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# Program for Surgical Technology

2021-22 Catalog



Conemaugh  
Health System

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## Conemaugh Health System and Conemaugh Memorial Medical Center

**Conemaugh Memorial Medical Center**, a Duke LifePoint Hospital is the flagship teaching hospital of Conemaugh Health System, and is a 485 bed hospital. This for-profit integrated health care system serves families across five counties in southwestern Pennsylvania. The commitment to teaching and learning creates a highly skilled and self-generating work force that drives clinical excellence. Our continuum of care begins at the earliest stages of life with specialized services provided by the region's only perinatologist. It ends with compassion and empathy offered by dedicated palliative care, home health, and hospice professionals. Conemaugh Memorial is a Level I Trauma Center, a Level III Neonatal Intensive Care Unit, a Recognized Stroke Center, and provides air medical transportation services.

Our teaching programs attract diverse professionals who bring skill and an international perspective to patients' served. The Journey to Excellence is the commitment to create a culture dedicated to **Making Communities Healthier**. This journey allows no room for excuses. Conemaugh Memorial's commitment to education is evidenced by our Surgical Technology Program, four other Allied Health Schools, School of Nursing, physician residency programs, a pharmacy residency program, and more than 200 medical school rotations every year. The Medical Skills Lab is one of only 64 national human simulation labs accredited by the American College of Surgeons.

Conemaugh Memorial Medical Center's Main Campus is 26.5 acres and the Lee Campus is 6.6 acres. Included in the Conemaugh Health System are Conemaugh Meyersdale Medical Center, Conemaugh Miners Medical Center, and Nason Hospital. These three medical centers serve as regional tertiary centers. Conemaugh Memorial captures and maintains 60% of the market share. In addition, Conemaugh MedWell Urgent Care Centers are available for those seeking treatment who are not critically ill. The Crichton Rehabilitation Center meets rehabilitation needs and the Transitional Care Unit aids in medical care of patients needing post acute services.

Since 2006, Conemaugh Health Systems as adopted the Keystone Alliance for Performance Excellence (KAPE) and the Baldrige National Quality Programs as strategies to become an organization that demonstrates excellence. Performance Excellence is demonstrated with the initiation of the Define-Measure-Analyze-Improve-Control (DMAIC) Model and adopted rapid cycle Lean Team approaches. Our Lean Six Sigma processes are utilized to reduce variation via standardization of flow and systematizing processes.

Conemaugh Memorial has been recognized as achieving quality health care services and positive patient outcomes of comparable medical centers. Conemaugh Memorial has received national recognition for cardiac services, treatment of sepsis, pulmonary care, urology, maternity care, total joints and women's health. Demographically, health care is essential to the community that surrounds Conemaugh Memorial. Nearly 22% of residents are age 65 years or older. This is well above the Pennsylvania average of 17.8%. The unemployment rate in Cambria County was 12.9% in June 2020 (data.ARGUSleader.com) and median household income was 20% behind state and national averages. With an aging population and alarming regional rates for cardiovascular disease and diabetes, Conemaugh Health System is strategically investing in health and wellness programs in the community served.

**Johnstown** is located in the Laurel Highlands, nestled in the western slopes of the Allegheny Mountains in western Pennsylvania. The breathtaking scenery and fascinating history offer a unique combination of fun and education. The Johnstown Inclined Plane is the steepest vertical, vehicular incline in the world. The view oversees the downtown city of Johnstown.

The Laurel Highlands region, with its forests, mountains, lakes and rivers, abounds in recreational opportunities during all seasons. Three ski resorts, a dozen hiking trails, including the 70-mile Laurel Highlands Trail, 15 miles of cross-country skiing trails in the Laurel Mountains, boating, fishing, swimming, snowmobiling and additional outdoor activities are available. Johnstown also offers a wealth of cultural and sporting activities, including the All American Amateur Baseball Association (AAABA) championship tournament and the Sunnehanna Amateur Golf Tournament, and was named Kraft Hockeyville USA in 2015.

Entertainment and historical opportunities are abundant in Johnstown and its surrounding area. The Pasquerilla Performing Arts Center on the campus of the University of Pittsburgh at Johnstown, is the home of the Johnstown Symphony Orchestra. Additional entertainment is available from the Johnstown Youth Symphony, the Johnstown Symphony Chorus, the Johnstown Concert Ballet and the big band sound of the Johnstown Jazz Workshop.

Local theaters, with summer stock and local performers, include the Allegheny Highlands Regional Theatre, the Mountain Playhouse, the Penn Wood Players, and St. Vincent College Theater. Johnstown's Community Arts Center caters to painters and craftspeople with specialties such as watercolor, woodcarving, calligraphy, and photography. The Center features an annual fair, Log House Arts Festival, Holly Bazaar, and Festival of Trees.

The work of both local and national artists is highlighted in exhibits at the Southern Alleghenies Museum of Art on the Saint Francis University campus in Loretto, PA, and The Johnstown Art Museum. The Pasquerilla Conference Center near the Cambria County War Memorial Arena hosts numerous conferences, as well as city, state, and national events. In addition, the Point Stadium and Cambria County War Memorial Arena host sporting events and concerts.

The Flight 93 Memorial where 40 passengers and crew lost their lives while stopping an attack on the United States Capitol on September 11, 2001 is within close driving distance.

## Program for Surgical Technology

The Certificate Program for Surgical Technology at Conemaugh Memorial Medical Center was established in 1966. The Program has been engaged in a joint venture with the University of Pittsburgh at Johnstown since 1998.

Enrolled students may earn a Certificate in Surgical Technology from Conemaugh Memorial and an Associate or Bachelor of Science Degree from Pitt Johnstown. This association was undertaken as a result of the July 1990 resolution of the Association of Surgical Technologists that declared the Associate Degree as the preferred model for the entry level for surgical practice. The basic Certificate Program offered at Conemaugh Memorial was enhanced and now includes college level Anatomy & Physiology, Psychology and Microbiology courses. The Associate Degree-Certificate Program also provides academic enhancement by including courses in writing, algebra and distribution of studies courses (electives).

Students register for courses in Anatomy and Physiology, Psychology and Microbiology at the University of Pittsburgh at Johnstown (transfer of equivalent courses is also possible) prior to entrance into the Hospital Program. Operating Room Techniques, Pharmacology and Clinical Practicum Classes are taught at Conemaugh Memorial.

Students receive a certificate upon completion of the Conemaugh program and an Associate of Science Degree upon graduation from Pitt Johnstown. Graduates of Conemaugh Memorial's accredited Certificate Program are eligible to take the certifying examination of the National Board of Surgical Technology & Surgical Assisting (NBSTSA) and are also eligible for employment at hospitals throughout the country. The Classes of 2008-2018 and 2020 all had a 100% pass rate of the certifying exam.

**NOTE:** It has been proposed by the ARC/STSA that all Surgical Technology students complete the Program with a minimum of an Associate Degree (those starting after August 1, 2021). Students possessing an Associate Degree or higher who are accepted into the program meet the intent of the standard.

The Joint Venture agreement with the University of Pittsburgh allows students to earn college credits while enrolled in the Surgical Technology Program. Completion of all requirements of the Associate Degree curriculum and obtaining of the Associate or higher degree may be a requirement to sit for the NBSTSA National Certification Exam (those starting after August 1, 2021).

One class per year, is generally admitted in late summer. If the class is small, another may be admitted in January. The curriculum pattern follows the Pitt Johnstown academic calendar. Surgical Technologists are Allied Health professionals, who are an integral part of the team of medical practitioners providing surgical care to patients.



## Program Goals

1. Provide a structured educational process which prepares the graduate to assume an entry-level position as a surgical technologist.
2. Utilize scientific knowledge to produce clinical excellence and caring abilities in professional role development.
3. Utilize educational innovations in fostering critical thinking skills through learning interaction between student and teacher.
4. Prepare competent entry level surgical technologists in the cognitive (knowledge), psychomotor (skills) and affective (behavior) learning domains.

## Program Student Learning Outcomes

A graduate of the Surgical Technology Program will:

1. Provide care in a responsible, accountable manner and within ethical-legal dimensions.
2. Relate principles of asepsis to the surgical setting.
3. Utilize the principals of Surgical Technology to meet the needs of the surgical patient in the OR, Ambulatory Surgery Unit, GI Lab, Cardiac Cath Lab and Post Anesthesia Care Unit.
4. Organize the sterile surgical field to provide safe and efficient surgical care to the patient.
5. Performs with knowledge, skills, and affective behaviors of a competent entry-level Surgical Technologist.
6. Demonstrate effective oral and written communication methods necessary for the profession.

## Equal Opportunity Policy

The Program for Surgical Technology is committed to equal opportunity in education, to all applicants, on the basis of one's qualifications to perform the essential functions of a job, with or without a reasonable accommodation without discrimination by race, color, religion, national origin, ancestry, sex, age, marital status, familial status, sexual orientation, gender identity and expression, genetic information, status as a veteran or any other status legally protected by federal, state or local law in its educational admission policies, enrollment policies, student activities and services. Any issue should be reported to the Program Director. Conemaugh Memorial will make a reasonable accommodation to known physical or mental limitations of a qualified applicant with a disability unless the accommodation would impose an undue hardship on the operation of the facility.

## Family Education Rights & Privacy Act

Conemaugh Memorial Medical Center's Program for Surgical Technology complies with the Family Education Rights and Privacy Act of 1974 as amended in 1976 (Public Law 93-380). Student records are subject for review by approving accrediting and financial reviewing bodies. The Program acknowledges the student's rights to privacy and to review his/her records. Student files are open to the student upon written request. Release of information is prohibited except with written consent of the student. Information on student rights is available from the Program Director.

## Work Policy

All student activities associated with the curriculum, especially while students are completing clinical rotations, will be educational in nature. Students will not be substituted for hired staff personnel within the clinical institution, in the capacity of a surgical technologist.

## Terminated Conemaugh Employees

Employees who have been terminated from Conemaugh Health System are unable to engage in the clinical practicum experience designed in the school's curriculum. This action will result in denial of enrollment in the school since the individual cannot meet required competencies and program outcomes.

## Grievances

It is the policy of Conemaugh Memorial to make every effort to resolve any dissatisfaction. Unresolved dissatisfaction can be addressed through a grievance procedure activated by the student. The procedure is outlined in the Allied Health Policy Manual.

## Conduct

Professional success depends upon more than academic achievement. The student is expected to adhere to high standards of personal and professional conduct. This includes appropriateness of dress, politeness to others, cooperation, dependability, confidentiality and accountability. Integrity is essential. Corrective action will occur if policies are not followed.

## Health Insurance

It is strongly recommended that each student purchase a health insurance policy. The expense of health care and hospitalization is the student's responsibility.



## Health and Well-Being

Conemaugh Memorial Medical Center promotes health and well being and adheres to the provision of a drug-free, smoke-free shift. It is Conemaugh Memorial's policy that students be physically and mentally fit. Health services are available for students who become ill during scheduled program hours. Mental health services are also available. When there is a charge for such services, the student's health insurance carrier is billed. If the student does not have insurance, the student is billed.

In compliance with the Drug-Free Workplace Act of 1988 and the Drug-Free Schools and Communities Act Amendment of 1989, Conemaugh Memorial prohibits the unlawful manufacturing, possession, use or distribution of illicit drugs and alcohol by students and employees on its property or as a part of its activities. This Substance Abuse Policy is in effect throughout Conemaugh Memorial and is distributed yearly to all students. Annual educational sessions on substance abuse are presented. If a problem of substance abuse is suspected or documented, Conemaugh Memorial's Substance Abuse Policy is implemented. Drug and alcohol screening/testing is done prior to acceptance and as deemed appropriate. Legal sanctions, under the Controlled Substance, Drug, Device and Cosmetic Act or comparative legislation, may include probation, fines or imprisonment.

Each applicant is required to have a pre-entrance physical health examination that will be done at the Employee Health Office at CMMC. Students should provide an updated immunization record at the time of their physical that should show documentation of 2 MMR, 2 Varicella, and Tdap vaccines. All student are required to have blood titers drawn in order to determine immunity for Hepatitis B – Hepatitis B Surface Antibody. If an immunization record is not available or up to date, blood titers will be drawn also for rubella IGG, rubeola IGG, and varicella IGG. Any vaccinations that a student will require as per the Employee Health Immunization Policy and as per titer results may be administered to the student and provided by the school. A ten panel urine drug testing is required with a negative test result and testing is conducted by the Student Health Nurse. A required one or two-step PPD – tuberculin skin test – will be done at the start of the program and then annually. A chest x-ray may be required if there is a history of a positive tuberculin skin test or if clinically indicated. All health status examinations must be submitted prior to enrollment in the Conemaugh School of Surgical Technology. The flu vaccine is **MANDATORY**. It will be available through the Student Health Nurse from October – December. If a student has received the vaccine at a location other than the school, documentation must be submitted to the Student Health Nurse. Anyone not receiving and/or providing documentation of the flu vaccine will not be permitted to participate in clinical experiences.

## Program of Study

The program consists of didactic, laboratory and clinical courses. There are 15 Pitt Johnstown college credits of prerequisite requirements, (Pitt Johnstown does accept transfer courses), 12 hours of Conemaugh Memorial orientation, 21 credits of hospital based course lecture and 23 credits of clinical practice, for a total of 59 credits required to receive the Certificate in Surgical Technology from Conemaugh Memorial. Of this amount, 44 credits are taught at Conemaugh Memorial. Completion of the Associate of



Science Degree requires an additional 15 college credits from Pitt Johnstown. All students must be enrolled in a degree program.

**NOTE:** It has been proposed by the ARC/STSA that all Surgical Technology graduates complete the Program with a minimum or an Associate degree (those who start after August 1, 2021.) Students possessing an Associate Degree or higher who are accepted into the program meet the intent of the standard.

**Curriculum Plan at Pitt Johnstown**

15 hours of theory = 1 college credit

30 hours of lab = 1 college credit

45 hours of clinical practice = 1 college credit

**Curriculum Plan at Conemaugh Memorial**

15 hours of theory = 1 credit

45 hours of clinical practice = 1 credit

**First Year, Fall Term at Pitt Johnstown**

*	Anatomy & Physiology with lab	4 credits
*	Introduction to Psychology	3 credits
**	DOS	6 credits
**	English Composition / Writing	3 credits

**First Year, Spring Term at Pitt Johnstown**

*	Anatomy & Physiology II with lab	4 credits
**	Alegbra I	3 credits
*	Medical Microbiology	3 credits
*	Medical Microbiology Lab	1 credit
**	DOS	3 credits

**Second Year, Fall Term at Conemaugh Memorial**

	Pharmacology	3 credits
	OR Techniques I	6 credits
	Clinical Practicum I	8 credits

**Second Year, Spring Term at Conemaugh Memorial**

	OR Techniques II	9 credits
	Clinical Practicum II	8 credits

**Second Year, Summer Term at Conemaugh Memorial**

	OR Techniques III	3 credits
	Clinical Practicum III	7 credits

\*Indicates prerequisites for admission to the Certificate Program at Conemaugh Memorial

\*\*Indicates courses that are required for the Associate Degree from Pitt Johnstown. Students must enroll at Pitt Johnstown in order to take these courses or transfer equivalent courses to Pitt Johnstown. Pitt Johnstown transfers credits earned from the Conemaugh Memorial Medical Center Program of Surgical Technologists.

**NOTE: Those who start after August 1, 2021 must realize that only graduates of the Associate Degree Tract or those who hold an Associate Degree or higher may be permitted to sit for the NBSTSA /Surgical Technology Certification Exam.**

## Pitt Johnstown Course Descriptions

All courses are required for the Associate Degree from Pitt-Johnstown.

### **BIO 0950 - Anatomy, Physiology I - 4 college credits**

### **BIO 0970 - Anatomy, Physiology II - 4 college credits**

These introductory courses provide the Student Surgical Technologist with an understanding of basic structure and function of the human body. Emphasis is placed on the chemical and cellular organization of the body as well as the principal systems: Integumentary, Skeletal, Muscular, Nervous (including special sense organs), Circulatory, Lymphatic, Respiratory, Digestive, Genitourinary, Reproductive, and Endocrine. (The two courses include 90 lecture and 60 hours of laboratory experience.)

### **PSYCH 0200 - Introduction to Psychology - 3 college credits**

This course provides the student with knowledge of the basic principles of Psychology. Areas of discussion include the physiology of behavior, sensation, and perception, states of consciousness, learning, memory, cognitive processes, motivation and emotion, the human personality, stress and adjustment. (45 hour lecture)

### **ENGCOMP 0005 - English Composition / Writing - 3 college credits**

This course stresses sentence construction, style, and structure with an emphasis on the writing of research papers. (45-hour lecture)

### **MATH 0001 - Algebra - 3 college credits**

This course stresses the basics of algebra. Math calculation competency is expected prior to entrance into the Pharmacology course. (45-hour lecture)

### **BIO 0980 and BIO 0981 - Medical Microbiology - 4 college credits**

Medical Microbiology provides an introduction to the basic principles of microbiology with emphasis on pathologic microorganisms. The lab is designed to augment and clarify principals presented in theory. (38 hours of theory and 27 hours of lab)

### **DOS - Distribution of Study - 9 college credits**

These approved liberal arts classes that are course offerings outside of the major.

## Program for Surgical Technologists Course Descriptions

All courses are required for the Certificate from CMMC and an Associate Degree from Pitt-Johnstown.

### **Pharmacology and Pathology for Surgical Technology - 3 credits**

This is a basic pharmacology course for Health Professions; elements of physics and conversions are included. Prior to enrollment for this course a self-learning tool, the third chapter of Pharmacology for the Surgical Technologist by Snyder and Keegan, W.B. Elsevier Science Health Science Division is recommended to be completed. A theoretical presentation of a variety of drug classifications is presented with emphasis on those drugs that are used in the operating room. Disease pathology is presented along with pharmaceutical/action. (45 hours/lecture)

### **OR Techniques I - 6 credits**

This course provides the surgical technology student with knowledge of the principles of sterilization and aseptic technique, in order that strict asepsis can be maintained during surgical procedures. An introduction to surgical procedures is also included. (90 hours/lecture)

### **OR Techniques II - 9 credits**

This course provides an in depth study of procedures performed in many surgical specialties such as: General Surgery, Endoscopy, Ophthalmology, Ear Nose and Throat Surgery, Gynecologic, Thoracic, Cardiovascular, Genitourinary and Orthopedic Procedures. The student will also learn how to perform certain patient care procedures. (135 hours/lecture)

### **OR Techniques III - 3 credits**

This course provides an in depth study of procedures performed in Neuro Surgery; Ambulatory Surgery and Plastic Surgery. An extensive review of OR Techniques I, II, and III is also included and information on interviewing for employment. (45 hours/lecture)

### **Clinical Practicum I - 8 credits**

This course provides supervised clinical practice in housekeeping procedures, preparation of linens, sterilization of supplies and preparation of the patient for surgery. The student will also learn to gown, glove, scrub and circulate for surgery and endoscopic procedures. (360 hours/clinical practice)

### **Clinical Practicum II - 8 credits**

This course provides supervised clinical practice in the first and second scrub roles on procedures in most surgical specialties and also in the Post Anesthesia Care of the Surgical patient. (360 hours/clinical practice)

### **Clinical Practicum III - 7 credits**

This course provides supervised clinical practice of the first scrub role in most surgical specialties as well as participation in procedures performed in the Cardiac Cath Lab, Department of Emergency Medicine and Ambulatory Surgery Unit. (315 hours/clinical practice)

### Pitt Johnstown Grading System

Letter Grade	Quality Point (QP) Value for Grade
A+	4.00
A	4.00
A-	3.75
B+	3.25
B	3.00
B-	2.75
C+	2.25
C	2.00
C-	1.75

Letter Grade	Quality Point (QP) Value for Grade
D+	1.25
D	1.00
D-	0.75
F	0.00
G	Unfinished Course Work
I	Incomplete
R	Resignation
W	Withdrawal

### Conemaugh Memorial Medical Center Grading System

Letter Grade	Percentage	Status	Quality Point
A	95 – 100	Excellent	4.0
B	88 – 94	Good	3.0
C	80 – 87	Average	2.0
D	75 – 79	Below Average	1.0
F	Below 75	Failure	0.0

Incomplete (I) - Inability to meet course requirements within a scheduled time period.  
 Withdraw (W) - Non-completion

*NOTE: CMMC Didactic grades transfer to The University of Pittsburgh at Johnstown as follows:*

A -- 94-100
B – 87-93
C – 80-86
D – 75-79
F- Below 75

### Clinical Skill Documentation

Clinical Skill Performance is determined as Satisfactory (S) or Unsatisfactory (U).  
 Satisfactory (S) - Successfully meets clinical skill requirements of the course.  
 Unsatisfactory (U) - Failure to meet clinical skill requirements of the course.

### Credit Transfer

Determination of acceptable transfer of college credits from non Pitt Johnstown courses is determined by Pitt Johnstown. Guidance in determining credit transfer is provided by Pitt Johnstown’s Director of Allied Health Associate Degree programs. Determination of credit transfer for the Surgical Technology courses rests with the Program’s Admission Committee. Guidance in determining credit transfer is provided by the Program Director for Surgical Technology.

## Admission Requirements

Applicants for the University of Pittsburgh at Johnstown must meet Pitt Johnstown's admission standards. Please refer to Pitt Johnstown Catalog for specifics. It is recommended that the student apply to the Conemaugh Memorial Program for Surgical Technology after completion of at least two of the four prerequisite courses. Applicants must complete the required prerequisite courses (Anatomy I, II, Microbiology and Psychology) with a grade point average of at least 2.0 with no failures accepted before entering the Program for Surgical Technology. Since enrollment is limited, selection will be based on interview, class rank, letters of reference, academic achievement, health and criminal clearances (as required by hospital policy). Provisional admission status may be granted under special circumstances at the discretion of the Admissions Committee. Provisional acceptance means that a candidate is given conditions to be met. Failure to fulfill conditions will result in non-enrollment in the program. The Program reserves the right to select only those candidates who give evidence that they will be able to fully meet the Program requirements and standards. Any falsification, misrepresentation or omission of information in the application and financial aid process may result in denial of program admission and/or enrollment in the Program.

### Admissions Procedure

It is recommended that applicants contact the Office of Allied Health at Pitt Johnstown (814-269-2960) prior to submitting an application to Pitt Johnstown.

- Applications for the Associate Degree Program at Pitt Johnstown are to be made through the Office of Admissions, 157 Blackington Hall, University of Pittsburgh at Johnstown, 450 Schoolhouse Road, Johnstown, PA 15904, 1-855-LIKE-UPJ (toll free) or phone 814-269-7050, [www.upj.pittedu/68](http://www.upj.pittedu/68) or Adult Education Office.
- An application to the Program for Surgical Technology is to be processed after two or more of the four prerequisites are completed. The application can be obtained at [www.conemaugh.org](http://www.conemaugh.org) (under Allied Health in the education section). Official transcripts from high school and all colleges attended must also be submitted to the Program for Surgical Technology, Conemaugh Memorial Medical Center, 1086 Franklin Street, Johnstown, PA 15905.
- An applicant to the Certificate Program at Conemaugh Memorial must request the references of three individuals. Individuals chosen to serve as references should be able to evaluate the applicant's ability to pursue the study of Surgical Technology. A form for these references is available with the application. An essay on "Why You Have Chosen This Career Field" is to be included with the application. A scored interview is required of all applicants prior to entrance and acceptance into the clinical component of the Program.
- Acceptance depends upon satisfactory physical examinations. Immunization records must be submitted. Results of laboratory testing are reviewed. A negative ten panel urine drug screen is required. Medical fees are the responsibility of the student. Hepatitis B Vaccine is available at Conemaugh Memorial.



- Students are required to provide a Federal Cogent Criminal Clearance, a Criminal History and Record Information check (Act 34 Clearance) and a Pennsylvania Child Abuse History clearance (Act 33 Clearance) prior to enrollment in second year Fall Semester. Any individual convicted of one of the prohibitive offenses will not be eligible for program enrollment or if enrolled, will be terminated from the program. If a student has not been a resident of Pennsylvania for the past two consecutive years, an additional clearance through the Department of Aging is required. This is required by law: The Older Adults Protection Services Law.
- Consistent with Hospital policy, student surgical technologists are required to have current certification in Basic Life Support-Course C. Curriculum and testing must include Adult I and 2 Rescue CPR, Infant and Child CPR, and Adult, Infant and Child Conscious and Unconscious Obstructed Airway. Students must have certification prior to beginning the clinical course. Certification must be maintained throughout the Program's clinical phase. The class is offered during orientation.

The Admission Committee of Conemaugh Memorial's Program for Surgical Technology reserves the right to require additional information, testing or evaluation. All applicants must have a social security number prior to entering the program. The Program lists the last four digits on the final transcript.

Applicants must be citizens of the United States or in good standing with the U.S. Department of Immigration. The test of English as a Foreign Language may be required.

## Academic Policies

Student achievement in theory is evaluated formally at the end of the semester and informally at the completion of each test. The prerequisites must be passed with a 2.0 GPA. No failures are accepted. The student must achieve a quality point average of 2.0 to successfully pass each course. A final grade of no less than 80 percent (C grade) is required in each Conemaugh Memorial based course.

The total number of cases a student must complete to graduate is 120 (minimum). Cases are counted according to one pathology, for example an enlarged prostate may require a cysto and TURP, this will equal one case of the 120 required. Thirty (30) total cases required must be General Surgery. At least 20 must be first scrubs, 10 second scrubs can count. Students are required to complete a minimum of ninety (90) cases in various surgical specialties. Sixty (60) of those cases should be in the first scrub role and evenly, but not necessarily equally distributed between a minimum of four (4) surgical specialties. **NOTE: CMMC prefers that cases be divided into a minimum of 4 specialties with no more than 15 first scrub cases in each specialty used to obtain the minimum total number of cases.**

The student's clinical practice record is evaluated regularly during the course to determine progress. In order to complete the Program, the clinical experience record must be kept current, and the student must give evidence of satisfactory performance in the clinical area. An overall quality point average of 2.0 is required to complete the certificate program. The student who has difficulty in theory or clinical practice should arrange for a conference with the instructor before it's too late to satisfactorily complete the course.

## Leave of Absence

Leave of absence is not permitted once enrolled in the clinical portion of the Program. If it is necessary to interrupt the course of study, the student may reapply for the next class. Exceptions to this rule are at the discretion of the Program Director.

## Counseling Services

Academic and personal counseling services are designed to assist the student in personal and professional adjustment, self-understanding, and self-direction. Academic counseling is provided by faculty. Referrals and consultations are made as necessary. Students may also be provided brief counseling services from the Student Health Nurse. Local community resources and referrals may be also given to the student by the Student Health Nurse.

## Graduation

Candidates for graduation must have satisfactorily completed all academic and clinical requirements. All financial obligations to both Conemaugh Memorial Medical Center and the University of Pittsburgh must be paid. All hospital loaned books and supplies must be returned. The Certificate and hospital pin are awarded in August at the Conemaugh Memorial graduation ceremony following successful completion of requirements of the Program for Surgical Technology. The University of Pittsburgh at Johnstown holds a graduation ceremony in May.

## Probationary Period

An appropriate period of notice (if time permits before the end of the semester) is given to the student who earns unsatisfactory grades or clinical practice evaluations before he or she is asked to involuntarily withdraw from the Program. Students should take advantage of academic and clinical tutorial assistance provided. The probationary period may be waived in cases of severe noncompliance with Hospital policy. The Department of Veterans Affairs is notified within 30 days if a Veteran individual is not making academic progress.

## Withdrawal

Withdrawal refers to the non-completion of the program. A student may be asked to withdraw involuntarily (dismissal) for unsatisfactory theory achievement (below 80%), unsatisfactory clinical practice, noncompliance with Program policy or inappropriate behavior, such as poor academic achievement; health problems that interfere with performance; negligence or willful inattention to patient care; insubordination; uncivil behavior towards others; breaching confidentiality; falsifying records, reports or information; theft or dishonesty, including academic dishonesty; illegal drug use, intoxication, drinking or possessing illegal drugs or intoxicating beverages on hospital property, repeated absences or tardiness from class or clinical practice. When no specific school policy exists, the Hospital policy will be followed. A student planning to withdraw voluntarily (resignation) should discuss it with the Instructor and the Program Director. A letter of resignation is submitted to the Director prior to resignation. The student who involuntarily or voluntarily withdraws from the Program must return all hospital-

loaned books and equipment. ID badge and car security tag must be turned in to the Program Director.

### Readmission

A student who withdraws voluntarily or involuntarily from the Program may apply to a future class. The student must follow admission protocol. The decision rests with the Admissions Committee.

## Typical Demands of the Program

Surgical Technology students, under supervision, perform essentially the same activities as Certified Surgical Technologists in the clinical setting. The following are physical activities required in nursing and surgical technology and are considered in the medium duty category, as defined by the U.S. Department of Labor.

Students may be required to:

- Stand for prolonged periods of time, possibly up to 6 or 8 hours.
- Function without nourishment for periods of time extending to 6 to 8 hours.
- Lift (50 lbs. est), pull and carry (50 lbs. est.), push (300 lbs. est.)
- Thread a needle with a thread that is smaller than a human hair.
- Assemble delicate equipment.
- Your hearing must fall within normal ranges, with, or without corrective aids.

**Speaking:** The Surgical Technologists (ST) must clearly speak the English language to elicit information, communicate changes in patient status and interact with health team members. Assertiveness skills are encouraged and are reinforced by lectures and role play.

**Hearing:** A normal range of hearing is needed by the ST to communicate effectively. The ST listens with a stethoscope in the performance of blood pressure assessment and must be able to detect mechanical alarms and effectively participate in group discussions and phone conversations. The ST must often respond to auditory requests without visual cues.

**Vision:** The ST must read written communication, monitor equipment and prepare medications. The ST must also be able to handle sutures and needles thinner than a human hair.  
**Depth Perception:** This is required for fine task performance when using medical supplies for insertion into the body.

**Fine Motor Skills:** The ST must be able to write clearly and precisely with a pen. In the performance of certain procedures, grasping and control of medical equipment is necessary.

**Tactile Sensation:** The ST must be able to feel vibration and distinguish temperature changes and must be able to grasp and manipulate equipment when providing patient care.

**Walking / Standing:** Walking and standing for extensive periods of time are required of the Surgical Technologist. During some operations, the ST must stand on stools.

**Sitting:** The ST is required to sit during certain operations and for long periods of time in the classroom.

**Conduct:** Student Surgical Technologists are expected to adhere to high standards of personal and professional conduct. This includes appropriateness of dress, politeness to others, cooperation, dependability, confidentiality and accountability. Integrity is essential.

**Temperature Requirements:** The operating room temperature is usually set from 68-72 degrees. During some cases, the temperature is increased to assist in maintaining a normal temperature for the patient. The Surgical Technologist must wear a gown, gloves, hat, shoe covers and a mask on most cases. On total joint cases, helmet and space suit type wear are required. Cases are completed under bright lights that can add to the temperature. Surgical Technology Students must be able to function in this environment. Applicants with a history of fainting must beware.

**Use of All Extremities:** The use of both hands and both legs is necessary to insure patient safety when lifting, moving and transporting patients from a wheel chair/stretchers to an OR table and back again, without causing discomfort to the patient or student. Both hands are necessary to manipulate and operate surgical instruments in a time frame that simulates the operating room environment.

**Lifting / Carrying:** The profession requires the lifting and carrying of medical equipment, supplies, medications and charts. Average lifting requirements is 10-50 pounds. Varying weights are encountered when lifting and transferring patients. It is expected that the ST will request assistance when lifting and repositioning patients.

**Pushing / Pulling:** Pushing and pulling are required in the transfer of patients and medical equipment.

**Bending / Twisting:** This is required when making beds, setting up operating supplies and monitoring medical equipment.

**Temperament:** The student must interact with patients in a caring and professional manner. At all times, a professional demeanor is necessary to handle emergency situations that may arise. Emotional stability is needed to maintain a therapeutic relationship with patients, families and health team members. A student surgical technologist may not pose a significant risk to the health and safety of those in the clinical area. According to well known authors, an ill tempered, easily angered learner can be very difficult to deal with as a future team member (Atkinson, L.J.: Fortunato, N. Berry & Kohn's Operating Room Technique)

## Accommodations to Achieve Learning Outcomes

Students needing reasonable accommodations for testing and skill performance are to make an appointment with the director, Program for ST to discuss the nature of the accommodation required by the School. Requests for reasonable accommodations must be documented two months prior to enrollment. Expenses for the learning assessment are the responsibility of the student. Results will be shared with the Student Health Nurse. The school complies with all federal, state and local statutes and regulations. It is the policy of the School to oversee that policies and practices are administered consistently without discrimination. A reasonable accommodation will be made for a known applicant with a disability unless the accommodation would impose an undue hardship on the operation of the facility. (The student may use

reasonable accommodations to perform the duties mentioned, for example, use of eye glasses, contacts or hearing aids are viewed as reasonable accommodations.)

## Smoke-Free Shift Policy

The Conemaugh Health System has a Smoke-Free Shift Policy which applies to students.

### Statement of Policy

It is the policy of Conemaugh Memorial Medical Center to prohibit smoking as well as the use of smokeless tobacco by all physicians, employees, students, patients and visitors on all identified Conemaugh property. Smoking is not permitted during the school day. The use of tobacco products by physicians and employees on all identified Conemaugh Memorial property compromises the image of Conemaugh Memorial as a health care institution. As a leader in medicine and the community, Conemaugh Memorial has an obligation to its patients and to the public to strongly assert the risks of tobacco use. Establishment of a tobacco free environment makes such a statement. Patients have often expressed their concerns when they smell smoke on their caregiver. Visitors express their concern of the lingering smoke at building entrances. Seeing employees smoke or using tobacco in front of the Conemaugh Memorial campus buildings reflects negatively on us as a healthcare institution. The cigarette butts that frequent the sidewalks and parking lots are an eyesore, taking away from the beauty and cleanliness of our campus. Compliance with the policy will be monitored and disciplinary action will occur if violated.

## Dress Code

Grooming and attire worn by individuals connected with the Program for Surgical Technology should reflect an image of respect and professionalism in an academic and hospital setting. Dress that is appropriate, modest and in good taste is expected on all Conemaugh Memorial Medical Center Campus areas. Students are to be properly groomed and hair clean. The student photo identification badge is to be worn at all times. Every impression made on patients and the public is a significant concern, regardless of department, location or assignment. At the discretion of the instructor/assigned staff, extremes in appearance or in attire will result in student dismissal from the learning experience. Repeated violation may result in program dismissal by the Director, Program for Surgical Technology.

**Photo ID Badge:** A Conemaugh Memorial photo identification badge is to be worn at all times. The ID badge is to be worn on the upper chest with photo and information visible. The badge is to be unadorned, except for gold stars and honor pins. Lack of an ID badge requires that a badge is immediately purchased from the Security department for a \$5 fee.

**Clinical Attire:** The clinical attire consists of Conemaugh Memorial Operating Room scrubs. Scrubs are available in the OR daily when the student is assigned to the clinical setting. The clinical shoes are required to be stored (clean) in the students locker. Clean scrub jackets and the student's photo ID badge must be worn over OR scrubs when leaving the OR. Professional appearance is essential in patient care areas.

**Shoes:** Low heeled, leather or vinyl non porous shoes are required in the OR. Backless shoes without a strap are not permitted. A second pair of white tennis shoes are worn in the



classroom and to and from the hospital.

**Radiation Exposure Badge:** While in the clinical setting, students must wear a radiation exposure badge. Each student will be provided with a badge. If a student loses their badge they must report it to the Program Director immediately. A new badge will be ordered for a \$15 fee.

**Classroom Attire:** Classroom Attire consists of the Program's black v-neck OR scrubs. If cold, a non-logo solid black, white, or red shirt or turtleneck jersey may be worn under the black scrub top. See "Student Guide" OR Dress Code and Attire Policy for more details.

**Sweaters:** A clean white or black sweater is acceptable over the classroom attire. Remove sweater when providing direct patient care.

**Makeup and Facial Implants:** Subtle makeup is acceptable. Facial implants are not permitted.

**Contact Lenses/Glasses:** Contact lenses must be a natural eye color and not distracting. Glasses must have clear lenses and frames that are not distracting in shape, color or pattern.

**Hair:** Hair is to be clean and neatly groomed, appropriately styled and colored. (Unnatural hair color, i.e purple, pink, green, blue etc. are not permitted) Ribbons and hair ornaments are not allowed with the uniform. Headbands should be a neutral color. Long hair is to be pinned neatly above the uniform collar or held secure with a white scrunchie in a ponytail or braid down the back. Hair should not fall forward when providing patient care. Men must be clean shaven. Mustaches and beards are to be neatly trimmed. Sideburns may not extend past ear lobe.

**Hygiene:** Daily bathing, use of deodorants and mouth care are expected. Clean dental hygiene and teeth in good repair are required. In many clinical areas involving patient care, perfumes/colognes should be avoided. Cigarette smoke on hair, breath and clothing can be unwelcome odors to others. Fingernails are to be trimmed short and kept clean. Due to an infection control hazard, no colored nail polish (clear is acceptable), no acrylic nails or glue on nails and nail ornamentation may be worn with the uniform. Fingernail length must promote client and employee safety and not hinder patient care. Nails should not exceed ¼ inch length beyond the finger tip.

**Jewelry:** Bracelets, earrings, and rings may not be worn in the OR. For students with pierced ears, only two small tasteful earrings (no hoops, gauged/spacer, or dangles) are permitted on the lower ear when in classroom. Exposed body jewelry is not permitted with the exception of earrings in the ear lobe. Tongue and facial piercing jewelry is not permitted. Neckwear is to be inconspicuous. A necklace, pendant or medal can be worn under the uniform.

**Chewing gum:** Chewing gum detracts from a professional appearance and is not permitted during clinical experiences or on the school campus.

**Tattoos:** Body tattoos need to be covered by clothing or appropriate makeup or a skin toned band aid.

**Tongue:** Having a sliced tongue to be forked is not permitted. No tongue jewelry is permitted.

## Student Employment

For some students employment may be necessary while enrolled in the Conemaugh program. The following apply:

- The Program assumes no responsibility for employment
- Employment schedule must not interfere with the academic schedule
- If currently licensed (i.e., Practical Nurse), a student may work in that capacity
- The Program is not responsible for the student during employment hours.

## The American Disabilities Act

### Disability

- A physical or mental impairment that substantially limits one or more of the major life activities of such individuals;
- A record of such an impairment; or
- Being regarded as having such an impairment.

### Impairment

Includes any physiological disorder or condition, cosmetic disfigurement or anatomical loss affecting one or more of the major body systems, or any mental or psychological disorder, such as mental illness or retardation, or learning disabilities.

### Major Life Activities

Include functions such as caring for oneself, walking, seeing, hearing, breathing, speaking and working.

The student may use reasonable accommodations to perform duties, for example, use of eyeglasses, contacts or hearing aids are viewed as reasonable accommodations. Conemaugh Memorial complies with the American Disabilities Act. The school does not deny a disabled applicant admission without considering requests for measures to accommodate that prospective student's disability. Reasonable consideration of the educational and safety needs of the student and safety needs of patients are assessed. The process of providing accommodations to disabled students will include, but not be limited to, medical determination of the disability. The individual will be required to submit a written statement from their physician describing the disability and outlining the abilities and limitations expected in relation to the performance of educational requirements. The student may be evaluated by the Student Health Nurse and possibly referred for additional professional evaluation. Information concerning the type of necessary accommodations could be gathered from the individual, medical experts and education/vocational experts. Final determination for the feasibility of the accommodation will be based on patient safety features and level of undue burden and maintenance of the fundamental nature of the educational service provided by the School. Specific details of physical requirements are available upon request.

## Educational Resources

The Health Sciences Library serves Conemaugh Memorial Medical Center's medical staff, resident physicians, nurses, students and employees. It is usually staffed Monday through Friday from 7:30 a.m. to 4:00 p.m. and offers a full range of services including interlibrary loans, mediative literature searches, access to computer stations and several study areas of either private or small group. There is a designated computer lab with 38 computer stations. It houses approximately 1,325 Textbooks (print format ~700 & electronic access ~625) and approximately 12,000 Journals (print format ~7,000 & electronic assess ~5,000). The Library also maintains an electronic catalog, Cyber Tools for Libraries, with a complete A to Z List of all accessible materials. Some of these materials are physically shelved and available in the Library while some of the content is accessed through purchased database subscriptions from vendors like EBSCOhost, OvidSP, UpToDate, AccessMedicine, AccessSurgery, AccessEmergencyMedicine, Case Files, STATRef!, Clinical Key and the R2 Digital Library. If an information inquiry is beyond our current collection, interlibrary loans can be requested and utilized. The Health Sciences Library is affiliated with the Central Pennsylvania Health Sciences Library Association (CPHSLA) and the Health Sciences Library Association of New Jersey (HSLANJ).

## Clinical Facilities

Students receive theoretical instruction in the classroom. Clinical experience is provided in Conemaugh Memorial's 19 operating rooms offering services in many specialties including robotic assisted surgery, open heart surgery, minimally invasive surgical suites and recently added hybrid vascular suites. Any available OR may be used as a lab setting. Students also receive clinical practice in Central Sterile Supply, Gastroenterology Laboratory, Post-Anesthesia Care Unit, Delivery Room, Department of Emergency Medicine, Cardiac Catheterization Lab, Ambulatory Surgery Unit and affiliating hospitals. A classroom and laboratory setting is available where some OR equipment is available for student practice.



## Placement

Information on resume writing and interviewing for employment is presented in the Operating Room Techniques Unit. Graduate Surgical Technologists are eligible to apply for employment at Conemaugh Memorial Medical Center. Graduates are often recruited by placement agencies and other hospitals, in need of qualified staff. Information on employment opportunities is kept on file in the Program Director's Office. Students may request this information when conducting a job search. The Internet and computer lab are also available to use in order to seek nationwide job postings. The Pennsylvania Job Center has offered their services to students.

## Tuition and Financial Aid – University of Pittsburgh @ Johnstown

**Financial Aid and billing for tuition is handled by the financial aid office at UPJ.** All students should receive a copy of Pitt Johnstown's tuition and fees schedule and refund policy from Pitt-Johnstown. Specific information is available in the Pitt Johnstown Financial Aid Department. Students deemed as "out of state" must meet the appropriate tuition and fee policies of Pitt Johnstown. All students applying for financial aid must complete the Free Application for Federal Student Aid. Aid is awarded on the basis of financial need and continuing academic progress. Financial need is determined by establishing the difference between the cost of the program and the amount the student and family are expected to provide. The program meets the criteria for approval for veterans' education benefits. Specific information is available from the Pitt Johnstown Financial Aid Department. The cost sheet for the certificate program and Associate Degree programs are on the Program's website at [www.conemaugh.org](http://www.conemaugh.org). All tuition and fee amounts are subject to change.

Tuition, fees, and expenses are published each academic year on an estimated basis and are subject to change. Please refer to the school cost sheet for information regarding the tuition and fee charges for each semester.

### Conemaugh Memorial's Program for Surgical Technology—Program fees

Pitt-Johnstown will collect fees and forward them to the Program. Fees are subject to the Pitt Johnstown refund and late payment policies.

### Conemaugh Late Fees and Collections

If Pitt Johnstown alerts Conemaugh Financial Services Office, that a student has not paid required fees, the office may place a hold on student records (see Transcript Services)

## Refund Policy

Application and registration fees paid directly to Conemaugh are non-refundable. Tuition and fees collected by Pitt Johnstown, may be refundable based on the Pitt Johnstown's tuition and fees refund policy. Please contact Pitt Johnstown if additional information is required. See Transcript Service (next) in regards to holds placed on student accounts in debt to Conemaugh Memorial Medical Center or Pitt Johnstown.

## Certification

All students enrolled in the Certificate Program at Conemaugh Memorial Medical Center must take the Certifying Examination of the National Board of Surgical Technology and Surgical Assisting (NBSTSA). The phone number is 1-800-707-0057. The exam is scheduled within a month of graduation. Many states (PA included) and hospitals require that Surgical Technologists be certified as a condition of employment and practice.

## Transcript Service

Upon program completion, an initial unofficial transcript is issued. All official and unofficial transcripts are furnished upon request. A transcript request form must be completed to obtain a transcript. The form can be found at [www.conemaugh.org/SchoolofSurgTech](http://www.conemaugh.org/SchoolofSurgTech). Transcript request form must include name at the time of graduation, year of graduation, last four digits of social security number and address where the transcript is to be sent. Official transcripts are not issued to the graduate unless sealed in an envelope that is signed by the Director. The School reserves the right to withhold the release of the transcript from student and graduates who are in debt to Conemaugh Memorial and/or Pitt Johnstown. Persons in this situation may discuss this matter with the Director of Education Programs or Financial Services personnel.

## Accreditations

Conemaugh Memorial Medical Center's Certificate Program for Surgical Technology is accredited by The Commission on Accreditation of Allied Health Education Programs upon the recommendation of The Accreditation Review Council on Education in Surgical Technology and Surgical Assisting (ARC/STSA)  
Suite 110, 6 West Creek Circle  
Littleton, Colorado 80120  
Phone: 303-694-9262  
Fax 301-741-3655.  
The ARC/STSA Program ID # 2800

Accredited by Commission on Accreditation of Allied Health Education Programs (CAAHEP)  
9355 – 113<sup>th</sup> Street, N, #7709  
Seminole, Florida 33775  
Phone: 727-210-2350  
Fax: 727-210-2354  
[www.caahep.org](http://www.caahep.org)

Conemaugh Memorial Medical Center is accredited by:  
Department of Public Welfare Commonwealth of PA  
PO Box 2675  
Harrisburg, PA 17105  
Phone: 717-787-7436

The Joint Commission  
1 Renaissance Blvd.  
Oakbrook Terrace, IL 60181  
Phone: 630-792-3885  
Customer Service: 630-792-5800  
Fax: 630-792-5005

Conemaugh Health System is required by U.S. Department of Education regulations to provide its students and prospective students with contact information for any relevant state official or agency that would appropriately handle a student's complaint about Conemaugh's education programs. Students are encouraged to utilize Conemaugh's internal complaint policies and



procedures prior to filing a complaint with the Commonwealth of Pennsylvania. If a concern cannot be addressed through internal processes, students or prospective students may file a complaint with the Pennsylvania Attorney General's Bureau of Consumer Protection (16th Floor, Strawberry Square, Harrisburg, PA 17120). [Information about the Bureau of Consumer Protection's process for submitting consumer complaints](#) can be found at [www.attorneygeneral.gov](http://www.attorneygeneral.gov) or by calling 800-441-2555.

## Proviso

Conemaugh Memorial Medical Center reserves the right to change any information within this Catalog without notice, however, when possible, advance notice will be given. Tuition and fees are also subject to change.

## Administration & Faculty

### Administration

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### Program for Surgical Technology

William Caldwell, President, CEO, Conemaugh Memorial Medical Center

Jelden Arcilla, MBA, BNC, Chief Nursing Officer, Conemaugh Memorial Medical Center

Dr. Bonnie Mazurak-Riga, DNP, MBA, RN, Director of Education Programs, Conemaugh Memorial Medical Center

Patricia Pavlikowski, CST, RN, CNOR, MA, Program Director, Surgical Technology

John Hoffman, CST, Instructor, Program for Surgical Technologists

Operating Room Staff of Conemaugh Memorial Medical Center

Dept. Directors of OR, PACU, ASU, GI Lab, DEM, Cardiac Cath Lab, Staff of Central Sterile

Supply at Conemaugh Memorial and Directors of the Operating Room at affiliated Institutions

### School of Surgical Technology – Support Faculty and Staff

Kris Kalina, MLS, Health Sciences Librarian

Patricia Huber-Smith, RN, BSN, Student Health Nurse

Laura Roberts, BA, Financial Services

Sarah Moore, Financial Services

Marlene Henry, Education Secretary

### University of Pittsburgh at Johnstown

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