VTHT 1345
AUSTIN COMMUNITY COLLEGE
Semester: Summer 2022

PROGRAM: **Veterinary Technology**

COURSE NUMBER: **VTHT 1345 – Veterinary Radiology**

COURSE TIME/LOCATION: **May 31 – August 8, 2022**

Lecture: On campus
Tuesday 9:30am – 10:30am
Thursday 8:00am – 10:30am

Lab: On campus in multiple sections

Section 1 Monday 9:00am – 11:10am
Tuesday 2:30pm – 4:45pm EGN 2139

Section 2 Monday 1:00pm – 3:10pm
Thursday 2:30pm – 4:45pm EGN 2139

FACULTY:	Kerry Coombs, D.V.M.	Amanda Schoolcraft B.S., LVT	Edna Noya, LVT
OFFICE:	EGN 2111	EGN 2112	EGN 2109
PHONE:	512-223-9428	512-223-9487	512-223-9492
EMAIL:	kerry.coombs@austincc.edu	amanda.schoolcraft@austincc.edu	edna.noya@austincc.edu

WEBSITE: www.austincc.edu/health/vtht

Arranging conferences/appointments: Email instructor for virtual or in person appointment

COURSE DESCRIPTION: Presentation of theory, principle and practical application of radiology within the field of veterinary medicine.

- **Credit Hours: 3**
- **Classroom Contact Hours per week: 3hrs 10min**
- **Laboratory Contact Hours per week: 4hrs 30min**

COURSE PREREQUISITES: VTHT 1301, 1125, 1413, 2301

COURSE RATIONALE: Graduates must be able to produce diagnostic radiographs; this course provides the basics of radiography for entry level technicians. This is an intermediate level course in the ACC program.

COURSE OBJECTIVES: Upon completion of the course the student will be able to:

1. Describe the general theory of radiology.
2. Demonstrate safe radiologic technique for patient and all personnel.
3. Operate radiologic instrumentation and equipment.
4. Perform film processing, identify and mark radiographs correctly.
5. Restrain and correctly position patients for radiography, assemble materials and assist in performing radiographic techniques.

6. Interpret and develop technique charts and determine correct patient exposure settings for different views and techniques.
7. Evaluate radiographs for proper technique.
8. Maintain radiographic equipment in good condition.
9. Identify other imaging modalities used in veterinary medicine.
10. Position and take dental radiographs of the small animal patient.
11. Correctly identify surgical and common veterinary instruments and understand their function.

COURSE STUDENT LEARNING OUTCOMES:
Demonstrate recommended safety procedures; prepare and use technique charts; obtain diagnostic radiographs using stationary and portable X-ray machines; maintain radiographic equipment; label, file, and store radiographs; and identify and/or use other diagnostic imaging modalities.

PROGRAM STUDENT LEARNING OUTCOMES:
These learning outcomes are all listed in the Veterinary Technology Student Handbook.

SCANS Competencies

In 1990, the U.S. Department of Labor established the Secretary's Commission on Achieving Necessary Skills (SCANS) to examine the demands of the workplace and whether our nation's students are capable of meeting those demands. The Commission determined that today's jobs generally require competencies in the following areas:

Resources: Identifies, organizes, plans and allocates resources
Interpersonal: Works with others
Information: Acquires and uses information
Systems: Understands complex interrelationships
Technology: Works with a variety of technologies

The Texas Higher Education Coordinating Board requires that all degree plans in institutions of higher education incorporate these competencies and identify to the student how these competencies are achieved in course objectives.

VTHT 1345 COMPETENCE	**EXAMPLE OF LEVEL**
Resources	Identifies resources used in course and allocates time for studying.
Interpersonal	Shares experiences and knowledge with classmates, works as a member of a team for any assigned activities.
Information	Identifies imaging modalities used in veterinary medicine.
Systems	Identifies appropriate imaging technique for the different body systems.
Technology	Uses electronic recording devices for digital images and uses current technologies for imaging techniques.
Basic Skills	Reads assigned pages.
Thinking Skills	Identifies and prepares for tests, quizzes and research activities.

Personal Qualities	Works as a team member for any assigned activities. Asserts self and networks with classmates and lab to obtain information on current topics.

TEXTBOOK:

Diagnostic Imaging for Veterinary Technicians, Margi Sirois & Joshua Schlote

INSTRUCTIONAL METHODOLOGY: Classroom and Laboratory

GRADING SYSTEM: The Veterinary Technology courses use the following scale for determination of final grades:

A = 93 - 100%
B = 83 - 92%
C = 75 - 82%
D = 60 – 74%
F = below 60%

A grade of 75% or above is required for both lecture and lab to pass this course.

Grade of D is allowed for ACC records but will disqualify student for progression through the program. Due to the nature of the program, you would not be able to take the class again until the following academic year – if there is space available. You must pass both the lab and lecture portion with a 75% or above to pass the class. If you have a 75% or above in both, the grades will be combined for your final grade.

This class has **essential skills** associated with it. These are set by our accrediting body, the CVTEA. It is the student's responsibility to ensure that these skills are successfully completed in the presence of program faculty and documented in Salthouse by the end of the semester.

Before a student may progress to a subsequent semester, the student must demonstrate proficiency in the essential skill(s) required of each class. Duplicate essential skills requirements may be present in multiple classes or semesters, and students may be required to demonstrate proficiency in essential skills multiple times. At the sole discretion of the instructor, exceptions to the above requirements may be granted in the event that insufficient time exists to adequately teach one or more essential skills. If a student fails to complete any assigned skill for the semester, the case will be reviewed by the instructor(s) and program chair to determine student progression.

METHOD OF EVALUATION:

55% Lecture – (57% from exams, 14% quizzes, and 29% on Final)
35% Laboratory – assignments
10% of grade will be from Kennel care assignments

Warning: There will be a 10 point deduction from final grade for each unexcused absence from a kennel care shift.

***(Assignments/quizzes, exams and final are all part of your lecture grade)*

*****NOTE:** You must pass the **lab**, **lecture**, and **kennel duty** portion with a 75% or above to pass the class.

Quizzes: You are required to be present for all quizzes. If you miss a quiz due to an **"excused absence",** it must be made up within a week of when it was given, unless other arrangements are made. If it is not taken by that time, you will receive a "0" for that quiz. To take a quiz at a time other than the class time in which it is given, the absence must be **"excused"** by the instructor. Written evidence may be presented or required. Make-up quizzes may be an essay type of quiz. Quizzes missed due to **"unexcused absences"** may not be made up. No GRADES WILL BE DROPPED. There will be occasional "pop" quizzes – unannounced quizzes to help reinforce learning.

Late Assignment Policy: Assignments are expected to be turned in on time. If for some reason you are not able to get it turned in on time you can submit the next day for a 50% deduction. The assignment can be submitted in person, faxed, or scanned and emailed to the instructor. No assignments will be accepted after the second day.

Exam Policy: You are required to be present for all exams. If you miss an exam due to an **"excused absence",** it must be made up within a week of when it was given, unless other arrangements are made. If it is not taken by that time, you will receive a "0" for that exam. To take an exam at a time other than the class time in which it is given, the absence must be **"excused"** by the instructor. Written evidence may be presented or required. Make up exams may be an essay type of exam. Exams missed due to **"unexcused absences"** may not be made up. No GRADES WILL BE DROPPED.

Absences: All students are expected to be in class or lab on time. If a class or lab is missed, it is considered either excused or unexcused by the instructor. An absence will be determined by the following criteria.

> **Excused absences** refer to unavoidable circumstances that prevent a student from attending class/lab on time that could not have been previously prevented by the student. Examples include illness, Covid, medical emergency, death in the family, or other unavoidable circumstances (determined by instructor)
>
> **Unexcused absences** refer to circumstances that prevent a student from attending class/lab on time that could have previously been prevented by the student. Examples include vacation, oversleeping, work, other person plans, etc.

Only 2 excused absences will be permitted each semester. All absences thereafter will be reported as unexcused and will result in a loss of credit for the lecture or lab.

COURSE POLICIES:

Attendance/Class Participation: Regular and timely class participation in discussions and completion of work is expected of all students.

For each time a student is late for:

- **Lab – 10%** will be deducted from the **overall lab grade**; no make-up labs will be given.

If attendance or compliance with other course policies is unsatisfactory, the instructor may withdraw students from the class.

Laboratories are critical. The labs run over the summer are only 10 weeks long. There is no time outside of class to make up the lab. It is your responsibility, (not the instructors!) to read about what you missed and learn the material;

3 missed labs will result in a 70% in the lab portion of the class. This is below the 75% needed to pass the lab and will result in failure of the course.

In the event the college or campus closes due to unforeseen circumstances (for example, severe weather or other emergency), the student is responsible for communicating with their professor during the closure and completing any assignments or other activities designated by their professor as a result of class sessions being missed.

Withdrawal Policy
It is the responsibility of each student to ensure that his or her name is removed from the roll should he or she decides to withdraw from the class. The instructor does, however, reserve the right to drop a student should he or she feel it is necessary. If a student decides to withdraw, he or she should also verify that the withdrawal is submitted **before** the Final Withdrawal Date. The student is also strongly encouraged to retain their copy of the withdrawal form for their records.

July 25, 2022 is the final withdrawal date.

Students are responsible for understanding the impact that withdrawal from a course may have on their financial aid, veterans' benefits, and international student status. Per state law, students enrolling for the first time in Fall 2007 or later at any public Texas college or university may not withdraw (receive a W) from more than six courses during their undergraduate college education. Some exemptions for good cause could allow a student to withdraw from a course without having it count toward this limit. Students are strongly encouraged to meet with an advisor when making decisions about course selection, course loads, and course withdrawals."

Incompletes
An instructor may award a grade of "I" (Incomplete) if a student was unable to complete all of the objectives for the passing grade in a course. You will not be able to carry an incomplete beyond the final deadline for withdrawal in the next semester of the program.

COLLEGE POLICIES

Health & Safety Protocols

Operational areas of ACC campuses and centers are fully open and accessible through all public entrances. The college encourages its staff, faculty, and students to be mindful of the well-being of all individuals on campus. If you feel sick, feverish, or unwell, please do not come to campus.

Some important things to remember:

- If you have not done so, ACC encourages all students, faculty, and staff to get vaccinated. COVID-19 vaccines are now widely available throughout the community. Visit www.vaccines.gov/ to find a vaccine location near you.
- If you are experiencing COVID-19-related symptoms, please get a COVID-19 test as soon as possible before returning to an ACC facility. Testing is now widely available. To find testing locations near you, click this link.
- If you test positive, please report it on the ACC self-reporting tool located here.

- The college asks that we all continue to respect the personal space of others. We are encouraging 3 feet of social distancing.

- Please be sure to carry your student, faculty, or staff ID badge at all times while on campus.

Because of the everchanging situation, please go to ACC's Covid website at https://www.austincc.edu/coronavirus?ref=audiencemenu for the latest updates and guidance.

Statement on Academic Integrity

Austin Community College values academic integrity in the educational process. Acts of academic dishonesty/misconduct undermine the learning process, present a disadvantage to students who earn credit honestly, and subvert the academic mission of the institution. The potential consequences of fraudulent credentials raise additional concerns for individuals and communities beyond campus who rely on institutions of higher learning to certify students' academic achievements and expect to benefit from the claimed knowledge and skills of their graduates. Students must follow all instructions given by faculty or designated college representatives when taking examinations, placement assessments, tests, quizzes, and evaluations. Actions constituting scholastic dishonesty include, but are not limited to, plagiarism, cheating, fabrication, collusion, falsifying documents, or the inappropriate use of the college's information technology resources. Further information is available at
https://www.austincc.edu/about-acc/academic-integrity-and-disciplinary-process

Student Rights & Responsibilities

Students at ACC have the same rights and protections under the Constitution of the United States. These rights include freedom of speech, peaceful assembly, petition and association. As members of the community, students have the right to express their own views, but must also take responsibility for according the same rights to others and not interfere or disrupt the learning environment. Students are entitled to fair treatment, are expected to act consistently with the values of the college, and obey local, state, and federal laws.
www.austincc.edu/srr

As a student of Austin Community College you are expected to abide by the Student Standards of Conduct.
https://www.austincc.edu/students/students-rights-and-responsibilities/student-standards-of-conduct

Senate Bill 212 and Title IX Reporting Requirements

Under Senate Bill 212 (SB 212), the faculty and all College employees are required to report any information concerning incidents of **sexual harassment, sexual assault, dating violence, and stalking** committed by or against an ACC student or employee. Federal Title IX law and College policy also require reporting incidents of **sex- and gender-based discrimination and sexual misconduct**. **This means faculty and non-clinical counseling staff cannot keep confidential information about any such incidents that you share with them.**

If you would like to talk with someone confidentiality, please contact the District Clinical Counseling Team who can connect you with a clinical counselor on any ACC campus: (512) 223-2616, or to schedule online:
https://www.austincc.edu/students/counseling .
While students are not required to report, they are encouraged to contact the Compliance Office for resources and options: Charlene Buckley, District Title IX Officer, (512) 223-7964; compliance@austincc.edu .

If a student makes a report to a faculty member, the faculty member will contact the District Title IX Officer for follow-up.

Student Complaints

A defined process applies to complaints about an instructor or other college employee. You are encouraged to discuss concerns and complaints with college personnel and should expect a timely and appropriate response. When possible, students should first address their concerns through informal conferences with those immediately involved; formal due process is available when informal resolution cannot be achieved.

Student complaints may include (but are not limited to) issues regarding classroom instruction, college services and offices on the basis of actual or perceived race, color, national origin, religion, age, gender, gender identity, sexual orientation, political affiliation, or disability.

Further information about the complaints process, including the form used to submit complaints, is available at: http://www.austincc.edu/students/students-rights-and-responsibilities/student-complaint-procedures

Statement on Privacy

The Family Educational Rights and Privacy Act (FERPA) protects confidentiality of students' educational records. Grades cannot be provided by faculty over the phone, by e-mail, or to a fellow student.

All class grades will be posted on Blackboard

Recording Policy

To ensure compliance with the Family Education Rights and Privacy Act (FERPA), student recording of class lectures or other activities is generally prohibited without the explicit written permission of the instructor and notification of other students enrolled in the class section. Exceptions are made for approved accommodations under the Americans with Disabilities Act.

Recording of lectures and other class activities may be made by faculty to facilitate instruction, especially for classes taught remotely through BlackBoard Collaborate or another platform. Participation in such activities implies consent for the student to be recorded during the instructional activity. Such recordings are intended for educational and academic purposes only.

Safety Statement

Health and safety are of paramount importance in classrooms, laboratories, and field activities. Students are expected to learn and comply with ACC environmental, health and safety procedures and agree to follow ACC safety policies. Emergency Procedures posters and Campus Safety Plans are posted in each classroom and should be reviewed at the beginning of each semester. All incidents (injuries/illness/fire/property damage/near miss) should be immediately reported to the course instructor. Additional information about safety procedures and how to sign up to be notified in case of an emergency can be found at http://www.austincc.edu/emergency

Everyone is expected to conduct themselves professionally with respect and courtesy to all. Anyone who thoughtlessly or intentionally jeopardizes the health or safety of another individual may be immediately dismissed from the day's activity and will be referred to the Dean of Student Services for disciplinary action.

In the event of disruption of normal classroom activities due to an emergency situation or an outbreak of illness, the format for this course may be modified to enable completion of the course. In that event, students will be provided an addendum to the class syllabus that will supersede the original version.

Campus Carry

The Austin Community College District concealed handgun policy ensures compliance with Section 411.2031 of the Texas Government Code (also known as the Campus Carry Law), while maintaining ACC's commitment to provide a safe environment for its students, faculty, staff, and visitors. Beginning August 1, 2017, individuals who are licensed to carry (LTC) may do so on campus premises except in locations and at activities prohibited by state or federal law, or the college's concealed handgun policy.

It is the responsibility of license holders to conceal their handguns at all times. Persons who see a handgun on campus are asked to contact the ACC Police Department by dialing 512-223-1231. Please refer to the concealed handgun policy online at http://austincc.edu/campuscarry

Discrimination Prohibited

The College seeks to maintain an educational environment free from any form of discrimination or harassment including but not limited to discrimination or harassment on the basis of race, color, national origin, religion, age, sex, gender, sexual orientation, gender identity, or disability.

Faculty at the College are required to report concerns regarding sexual misconduct (including all forms of sexual harassment and sex and gender-based discrimination) to the Manager of Title IX/Title VI/ADA Compliance. Licensed clinical counselors are available across the District and serve as confidential resources for students.

Additional information about Title VI, Title IX, and ADA compliance can be found in the ACC Compliance Resource Guide available at:
https://drive.google.com/file/d/1xfmZHOPD_H1wgGKq1N7Irv6gvXxOXzbZ/view

Use of ACC email

All College e-mail communication to students will be sent solely to the student's ACCmail account, with the expectation that such communications will be read in a timely fashion. ACC will send important information and will notify students of any college- related emergencies using this account. Students should only expect to receive email communication from their instructor using this account. Likewise, students should use their ACCmail account when communicating with instructors and staff. Information about ACC email accounts, including instructions for accessing it, are available at:
http://www.austincc.edu/help/accmail/questions-and-answers

Use of the Testing Center

The Testing Centers will allow only limited in person testing and testing time will be limited to the standard class time, typically one and one-half hours. Specifically, only the following will be allowed in the Testing Centers:

- Student Accessibility Services (SAS) Testing: All approved SAS testing
- Assessments Tests: Institutionally approved assessment tests (e.g., TSIA or TABE)
- Placement Tests: Placement tests (e.g., ALEKS)

- Make-Up Exams (for students who missed the original test): Make-up testing is available for all lecture courses but will be limited to no more than 25% of students enrolled in each section for each of four tests
- Programs incorporating industry certification exams: Such programs (e.g., Microsoft, Adobe, etc.) may utilize the ACC Business Assessment Center for the industry certification exams (BACT) at HLC or RRC

Exams will be given in class on Blackboard.

STUDENT SUPPORT SERVICES

The success of our students is paramount, and ACC offers a variety of support services to help, as well as providing numerous opportunities for community engagement and personal growth.

Student Support

ACC strives to provide exemplary support to its students and offers a broad variety of opportunities and services. Information on these campus services and resources is available at *http://www.austincc.edu/students*. A comprehensive array of student support services is available online at: https://www.austincc.edu/coronavirus/remote-student-support

Student Accessibility Services

Austin Community College (ACC) is committed to providing a supportive, accessible, and inclusive learning environment for all students. Each campus offers support services for students with documented disabilities. Students with disabilities who need classroom, academic or other accommodations must request them through Student Accessibility Services (SAS).

Students are encouraged to request accommodations when they register for courses or at least three weeks before the start of each semester they are enrolled, otherwise the provision of accommodations may be delayed. Students who have received approval for accommodations from SAS for this course must provide the instructor with the legal document titled "Notice of Approved Accommodations (NAA)" from SAS.

Until the instructor receives the NAA from the student accommodations should not be provided. Once the NAA is received, accommodations must be provided. Accommodations are not retroactive, so it is in the student's best interest to deliver the NAA on the first day of class.

Please contact SAS@austincc.edu for more information.

Academic Support

ACC offers academic support services on all of its campuses. These services, which include online tutoring, academic coaching, and supplemental instruction, are free to enrolled ACC students. Tutors are available in a variety of subjects ranging from accounting to pharmacology. Students may receive these services on both a drop-in and referral basis.

An online tutor request can be made here:
https://de.austincc.edu/bbsupport/online-tutoring-request/

Additional tutoring information can be found here:
austincc.edu/onlinetutoring

Library Services

ACC Library Services offers both in-person and extensive online services, with research and assignment assistance available in-person during limited hours of service. Although all college services are subject to change, plans include ACC students signing up for study space and use of computers at open libraries, extensive online instruction in classes, online reference assistance 24/7 and reference with ACC faculty librarians. In addition, currently enrolled students, faculty and staff can access Library Services online (also 24/7) via the ACC Library website and by using their ACCeID to access all online materials (ebooks, articles from library databases, and streaming videos). ACC Libraries offer these services in numerous ways such as: "Get Help from a Faculty Librarian: the 24/7 Ask a Librarian chat service," an online form for in-depth research Q and A sessions, one-on-one video appointments, email, and phone (voicemail is monitored regularly).

- Library Website: http://library.austincc.edu
- Ask a Librarian 24/7 chat and form: https://library.austincc.edu/help/ask.php
- Library Hours of Operation by Location: https://library.austincc.edu/loc/
- Email: library@austincc.edu

Student Organizations

ACC has over seventy student organizations, offering a variety of cultural, academic, vocational, and social opportunities. They provide a chance to meet with other students who have the same interests, engage in service-learning, participate in intramural sports, gain valuable field experience related to career goals, and much else. Student Life coordinates many of these activities, and additional information is available at http://sites.austincc.edu/sl/.

Personal Support

Resources to support students are available at every campus. To learn more, ask your professor or visit the campus Support Center. All resources and services are free and confidential. Some examples include, among others:

- Food resources including community pantries and bank drives can be found here: https://www.centraltexasfoodbank.org/food-assistance/get-food-now
- Assistance with childcare or utility bills is available at any campus Support Center: http://www.austincc.edu/students/support-center.
- The Student Emergency Fund can help with unexpected expenses that may cause you to withdraw from one or more classes: http://www.austincc.edu/SEF.
- Help with budgeting for college and family life is available through the Student Money Management Office: http://sites.austincc.edu/money/.
- A full listing of services for student parents is available at: https://www.austincc.edu/students/child-care
- The CARES Act Student Aid will help eligible students pay expenses related to COVID-19: https://www.austincc.edu/coronavirus/cares-act-student-aid.

Mental health counseling services are available throughout the ACC Student Services District to address personal and or mental health concerns: http://www.austincc.edu/students/counseling .

If you are struggling with a mental health or personal crisis, call one of the following numbers to connect with resources for help. However, if you are afraid that you might hurt yourself or someone else, call 911 immediately.

Free Crisis Hotline Numbers:

- Austin / Travis County 24 hour Crisis & Suicide hotline: **512-472-HELP (4357)**
- The Williamson County 24 hour Crisis hotline: **1-800-841-1255**
- Bastrop County Family Crisis Center hotline: **1-888-311-7755**
- Hays County 24 Hour Crisis Hotline: **1-877-466-0660**
- National Suicide Prevention Lifeline: **1-800-273-TALK (8255)**
- Crisis Text Line: **Text "home" to 741741**
- Substance Abuse and Mental Health Services Administration (SAMHSA) National Helpline: **1-800-662-HELP (4357)**

National Alliance on Mental Illness (NAMI) Helpline:**1-800-950-NAMI (6264)**

Course Outline / Calendar - Tentative upon facility availability

Chapter reading – These are based on Sirois's book because of the different books available.

Date	Topic Area/Objective	Reading/Other Assignments	ACTIVITIES
Week 1	Intro to Imaging Exposure Factors & Rad Quality	Chp. 1- 3	Quiz 1 Lab assignment
Week 2	Image receptors & Film Processing Chart, Quality Control / Artifacts	Chp. 4, 5 Chp. 6 Chp. 12 – 15	Quiz 2 Quiz 3 Lab assignment
Week 3	General Postioning **Exam #1**		Lab assignment
Week 4	Technique Eval & Technique Soft Tissue imaging	Pgg. 48 - 50 Chp. 12	Quiz 4 Quiz 5 Lab assignment
Week 5	Radiology of axial skeleton Small Animal Fore & Hindlimb **Exam #2**	Chp. 15, Chp. 13, 14	Quiz 6
Week 6	Special Procedures in Imaging, Dental Rads Large Animal Radiology	Chp. 8 & 9 Chp. 16 Chp. 18	Quiz 7 Lab assignment Quiz 8
Week 7	Imaging Exotic Animals	Chp. 9, 10, 17	
Week 8	Alternative Imaging – Ultrasound, MRI, Digital, ect.		
Week 9	Exam #3		
Week 10	**Lecture Final Exam**		

**Please Note!!
Laboratory Sections have their individual schedules so check the laboratory schedule of the section that you are in!

By signing below, I declare that I have received a copy of the course syllabus for VTHT 1345 - Veterinary Radiology and have had a chance to review it and understand the contents of the syllabus. This is for the semester inclusive of the date below.

_____ _____

Student Signature Date

_____

Printed Student Name