



RADR-2401-101C3-SP2026

## Intermediate Radiographic Procedures

### Cross-listed Section:

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Intermediate Radiographic Proc (RADR-2401-101C3, RADR-2401-102C3)

### Course Information

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#### **Spring 2026 Semester**

**Start/End Date:** 01/12/26 - 05/07/26 **Day(s):** M **Start/End**

**Time:** 02:00PM - 05:00PM **Room:** STEM 218 **Instructional Method:** LEC

**Start/End Date:** 01/12/26 - 05/07/26 **Day(s):** T **Start/End**

**Time:** 02:00PM - 05:00PM **Room:** STEM 216 **Instructional Method:** LAB

Key:

LEC-Lecture, LAB-Lab, ILEC-Internet Lecture, ILAB-Internet Lab, HLEC-Hybrid Lecture, HLAB-Hybrid Lab, CLIN-Clinical, Coop-Cooperative Education, INTR-Internship, PRAC-Practicum

### Additional Course Information

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Any changes in the course will be posted in Brightspace/D2L.

The Radiologic Technology Program courses build upon each other. In each course, there may be test questions from prior modules within the course, as well as prior program courses.

Students with a positive background screening may be ineligible for clinical placement.

## Certification and Licensure

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Successful completion of a criminal back-ground check does not ensure eligibility for licensure or future employment.

### **American Registry of Radiologic Technologists (ARRT):**

The ARRT Standards of Ethics governs the behavior expected of Radiologic Technologists, and the behavior that is not tolerated. If a student has faced the following, they should consider an ethics review preapplication:

- Misdemeanor or felony charges or convictions
- Military courts-martial.
- Disciplinary actions taken by a state or federal regulatory authority or certification board.
- Serious honor code (academic) violations as described in our Rules of Ethics, such as patient abuse, violating patient confidentiality, and cheating.

These offenses may result in ineligibility for applying for certification and registration.

### **Texas**

Effective September 1, 2017, HB 1508 amends the Texas Occupations Code Section 53 that requires education providers to notify potential or enrolled students that a criminal history may make them ineligible for an occupational license upon program completion.

## Instructor Information

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Laura Schrettner

**Phone:** 4099338681

**Email:** lschrettner@com.edu

**Office Hours:** Monday 1-4 pm Thursday and Friday 1 -2 pm Other hours by appointment

**Location:** STEM 225-60 or via TEAMS

**Additional Information:**

Monday will be in STEM 225-60

Thursday and Friday will be via TEAMS

William Cummins

**Phone:** 409-933-8246

**Email:** wcummins1@com.edu

**Office Hours:** Monday and Thursday 10 am - 12 pm

**Location:** STEM 225-58, via TEAMS, or during clinical site visits

## Required Textbook and Materials

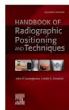
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**Title: Cloverleaf Learning**



**Title: American Society of Radiologic Technologists Membership**



**Title: Bontrager's Radiographic Positioning and Related Anatomy Textbook and Workbook**

**Subtitle:** The most recent editions

## Course Description

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A continuation of the study of the manipulation of radiographic equipment, positioning and alignment of the anatomic structure and equipment, and evaluation of images for demonstration of anatomy. Prerequisite: RADR 1411 with a grade of "C" or better. Co-requisite: RADR 1266.

## Course Requirements

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- Attend all classes.
- Complete all exams and assignments.
- Participate in class activities and labs.
- Participate in group activities.

- Participate in the Healthcare and Public Safety Professions Interprofessional Development (March 24).

## Determination of Course Grade/Detailed Grading Formula

The Radiologic Technology program utilizes this course grading scale:

- 90-100 = A
- 80-89 = B
- 75-79 = C
- 69-74 = D
- 0-68 = F

## Late Work, Make-Up, and Extra-Credit Policy

Late assignments are not accepted. Students are responsible for completing all assignments on time and for any course content missed by absence or tardiness.

Please see the program handbook for extenuating circumstances such as:

- College Closure
- Clinical Site Closure
- Bereavement Leave
- Catastrophic Leave
- Military Leave

## Attendance Policy

Students are required to attend and participate in every session of all classes for which they are registered. Regular attendance is a critical component to being successful in courses. Students should consult with their instructors when it is necessary to miss a class prior to the class. COM

recognizes no excused absences other than those prescribed by law: religious holy days and military service.

Students are expected to attend all didactic and lab classes.

### **Absences**

Excessive absences (including arriving late and leaving early) prevent the student from meeting the objectives of the course and the Program. If a student is absent, they must contact the faculty before the start of class and explain the situation. A student who misses 10% of the course hours will be given a written warning for excessive absences. A student who misses 15% or more of the course hours is considered unable to complete the program objectives and can be removed from the class by an instructor-initiated withdrawal. Class activities missed during the absence may not be made up.

### **Tardy**

A student who is not in class at the given start time of the class will be considered tardy. A student who is more than 10 minutes late may be refused entry into the class for that period at the discretion of the instructor. Entering class late or leaving early disrupts the class and is disrespectful to faculty and peers. Class activities missed during the absence may not be made up. Excessive tardiness will result in remediation. A student who cannot successfully complete a remediation plan due to excessive tardiness, can be removed from the class by an instructor-initiated withdrawal.

Extenuating Circumstances can be discussed with Program faculty

## **Communicating with Your Instructor**

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ALL electronic communication with the instructor must be through your COM email. Due to FERPA restrictions, faculty cannot share any information about performance in the class through other electronic means. (Faculty may add additional statement requiring monitoring and communication expectations via D2L or other LMS)

## Student Learner Outcomes

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1	Manipulate equipment
2	Perform intermediate level procedures in positioning
3	Align anatomic structures and equipment
4	Evaluate images

## Academic Dishonesty

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Any incident of academic dishonesty will be dealt with in accordance with college policy and the Student Handbook. Academic dishonesty is an extremely serious offense and will result in a grade of zero on that exam, assignment, or activity. The student will be referred to the Office of Student Conduct for appropriate discipline action. Unauthorized use of AI-content generators is a form of academic dishonesty.

## Student Concerns

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If you have any questions or concerns about any aspect of this course, please contact me using the contact information previously provided. If, after discussing your concern with me, you continue to have questions, please contact Dr. Rebecca Montz at 409-933-8948 or [rmontz@com.edu](mailto:rmontz@com.edu).

## Course Outline

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### Course Schedule RADR 2401

Week	Lecture	Lab	Assignments
Week 1	Orientation to the course Module 1 - Cervical/Thoracic Spine	Cervical/Thoracic Spine Positioning	Cloverleaf Learning
Week 2	No class	Cervical/Thoracic Spine Positioning	Spine labeling worksheet Chapter 8 Self Test

Week 3	Module 1 Exam	Cervical/Thoracic Spine Positioning Simulation Exam	
Week 4	Module 2 - Lumbar Spine/Sacrum	Lumbar Spine/Sacrum Positioning	Cloverleaf Learning
Week 5	Module 2 - Lumbar Spine/Sacrum	Lumbar Spine/Sacrum Positioning	Chapter 10 Self Test Anatomy Worksheet
Week 6	Module 2 Exam	Lumbar Spine/Sacrum Positioning Simulation Exam	
Week 7	Module 3 - Ribs and Sternum	Ribs and Sternum Positioning	Cloverleaf Chapter 10 Self Test Anatomy worksheet
Week 8	Module 3 Exam	Ribs and Sternum Positioning Simulation Exam	
Week 9	Module 4 - Cranium	Skull/Facial bones position	Cloverleaf Learning
Week 10	Module 4 - Cranium	Skull/Facial bones positioning  Lab will be Wednesday for both groups - one am and one pm.  All students are required to participate in the interprofessional educational activity on March 24.	Chapter 11 Self Test Anatomy worksheet
Week 11	Module 4 Exam	Skull and facial bones Positioning Simulation Exam	
Week 12	Module 5 - Pediatrics, Trauma, Surgical, and Mobile	Mobile simulation assignment  Trauma Scenarios  Image Critique	
Week 13	Module 5 - Pediatrics, Trauma, Surgical, and Mobile- Guest speaker	C-arm skills  Self tests are due at the end of class - you do have time to work on them in lab	Chapter 15/16 Self Test
Week 14	Module 5 exam	Trauma Positioning assignment	

Week 15	Kahoot -Final Review	Review for final positioning exam	
Week 16	Final Exam	Final simulation exam (covers Basic and Intermediate procedures)	

## Exams and Quizzes

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### Exams and Quizzes

- Exams are a way to test everything studied in the module. While the majority of the test questions will be from the current module, there will be questions from prior modules, and possibly a few questions from another course in the Radiologic Technology program.
- There is a time limit for each exam.
- There is only one attempt for each exam.
- The exams are always open but be sure to check the due dates!
- You will be required to use LockDown Browser for each exam that is given online.
  - You must be "alone" to take an exam, in view of the webcam, and the webcam must be active the entire time.
  - If a student does not use the webcam and fully visible the entire exam, they will be given a score of "0" for that exam.
  - If you feel your internet is unreliable, I recommend you take the exams here at COM. Please contact me for more information.
- You may not copy, photograph, "screen save", or save the exam questions.
- You may not reenter an exam once it is closed.
- Exams are NOT open book/note unless explicitly stated in the exam or course schedule.. Any student found using ANY material or other electronic devices during the exam will be given a score of 0, and possibly dismissed from the program.
- Please remember you may not discuss this exam with any peers until AFTER the close of the exam for all students. The exam will display the questions you missed after the exam close date, and will stay open for one week. It is your responsibility to make the time to review your missed questions. This will not be reopened at any point again. You may document any questions you disagree with, wish to contest the answers, or questions you want to research. You will only see the questions you missed and will not see the correct answers. It is your responsibility to research the correct answer to ensure you are learning the material.



- Please refer to the Radiologic Technology program student handbook for more information.

## Chapter Self Assessments

There may be self assessments with each chapter. This is a way to check in with the material and make sure you are still on track. These are not required and not worth any points.

## Exam and Quiz Item Inquiries

Questions regarding any test item must be submitted in writing to the course faculty within 24 hours following the publishing of the exam. Be sure your notification are turned on so you can see when your test results are published. Students must cite authoritative references for the proposed answers to the disputed question. References need to include at least:

- Why the student believes the answer give on the exam is incorrect
- Text where the correct answer is found
- Page number

Any inquiry not containing the required documentation will not be accepted.

## Withdrawal Policy

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**Withdrawal Policy:** Students may withdraw from this course for any reason prior to the last eligible day for a "W" grade. Before withdrawing students should speak with the instructor and consult an advisor. Students are permitted to withdraw only six times during their college career by state law. The last date to withdraw from the **December Mini session is December 23**. The last date to withdraw from the **1st 8-week session is February 25**. The last date to withdraw from the **16-week session is April 20**. The last date to withdraw for the **2nd 8-week session is April 29**.

## FN Grade

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**FN Grading:** The FN grade is issued in cases of failure due to a lack of attendance, as determined by the instructor. The FN grade may be issued for cases in which the student ceases or fails to attend class, submit assignments, or participate in required capacities and for which the student has failed to withdraw. The issuing of the FN grade is at the discretion of the instructor. The last date of attendance should be documented for submission of an FN grade.

# Institutional Policies and Guidelines

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**Grade Appeal Process:** Concerns about the accuracy of grades should first be discussed with the instructor. A request for a change of grade is a formal request and must be made within six months of the grade assignment. Directions for filing an appeal can be found in the student handbook: <https://www.com.edu/student-services/student-handbook.html>. *An appeal will not be considered because of general dissatisfaction with a grade, penalty, or outcome of a course. Disagreement with the instructor's professional judgment of the quality of the student's work and performance is also not an admissible basis for a grade appeal.*

**Academic Success & Support Services:** College of the Mainland is committed to providing students the necessary support and tools for success in their college careers. Support is offered through our Tutoring Services, Library, Counseling, and through Student Services. Please discuss any concerns with your faculty or an advisor.

**ADA Statement:** Any student with a documented disability needing academic accommodations is requested to contact:

Kimberly Lachney, Student Accessibility Services Coordinator

Phone: 409-933-8919

Email: [AccessibilityServices@com.edu](mailto:AccessibilityServices@com.edu)

Location: COM Doyle Family Administration Building, Student Success Center

**Textbook Purchasing Statement:** A student attending College of the Mainland is not under any obligation to purchase a textbook from the college-affiliated bookstore. The same textbook may also be available from an independent retailer, including an online retailer.

**Early Alert Program:** The Student Success Center at College of the Mainland has implemented an Early Alert Program because student success and retention are very important to us. I have been asked to refer students to the program throughout the semester if they are having difficulty completing assignments or have poor attendance. If you are referred to the Early Alert Program you will be contacted by someone in the Student Success Center who will schedule a meeting with you to see what assistance they can offer in order for you to meet your academic goals.

**Resources to Help with Stress:** If you are experiencing stress or anxiety about your daily living needs, including food, housing, or just feel you could benefit from free resources to help you through a difficult time, please click here: <https://www.com.edu/community-resource-center/>. College of the Mainland has partnered with free community resources to help you stay on track with your schoolwork by addressing life issues that get in the way of doing your best in school. All services are private and confidential. You may also contact the Dean of Students office at [deanofstudents@com.edu](mailto:deanofstudents@com.edu) or [communityresources@com.edu](mailto:communityresources@com.edu).

**Nondiscrimination Statement:** The College District prohibits discrimination, including harassment, against any individual on the basis of race, color, religion, national origin, age, veteran status, disability, sex, sexual orientation, gender (including gender identity and gender expression), or any other basis prohibited by law. Retaliation against anyone involved in the complaint process is a violation of College District policy.