

CINCINNATI STATE
SURGICAL TECHNOLOGY PROGRAM
STUDENT HANDBOOK



2026-2027

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Dear Student:

Welcome! I am delighted that you have chosen to become a part of our Surgical Technology Program at Cincinnati State. Our program has enjoyed the respect and support of the local healthcare community and their perioperative patient care staff. We have been recognized nationally for our students' high scores on the national certification exam. The school and faculty are committed to making available to you every resource that will help contribute to your success in this program and wish you the best in accomplishing your newly chosen career goals.

This handbook has been prepared to provide information about the Surgical Technology Program and assist you in your progression through the program. This handbook is to be used as a supplement to the current College Catalog and the Health and Public Safety Division Student Handbook. Please familiarize yourself with all three resources.

I, along with the other faculty, wish you the best in your educational journey. We hope you will become another proud graduate of this program and will represent Cincinnati State well as a provider of safe, quality surgical patient care.

Sincerely,

Professor LaVon Moore,
Program Chair & Instructor
Surgical Technology

Faculty

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Cincinnati State Technical and Community College

Mission

Cincinnati State provides access, opportunity, and support in achieving success for individuals seeking exceptional technical, transfer and experiential/cooperative education and workforce training.

Vision

Cincinnati State advances the educational and economic vitality of our state and region as the college of choice.

Values

As a College Community:

- Potential for Growth and Success – We respect each student’s background and celebrate their potential for personal growth and career success.
- Innovation – We support innovative approaches to learning. We anticipate and effectively respond to the changing needs of those we serve.
- Collaboration – We work together on behalf of our students and employers to meet community needs.
- Equity – We believe in contributing to a socially and economically equitable society. We honor the diversity and inclusiveness of our College community and strive to hear all voices.
- Experiential Learning – We promote experiential and lifelong learning.

Additional discussion of Cincinnati State’s Mission, Institutional Values, Vision, and Philosophy can be found in the College Catalog.

Overview of the Surgical Technology Program

Surgical Technology Program (ST)

Mission Statement

The *MISSION* of the Surgical Technology Program is to provide quality educational experiences that give access to new concepts, technology, and lifelong learning, which results in student success and community enhancement. The mission and purpose of the Surgical Technology program concurs with the mission of the college.

Program Objective:

To integrate the knowledge of the sciences (basic, related, and biomedical), communication skills, and humanities/social sciences with fundamental surgical theory and practice in preparation for a career as a Surgical Technologist

Program Learning Objectives

1. To prepare students in the cognitive, psychomotor, and affective learning domains for transition from classroom theory and laboratory experience to practical application in the clinical setting.
2. To assist students to gain the basic skills and knowledge essential for the various roles of a Surgical Technologist.
3. To assist students to value the ethical, legal and professional responsibilities associated with the care of the surgical patient.
4. To assist students to establish and maintain a safe surgical environment by correctly applying principles of asepsis.
5. To introduce students to basic surgical procedures for development of skills in the scrub role.
6. To advance students into more complex specialty surgical procedures by reinforcement of scrub skills.
7. To assist students with integrating basic science, related sciences and biomedical sciences with surgical knowledge and skills.
8. To introduce students to real world practical experiences for application of theory and simulated skills.
9. To enhance students professionalism, communication and social skills in preparation for employment as Surgical Technologists.
10. ***To graduate competent entry level Surgical Technologists in cognitive, psychomotor, and affective learning domains, to meet the employment needs of the healthcare community.***
11. To prepare graduates to successfully complete the National Certification Examination and obtain the Certified Surgical Technologist (CST) designation.

Program Learning Outcomes

1. Graduates will demonstrate identified competencies in entry-level surgical skills.
2. Graduates will become highly skilled members of the surgical team.
3. Graduates will become Certified Surgical Technologists.
4. Program will evaluate collaborative efforts between the program and the healthcare community to meet the needs of the changing environment.

SURGICAL TECHNOLOGY INFORMATION

Job Description

Surgical Technologists participate in the care of the surgical patient before, during and after surgery.

During operative procedures the Surgical Technologist functions as the scrub person on the sterile team. Their responsibilities include preparation/set up of operative equipment, supplies, and instrumentation skills throughout the surgical procedure. In addition, the Surgical Technologist can function as a second assistant, who is also a member of the sterile team.

Surgical Technologists may assist in the circulating role.

After completing additional coursework, a Surgical Technologist may be employed as a Surgical First Assistant.

Personal Qualities

Helpful qualities for Surgical Technologists include:

- A strong sense of accountability/responsibility
- Ability to function as a team member
- Organized
- Detail oriented
- Ability to establish priorities and to respond quickly, accurately
- Physical stamina and manual dexterity
- Desire to help others

Tools and Materials

Surgical Technologists work with:

- Computers
- Sterile instruments, devices, equipment and supplies
- Sterile linens/drapes
- Sterile solutions, medications
- Surgical specimens
- Sterilizers, lasers, suction, robotic instruments, and electrosurgical equipment
- Positioning and transportation devices

Physical Demands of the Job

- | | |
|--|---|
| <ul style="list-style-type: none"> • Lifting • Stooping • Reaching • Talking • Close vision • Color vision | <ul style="list-style-type: none"> • Private Scrub/Surgeon's office practices • Surgical Sales • Education |
|--|---|

Employment Opportunities

- Hospital operating rooms
- Ambulatory/Outpatient care areas
- Central Service Departments
- OR scheduling
- Hospital Obstetrical Department

Adjustment to darkness utilizing:

- Manual Dexterity
- Sense of touch
- Hearing
- Handling Items

Cincinnati State Technical and Community College
Admission Information
Surgical Technology (ST)

- Prerequisites:**
1. High School diploma or GED (college transcripts can also be submitted for transfer of applicable credit).
 2. High School or college course in Biology and Chemistry (within 7 years of application date) with a grade of C or better.
 3. **Completion of Cincinnati State Career Assessment Tool (Online)**
 4. **Completion of Prerequisite courses: FYE-XXX; MAT 105; BIO 151; ST 100**
 5. **Overall GPA of 2.75**
 6. **Attend a Surgical Technology Information Session**

Note: The ST program uses a competitive admission process for the core level courses. Selection is based on a point system. Potential students will be responsible for the completion and submission of an **ST Admission Packet**. All program prerequisites must be completed prior to applying for admission to the program. It is the student's responsibility to attend an information session for complete details pertaining to the competitive selection process.

FYE: 105, OR 110: FIRST-YEAR EXPERIENCE is included in the curriculum

LENGTH OF PROGRAM: 20 months, Associate of Applied Science Degree

#ACCEPTED PER YEAR: 24 students

STARTING PAY RANGE: Approximately \$22.26-\$23.90 per hour **or** \$46,300-\$49,710 annually.

APPROXIMATE COST(S)

- Tuition:
 - Ohio: Approximately \$12,586.60 (65 credit hours x \$193.64 per credit hour)
 - Out-of-state: Approximately \$25,173.20 (65 credit hours x \$387.28 per credit hour)
- Textbooks: Approximately \$3500
- Transportation, parking fee \$5.00 per day/\$75.00 per semester for campus fee.
 - Clinical Site fee if applicable
- Course fees include liability insurance: approximately \$700.00
- Technology fee: \$37.50 per semester
- Registration fee: \$9.00 per semester
- Facility fee: \$9.00 per credit hour up to a maximum of \$82.50
- Physical exam, with immunizations and lab work prior to the end of Fall Semester, 1st year
- Scrub shirt and safety glasses prior to Fall Semester, 1st year
- CPR certification prior to the end of Fall Semester, 1st year (BLS for Healthcare Workers)
- AST membership fee, Fall Semester, 2nd year, included in the clinical course as an additional fee
- CST Certification exam fee, Spring Semester, 2nd year, included in the clinical course as an additional fee
- Drug screen test if applicable prior to the end of Fall &/or Summer Semester, 1st year
- Background check and Proof of Health Insurance prior to the end of Fall Semester, 1st year

ACCREDITED BY: The Commission on Accreditation of Allied Health Education Programs (CAAHEP) in collaboration with the Accreditation Review Council on Education in Surgical Technology and Surgical Assisting (ARC/STSA). Graduates are eligible to take the national certification exam for designation as a Certified Surgical Technologist.

CO-OP: None. Students are not designated as an employee and cannot be substituted as an employee when enrolled in clinical coursework. Students should not receive monetary compensation for clinical coursework. The clinical component is for educational purposes only.

ADVISOR: LaVon Moore, Program Chair, 513.569.1673: lavon.moore@cincinnati.state.edu

Re-Entry/Reinstatement

Refer to the *Cincinnati State Catalog*.

Refer to the *Health and Public Safety Division Student Handbook*:

“Program Re-Entry Protocol Following Dismissal for Academic and/or Clinical Failures”

“Reinstatement after Voluntary Withdrawal from a Program”

Registration

Refer to the *Cincinnati State Catalog*

Surgical Technology Program (ST)

- Surgical Technology is the only healthcare educational program that prepares practitioners specifically for the operating room scrub role. Employment opportunities include hospital operating room departments, obstetrical departments, surgical supply/processing departments, outpatient surgery centers, surgeon office practices, and surgical sales.
- During operative procedures, the Surgical Technologist functions as an integral part of the surgical team and works directly with the surgeon and registered nurse. Their responsibilities include the preparation of operative equipment and supplies, instrumentation during operative procedures, and other intraoperative patient care activities.
- Surgical Technology, an associate degree program, focuses on the scrub role during general surgery and surgical specialty procedures to prepare competent entry-level surgical technologists. Most of the area hospitals are affiliated with the program.
- Theory and practice are integrated through the use of simulated laboratory experiences and hospital operating room experiences. Students receive no monetary compensation for clinical coursework. Students also take supportive coursework in basic, related, and biomedical sciences, communication skills, and social sciences.
- The program is accredited by the Commission on Accreditation of Allied Health Education Programs in collaboration with the Accreditation Review Council on Education in Surgical Technology and Surgical Assisting (ARC/STSA).
- Upon satisfactory completion of the curriculum, graduates are eligible to take the National Certification Examination of the National Board of Surgical Technology and Surgical Assisting (NBSTSA) for designation as a Certified Surgical Technologist (CST). A Certified Surgical Technologist may practice in any state in the USA.
- The 2025 ST graduates had a pass rate of 100% on the CST exam.
- The program strives to prepare competent entry-level surgical technologists in the cognitive, psychomotor, and affective learning domains.

**2025-2027 Cincinnati State Technical and Community College
Surgical Technology (ST) Program Semester Schedule**

Academic Year – Semester	Course Number	Course Title	Credit Hours
Year One – First Semester	FYE XXX	First-Year Experience Elective	1-0-1
	MAT 105	Science Math	2-2-3
	BIO 151	Anatomy and Physiology 1	3-2-4
	ST 100	Introduction to Surgical Technology	1-0-1
	Semester Total =		
Year One – Fall Semester	ST 101	Surgical Foundations and Procedures 1	6-0-6
	ST 111	Surgical Principles and Practice 1	1-3-2
	BIO 152	Anatomy and Physiology 2	3-2-4
	BIO 220	Microbiology	2-3-3
	Semester Total =		
Year One – Spring Semester	MCH 101	Medical Terminology	2-0-2
	ST 102	Surgical Foundations and Procedures 2	6-0-6
	ST 112	Surgical Principles and Practice 2	1-3-2
	ST 181	Surgical Technology Clinical Skills Application 1	1-3-2
	Semester Total =		
Year One – Summer Semester	ST 201	Advanced Surgical Procedures 1	4-0-4
	ST 182	Surgical Technology Clinical Skills Application 2	0-6-2
	COMM 105	Interpersonal Communication	3-0-3
	ENG 101	English Composition	3-0-3
	Semester Total =		
Year Two – Fall Semester	ST 202	Advanced Surgical Procedures 2	4-0-4
	ST 281	Surgical Technology Clinical Directed Practice 1	1-24-5
	ENG 105	English Composition	3-0-3
	Semester Total =		
Year Two – Spring Semester	ST 282	Surgical Technology Clinical Directed Practice 2	1-24-5
	Semester Total =		
Total Curriculum Credit Hours			65

Upon completion of program prerequisite courses listed in year 1 semester 1, students should apply for selective enrollment for Surgical Technology. The ST program starts in Fall Semester, year 1 semester 2, for students accepted by the selective process.

Surgical Technology Sequencing Information

The Surgical Technology curriculum is cumulative. Each lecture, class, lab, clinical experience, and test builds on the previous course information. Each term builds on information acquired in previous terms. Memorization or rote recall will not be effective for understanding and retaining the knowledge required to practice as a Surgical Technologist. It is necessary to learn material and skills in a way that facilitates understanding, as well as the application of learning in different surgical specialties and surgical facilities. Reading, written assignments, class, computer, lab work, and collaborative learning with peers is expected. Technical skills must be practiced repeatedly for competence in performance and for safety when applied in a clinical setting. Retention of prior learning such as support courses, technical courses, and skills is essential as the student moves through the Surgical Technology curriculum.

Clinical experiences are a required part of the educational experience within the Surgical Technology curriculum. These clinical experiences are held in actual surgical suites so that students can be a part of the surgical patient care team, and achieve the program's clinical case requirement (*refer to clinical course syllabi*). Clinical sites are selected by the program faculty in order to meet the specific course objectives. All clinical sites utilized require a formal written agreement of affiliation with the College. The clinical facility has the right to require proof of certain immunizations, proof of CPR/BLS, drug screening, and a criminal background check of all students seeking clinical placement. Placement may be denied to particular students based on the results of such checks. A placement denial would limit the student's ability to complete the program.

Students are assigned to a clinical section at a particular clinical facility at the discretion of the faculty. First-year clinical students remain at the same clinical site for two semesters with a faculty member, who is certified in surgical technology or in perioperative nursing, on site at all times. Second-year clinical students may request certain hospitals for their clinical experience. Second-year clinical students remain at the same clinical site for two semesters, except for a rotation in obstetrics and pediatrics. An ambulatory surgery rotation may be available. The clinical site and college faculty will assign Surgical Technologist/Registered Nurse Preceptors. The college faculty will visit the clinical site multiple times during the semester to assess the student's progress.

Clinical experiences occur on a weekly basis, for one day to five days, depending on the course. Attendance at all scheduled clinical experiences is mandatory, and promptness is required. Clinical sites are generally within 60 miles of the College. Students are responsible for transportation to and from the clinical site and for any related parking expenses. Any meals during a clinical experience are the responsibility of the student. Since the purpose of clinical experiences is education and for legal reasons, there will be no payment of wages, salary, or other benefits or compensation.

The Surgical Conscience

Surgical conscience is the basis or foundation for the practice of adherence to sterile technique. It is the surgical technologist's responsibility as well as all surgical team members. When a team member chooses a behavior that places the patient's well-being above all else, he or she is demonstrating a strong surgical conscience. Principles of sterile technique must be maintained because a break in technique may result in a surgical site infection. Even mild infections can delay patient recovery and increase patient care costs in time and money. No team member should be reluctant to identify and report a break in sterile technique due to a potential for surgical procedure delay, or if admitting an error is personally embarrassing. Surgical conscience and ethical behavior are closely related.

Honesty, Ethical, and Legal Behavior

The admission of an error in the operating room reflects a high degree of professional ethics. This is especially true when the error appears to cause loss of integrity or is embarrassing. Students are expected to be honest and ethical and have a high degree of integrity. This expectation transcends beyond the operating room clinical sites and into all classroom and laboratory aspects of the student's life.

Surgical Technologists assume certain legal responsibilities in providing direct patient care, observing the rules of patient confidentiality, and in the documentation of that care. The Surgical Technology faculty at Cincinnati State believes that ethical and legal considerations in that provision of patient care should be observed at all times, and students are expected to adhere to those considerations.

Refer to “**Academic and Professional Integrity**” and “Health Excel Success Meeting Procedure” in the *Health and Public Safety Division Student Handbook*.

Refer to “**Academic Integrity Policy of Cincinnati State Technical and Community College**” in the *Cincinnati State Catalog*.

This behavior also refers to Social Media postings and/or any negative behavior displayed by students in public venues.

Surgical Technology Core Course Descriptions

ST 101 Surgical Foundations and Procedures 1

A course on concepts and skills for surgical technology. Topics include professional and workplace management; medical terminology, informatics, patient care; surgical asepsis and infection control; decontamination, disinfection, and reprocessing methods; instrumentation; sterile storage and distribution; basic pharmacology; anesthesia; specimen care; and surgical supplies and equipment.

Prerequisite: ST 100 (minimum grade C), Co-requisite: No co-requisite

ST 102 Surgical Foundations and Procedures 2

A continuation of ST 101. Topics include wound classifications; wound healing; tissue approximation; sutures; abdominal incisions; and procedural steps for abdominal wall hernia repairs, gastrointestinal and accessory organs, breast, gynecological, obstetrical, and plastic/reconstructive surgery.

Prerequisite: BIO 152, ST 101, (minimum grade C for both), ST 111

Co-requisite: No co-requisite

ST 111 Surgical Principles and Practice 1

A course that prepares students to perform assistant circulating skills through activities conducted in a simulated operating room setting on campus.

Prerequisite: ST 100 (minimum grade of C)

Co-requisite: ST 101

ST 112 Surgical Principles and Practice 2

A course that prepares students to perform first scrub role skills through activities conducted in a simulated operating room setting on campus.

Prerequisite: ST 100, ST 101 (minimum grade C), ST 111

Co-requisite: No co-requisite

ST 181 Surgical Technology Clinical Skills Application 1

Students participate in uncompensated clinical experiences performing beginning-level assistant circulating skills in the operating room of an affiliate hospital, and attend a weekly seminar.

Prerequisite: ST 100, ST 101 (minimum grade C), ST 111

Co-requisite: ST 102, ST 112

ST 182 Surgical Technology Clinical Skills Application 2

A continuation of ST 181. Students perform uncompensated beginning-level scrub skills during assigned operative procedures at an affiliate hospital. Students' skills in relation to future employment are evaluated.

Prerequisite: ST 100, ST 101, ST 102 (minimum grade C), ST 111, ST 112, ST 181

Co-requisite: ST 201

ST 201 Advanced Surgical Procedures 1

A course on specialized surgical procedures. Topics include: otorhinolaryngology procedures, including head/neck and oral maxillary; and ophthalmic, genitourinary, orthopedic, and pediatric procedures.

Prerequisite: ST 100, St 101, ST 102 (minimum grade C), ST 111, ST 112, ST 181

Co-requisite: ST 182

ST 202 Advanced Surgical Procedures 2

A continuation of ST 201. Topics include perivascular, thoracic, cardiac, neurology, and transplant surgery.

Prerequisite: ST 100, St 101, ST 201 (minimum grade C), St 111, St 112, ST 181, ST 182

Co-requisite: St 281

ST 281 Surgical Technology Clinical Directed Practice 1

Students demonstrate competency in scrub skills related to general and specialty operative procedures at an assigned affiliate hospital and attend a weekly seminar on campus.

Prerequisite: ST 100, St 101, ST 102, ST 201 (minimum grade C), St 111, St 112, ST 181, ST 182

Co-requisite: ST 202

ST 282 Surgical Technology Clinical Directed Practice 2

A continuation of ST 281. Students demonstrate competency in scrub skills while performing assigned procedures at an affiliate hospital, and attend a weekly seminar on campus. Students must complete the NBSTSA certification examination as a course requirement.

Prerequisite: (minimum grade C), ST 100, St 101, ST 102, ST 201, ST 202, St 111, St 112, ST 181, ST 182, ST 281

Co-requisite: No co-requisite

Surgical Technology Program Course Tracking Record

***Chemistry, and biology within 5 years of application will determine these courses.**

****Progression Application prerequisites to be completed prior to entering program**

Course Number	Course	Semester Taken	Semester Successfully Completed	Grade
	COURSES per SCORES, CHEMISTRY, & BIOLOGY GRADES			
BIO 111*	Biology: Unity of Life			
CHE 100*	Chemistry and Science Mathematics			
OR	OR			
CHE 110*	Fundamentals of General Chemistry			
BIO 100 In Lieu of BIO 111 & CHEM 100/110	Integrated Biology and Skills for Success in Science			
ST 100**	Introduction to Surgical Technology			
MAT 105**	Quantitative Reasoning for the Sciences			
FYE-XXX**	First-Year Experience Elective			
BIO 151**	Anatomy and Physiology 1			
	ST CURRICULUM COURSES			
BIO 220	Microbiology			
ST 101	Surgical Foundations & Procedures 1			
ST 102	Surgical Foundations & Procedures 2			
ST 111	Surgical Principles & Practice 1			
ST 112	Surgical Principles & Practice 2			
ST 181	ST Clinical Skills Application 1			
ST 182	ST Clinical Skills Application 2			
ST 201	Advanced Surgical Procedures 1			
ST 202	Advanced Surgical Procedures 2			
ST 281	ST Clinical Directed Practice 1			
ST 282	ST Clinical Directed Practice 2			
BIO 152	Anatomy and Physiology 2			
MCH 101	Medical Terminology			
ENG 101	English Composition			
END 105	English Composition			
COMM 105	Interpersonal Communication			

Clinical Information

ST Clinical Practice Affiliations

See program faculty for list of Clinical Site Affiliations

Clinical Time Schedule

Throughout the surgical technology program students will have the opportunity to learn and practice the skills of surgical technology in various affiliated hospital settings. Clinical practice time progressively increases throughout the curriculum and requires the Student's commitment to attendance, promptness, time, preparedness, and practice. Attendance is required at all clinical sessions. There is limited opportunity for make-up clinical practice. For appropriate time management, personal and family issues; child care issues; employment issues; etc. must be considered by the student and appropriate arrangements made. The following is a synopsis of clinical practice time throughout the curriculum. Clinical times, hours, and days of the week are subject to change based on the needs of the surgical technology program.

First-Year Clinical Courses:

ST 181-----6:15 a.m. until 10:50 a.m. one day per week

ST 182-----6:15 a.m. until 11:50 a.m. one day per week

Second-Year Clinical Courses:

ST 281-----6:30 a.m. until 12:50 p.m. five days per week

ST 282-----6:30 a.m. until 3:20 p.m. four days per week

Clinical start times vary at some clinical sites.

The clinical courses are supervised by the college's instructors, perioperative nurse educators, registered perioperative nurses, and certified surgical technologists. Students receive no monetary compensation for clinical coursework.

Related topics:

Refer to: "Clinical Assignment Definition", "Faculty Approval of Sites for Clinical Assignments", "Eligibility for Clinical Assignments," "Student Assignment to Clinical Site", and "Professional Behavior" in the *Health and Public Safety Division Student Handbook*.

Clinical Written Assignments

Written assignments are an integral part of the clinical practice student evaluation process. Performance of surgical technology skills requires preparation and knowledge of various surgical procedures and patient care practices on the part of the student. Lack of preparation, when caring for the surgical patient, constitutes unsafe perioperative practice. Written assignments vary based on clinical course and instructor requirements. Refer to each course syllabus for documents required. Students are responsible for having adequate copies of all blank forms for use at the clinical site.

Written assignments include, but are not limited to, the following:

- Clinical Research Form**
- Preoperative Student Assessment Form**
- Intraoperative Skills Form**
- Postoperative Student Assessment Form**
- Suture Material Form**
- Electronic Clinical Log Forms**
- Scrub Skills Record Form**
- Personal Preference Cards**
- Clinical Practice Cumulative Record Form**
- Goal Achievement Form**
- Scrub Skill Assessment Form**
- Postoperative Surgical Procedure Report**

Clinical Evaluations

Lack of preparation, when caring for the surgical patient, constitutes unsafe perioperative practice. Students must be prepared for clinical assignments. In clinical courses students are evaluated on attendance, written assignments, clinical skills including aseptic principles, professionalism/employability skills, surgical conscience, and problem-solving skills. A satisfactory grade is required for successful completion of each course.

For additional information refer to: “Clinical Assignment Definition,” “Eligibility for Clinical Assignments,” “Professional Behavior,” “Evaluation,” and “Health Excel Success meeting Procedure” in the *Health and Public Safety Division Student Handbook*.

Financial Aid

Estimated Student Costs

Tuition

Ohio: Approximately \$12,586.60 (65 credit hours X \$193.64 per credit hour)

Out-of-State: Approximately \$25,173.20 (65 credit hours X \$387.28 per credit hour)

Other Program Expense Items

Textbooks: Approximately \$3,500.00

Transportation and Parking (if applicable): \$5.00/day or \$75/Semester

Surgical Course Fees, including liability insurance: Approximately \$700.00

Non-Surgical Course Fees vary

Technology Fee: \$37.50 per semester

Registration Fee: \$9.00 per semester

Facility Fee: \$9.00/credit hour up to a maximum of \$82.50

Physical Examination, with immunizations and laboratory tests prior to the end of Fall Semester, 1st year

Scrub Shirt and Safety Glasses/Eye Protective Wear prior to Fall Semester 1st year

CPR certification (BLS for Healthcare Workers) (American Heart Association) prior to the end the of Fall Semester, 1st year

AST membership fee \$45.00, prior to the end of Fall Semester, 2nd year, included as an additional course fee

CST Certification exam fee \$190.00, the beginning of Spring Semester, 2nd year, included as an additional course fee

Drug screen test, if applicable, prior to the end of Fall and/or Summer Semester, 1st year

Background check and Proof of Health Insurance prior to the end of Fall Semester, 1st year

Refer to: “Financial Information,” “Ohio Residence for Tuition Surcharge Purposes,” and “Tuition Reciprocity for Northern Kentucky Residents” in the *Cincinnati State Catalog* for additional information.

Scholarships and Forgivable Loans/Financial Aid

Refer to: “Financial Aid” in the *Cincinnati State Catalog*.

ST Program Advisory Committee

See program faculty for a list of program advisory committee members

Calendar

Students should note the beginning and ending dates of each college semester. Personal events and vacations should be planned during scheduled school holidays and/or dates when the college is closed. Refer to the Surgical Technology course syllabi for specific scheduled classroom, laboratory, or clinical dates and times.

Academic Calendar 2025-2026

Fall Semester 2025	
<i>Classes Begin</i>	Monday, August 25, 2025
Holiday, Labor Day	Monday, September 1, 2025
College Convocation	Friday, September 26, 2025
Holiday, Veteran's Day	Tuesday, November 11, 2025
Holiday, Thanksgiving	Wednesday – Sunday, November 26-November 30, 2025
<i>Semester Ends</i>	Saturday, December 13, 2025
<i>Winter Break</i>	December 22, 2025–January 11, 2026
Spring Semester 2026	
<i>Classes Begin</i>	Monday, January 12, 2026
Holiday, MLK Day	Monday, January 19, 2026
Holiday, President's Day	Monday, February 16, 2026
<i>Spring Break</i>	March 11, 2026 – March 15, 2026
<i>Semester Ends</i>	Saturday, May 2, 2026
Summer Semester 2026	
<i>Classes Begin</i>	Monday, May 11, 2026
Holiday, Memorial Day	Monday, May 26, 2026
Holiday, Juneteenth	Friday, June 19, 2026
Holiday, Independence Day	Friday, July 3, 2026

Semester Ends
Graduation Ceremony,

Saturday, August 15, 2026
TBA

Holidays and Off Days

Holidays

Labor Day	Monday, September 1, 2025
Veterans' Day	Tuesday, November 11, 2025
Thanksgiving Day	Thursday, November 27, 2025
Christmas Day	Thursday, December 25, 2025

New Year's Day	Thursday, January 1, 2026
Presidents' Day	Monday, January 19, 2026
Memorial Day	Monday, May 25, 2026
Juneteenth Day	Friday, June 19, 2026
Independence Day	Friday, July 3, 2026

Off Days

College Convocation	September 26, 2025
Thanksgiving Break	Wednesday- Sunday November 26- November 30, 2025
Spring Break	Wednesday- Sunday, March 11 - March 15, 2026

Graduation

Graduation Requirements

A grade of “C” or “S” or better is required in all technical, non-technical, and basic science courses.

All degree-seeking students must complete a FYE FIRST YEAR EXPERIENCE course as part of the first 12 credit hours taken at Cincinnati State. Students in Health and Public Safety programs must comply with all program and college-wide requirements in order to be eligible for graduation.

Additional information may be found in the “Health and Public Safety Division Student Handbook-Graduation Requirements” and the “Cincinnati State Catalog.”

Certification Exam

The certification exam is required as one of the accreditation measurements for program outcome. The program requires students to take the certification exam as a course completion requirement at the end of course #ST 282, ST Clinical Directed Practice 2. Expense of the exam is included as an additional course fee in ST 282. Coursework throughout the Surgical Technology Curriculum is geared to assist students to apply previously learned surgical knowledge to new operative procedures. Students are responsible for this knowledge on the certification exam.

Clinical Case Requirement

The program requires students to scrub on a minimum of 120 surgical cases, with a minimum of 80 cases in the First Scrub role and a maximum of 40 in the Second Scrub role. The specific distribution of First Scrub and Second Scrub cases for general surgery and specialty procedures is identified in the clinical course syllabi *ST 281* and *ST 282*. The selection of procedures must increase in complexity as required by the “AST Core Curriculum 7th edition”.

Petition to Graduate

Refer to: “Graduation Requirements” in the *Cincinnati State Catalog*.

Release of Information (for employment)

No information pertaining to the student will be released without a signed “Release of Information Form.”

For additional information refer to: “Release of Information” in the *Cincinnati State Catalog*.

Credentialing Information

Requirements to Become a CST

Upon satisfactory completion of the Cincinnati State Surgical Technology curriculum, students are eligible to take the National Certification Examination of the National Board of Surgical Technology and Surgical Assisting (NBSTSA) for designation as a Certified Surgical Technologist (CST). A Certified Surgical Technologist may practice in any state in the USA.

Why Certify?

- Financial Impact
The Association of Surgical Technologists has conducted salary surveys that show that certified members earn more than those who are not certified.
- Professionalism
Shows that you possess the basic skills and knowledge of patient care required by the profession and shows your commitment to self-improvement through continuing education.
- Future Practice Requirement
Some states are requiring Surgical Technologists to become certified.

The program requires students to take the certification exam as a course completion requirement at the end of course #282, ST Clinical Directed Practice 2. Expense of the exam is included as an additional course fee in ST 282.

Membership in AST

The Association of Surgical Technologists is your professional organization. Membership is open to Surgical Technology Students for a special student annual rate. One of the benefits of membership is The Surgical Technologist, the organization's professional journal, which is published monthly and mailed to members. Another benefit is a price reduction for the certification exam.

The program requires students to show proof of AST membership as a course completion requirement for course #ST 281, ST Clinical Directed Practice 1. The expense of membership is included as an additional course fee in ST 281.

Professional Organization Contact Information

AST

Association of Surgical Technologists
6 West Dry Creek Circle, Suite **200**
Littleton, CO 80120-8031

Member Number: 1(800) 637-7433
FAX-on-demand: 1 (888) 627-8018
Web: www.ast.org

NBSTSA

National Board of Surgical Technology and Surgical Assisting
3 West Dry Creek Circle, Suite **100**
Littleton, CO 80120-8031

1 (303) 694-9264
1 (800) 707-0057
FAX-on-demand service: 1 (800) 867-1487
Web: www.nbtsa.org

ARC/STSA

Accreditation Review Council on Education in Surgical Technology and Surgical
Assisting
6 West Dry Creek Circle, Suite **110**
Littleton, CO 80120-8031

1 (303) 694-9262
FAX: 1 (303) 741-3655
Web: www.arcstsa.org

(ST) Surgical Technology Program Policies

ST Program Policies are subject to change as needed by the ST Faculty.

Anti-Discrimination/Equal Opportunity

Refer to: “Equal Opportunity” in the *Cincinnati State Catalog*.

Attendance

Lab Courses

*Students are required to attend all classes.

*Attendance will be taken. *If a student does not attend any class sessions for three consecutive weeks, the student’s absence will be reported to the division Dean, and the student may be administratively withdrawn from the course. (Student must request an appointment with the program chair after two absences or tardiness).*

*Learning requires active class participation by each student. Students who do not attend class cannot actively participate in the learning process.

*A student who is not able to attend their assigned lab class should check with the instructor about the possibility of attending another lab section.

***Tardiness will not be tolerated. The lab door will be locked at the scheduled class starting time with no admittance.**

First-Year Clinical Courses

As per the ST and Health & Public Safety Division (HPS) Student Handbooks, any missed clinical time must be made up. Arrangements for make-up time **must** be made with the appropriate clinical instructor.

- **Refer to course syllabi for attendance-specific attendance policy and guidelines.**

Second-Year Clinical Courses

Clinical Attendance for the Second year

1. **Students are expected to be at the site, dressed, and in their assigned room/procedure at 6:30 a.m. and to remain in their assigned area.** Some clinical sites require students to be at the clinical site earlier. Students assigned to clinical sites with different start times will have their schedules adjusted accordingly. **It is acceptable for the student to arrive 15 or 30 minutes prior to the start to assist with room/procedure preparatory tasks.**
2. Students are **required** to attend a one-hour weekly seminar, on campus, relating to the clinical practice, and overall perioperative experience. A missed seminar will count as an attendance event. Weekly clinical record forms must be turned in at seminar time. Students are expected to actively participate in all seminar events.
3. **Students are expected to abide by the rules and regulations for clinical experience specified in the HPS Student Handbook and the course syllabus.** An academic hearing may be called for any problems associated with the clinical course. Examples that may necessitate a clinical hearing: safety factors, inappropriate behavior/lack of professionalism, lack of surgical conscience, lack of progression of technical skills, etc.
4. Students must call the instructor (cell phone) and clinical site prior to **5:30 a.m.** if late or unable to attend clinical. Notify the program chair at (513-569-1673) no later than **6:00 a.m.** and leave a voice message at the office/cell phone for the clinical instructor. Please state your name, situation, and time when placing calls to the program chair and clinical instructor's office phone.

All missed clinical time must be made up by the student and coordinated between college faculty and hospital faculty. Make-up time is only available when college is open and **if** an instructor is available.

Refer to *HPS Student Handbook* for policy on attendance.

- **Refer to course syllabi for specific attendance policies and guidelines.**

For additional information refer to “Attendance” and “No Show Policies” in the *HPS Student Handbook* and “Academic Procedures” in the *Cincinnati State Catalog*.

Background Checks

Refer to *HPS Student Handbook* for policy on background checks.

Cellular Phones and Pagers

Cellular phones are allowed in lecture and lab courses only at the Instructor's discretion. **No cellular phones are allowed at the clinical site during 1st-year clinicals.**

Chain of Command

The appropriate way to resolve concerns or complaints is to follow the Chain of Command. The FIRST person to see is the Course Instructor. If issues are not resolved, then proceed to the ST Program Chair followed by the Associate Dean of Health and Public Safety Division, and then to the Dean of Health and Public Safety Division. Our goal is to resolve all issues at the Course Instructor level.

Complaint Procedure

Refer to: "Academic Appeals Procedure" in both the *HPS Student Handbook* and the *Cincinnati State Catalog*.

Disability Services Statement

Any student with a disability necessitating accommodation prescribed by the Americans with Disabilities Act or Section 504 or the Rehabilitation Act must meet with a Special Needs Counselor, prior to participating in classroom or laboratory activities. The counselor will be the primary resource to determine what accommodations are necessary to provide the appropriate learning opportunity for the student. The Special Needs Counselor may be contacted at (513) 569-1613.

For additional information refer to: "Disability Services" in the *Cincinnati State Catalog*.

Dress Code

Lab Courses: name tag, scrub shirt with **slacks**, closed-toe leather shoes, and protective eyewear (as directed by instructor). **No nail polish, artificial nails, or jewelry is to be worn.**

Clinical Courses: Cincinnati State name tag, protective eyewear (if not supplied by the clinical site), and completely enclosed leather shoes. No nail polish, artificial nails, or jewelry is to be worn. No cell phones are allowed for 1st-year students. No gum is allowed. Students are to arrive at the clinical sites in **Professional attire No shorts, gym shoes,**

Clogs, blue/black jeans, leggings, T-shirts, or workout clothing.

For additional information refer to *ST Lab Rules* and “Dress Code” in the *HPS Student Handbook* and clinical course syllabi.

Drug Screening

Refer to: “Drug Screening” in the *HPS Student Handbook*.

Food and Drink

No eating or drinking is permitted in the ST Lab.

Refer to “Eating and Drinking in Laboratories” in the *HPS Student Handbook*.

Grading

- **“Students who receive a grade less than a ‘C’ in a prerequisite course must repeat that course before registering for the next course.**
- **Surgical Technology Lab and Clinical Courses are graded as “Satisfactory” or “Unsatisfactory.”**
- **Surgical Technology Lecture Courses are graded as “A, B, C, D, or F.” A minimum of 77% is needed for the grade of “C.” A “C” or better is required to progress in the Surgical Technology Program.**

Refer to each course syllabus for specific grading requirements.

For additional information refer to “Satisfactory Performance,” “Process for Students Experiencing Academic Difficulty,” “Program Continuation after Course Failure,” and “Dismissal For Unsuccessful Academic Performance” in the *HPS Student Handbook* and refer to the *Cincinnati State Catalog*.

***Please note: NO EXTRA CREDIT WILL BE GIVEN DURING THESE COURSES**

Insurance

Refer to “Liability/Malpractice Insurance,” “Health Insurance,” and “Occupational Related Injury Policy – Emergency Care Only” in the *HPS Student Handbook*. Students must show proof of medical/health insurance prior to end of Fall Semester, 1st year.

ST Program Lab Rules (Room 264 Main)

1. **No food or drinks are permitted** in Health and Public Safety Division (HPS) labs. Refer to HPS Student Handbook.
2. Lab (scrub) shirts are to be worn to every lab session. Scrub shirts must be tucked in during lab sessions. Lab shirts are not necessary during student practice outside of lab sessions.
3. Slacks, skirts, and are permitted in the lab. **No shorts, please.**
4. Shoes worn to the lab must be **completely enclosed**. (No open toed shoes, no slip-on, etc.)
5. Protective eyewear must be worn to every lab session, as applicable.
6. No jewelry is permitted.
7. **No artificial nails, or nail polish, are to be worn in the lab.**
8. Lab should be left clean and orderly.
9. Lab is locked when not in use. It is **HIGHLY** suggested that the doors be kept locked even during student practice. This is to prevent personal items from being stolen.
 - a) Both lab doors can be locked and unlocked with a lab key.
 - b) The door to the “unsterile” area of the lab can be locked or unlocked by moving the lever in the throat plate of the door.
10. A student wanting to use the lab for practice needs to “reserve” desired time. It must be realized that space is limited and the lab cannot accommodate every student at one time. The students in the ST class need to work together and work as a team to give everyone an opportunity to practice in the lab.
11. A student will need to practice with a fellow student. This permits for constructive feedback in performing the skill correctly. Each student is responsible for selecting his/her own practice partner. This provides an opportunity for the student to receive constructive feedback when performing desired skills.
12. Registered ST students are permitted to gain access to the ST Lab whenever there are no other ST classes being held, and the HPS office is open. The HPS office hours are posted on the HPS door.
 - a) Students can get the lab key from the HPS receptionist. Students must leave their driver’s license with the receptionist. The license can be retrieved upon return of the ST Lab key.
 - b) No lab practice is permitted 30 minutes (1/2 hour) before scheduled lab time on Return Demonstration days.
13. Student must log in any practice time.
14. Student assumes all liability in using the ST Lab facility unsupervised by a faculty person.
15. The phone can only be used for in-house calls. Outside calls are not allowed.
16. Students are not permitted to use Instructor computer but can use student computer.
17. Lab Rules and Privileges are subject to change and/or revision as the situation warrants, to ensure the safety of the student(s), staff, and faculty.

Student Responsibilities

***To comply with all rules, regulations, policies, and procedures for the college and the clinical/directed practice sites.**

Cincinnati State email is the official communication vehicle for the college. All pertinent information is communicated through email. It is the responsibility of the students to check email frequently for communication purposes.

Patient Confidentiality/HIPAA

Patient confidentiality is an important aspect of surgical patient care and is incorporated in the coursework of the Surgical Technology Program. All students will be given training in HIPAA, Health Information Portability, and Accountability Act of 2003.

Physical Examination

Students are required to have a complete physical examination prior to the end of Fall Semester, 1st year. Immunizations and other diagnostic studies may be required. An HBV immunization, a 2 Step Tuberculin test, and verification of chicken pox are required. A Flu vaccine is also required. All costs are the responsibility of the student. Physical Exam forms will be distributed during the ST orientation or Fall Semester. Covid vaccination may be required.

For additional information, refer to the *HPS Student Handbook*.

Flu Vaccine Exemption Request

Students seeking to enter a Health & Public Safety program with a clinical component must apply for an exemption prior to the start of their program of study.

Covid vaccine if required by facility: Students provided with an exemption may be required to wear additional personal protective equipment (for example, an N95 or KN 95 mask) during clinical experiences per the requirements of the clinical facilities. If required, this is not optional and must be followed as outlined by the clinical placement. A clinical placement might also require students to have regular testing to ensure a student is negative for COVID. This testing

would not be optional. Students should be aware that at any time a clinical site may determine that unvaccinated students cannot attend clinicals at their facility. In addition, clinical placements could be limited to students who request a vaccine exemption. The college and program cannot guarantee that a student's exemption will be approved if clinical sites change their internal policies regarding exemptions. Students seeking a vaccine exemption take on these aforementioned risks as well as the risks of being unvaccinated in a clinical setting.

Probation and Dismissal

Refer to: “Dismissal for Unsuccessful Academic Performance” in the *HPS Student Handbook* and “Academic Probation, Suspension, and Dismissal” in the *Cincinnati State Catalog*. This includes Social Media Violations. Any violation of the Surgical Technology and HPS Divisional Handbooks rules, regulations, policies, and procedures for the college and the clinical/directed practice sites will be subject to Student Dismissal from the program.

Safety and Health

Health care workers need to be physically and mentally healthy.

For additional information, refer to the *Surgical Technology Information Sheet* and “Safety” in the *HPS Student Handbook*.

Sexual Harassment

Refer to: “Sexual Harassment Policy” in the *Cincinnati State Catalog*.

Smoking

No smoking is allowed in any classroom, lab, or clinical site.

Refer to: “Tobacco Free Clinical Sites” in the *HPS Student Handbook* and “Smoking Policy” in the *Cincinnati State Catalog*

Student Grievance Procedure

The Chain of Command should be followed.

Refer to: “Program Continuation after Course Failure,” “Recourse for Students Who Wish to Appeal Actions of the Health and Public Safety Division,” and “Program Re-entry Protocol Following Dismissal for Academic and/or Clinical Failures” in the *HPS Student Handbook* and “Academic Appeals Procedure” in the *Cincinnati State Catalog*.

Student Employment

The Surgical Technology Program is a full-time curriculum. It is not recommended that students have full-time employment. Classroom, lab, lab practice, and clinical site times ARE NOT subject to adjustment due to student employment schedules. Students are not designated as an employee when enrolled in clinical coursework. Students receive no monetary compensation for clinical coursework.

Visitors and Children

Visitors and children are not permitted in any lecture without the permission of the instructor. NO visitors or children are allowed in any lab or clinical. Refer to: “Children in Classes” in the *HPS Student Handbook*.

Withdrawal and Refund Process

Refer to: “No Show Policies” in the *HPS Student Handbook* and “Financial Aid Attendance/Withdrawal Policies” and “Refund of Tuition Charges” in the *Cincinnati State Catalog*.

Computer Labs and Internet

The Surgical Technology Curriculum encourages the use of computer technology. There is a wealth of medical and surgical information via the internet. There are open computer labs and a number of computers available in common spaces for student use in the ATLC Building. The Johnnie Mae Berry Library also offers use of computers for student use, and laptop computers may be checked out.

Refer to: “Policy for Responsible Use of Information Technology and Resources at Cincinnati State Technical and Community College” and “Information Technology Services (ITS) Policy on Responsible Use of Computing Resources” in the *Cincinnati State Catalog*. The computer in the ST lab is for program instructors’ use **ONLY**. (See instructor for use.)

College Activities

There are many activities on campus for students. There is a Student Government Organization, various women’s and men’s competitive sports, cheerleading, and many student organizations. The College offers dining and vending services, a gymnasium, a

pool, and a fitness center, along with several lounges and/or common spaces for student, faculty, and employee use.

Surgical Technology Club (Scrub Club)

The Scrub Club was formed to introduce the college community to the Cincinnati State Surgical Technology Program and to inform students and the community of the different options in the healthcare field and the different career directions a Certified Surgical Technologist can take. The Scrub Club will develop relationships with other healthcare organizations, on and off campus, to help the surgical technology students in preparing for the many changes within the profession they have chosen.

The Scrub Club is a Senate-Chartered Club of the Cincinnati State Senate. Scrub Club is bound by the requirements and principles of its charter and the Student Senate Constitution.

Services and Learning Aids

Counseling Center

The Counseling Center has a professional staff that offers free and confidential services to all Cincinnati State students. The following services are offered: General Counseling, Career Counseling, Academic Advising, Admission Advising/Support, Education Transfer Counseling, Ombudsman Services, Referral Assistance, Student Advocacy, and Workshops. Various free literature is offered for note-taking, test-taking, effective study skills, eliminating test anxiety, math skills, etc.

Refer to “Services for Students” in the *Cincinnati State Catalog*.

Health Excel Services

Health Excel Services is a “free” student support service available to *all* students enrolled in Health Division programs. The purpose of this service is to help students to achieve *their* goals! Caring advisors work with students to help them identify the issues (personal, academic, financial, etc.) which are getting in the way of their success, and develop a plan to overcome these obstacles and complete their coursework. Students are encouraged to make an appointment with a Health Excel Advisor as soon as difficulties arise.... **Don’t Wait Until It’s Too Late!!** Services include *Free tutoring, Stress Management Techniques, Personal Advising, Conflict Mediation, Time Management Skills, and Test Anxiety Remedies*. Call 569-1670 to schedule an appointment with a Health Excel Advisor or stop by the main office (312 HPB).

Tutors

Student and faculty tutors are available through the Health and Public Safety Division and Cincinnati State Tutoring Center. See the Clerical Assistant in the Health and Public Safety Division Office or the individual instructor for more information and referral.

Refer to: “Services for Students” in the *Cincinnati State Catalog*.

Help with Resume

The Surgical Technology Program of Cincinnati State Technical and Community College does not place graduate students for employment. However, assistance is given with writing resumes and practicing appropriate interviewing skills. The Counseling Center at Cincinnati State offers free literature to guide the student in writing and presenting resumes. Currently, there is a shortage of qualified Surgical Technologists nationwide. Our students have been very successful in meeting their employment goals.

FAQs

Frequently Asked Questions

- 1. What do I need to be placed on the ST Program list?**

Be sure to complete all the prerequisites (*no developmental courses, chemistry and biology within the last 7 years*), *FYE XXX, BIO 151, MAT 105, ST 100*) with a minimum grade of “C” and a GPA 2.75 or higher.

Attend a Surgical Technology Information Session. *See brochures and HPS clerical staff for dates and time.* Meet with the ST advisor at least once a semester.

2. How will I be placed on the ST class list?

The program uses a selective admission process. Selection is based upon a point system.

Completion and submission of the Surgical Technology **Progression Application Packet** by the required deadline to the ST program chair.

You will be notified via MyCState email of your admission status by the preset date. (*Attend ST Information Session for specifics*).

3. What are prerequisites?

They are courses that must be taken before a student is eligible to enter ST clinical courses. Developmental prerequisites help to enhance basic reading, writing, math, biology, and chemistry knowledge and skills. These courses make up for poor grades or for courses you may not have taken while attending high school. Program prerequisites introduce you to the profession and potential coursework required to be successful.

4. What are technical ST courses?

Technical courses teach you the professional skill and training required to perform your role as a Surgical Technologist. All surgery courses start with the acronym “ST”. You must have the permission of the ST Program Chair in order to take these courses.

5. What are non-technical ST courses?

Non-technical courses support your professional training and skill development.

6. What is the difference between co-op and clinical?

The Surgical Technologist program has classroom, laboratory, and clinical hours. Classroom hours are for learning theory and principles. Laboratory hours are for the application of knowledge and skills in a controlled setting. Clinical hours are

spent in a real (hospital) facility under direct supervision while working with patients. All classroom, laboratory, and clinical hours are a mandatory part of your training. Co-op is paid experience in a relative field of study. The Surgical Technology program does not have co-op hours.

7. What scholarships or financial aid are available for Surgical Technology students?

Federal funding based on need, forgivable loans, and scholarships are available once you have started your technical ST classes.

8. Can I attend college part-time or evenings?

Yes, you can take any general educational or non-technical classes part-time or evenings. However, once you start ST technical courses, you must be committed to courses taken during the day for the next 2 years.

9. Will I get a job upon graduation?

The program does not place graduates. However, the rate for program graduates is very high.

10. Will credits from another college transfer?

Yes, as long as the college is regionally accredited, and credits are applicable to the ST program with a “C” or better. All math and science courses must be retaken if more than 5 years old.

11. What is the pay scale for a Surgical Technologist?

The starting pay in this area is \$22.74-\$23.12 per hour *or* \$47,300-\$48,309 annually.

12. When are the clinical courses offered?

All clinical courses are offered in the daytime. There are no evenings, nights, or Weekends clinical courses. The exact specifics are in each clinical course syllabus.

Cincinnati State
Technical and Community College
Surgical Technology Program

Release of Information

In accordance with the Citizen's Right to Privacy Act, a signed consent is necessary in order to release any information in the form of a recommendation for future employment. This applies to both practicing Surgical Technologists who are changing jobs and to students who are seeking jobs after completing the program. Please read the following:

I, _____, give my consent to allow any individual who functioned as a Surgical Technologist faculty member at Cincinnati State Technical and Community College to release, either in writing or verbally any information regarding my performance as a student (both in an academic setting and while on clinical placement) while a student at Cincinnati State Technical and Community College. I understand that no information may be released without my signed consent. This consent form is valid from the date below until withdrawal of this consent is received in writing from the person whose signature is indicated below.

Signature

Date

Cincinnati State

Technical and Community College

Surgical Technology Program

I, _____, have received and read a copy of the Surgical Technology Student Handbook.

I, _____, **understand** the informational content and program policies and procedures written in the Surgical Technology Student Handbook.

Signature

Date



I, _____, have received and read a copy of the Surgical Technology Student Handbook.

I, _____, **need verbal and/or written clarification** of some/all informational content and program policies and procedures written in the Surgical Technology Student Handbook. I will seek clarification *within the next 2 weeks*.

Signature

Date



I, _____, **have received clarification and understand** the informational content and program policies and procedures written in the Surgical Technology Student Handbook.

Signature

Date

