



HEALTH TECHNOLOGIES

Dental Hygiene

Health Information Technology

Medical Transcription Certificate

Massage Therapy

Massage Therapy Certificate

Medical Assisting

Medical Laboratory Technology

Nursing (ADN)

LPN to RN

Occupational Therapy Assistant Technology

Physical Therapist Assistant Technology

Respiratory Care Technology



Health Technologies

Health technologies are those areas in which all health personnel are working toward the common goal of providing the best possible service in patient care and health promotion. There is a large cluster of health care-related professions and personnel whose functions include assisting, facilitating or complementing the work of the physicians and other specialists in the health care system.

Individuals in many health care fields work without direct supervision, while others can only work in a supervised setting. As machines and techniques change, the individual must be able to accept new innovations to ensure continued demand for their services.

Health care personnel are highly regulated. After showing their proficiency in the classroom as practitioners of their art, they take certifying exams and are licensed by state or federal agencies, and their titles are protected by certification. To receive accreditation or certification in a technology, the faculty, college and curriculum must be reviewed and must meet the standards of professional health accreditation bodies. All of the degree granting technologies in the health technologies division have received multiple-year accreditation or certification.

Health technologies students at Stark State College spend time in the classroom and laboratory, learning the techniques and skills of their profession. Having learned these skills, students work and learn in a clinical setting to gain practical experience in their field under the supervision of a clinical instructor. Upon completion of their studies, students may sit for certifying exams to receive their titles.

Acceptance to Stark State College does not ensure acceptance into a particular health program. Students must apply to their program of choice. See next page.



Application Requirements for Health Technologies

Applications for the Health Technologies are available in the **Office of Admissions/Student Services**. Applications that have been filled out are to be returned to the **Registration Office**. The following steps should be completed by anyone wishing to apply to a health program.

1. Submit a Stark State College of Technology application and an official high school transcript to the **Registration Office**.
2. Take the SSCT pre-admission placement tests.
3. Submit official college transcripts from any other institutions to the **Registration Office**. (It is the student's responsibility to review the evaluated transcript for accuracy before submitting the health application.)
4. Meet with an advisor to discuss all course and GPA requirements.
5. Complete all program-specific tour, volunteer or testing requirements. Submit the appropriate form to the **Registration Office**.

Information on program-specific requirements and deadlines can be obtained by contacting the **Office of Admissions/Student Services** for a health application packet.

Applicants for the nursing LPN to RN option and the physical therapist assistant technology program are accepted on a selective basis. Any applicant who is not accepted on a given year must reapply the next year to be considered. Applications to these programs are available on July 1 at the **Office of Admissions/Student Services**. The applicant should submit the application to the **Registration Office** as soon as possible after that date. However, the application will not be considered complete until all requirements are complete.

Applicants are accepted to the other health technologies on a rolling admissions (first come, first placed) basis. Once a class is full for a particular year, valid applications are accepted for the next year. These applications are available in the **Office of Admissions/Student Services**, but should not be submitted to the **Registration Office** until all requirements are met. Please see the application packet for details about requirements.

Admission to a health technology involves expenses beyond tuition and books. Students are responsible for expenses incurred for program and health requirements. These expenses may range from approximately \$100 to \$900. The **Office of Admissions/Student Services** can provide more specific information. Expenses for dental hygiene exceed this range due to the clinical component of the program.

Practice in various health professions requires specific physical skills and abilities. Questions about the competencies required of health technology applicants should be discussed with an admissions counselor.

According to various sections of the *Ohio Law and Regulations for Certification and Licensure Boards*, persons convicted of a felony or misdemeanor related to alcohol/drugs may not be able to take the licensure or certification examinations; may be refused acceptance of placement by the clinical/practicum sites; or may have restrictions placed on their ability to practice. For more information, contact the dean of student services and the applicable licensure/certification board.

Stark State College is committed to the principle of equal opportunity and does not discriminate on the basis of race, religion, national origin, gender, sexual orientation, age or disability. The College's equal opportunity guidelines apply to admission to all health technology programs. The College strives to assure a diverse representation of students within the health technology programs. Members of minority groups are encouraged to apply.

Specific information about application requirements for health technologies can be obtained from the **Office of Admissions/Student Services** at 330-966-5450 or 1-800-797-8275.

Dental Hygiene Program

Dental hygienists are important members of the dental health care team who are licensed to work with dentists in the delivery of dental care. Hygienists combine knowledge and clinical skills to plan and provide dental hygiene care for patients. They use interpersonal skills to motivate and instruct individual patients and community groups on methods to prevent oral disease and to maintain oral health.

While each state has its own specific regulations governing the dental hygienist's responsibilities, typical services provided in Ohio include: scaling and polishing teeth, taking and developing dental radiographs (x-rays), patient screening procedures, applying preventive materials such as sealants and fluorides, making impressions of patients' teeth for study models, counseling patients regarding nutrition, teaching appropriate oral hygiene techniques, and performing documentation and office management activities.

The profession welcomes men and women of all ages and offers career opportunities with excellent income and scheduling flexibility. While most dental hygienists work in general or specialty dental offices and clinics, alternative opportunities include public health departments, nursing homes, school systems, private industry, academic institutions and dental sales manufacturers.

Stark State's program consists of one semester of eligibility (pre-application) courses and four semesters plus one summer session of academic coursework and hands-on learning experiences in the classroom, laboratory, clinic and community. An important feature of the program is the on-campus Dental Hygiene Clinic which is open to the public. The hundreds of hours of supervised patient care experiences provide excellent skill and professional development training.

Enrollment in the program is limited. Admission is offered to eligible applicants on a space-available basis. The dental hygiene program requires a separate application; admission to Stark State does not automatically mean acceptance into the dental hygiene program. Applicants must meet specific eligibility criteria, as described in program informational materials. Currently, prospective students must meet the following eligibility requirements:

- Be a high school graduate or have a GED certificate.
- Complete SSCT's Compass Assessment Test and take the courses recommended as a result of the test.

- Complete four eligibility (pre-application) courses – ENG124, PSY121, CHM121, BIO121 and their prerequisites according to the eligibility rules regarding minimum grade, age of course, and number of repeats/drops.
- Achieve a GPA of at least a 2.75 for the four eligibility courses.
- Maintain an overall college GPA of at least 2.00.
- Score at the 50th percentile or above on the PAX test.
- Complete the dental office experience requirement.
- Complete specified supplemental requirements.

Specific physical requirements are necessary to perform dental hygiene functions. Details are provided in program information materials or may be obtained from the dean of student services.

The goal of Stark State's program is to prepare students to demonstrate knowledge and competencies essential for the delivery of dental hygiene services and to enable them to assume the responsibilities for providing patient care. Graduates will understand the role of the dental hygienist and of other dental health team members; will be prepared to adapt to changing demands of the oral health care profession; and will seek opportunities for continuous professional development.

Graduates are eligible to take the Dental Hygiene National Board and Northeast Regional Board examinations, both of which are required for licensure in Ohio. Other states may have different licensing requirements. Licensure is mandatory for employment as a dental hygienist.

Dental hygiene applicants/students should inform the program director of any misdemeanor related to alcohol or drugs, or felony convictions so that they may be informed of the steps the Ohio State Dental Board will take before considering their application for licensure (section 473.28 of the *Ohio Revised Code*).

The dental hygiene program is accredited by the Commission on Dental Accreditation. The Commission is a specialized accrediting body recognized by the United States Department of Education. The Commission on Dental Accreditation can be contacted by phone at 312-440-4653 or by mail at 211 East Chicago Avenue, Chicago, IL 60611.

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Dental Hygiene Program

SUGGESTED COURSE SEQUENCE

			Credit Hours
Summer I			
	Eligibility Courses		
CHM	121	General Chemistry	4
BIO	121	Anatomy and Physiology I	4
ENG	124	College Composition†	3
PSY	121	General Psychology	3
			14
Semester I			
DHY	121	Head, Neck and Oral Anatomy	2
DHY	122	Oral Histology and Embryology	1
DHY	123	Dental Radiography	3
DHY	131	Fundamentals of Dental Hygiene Practice	4
BIO	122	Anatomy and Physiology II	4
			14
Semester II			
DHY	124	Periodontology I	1
DHY	125	Dental Materials	3
DHY	126	Pathology	2
DHY	132	Dental Hygiene Theory I	2
DHY	133	Clinical Dental Hygiene I	2
BIO	221	Microbiology**	4
			14
Summer II			
DHY	134	Clinical Dental Hygiene IA	1
			1
Semester III			
DHY	221	Nutrition in Dentistry	1
DHY	222	Dental Pharmacology	2
DHY	223	Community Oral Health	2
DHY	231	Dental Hygiene Theory II	2
DHY	232	Clinical Dental Hygiene II	4
SOC	121	Sociology	3
			14
Semester IV			
DHY	224	Periodontology II	1
DHY	233	Dental Hygiene Theory III	2
DHY	234	Clinical Dental Hygiene III	5
SPH	121	Effective Speaking	3
PSY/PHL		Psychology/Philosophy Elective*	3
			14

71 SEMESTER CREDITS

* May select from PSY122, PSY123, PSY124, or PHL122 or may select other PSY/PHL/SOC/SWK course with permission of the dental hygiene program director.

** May not be taken earlier than three years prior to enrollment in DHY121

† Based on SSCT placement score.



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Health Information Technology

Health information technology is one of the fastest growing occupations in the country today. According to the *2000-2001 Occupational Outlook Handbook*, a career as a health information specialist or technician is one of the top 20 jobs of the future.

Technological advances and increasing demands for health information have brought about the rapid increases in employment opportunities. Data from the medical record is used to promote continuity of patient care, aid in research and determine reimbursement from insurance companies and governmental agencies. The record also serves as the permanent legal documentation of a patient's course of treatment and care.

Health information technicians are the experts who secure, analyze, integrate and manage information. By providing quality information, the health information technician contributes to quality patient care.

Graduates of health information technology associate degree programs are known as health information technicians or registered health information technicians. Common job titles held by health information technicians in today's job market include: coder, medical record technician, registered health information technician, supervisor, reimbursement specialist and others. It is anticipated that job titles will change as health care enterprises expand their reliance on information systems and technology.

Registered health information technicians generally perform technical duties vital to the professional operation of a health care facility's medical record department. These may include analysis of the medical record; collection and preparation of statistical data, coding and abstracting of diseases and operations, and quality improvement activities. One of the most important job functions is to maintain the confidentiality of patient information and ensure the integrity of the record.

Registered health information technicians primarily are employed in hospitals, long-term care and outpatient facilities. In a small facility, the accredited health information technician may have full responsibility for the operation of the medical record department; while in a large institution, they may specialize in a particular function such as coding. There has been an

increase in jobs in places such as insurance and billing companies, physician group practices, health maintenance organizations and mental health and rehabilitation facilities. Other places of employment, depending on education, skills and interest, include accounting firms, software vendors, research facilities and information system departments.

The health information technology program at Stark State College is a four-semester course of study leading to an associate of applied science (A.A.S.) degree. A new group of students begins each year in the fall semester. The maximum number of students accepted is 20.

Graduates of the health information technology program will be eligible to take the national accreditation examination administered by the American Health Information Management Association. Individuals who pass the examination are entitled to use the designation of registered health information technician (RHIT).

To be eligible for admission to the program, students must have completed all of the following requirements:

- Be a high school graduate or have a GED certificate.
- Submit a Stark State College admission application and complete all admission requirements of Stark State College including submission of high school and/or college transcripts.
- Submit a health technologies application.
- Complete Introduction to Anatomy and Physiology or high school biology (within the last five years) with a grade of "C" or better; proficiency score on admissions math test of "B" or better in Math Fundamentals; tour of a medical records department and completion of the tour form.
- Have a cumulative grade point average of 2.0 or better on a 4.0 scale for high school work (within the last five years) or 12 or more college credits.

Fulfilling the above criteria does not guarantee admission to the health information technology program.

The health information technology program is accredited by the Commission on the Accreditation of Allied Health Education Programs (CAAHEP) in cooperation with the American Health Information Management Association's Council on Accreditation.

In an effort to meet the needs of students, courses required in each of the programs are scheduled in sequence to accommodate those attending on a full-time or part-time basis. All students should consult their academic advisors to plan their schedules and course sequence appropriately.

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Health Information Technology

SUGGESTED COURSE SEQUENCE

			Credit Hours
Semester I			
HIT	121	Introduction to Health Information Technology	4
BIO	125	Medical Terminology	3
HIT	123	Medicolegal Aspects	2
BIO	123	Principles of Human Structure and Function	5
CAP	120	Business Computer Applications	4
			18
Semester II			
BIO	124	Pathophysiology	3
HIT	122	Ancillary Health Records and Registries	3
BIO	222	Pharmacology	3
HIT	124	Introduction to Coding	4
ENG	124	College Composition†	3
			16
Semester III			
HIT	221	Advanced Coding	3
HIT	222	Statistics/Data Retrieval	3
HIT	224	Health Care Quality Improvement	2
HIT	226	HIT Professional Practice I/Seminar I	4
ENG	122	Communication Theory	3
		Social Science Elective*	3
			18
Semester IV			
ENG	222	Medical Technology Report Writing**	3
HIT	223	HIT Management**	3
HIT	228	Coding for Reimbursement	4
HIT	229	Information Systems in Health Care	3
HIT	227	HIT Professional Practice II/Seminar II	4
			17

69 SEMESTER CREDITS

* May select from Psychology or Sociology offerings.

** ENG 222 must be taken concurrently with HIT 223.

† Based on SSCT placement score.

Stark State College also offers a one-year certificate program in medical transcription which could later lead to an associate of applied science degree in health information technology. See the medical transcription program page for more details.



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Massage Therapy Program

Massage therapy is a study of the interrelationship of body, mind and spirit. Massage therapists work with the soft tissues of the body. They are very effective at relieving pain syndromes involving the soft tissues.

Massage therapists work in a wide range of settings. Some work directly with physicians, chiropractors, physical therapists, counselors or other professionals. Others have their own businesses and work out of their own home, the homes of others, or their own office.

The State of Ohio Medical Board licenses massage therapists in Ohio. Ohio's licensed massage therapists are the only massage therapists in the United States who can, by license, refer to themselves as limited medical practitioners. They earn this honor by completing a rigorous curriculum designed to provide them with the basic tools needed to enter into the profession of massage therapy. The massage therapy programs presented at Stark State are approved by the State Medical Board of Ohio.

Massage therapists need to be capable of standing for an hour or more at a time, developing upper body strength to meet the physical demands of the profession, and be knowledgeable regarding the location and condition of human bones and muscles.

Following the chosen course of study most students elect to take the State Medical Board licensing examination and after licensure may establish a massage therapy practice in Ohio.

Stark State College offers two approaches to training as a massage therapist. The massage therapy certificate program enables students to complete the coursework necessary to sit for the licensing examination after completing 42 credit hours in four semesters.

The other option is the associate of technical studies degree with a massage therapy major. The degree program includes additional coursework for the business and management aspects of a massage therapy practice. The associate degree program would require students to complete 70 credit hours in five semesters.

Massage Therapy Certificate Program

SUGGESTED COURSE SEQUENCE

Program Beginning in Fall

			Credit Hours
Fall – Semester I			
MAS	121	Massage Therapy I	6
BIO	125	Medical Terminology	3
BIO	121	Anatomy and Physiology I	4
			<u>13</u>
Spring – Semester II			
MAS	122	Massage Therapy II	2
MAS	224	Massage Therapy III	4
BIO	122	Anatomy and Physiology II	4
ENG	124	College Composition†	3
			<u>13</u>
Summer – Semester III			
MAS	225	Massage Therapy IV	2
CAP	120	Business Computer Applications	4
			<u>6</u>
Fall – Semester IV			
MAS	226	Massage Therapy V	4
MAS	223	Massage Therapy Review Elective*	2
			<u>4</u>
			10

Program Beginning in Spring

			Credit Hours
Spring – Semester I			
MAS	121	Massage Therapy I	6
BIO	125	Medical Terminology	3
BIO	121	Anatomy and Physiology I	4
			<u>13</u>
Summer – Semester II			
MAS	122	Massage Therapy II	2
CAP	120	Business Computer Applications	4
			<u>6</u>
Fall – Semester III			
MAS	224	Massage Therapy III	4
MAS	225	Massage Therapy IV	2
BIO	122	Anatomy and Physiology II	4
ENG	124	College Composition†	3
			<u>13</u>
Spring – Semester IV			
MAS	226	Massage Therapy V	4
MAS	223	Massage Therapy Review Elective*	2
			<u>4</u>
			10

42 TOTAL CREDIT HOURS

* May select from BUS121 or BUS123.

† Based on SSCT placement score.

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Massage Therapy Program

Associate of Technical Studies Massage Therapy Major

SUGGESTED COURSE SEQUENCE

Program Beginning in Fall

Fall – Semester I			Credit Hours
MAS	121	Massage Therapy I	6
BIO	125	Medical Terminology	3
BIO	121	Anatomy and Physiology I	4
BUS	121	Business Administration	4
			<u>17</u>

Spring – Semester II			Credit Hours
MAS	122	Massage Therapy II	2
MAS	224	Massage Therapy III	4
BIO	122	Anatomy and Physiology II	4
ENG	124	College Composition†	3
MGT	121	Principles of Management	3
ENG	123	Business Communication	3
			<u>19</u>

Summer – Semester III			Credit Hours
MAS	225	Massage Therapy IV	2
BUS	123	Business Math	4
			<u>6</u>

Fall – Semester IV			Credit Hours
MAS	226	Massage Therapy V	4
MAS	223	Massage Therapy Review	2
ACC	121	Principles of Accounting I	4
MGT	221	First Line Supervision	3
MKT	121	Principles of Marketing	3
			<u>16</u>

Spring – Semester V			Credit Hours
MGT	225	Contemporary Management Issues	2
PSY	121	General Psychology	3
SOC	121	Sociology	3
CAP	120	Business Computer Applications	4
			<u>12</u>

Program Beginning in Spring

Spring – Semester I			Credit Hours
MAS	121	Massage Therapy I	6
BIO	125	Medical Terminology	3
BIO	121	Anatomy and Physiology I	4
BUS	121	Business Administration	4
ENG	124	College Composition†	3
			<u>20</u>

Summer – Semester II			Credit Hours
MAS	122	Massage Therapy II	2
BUS	123	Business Math	4
			<u>6</u>

Fall – Semester III			Credit Hours
MAS	224	Massage Therapy III	4
MAS	225	Massage Therapy IV	2
BIO	122	Anatomy and Physiology II	4
ACC	121	Principles of Accounting I	4
MGT	121	Principles of Management	3
ENG	123	Business Communication	3
			<u>20</u>

Spring – Semester IV			Credit Hours
MAS	226	Massage Therapy V	4
MAS	223	Massage Therapy Review	2
CAP	120	Business Computer Applications	4
MGT	225	Contemporary Management Issues	2
MKT	121	Principles of Marketing	3
MGT	221	First Line Supervision	3
			<u>18</u>

Summer – Semester V			Credit Hours
PSY	121	General Psychology	3
SOC	121	Sociology	3
			<u>6</u>

70 TOTAL CREDIT HOURS

* May select from BUS121 or BUS123.

† Based on SSCT placement scores.



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Medical Assisting Program

Employment of medical assistants is expected to grow much faster than the average for all occupations through the year 2005 as the health service industry expands, according to the *2000-2001 Occupational Outlook Handbook* published by the U.S. Department of Labor.

The medical assisting program offers a traditional four-semester "day track" program. A "night track" program is offered as an alternative program for students who work during the day. Night track applicants should complete the specified general studies courses prior to program admission and are strongly encouraged to contact the program director for scheduling advice. (See page 115 for night course sequence.)

WHAT IS MEDICAL ASSISTING?

Medical assistants are medical office experts. They do not administer skilled, bedside nursing care. These skills are performed by the registered and practical nurse in a hospital or skilled nursing facility.

The medical assistant is a multi-competent technician who works in doctors' offices, outpatient and ambulatory care clinics, and other health-related businesses. The medical assistant frequently functions as the physician's right hand, assisting with the instruction and treatment of patients and performing the administrative tasks needed to keep an office running smoothly. The medical assistant is skilled in human relations techniques and is required to deal effectively with patients and other allied health personnel in the health care delivery system.

Clinical skills include assisting with the physical exam, measuring vital signs, height, weight, visual acuity and hearing levels. The medical assistant gives injections, applies bandages and dressings, and instructs patients in

diet and at-home treatments. Medical assistants perform laboratory screening tests and EKGs, and assist with x-rays. Medical assistants clean and sterilize instruments and assist with minor office surgery and therapeutic treatments ordered by the physician.

Medical assistants must have administrative skills to keep an office running smoothly. Among these skills are: typing, word processing, insurance coding, transcribing from dictation, computer office systems, accounting, office procedures and communication/telephone skills.

Immediately upon graduation, a medical assisting graduate is eligible to take the national certification exam given by the AAMA (American Association of Medical Assistants) to become a certified medical assistant (CMA).

Second-year students are offered electives in advanced phlebotomy and ophthalmology to assist them in becoming eligible to sit for two additional national certification exams: certified phlebotomist (CLPIb) and certified ophthalmic assistant (COA).

The medical assisting program is accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP), on recommendation of the Curriculum Review Board of the American Association of Medical Assistants' Endowment (AAMAE).

Medical assisting ophthalmology technical electives are accredited by The Committee on Accreditation for Ophthalmic Medical Personnel (CoA-OMP) a sponsor committee on Accreditation of the CAAHEP system.

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Medical Assisting Program

Day Track

SUGGESTED COURSE SEQUENCE

			Credit Hours
Semester I			
BIO	123	Principles of Human Structure and Function	5
CAP	120	Business Computer Applications	4
BIO	125	Medical Terminology	3
OAD	121	Keyboarding/Formatting/Test*	3
MTH	101	Introduction to Algebra/Test*	4
MAT	121	Medical Assisting I	4
			23
Semester II			
PSY	121	General Psychology	3
MAT	124	Medical Transcription for Medical Assistants	3
BIO	124	Pathophysiology	3
MAT	122	Medical Assisting II	4
ENG	124	College Composition†	3
			16
Semester III			
PSY	123	Human Growth and Development	3
MAT	221	Medical Laboratory Procedures for Medical Assistants	3
MAT	222	Insurance for Medical Assistants	4
MAT	223	Office Procedures	4
MAT	124	Pharmacology/Medication	4
			18
Semester IV			
MAT	225	Emergency Medical Procedures for Medical Assisting	2
MAT	123	Medical Assisting III/Seminar	3
MAT	226	Office Management and Law	3
MAT	227	Externship Medical Assisting	2
			3
			13

70 TOTAL CREDIT HOURS

* It is strongly suggested that students attempt to test out of both Introduction to Algebra and Keyboarding/Formatting (see administrative information technology proficiency exam schedule).

Ophthalmology I, II may be taken semester three and four and Advanced Phlebotomy may be taken semester four to fulfill the social sciences/technical elective requirement.

† Based on SSCT placement score.



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Medical Assisting Program

Night Track – (4 Semesters)

SUGGESTED COURSE SEQUENCE

			Credit Hours
Semester I			
BIO	123	Principles of Human Structure and Function	5
CAP	120	Business Computer Applications	4
BIO	125	Medical Terminology	3
OAD	121	Keyboarding/Formatting/Test*	3
MTH	101	Introduction to Algebra/Test*	4
MAT	121	Medical Assisting I	4
			15-23
Semester II			
MAT	121	Medical Transcription for Medical Assistants	3
BIO	124	Pathophysiology	3
MAT	122	Medical Assisting II	4
ENG	124	College Composition†	3
		Social Science Elective or Technical Elective***	3
			16
Semester III			
PSY	123	Human Growth and Development**	3
MAT	221	Medical Laboratory Procedures for Medical Assistants	3
MAT	222	Insurance for Medical Assistants	4
MAT	223	Office Procedures	4
PSY	121	General Psychology**	3
			17
Semester IV			
MAT	225	Emergency Medical Procedures for Medical Assisting	2
MAT	123	Medical Assisting III/Seminar	3
MAT	226	Office Management and Law	3
MAT	224	Pharmacology/Medications	4
MAT	227	Externship Medical Assisting	2
			14

70 TOTAL CREDIT HOURS

* To complete the technical component within four semesters, it is strongly suggested that an attempt be made to test out of Introduction to Algebra and Keyboarding/Formatting. (See administrative information technology proficiency exam schedule).

** General Psychology, Human Growth and Development and College Composition should also be taken *before* admission to the medical assisting night track, or during the summer between semesters two and three. This will reduce the semester course load and enable the student to complete the medical assisting program in two years.

*** Three-credit hour elective may be taken prior to admission, during the summer between semesters two and three. Ophthalmology I and II may be taken on Saturday, semester three and four to fulfill the social sciences/technical elective requirement. Advanced Phlebotomy may be taken on Saturday, semester four.

† Based on SSCT placement score.



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Medical Laboratory Technology

Laboratory tests play an important part in the detection, diagnosis and treatment of many diseases. Medical laboratory technicians perform a wide variety of tests and laboratory procedures that require a high level of skill.

The medical laboratory technician analyzes the blood, tissues and fluids in the human body by using precision instruments such as microscopes and automated analyzers. Technicians assist in performing complicated chemical, microscopic and bacteriological tests including: blood cholesterol level; microscopic examination of the blood to detect the presence of diseases; and cultures of body fluid or tissue samples to determine the presence of bacteria, parasites or other microorganisms. Technicians may also type and crossmatch blood samples. Collection of blood samples by venipuncture and skin puncture is a required skill of medical technicians.

Technicians employed in small laboratories often perform a variety of tests, while those in large laboratories may specialize in areas such as microbiology, parasitology, clinical chemistry, blood banking and hematology. Medical laboratory technicians are valued members of the health team. Graduates of the program are eligible to take the national certification exams given by the ASCP and NCA.

Applicants should review the program essential functions to determine if they meet these requirements, available from the program director.

The medical laboratory technology program is accredited by the National Accrediting Agency for Clinical Laboratory Sciences (NAACLS), which is sponsored by the American Society of Clinical Pathologists and the American Society (ASCLS) of Clinical Laboratory Scientists. NAACLS can be reached at 8410 West Bryn Mawr Avenue, Suite 670, Chicago, IL 60631-3415 • 773-714-8880 • www.naacls.org.

SUGGESTED COURSE SEQUENCE

			Credit Hours
Semester I			
MTL	121	Fundamentals of Lab Technology	3
MTL	122	Urinalysis	2
CHM	121	General Chemistry	4
BIO	123	Principles of Human Structure and Function	5
MLT	123	Hematology I	3
			17
Semester II			
MTH	123	Intermediate Algebra	3
MLT	124	Hematology II	4
MLT	125	Immunoematology	5
CHM	122	Organic and Biological Chemistry	4
ENG	124	College Composition†	3
			19
Summer			
CAP	120	Business Computer Applications	4
BIO	221	Principles of Microbiology	4
			8
Semester III			
MTL	221	Clinical Immunotology/Serology	3
MTL	222	Clinical Chemistry	5
MTL	223	Clinical Microbiology	7
			3
			18
Semester IV			
MTL	224	Directed Practice/Seminar	10
			10

72 TOTAL CREDIT HOURS

* May select from Sociology or Psychology offerings.

† Based on SSET placement score.



A TECH PREP PARTICIPANT

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Medical Transcription

One-Year Certificate Program

Medical transcription is the art and science of producing a technically and grammatically correct, typed report of the dictated word. This report is directly utilized in patient care. It is also a legal document and becomes a permanent part of the patient's medical record.

The medical transcriptionist is an integral part of the health care team and provides the accurate, timely document used in patient treatment and care.

Medical transcriptionists work in a variety of settings, including: the medical records department of acute care hospitals, medical transcription services, same-day surgery centers, group practices and physician offices.

The medical transcription program is a complete certificate program leading to full-time employment. Graduates of the medical transcription program may later choose to apply to the health information technology program and earn an associate of applied science degree.

The advantage of this program is that students can be employed while earning the associate degree. Please refer to the health information technology program description on page 110 for additional information.

SUGGESTED COURSE SEQUENCE

			Credit Hours
Semester I			
BIO	125	Medical Terminology	3
BIO	123	Principles of Human Structure and Function	5
OAD	121	Keyboarding/Formatting	3
MTC	121	Transcription/Terminology I	5
			<hr/>
			16
Semester II			
MTC	122	Transcription /Terminology II	5
OAD	129	Keyboarding/Skillbuilding (8 weeks)	1
ENG	124	College Composition†	3
BIO	124	Pathophysiology	3
			<hr/>
			12
Summer			
BIO	222	Pharmacology	3
MTC	123	Advanced Medical Transcription	3
			<hr/>
			6

34 TOTAL CREDIT HOURS

† Based on SSCT placement score.



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Associate Degree in Nursing (ADN) Program

Nursing is a rewarding profession that combines technology with caring to assist people in obtaining and maintaining optimal health.

The associate degree nurse (ADN) practices in a variety of settings: hospitals, long-term and extended-care facilities, clinics and other health care agencies. The ADN graduate functions in three primary roles: provider of client care, manager of client care and member within the nursing discipline.

Using the methodology of the nursing process, the associate degree nurse formulates clinical judgments, collaborates with clients and other health care professionals, and practices within legal, ethical and social obligations.

Stark State College's ADN program consists of four semesters and a summer of academic coursework and hands-on learning experiences in the classroom, learning laboratory and clinical settings. The program prepares the individual to qualify for the licensing examination for registered nurses.

Applicants must fulfill the following requirements to be eligible for admission to the ADN program:

- Be a high school graduate with a GPA of 3.0 or better on a 4.0 scale, or have a college GPA of 3.0 or better in 12 or more hours of coursework, or have a GED certificate.
- Have completed one year of high school algebra, chemistry and biology with a grade of "C" or better within the past five years, or show equivalency.
- Complete Stark State's pre-admission test and take any courses recommended as a result of that test.
- Score 50% or higher on the National League for Nursing pre-admission examination for registered nurses.

A licensed practical nurse (LPN) admitted to Stark State College's ADN program with advanced standing admission (ASA) obtains 77 semester hours of credit at graduation.

LPNs must earn 22 hours of credit in specified courses before admission to the program. Upon satisfactory completion of the ACE test with a decision score of 70 in both sections of the test, and satisfactory completion of *NUR 201: Transition for the LPN* (a five-credit hour course), LPNs will receive 20 hours of credit for first-level nursing courses. In addition, LPNs must complete the one-calendar-year curriculum plan on page 119.

According to Section 4723.28 of the *Ohio Revised Code*, nursing students are responsible for informing the department head/director of nursing, early in the program, of any misdemeanor related to alcohol or drugs, or felony convictions so that students may be informed of the steps the Ohio Board of Nursing will take before considering their application to sit for the licensing examination.

Stark State College's associate degree of nursing (ADN) program has full approval by the Ohio Board of Nursing and is accredited by the National League for Nursing Accrediting Commission (NLNAC). NLNAC can be reached at: 61 Broadway, 33rd Floor, New York, NY 10006 • 1-800-669-1656.

The Stark State College ADN program has the following written articulation agreements in place:

- Malone College, Department of Nursing, Bachelor of Science in Nursing (BSN) degree-completion track for RNs (Canton, Ohio)
- Wayne College Joint Vocational High School nurse program and the Wayne Adult School of Practical Nursing (Smithville, Ohio)
- Practical Nurse Program of Canton City Schools (Canton, Ohio)
- Walsh University, B.S.N. Degree for the Registered Nurse (BSN-RN) Program (Canton, Ohio)

Transfer guidelines are available from the Admissions Department ADN program director.

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Associate Degree in Nursing (ADN) Program

SUGGESTED COURSE SEQUENCE

			Credit Hours
Semester I			
NUR	121	Fundamental Concepts of Nursing	6
BIO	121	Anatomy and Physiology	4
PSY	121	General Psychology	3
CHM	121	General Chemistry	4
			17
Semester II			
NUR	221	Nursing Care of Persons with Alterations in Health I	6
BIO	122	Anatomy and Physiology II	4
CHM	122	Organic and Biological Chemistry	4
ENG	124	College Composition†	3
			17
Summer			
NUR	122	Nursing Care of Child-bearing Family	4
NUR	123	Nursing Care of Children	4
PSY	123	Human Growth and Development	3
			11
Semester III			
NUR	222	Nursing Care of Persons with Alterations in Health II	8
BIO	221	Principles of Microbiology	4
SOC	121	Sociology	3
			15
Semester IV			
NUR	224	Nursing Seminar	1
NUR	223	Nursing Care of Persons with Alterations in Health III	8
ENG	224	Composition and Literature	3
			12

72 TOTAL CREDIT HOURS

LPN to RN Sequence

SUGGESTED COURSE SEQUENCE

			Credit Hours
Summer			
NUR	201	Transition for the LPN	5
PSY	123	Human Growth and Development	3
			8
Fall			
NUR	222	Nursing Care of Persons with Alterations in Health II	8
BIO	221	Principles of Microbiology	4
SOC	121	Sociology	3
			15
Spring			
NUR	224	Nursing Seminar	1
NUR	223	Nursing Care of Persons with Alterations in Health III	8
ENG	224	Composition and Literature	3
			12

35 TOTAL CREDIT HOURS

† Based on SSCT placement score.



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Occupational Therapy Assistant (OTA) Technology

The profession of occupational therapy is concerned with providing services to individuals whose lives have been disrupted by accident or illness, birth defects, developmental problems, social or psychological problems. Occupational therapy personnel work in hospitals, schools, workshops, mental health centers, clinics and home-health agencies.

Occupational therapy assistants work under the supervision of the registered occupational therapist, helping patients achieve maximum independence in the day-to-day living activities of self-care, work, leisure and play.

Assistants help therapists in evaluating patients to determine patient and family needs. Once the therapist sets the treatment goals students may be responsible for implementing therapy by using selected activities. Treatment may involve group activities such as role playing, games or work and discussion groups, or individual programs to help strengthen impaired muscles, to improve coordination or to compensate for perceptual problems. Assistants may also instruct and train patients in the use of specially designed devices to allow people with physical disabilities to dress or feed themselves, take care of their homes or return to work.

Coursework focuses on human development and the tasks and skills used in everyday life. Prospective students in the occupational therapy assistant technology program must have one year of high school biology or one semester of college biology and one year of high school algebra.

Graduates may sit for the national certification examination for the occupational therapy assistant administered by the National Board for Certification of Occupational Therapy (NBCOT). After successful completion of this exam, the graduates will be a certified occupational therapy assistant (COTA). Many states require licensure in order to practice; however, state licenses are usually based on the results of the NBCOT Certification Exam.

The occupational therapy assistant technology program is accredited by the Accreditation Council for Occupational Therapy Education, 4720 Montgomery Lane, P.O. Box 31220 Bethesda, MD 20824-1220 • 301-652-2682.

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Occupational Therapy Assistant (OTA) Technology

SUGGESTED COURSE SEQUENCE

			Credit Hours
Semester I			
BIO	125	Medical Terminology	3
PSY	121	General Psychology	3
ENG	124	College Composition†	3
OTA	121	Foundations of Occupational Therapy	3
OTA	122	Therapeutic Media	3
			15
Semester II			
PSY	221	Abnormal Psychology	3
ENG	122	Communication Theory	3
BIO	123	Human Structure and Function	5
OTA	123	Psychosocial Aspects in Occupational Therapy	4
OTA	124	Psychosocial Clinical Experience	3
			18
Semester III			
OTA	223	Life Span Development	5
OTA	221	Developmental Aspects in Occupational Therapy	4
OTA	222	Developmental Clinical Experience	3
PTA	226	Functional Anatomy	4
			16
Semester IV			
BIO	124	Pathiophysiology	3
SOC	121	Sociology	3
OTA	224	OT Physical Dysfunction	4
OTA	225	Physical Dysfunction Clinical Experience	3
			13
Semester V			
OTA	226	OTA Seminar	2
OTA	227	Clinical Application I	3
OTA	228	Clinical Application II	3
			8

70 SEMESTER CREDITS

† Based on SSCT placement score.

All OTA students must complete Level II fieldwork within 18 months following completion of academic courses.

According to various sections of the *Ohio Revised Code* especially sections 4755.01 to 4755.12 and according to the rules and regulations of the occupational therapy (OT) section of the Ohio Occupational Therapy, Physical Therapy and Athletic Trainers Board (OT/PT/AT Board) and of the National Board for Certification of Occupational Therapy (NBCOT), persons convicted of any misdemeanor related to alcohol/drugs or a felony may be denied certification or licensure or may be refused placement by the Fieldwork Experience Sites or may have restrictions placed on their ability to practice. Such persons are advised to contact the director of OTAT, the OT section of the Ohio OT/PT/AT Board, and/or NBCOT.



In an effort to meet the needs of students, courses required in each of the programs are scheduled in sequence to accommodate those attending on a full-time or part-time basis. All students should consult their academic advisors to plan their schedules and course sequence appropriately.

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Physical Therapist Assistant (PTA) Technology

Physical therapist assistants work under the supervision of physical therapists to rehabilitate ill or injured persons to the highest possible level of independent living. They also help to educate patients and other people about measures they can take to prevent disability from occurring or becoming worse.

Physical therapist assistants help therapists in testing patients to determine the extent of their capabilities. After the therapist sets goals and plans the treatment program for the patient, assistants may be assigned to perform selected treatments, using a variety of specialized equipment, various forms of heat, cold, light and electricity. Assistants may help patients perform therapeutic exercises to strengthen, stretch or relax muscles, promote circulation or enhance coordination.

Physical therapist assistants help patients learn correct walking procedures and perform everyday activities such as dressing, getting in and out of bed and chairs, using artificial limbs, braces and splints and standing properly. They also teach patients and family members about exercises or other activities to continue at home.

Assistants are responsible for reporting patient reactions to treatment and making suggestions for modifying treatment to their supervising therapist. They also help with documentation of patient progress, perform certain clerical duties and help give on-the-job training to non-licensed personnel working in the physical therapy department.

Upon successful completion of all aspects of the physical therapist assistant technology, graduates are eligible to take the state licensing examination. Licensure is mandatory prior to being able to practice as a physical therapist assistant in Ohio.

Prospective students in the physical therapist assistant technology (PTAT) must meet specific eligibility criteria as outlined in program prerequisite requirements.

The physical therapist assistant technology program is accredited by the Commission on Accreditation in Physical Therapy Education of the American Physical Therapy Association.

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Physical Therapist Assistant (PTA) Technology

SUGGESTED COURSE SEQUENCE

			Credit Hours
Semester I			
BIO	125	Medical Terminology	3
PTA	121	Fundamentals of Physical Therapy	4
PTA	122	Musculoskeletal Anatomy	4
ENG	122	Communication Theory	3
BIO	123	Principles of Human Structure and Function	5
			19
Semester II			
PHY	101	Principles of Physics	4
PTA	123	Kinesiology	4
PTA	221	PTA Procedures I	5
BIO	124	Pathophysiology	3
			16
Semester III (Summer)			
PTA	124	Measurement Procedures for the PTA	2
PSY	121	General Psychology	3
ENG	124	College Composition†	3
PTA	125	Professional Clinical Practice for the PTA	1
			9
Semester IV			
PSY	222	Psychological Aspects of Therapy	3
PTA	222	PTA Procedures II	5
OTA	223	Life Span Development	5
PTA	229	Directed Practice I	3
PTA	228	Seminar I	2
			18
Semester V			
PTA	223	PTA Procedures III	2
PTA	231	Directed Practice II	2
PTA	230	Seminar II	1
PTA	227	Directed Practice III	3
			8

70 SEMESTER CREDITS

†Based on SSCT placement score.

This is a suggested course sequence. Only those marked PTA must be taken in this order. Course prerequisites stated in the catalog must be met.



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Respiratory Care Technology

Respiratory care is a health-care specialty involved in the assessment, treatment, management, control, diagnostic evaluation and care of patients with deficiencies and abnormalities of the cardiopulmonary system.

Working under the direction of a physician, respiratory care practitioners perform specific therapeutic procedures in the newborn nursery, surgical and medical clinical areas, emergency rooms, outpatient departments and intensive-care units of hospitals. These procedures include the administration of medical gases, administration of breathing treatments and other bronchial-hygiene techniques. Respiratory therapy provides treatment for patients with acute illnesses who may require use of life-support equipment as well as the testing of patients using various diagnostic techniques.

Prospective students in the respiratory care technology program must meet specific eligibility criteria as outlined in the program's prerequisite requirements.

The respiratory care technology program provides opportunities for students to acquire the necessary skills by combining classroom learning with hospital experience. Because of the nature of the program and the availability of resources and facilities, admission to the program is limited.

Graduates of the respiratory care technology program will be eligible to apply for the examinations for becoming a certified respiratory therapist (CRT), registered respiratory therapist (RRT) and licensed respiratory care practitioner. Licensure is required to practice as a respiratory care practitioner.

The respiratory care technology program is accredited by the Committee on Accreditation for Respiratory Care (CoARC).

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Respiratory Care Technology

SUGGESTED COURSE SEQUENCE

			Credit Hours
Semester I			
RCT	121	Introduction to Respiratory Care Procedures	3
RCT	122	Medical Gas Administration	3
MTH	123	Intermediate Algebra	3
BIO	123	Human Structure and Function	5
ENG	124	College Composition†	3
			17
Semester II			
CHM	121	General Chemistry	4
RCT	123	Airway Management Procedure	3
RCT	124	Pharmacology for Respiratory Therapy	2
RCT	125	Clinical Practice Basic Procedures/Seminar	3
			3
			15
Semester III (Summer)			
RCT	126	Introduction to Critical Care	3
RCT	127	Cardiopulmonary Anatomy and Physiology	3
RCT	128	Clinical Practice Airway Management/Seminar	2
			8
Semester IV			
ENG	122	Communication Theory	3
BIO	221	Principles of Microbiology	4
RCT	221	Advanced Respiratory Care Procedures	3
RCT	222	Respiratory Diseases	3
RCT	224	Clinical Practice Critical Care/Seminar	3
			16
Semester V			
CAP	120	Business Computer Applications	4
RCT	223	Patient Assessment and Monitoring	3
RCT	225	Clinical Practice Specialty Rotations/Seminar	5
			3
			15

71 SEMESTER CREDITS

* May select from Sociology offerings only.

** May select from Psychology offerings only.

† Based on SSCT placement score.



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