period prior to or after graduation.

Coastal Carolina Community College offers an Associate in Applied Science Degree. This has been identified as a limited enrollment program and may involve certain deadlines. See an Academic Advisor/Counselor for additional information. The appropriate coursework is listed below.

			Hours Per Week			
			Class	Lab	Clinic	Credit
FALL SEMESTER						
ACA	111	College Student Success <i>or</i>	1	0	0	1
ACA	122	College Transfer Success	(0)	(2)	(0)	(1)
BIO	163*	Basic Anatomy and Physiology	4	2	0	5
SUR	110	Intro to Surgical Technology	3	0	0	3
SUR	111	Perioperative Patient Care	5	6	0	7
			13	8	0	16
SPRING SEMESTER						
BIO	170*	Introductory Microbiology	3	3	0	4
SUR	122	Surgical Procedures I	5	3	0	6
SUR	123	SUR Clinical Practice I	0	0	21	7
			8	6	21	17
SUMMER SEMESTER						
ENG	111	Writing and Inquiry	3	0	0	3
SUR	134	Surgical Procedures II	5	0	0	5
SUR	135	SUR Clinical Practice II	0	0	12	4
			8	0	12	12
FALL SEMESTER						
ENG	112	Writing/Research in the Disc	3	0	0	3
PSY	150	General Psychology	3	0	0	3
SUR	211	Advanced Theoretical Concepts	2	0	0	2
SUR	212	SUR Clinical Supplement	0	0	12	4
			8	0	12	12
SPRING SEMESTER						
CIS	110	Introduction to Computers	2	2	0	3
COM	120	Intro to Interpersonal Communication	3	0	0	3
SUR	137	Professional Success Prep	1	0	0	1
SUR	210	Adv SUR Clinical Practice	0	0	6	2
		Humanities/Fine Arts Elective**	3	0	0	3
			9	2	6	12
Total Semester Hours:						69

*Approved Course Substitutions	
Required Course	Course Substitution
BIO 163 Basic Anatomy and Physiology	BIO 168 Anatomy and Physiology I <i>and</i> BIO 169 Anatomy and Physiology II
BIO 170 Introductory Microbiology	BIO 175 General Microbiology <i>or</i> BIO 275 Microbiology

** See the current *College Catalog* (www.coastalcarolina.edu, Academics) for a list of approved Humanities/Fine Arts electives.

Tuition, Fees, and Other Expenses

Tuition (<i>In-State, full-time rate</i>)	\$5,243
Books	\$1,955
Uniforms/shoes/instruments/ eye protection/patches/locker	\$500
Insurance	\$32
Professional dues	\$45
Health forms	\$455
Immunizations	\$1,010
CST Self-Assessment Exam	\$190
Other (clinical travel, etc.)	\$500
Pins	\$50
Drug screening (x2)	\$80
Immunization tracker	\$40
Criminal background check	\$52

Approximate Total \$10,152

Costs listed above are estimates and subject to change. The In-State tuition rate is based on \$76 per credit hour plus student fee. Tuition rates are determined by the North Carolina General Assembly and are subject to change at their discretion. For additional information regarding the total cost of attending Coastal Carolina Community College, please see Financial Aid staff regarding the College Financial Plan. All costs are subject to change.

- Candidates who are admitted to the Surgical Technology program need to be aware of the importance of regular class attendance in order to be successful in their classes. It is vital to have child care arrangements worked out in advance in case of children's illnesses, teacher work days, etc. If excess absences are accumulated, then the student will be disenrolled from the program in accordance with the attendance guidelines in the *College Catalog*.
- Candidates are strongly advised to limit the number of hours they are employed in order to maximize their potential for academic success in the Surgical Technology program.
- Candidates who are admitted to the Surgical Technology program will need to have a Real ID to participate in clinical rotations aboard Marine Corps Base Camp Lejeune.

Financial Aid Information

Federal Aid Sources

- Free Application for Federal Student Aid (FAFSA)
 - Apply online as soon as possible at www.studentaid.gov. Awards are made until funds are depleted.
 - You will need several documents to complete the FAFSA online.
 - 2022 federal tax returns
 - 2022 W-2s
 - Financial Aid services are available for students Monday, 8:00 a.m. – 7:30 p.m., and Tuesday through Friday, 8:00 a.m. – 5:00 p.m. You may contact the Financial Aid Office at (910) 938-6332 or finaid@coastalcarolina.edu, or visit them in the Student Center Building.
 - The Student Services Office can also provide assistance with filling out the FAFSA.

State Aid Sources

- Workforce Innovation and Opportunity Act (WIOA)
 - The Human Services Office can provide assistance with applying for the WIOA scholarship. They can be visited Monday through Friday, 8:00 a.m. – 5:00 p.m. in the Kenneth B. Hurst Continuing Education Building, room 109, or contacted at (910) 938-6258.
 - This scholarship may be able to provide assistance with childcare and uniforms.
 - You will need to have already completed the FAFSA.

Local Aid Sources

- Coastal Carolina Community College Foundation Scholarships
 - Scholarships are available from the College Foundation Office to Coastal students who qualify under specific criteria.
 - For a complete listing of College Foundation scholarships available, please visit the College Foundation Office in the James Leroy Henderson, Jr. Administration Building or contact them at (910) 938-6792 or foundation@coastalcarolina.edu.
 - You will need to have already completed the FAFSA.

Visit www.CFNC.org for more financial aid opportunities and information.

Scholarships

Applicants are encouraged to complete the FAFSA and Coastal Carolina Community College Foundation Scholarship forms as soon as possible. The following scholarships are available specifically for Medical/Allied Health students:

- Agnes Vergon/EMS Scholarship
- Shields – Sparkman Medical/Allied Health Scholarship
- Shirley J. and Albert P. Rachide Scholarship
- Star of Life Scholarship

Please contact the College Foundation Office at (910) 938-6792 or foundation@coastalcarolina.edu, or in the James Leroy Henderson, Jr. Administration Building, for specific information about these and other scholarships.

MyCAA

The My Career Advancement Account (MyCAA) Scholarship Program is a workforce development program that provides tuition assistance to eligible military spouses. Scholarships help military spouses pursue licenses, certificates, certifications, or associate degrees necessary to gain employment. Please visit www.coastalcarolina.edu/military/military-family-students for more details.



444 Western Boulevard
Jacksonville, North Carolina 28546-6816
Phone (910) 455-1221

Surgical Technology Department Employment Verification Form

_____ has applied for the Surgical Technology
(current/former employee's name and last 4 digits of Social Security number)
program and has provided your name as an employer. Please take a few moments to complete this form and return it.
This form must be fully completed by the employer and sent directly from the employer by:

- mail (to the address above),
- email to nursingadmissions@coastalcarolina.edu, or
- fax to (910) 455-2767

Verification of Work Experience

Job title: _____ Licensed Practical Nurse _____ Paramedic _____ Central Sterile Processing Technician
(pick one)
_____ Medical Lab Technologist _____ Corpsman/Medic _____ CNA I or CNA II _____ Medical Assistant

Job description: _____

Total number of years and months employed: _____ year(s) _____ month(s)

Dates of full-time employment: ____/____/____ to ____/____/____

Dates of part-time employment: ____/____/____ to ____/____/____

Average number of hours worked per week: _____

Employer's name: _____
(Please print)

Phone: (____) _____ - _____

Date: _____

Signature of employer: _____

Forms must be received by the Academic Counselor/Advisor designated for Surgical Technology by 5:00 p.m. on January 26, 2024. It is the applicant's responsibility to verify that the form is received by the deadline. Please email nursingadmissions@coastalcarolina.edu to verify that the form was received.

Core Performance Standards

Skills / Behavior	Standard	Some Examples of Necessary Activities (Not All Inclusive)
Critical Thinking	Critical thinking ability sufficient for clinical judgment	Identify cause-effect relationships in clinical situations; develop care plans.
Interpersonal	Interpersonal abilities sufficient to interact with individuals, families and groups from a variety of social, emotional, cultural, and intellectual backgrounds	Establish rapport with patients/clients and colleagues.
Communication	Communication abilities sufficient for interaction with others in verbal and written form	Explain treatment procedures, initiate health teaching, document and interpret actions and patient/client responses.
Mobility	Physical abilities sufficient to move from room to room and maneuver in small spaces	Move around in patients' rooms, workspaces and treatment areas; administer cardio-pulmonary procedures.
Motor Skills	Gross and fine motor abilities sufficient to provide safe and effective care	Calibrate and use equipment; position patients/clients.
Hearing	Auditory ability sufficient to monitor and assess health needs	Hear monitor alarm, emergency signals, auscultatory sounds, and cries for help.
Visual	Visual ability sufficient to monitor and assess health needs	Observe patient/client responses.
Tactile	Tactile ability sufficient for physical assessment	Perform palpation, functions of physical examination and/or those related to therapeutic intervention and insertions of a catheter. Transport and lift patients with proper body mechanics.

Surgical Technology Applicant Points Worksheet – Point System A

(To be used by applicant to track course completion and points earned)

College Coursework (Point System A)		
Related Courses or Equivalent	Grade	Points
ENG 111 Writing and Inquiry		
ACA 111 College Student Success OR ACA 122 College Transfer Success		
BIO 163 Basic Anatomy and Physiology* OR BIO 168 Anatomy and Physiology I* AND BIO 169 Anatomy and Physiology II*		
BIO 170 Introductory Microbiology* OR BIO 175 General Microbiology* OR BIO 275 Microbiology*		
ENG 111 Writing and Inquiry		
ENG 112 Writing/Research in the Disc.		
PSY 150 General Psychology		
CIS 110 Introduction to Computers		
COM 120 Intro to Interpersonal Communication		
Humanities/Fine Arts Elective		

* Biology classes taken before Fall 2019 are considered ineligible for points purposes for admission into the 2024 Surgical Technology program.

** BIO 168 and BIO 169 grade point value will be averaged in place of the BIO 163 grade points.

Total points for related coursework: _____

Additional Points

Medical Work Experience (_____) _____ x _____ (years) = _____

CNA I or CNA II Certification _____

HESI Score (_____) _____

Total Points _____

For Reference

Point System A: Surgical Technology Related Courses	Point Value		
	Grade: A/A- CLEP: 70+ AP Score: 5	Grade: B+/B/B- CLEP: 60-69 AP Score: 4	Grade: C+/C CLEP: 50-59 AP Score: 3
ACA 111 College Student Success OR ACA 122 College Transfer Success	7	5	2
BIO 163 Basic Anatomy and Physiology* → OR	15	10	4
BIO 168 Anatomy and Physiology I* AND → BIO 169 Anatomy and Physiology II*	20	15	6
BIO 170 Introductory Microbiology* OR BIO 175 General Microbiology* OR BIO 275 Microbiology*	16	11	6
ENG 111 Writing and Inquiry	7	5	2
ENG 112 Writing/Research in the Disc.	7	5	2
PSY 150 General Psychology	7	5	2
CIS 110 Introduction to Computers	7	5	2
COM 120 Intro to Interpersonal Communication	7	5	2
Humanities/Fine Arts Elective	7	5	2

Surgical Technology Applicant Points Worksheet – Point System B

(To be used by applicant to track course completion and points earned)

High School Coursework (Point System B)			
Surgical Technology Related Courses or Equivalent	Grade	+ 1 Point Honors, AP, or IB (A or B)	Points
11 th Grade English			
12 th Grade English			
Biology			
Chemistry OR Physics*			
Anatomy and Physiology OR Advanced Biology*			
Algebra II OR Geometry OR Trigonometry*			
Health Science I OR Biomedical Technology I*			
Health Science II OR Biomedical Technology II*			

* Points will be awarded for **only one** course in each category. For the purposes of North Carolina Common Core Integrated Math courses, the following are equivalents under Point System B: Math I=Algebra I, Math II=Geometry, Math III=Algebra II.

Total Points for related coursework: _____

Additional Points

- Medical Work Experience (_____) _____ x _____ (years) = _____
- CNA I or CNA II Certification _____
- HESI Score (_____) _____
- **Total Points** _____

For Reference

Surgical Technology Related Courses	Grade Point Values		
	A**	B**	C
11 th Grade English	8	4	2
12 th Grade English	8	4	2
Biology	15	9	5
Chemistry OR Physics*	15	9	5
Anatomy and Physiology OR Advanced Biology*	15	9	5
Algebra II OR Geometry OR Trigonometry*	8	4	2
Health Science I OR Biomedical Technology I*	8	4	2
Health Science II OR Biomedical Technology II*	8	4	2

* Points will be awarded for **only one** course in each category.

** Honors, AP, and IB designated courses with grades of A or B will receive one additional point in each category.

Contact Information

If you have questions about admission to the Surgical Technology program, please contact:

Admissions Office
(910) 938-6332
admissions@coastalcarolina.edu

If you have program-specific questions about the Surgical Technology program, please contact:

Ashley Webber
Instructor, Surgical Technology
(910) 938-6274
webbera@coastalcarolina.edu

Transcripts may be mailed or submitted electronically:

Coastal Carolina Community College
Attention: Admissions
444 Western Boulevard
Jacksonville, NC 28546
etranscripts@coastalcarolina.edu

Americans with Disabilities Act Support:

Coordinator for Disability Support Services
(910) 938-6331
adasupport@coastalcarolina.edu

Request for Accommodation Information:

Students requesting disability accommodations must self-identify to the Coordinator for Disability Support Services. Students are required to submit current documentation of their disability to the Coordinator for Disability Support Services in order to determine eligibility prior to any implementation of accommodation services. Students requesting accommodations from the College must have a disability, as defined by Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act. Self-identification and providing documentation can be initiated at any time; however, the student must allow reasonable time for accommodations to be implemented.

Pregnant students who would like to request accommodations must contact the Coordinator for Disability Support Services. Students will be required to submit current documentation to the Coordinator for Disability Support Services in order to determine their eligibility prior to any implementation of accommodation services.

Notes
