

CENTRAL TECHNOLOGY CENTER

Surgical Technology



Information Packet

2023-2024

Admission procedures, eligibility, and cost requirements are subject to change annually.

Central Technology Center

Attn: Chet Cundiff

Career Advisor

3 CT Circle

Drumright, OK 74030

918-352-2551

Centraltech.edu





Dear Potential Students:

Thank you for choosing Central Technology Center for your pursuit of your Surgical Technologist education. We believe our program will give you a great start in your career. Central Tech strives to develop the best Surgical Technologists in the profession.

As the health industry grows, there is a greater demand for qualified health professionals. Certified Surgical Technologist (CST) is an excellent place to start or continue your healthcare career. We take a vested interest in your success at Central Technology Center and will be here to assist you with employment opportunities after you complete our program. The students that completed the 2021-2022 course have taken jobs ranging from \$21 to \$24/ hour as starting pay. This could be you!

This Information Packet will help you better understand the Surgical Technology program and what lies ahead for the 2023-2024 school year. The packet is designed to help make the enrollment process easy to complete. Please read through the entire packet. If you have any questions call Career Advisor, Chet Cundiff, at 918-352-2551, extension 283.

We are looking forward to you being a part of our upcoming 2023-2024 Surgical Technology class at Central Technology Center - Drumright Campus.

Sincerely,

Todd Prough

Todd Prough, CST
Surgical Technology Program Director

Surgical Technology Information Packet

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Central Tech Surgical Technology
General Information
(1200 clock hours)
2023 - 2024

Surgical technologist health professionals are an integral part of the team of medical practitioners providing surgical care to patients. Surgical technologists work under the supervision of a surgeon to facilitate the safe and effective conduct of invasive surgical procedures. They ensure that the operating room environment is safe, the equipment functions properly, and the operative procedure is conducted under conditions that maximize patient safety.

Surgical technologists possess expertise in the theory and application of sterile and aseptic technique. They combine the knowledge of human anatomy, surgical procedures, and implementation tools and technologies to facilitate a physician's performance of invasive, therapeutic, and diagnostic procedures.

Central Tech's Surgical Technology program provides the student with the knowledge and skills needed to function as a member of the surgical team assuming appropriate responsibilities before, during and after surgery. Instruction is provided in principles of aseptic techniques, patient care, basic sciences, supplies and equipment of professional preparation. **Salary range for this area is \$21 - \$24/hour based on employment of 2022 graduates. (FY 22 Follow-Up data)**

Classroom attendance is a top priority. Students must be present at least 94 percent of the scheduled time. Absences are not qualified as excused or unexcused. Personal and business appointments should be made so as not to conflict with classroom or clinical schedules.

Students are responsible for their own transportation to Central Tech and to the clinical sites. It is imperative you have a valid driver's license, reliable transportation, as well as back up transportation.

It is essential that students be well prepared for each classroom and clinical experience. You must plan for adequate study time at home on average 3 to 4 hours per night.

Class & Clinical Schedule

Class is typically scheduled Monday through Friday 8:25 a.m. – 3:35 p.m. Clinical rotations are typically Tuesday – Friday starting at 6:30 a.m. with 7 hours of clinical experience and attending class on Monday from 8:25 a.m. - 3:35 p.m. until the end of school.

Clinical Locations

Bristow-Bristow Medical Center; **Cushing**- Hillcrest Cushing Hospital; **Drumright**- Drumright Regional Hospital; **Jenks**-CORE Surgical Hospital; **Ponca City**-Ponca City Medical Center; **Sapulpa**- St. Johns, **Stillwater**-Stillwater Medical Center; **Tulsa**- Tulsa Spine & Specialty Hospital; **Tulsa**- Oklahoma State University Medical Center

Cost of Program

The cost of the program for 2023-2024 is **approximately \$5095.00 in district; \$6895.00 out of district; it is subject to change each year.** A detailed list of equipment, supplies, fees and tuition costs from 2022-2023 may be found on page 7.

- The updated cost of the program for 2023-2024 will be available by July 1, 2023.

Physical and Mental Requirements

The following minimum physical and mental requirements are necessary for successful progression through Surgical Technology:

- The ability to lift or move weights of up to 50 pounds. Must not have any lifting restrictions prescribed by physician or other healthcare provider.
- The motor ability necessary to ambulate independently in operating rooms or in work areas.
- Visual acuity sufficient to recognize and distinguish between different instruments and supplies needed for the job.
- Auditory acuity sufficient to hear instructions and requests from instructors, preceptors and other healthcare providers in the clinical setting.
- The ability to speak, write and comprehend the English language proficiently.
- The ability to communicate in a professional manner and establish rapport with clients and colleagues.
- The ability to resolve conflicts appropriately and function effectively under stress.
- Students in Surgical Technology will be held accountable for the performance of these requirements while they are in the program.

Surgical Technology Application Procedures

Review the Surgical Technology Information Packet

The Information Packet is available online at www.centraltech.edu. In addition, the packet may be picked up at the Drumright campus or can be emailed. If you have questions, call Career Advisor, Chet Cundiff, at 918-352-2551, extension 283.

Submit Surgical Technology Application

Complete the Surgical Technology Application. The application is available online at www.centraltech.edu. Go to the Surgical Technology page to fill out and submit the application online.

Visit with the Career Advisor

Career Advisor, Chet Cundiff, may be contacted at 918-352-2551, extension 283. After you submit your application online, you need to contact the Career Advisor as soon as possible to schedule an interview. The Career Advisor will discuss the application and entrance requirements with you.

Entrance Requirements

- Attend a required Surgical Technology Program interview.
- Official high school transcript, GED Certificate, or equivalent.
- Minimum of 12 college hours with GPA of 2.5 **OR** minimum ACT composite score of 19 **OR** TABE Test with 10th Grade Equivalency in Reading and 9th Grade Equivalency in Math.
- Provide documentation of immunizations and/or titers.
- Postsecondary students who are 18 years or older by the first day of class

Interview Schedule

All applicants are required to attend an interview. To sign up for an interview, contact the Career Advisor, Chet Cundiff, at 918-352-2551, extension 283. These interviews can be attended in person or through a distance platform such as Zoom. There will be an opportunity to sign up for an interview time that fits your schedule.

Test of Adult Basic Education (TABE)

The TABE will be administered to assist in recommending the most appropriate placement. There is currently no test fee for the TABE.

Surgical Technology program **applicants are EXEMPT from the TABE test if** they have:

- An official college transcript with evidence of completing 12 hours of college credit with a 2.5 or better GPA
- a minimum ACT composite score of 19

Financial Aid

Students must apply for financial aid on studentaid.gov and visit with Central Tech Financial Aid Officer Angie Piotrowski about their eligibility. Central Technology Center's school code is **009964**.

Angie Piotrowski, Financial Aid Officer is at:

- Drumright Campus (MWF) 918-352-2551, Ext. 237
- Sapulpa Campus (TTh) 918-224-9300, Ext. 131

If qualified, FAFSA pays Pell Grants only. Central Tech does not offer subsidized or unsubsidized loans.

Required Immunization / Screening Requirements

(All of the following immunizations are required by industry)

The following documented immunizations and titers must be submitted:

- Measles, Mumps, Rubella (MMR)
You must have documentation of receiving 2 MMR vaccinations, or positive titers (blood tests that show immunity to Measles, Mumps, and Rubella)
- Varicella Immunization
You must have documentation of receiving 2 vaccinations or have a positive titer (blood test showing immunity to Varicella). Submitting a physician's statement that you had chicken pox will **NOT** be accepted.
- Tdap (Tetanus) Vaccine must have documentation of receiving a booster immunization no earlier than July 2012.
- Hepatitis B Series (3 immunizations) **MUST have 2 by application deadline**
- COVID-19 Must have documentation before June 16, 2023 -

Tuition Payment

Payment arrangements must be made with the Bursar prior to the first day of class. Contact Charlotte Gaunt, Bursar, Drumright Campus, 918-352-2551, Extension 267.

Deadline

Applications and documentation are due by noon, June 16, 2023. Applications after this date will still be accepted and considered as Alternates. Apply online and submit documentation to the Career Advisor, Chet Cundiff.

Central Tech Surgical Technology Step-by-Step Application Process

Step 1	Review the Surgical Technology Information Packet. The Information Packet is also available online at www.centraltech.edu . In addition, it may be picked up at the Drumright campus or can be emailed to you. If you have questions, please call the Career Advisor, Chet Cundiff, 918-352-2551, extension 283.
Step 2	Complete the Surgical Technology Application. The application is available online at www.centraltech.edu . Go to the Surgical Technology page to fill out and submit the application online.
Step 3	Visit with the Career Advisor. The Career Advisor, Chet Cundiff, may be contacted at 918-352-2551, extension 283. After you submit your application online, you will need to schedule an interview and start to gather and submit your required documents. The Career Advisor will assist in setting up an interview that fits your schedule, as well as, answer any questions about the application process.
Step 4	<p>Entrance Requirements:</p> <ul style="list-style-type: none"> • Attend a required Surgical Technology Program interview. • Official high school transcript, GED Certificate, or equivalent. • Minimum of 12 college hours with GPA of 2.5 OR minimum ACT composite score of 19 OR TABE Test with 10th Grade Equivalency in Reading and 9th Grade Equivalency in Math. • <u>International Applicants Only</u> – TOEFL scores (unless applicant meets exception requirements). • Provide documentation of immunizations and titers.
Step 5	Schedule to attend a Surgical Technology interview. Contact Chet Cundiff, 918-352-2551, extension 283 to have a link sent to you for sign up times and dates.
Step 6	TABE ASSESSMENT – Register for the TABE assessment. For more information refer to “Testing Information” on page 4 of the information packet. Contact Cindy Gann, 918-352-2551, extension 206 to schedule the TABE.
Step 7	<p>FINANCIAL AID Speak with Financial Aid Officer Angie Piotrowski, 918.352.2551, extension 237 to see if you qualify for grants/scholarships.</p> <p>Complete and turn in all required financial aid documentation to Financial Aid Officer</p>
Step 8	<p>Turn in all completed documentation to the Career Advisor at the Drumright Campus. Please submit all the information listed below in a sealed envelope with your name and address listed on it.</p> <p>Transcripts Documentation of required immunizations (Please keep a copy for your records): <u>MMR</u> (2 of these) OR positive titer for Measles OR positive titer for Mumps OR positive titer for Rubella <u>Varicella Immunization</u> (2 of these) OR positive titer for chicken pox <u>Tdap (Tetanus) vaccination</u> within the last 10 years (2012-2022) <u>Hepatitis B series</u> (3 immunizations) MUST have 2 by application deadline <u>COVID-19</u></p> <p style="text-align: center;">ALL IMMUNIZATIONS LISTED ABOVE ARE REQUIRED BY INDUSTRY</p>
Step 9	<p>NOTIFICATION OF ACCEPTANCE INTO PROGRAM & START DATE: Applicants, whose files were reviewed for program acceptance, will be notified by mail of provisional acceptance approximately one month prior to the start of class. Provisionally accepted students MUST attend a mandatory class orientation prior to the start of class on July 19, 2023.</p>
Step 10	<p>TUITION PAYMENT & FINANCIAL AID– Payment arrangements must be made with the Bursar prior to the first day of class. Students must contact the Central Tech Financial Aid Officer prior to the beginning of class to determine if they are eligible for financial aid.</p> <p>Charlotte Gaunt, Bursar, Drumright Campus, 918-352-2551, Ext. 267 Angie Piotrowski, Financial Aid Officer: Drumright Campus (MWF) 918-352-2551, Ext. 237 and Sapulpa Campus (TTh) 918-224-9300, Ext. 131</p> <p>Apply for federal aid on fafsa.ed.gov or visit with Ms. Piotrowski. If qualified, FAFSA pays Pell Grants only. Central Tech does not offer subsidized or unsubsidized loans.</p>

**SURGICAL TECHNOLOGY
EQUIPMENT, FEES AND TUITION COSTS
2022-2023**

(Subject to change July 1, 2023)

TUITION:

Total Program Hours	1200
First Semester 600 Hours	600
Second Semester 600 Hours	600
Tuition Fee per Hour	\$1.50
Total Tuition In-District	\$1800.00
Total Tuition Out-of-District	\$3600.00

FEES:

Student activity fee	\$100.00
Student organization dues (HOSA)	\$17.00
Drug screening (2 drug screens)	\$90.00
Additional Charge for positive test	\$91.00
TB serum	\$20.00
CPR class/card	\$10.00
Background Check: National	\$60.00
Practice Test	\$50.00
Accident Insurance	\$19.00
Flu Shot	\$30.00
Liability Insurance	\$24.00
NCCT Certification Exam Fee	\$155.00
Campus parking sticker	\$1.00
Clinical Affiliation Fee	\$37.00
Fees Subtotal:	\$704.00

BOOKS AND RESOURCES:

Intro to Surgical Technology	\$75.00
Surgical Technology Principles & Practice	\$101.00
Surgical Technology Principles & Practice- E Learning	\$75.00
Surgical Techniques	\$90.00
Herlihy: The Human Body in Health and Illness	\$52.00
Herlihy: The Human Body in Health and Illness Workbook	\$40.00
Taber's 21 st Edition Cyclopedia Medical Dictionary	\$47.00
Alexander: Care of the Patient in Surgery	\$107.00
Differentiating Surgical Instruments	\$62.00
Medical Terminology for Health Professionals 8th Edition	\$112.00
Medical Terminology for Health Professionals Workbook	\$43.00
Mock Instrument Kit	\$375.00
Books and Resources Subtotal:	\$1179.00

UNIFORMS:

(4) Scrub tops	\$112.00
(4) Monogram	\$39.00
(4) Scrub bottoms	\$125.00
(2) Pairs of shoes	\$136.00
Uniform Subtotal:	\$412.00

CONSUMABLE SUPPLIES:

Gowns	\$210.00
Gloves	\$160.00
Caps	\$60.00
Shoe Covers	\$35.00
Masks	\$35.00
Lap Packs	\$175.00
Scalpels	\$50.00
Syringes	\$100.00
Suture packs	\$75.00
Consumable Supplies Subtotal	\$900.00

**MISCELLANEOUS
GRADUATION FEES:**

\$100.00

TOTAL PROGRAM COSTS:

IN-DISTRICT	\$5095.00
OUT-OF-DISTRICT	\$6895.00

CERTIFICATION:

NCCT Certification Tech in Surgery Certified (TS-C) Exam	\$155.00
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Surgical Technology

Checklist for Required Documentation

Name: _____ Date submitted: _____

Phone Number: _____

Complete and submit this form with required documentation for enrollment consideration

Items required for acceptance	Dates of completion		Points
High School transcript OR		MUST have one of these	1
GED (equivalent)			
ACT (composite of 19>) OR		MUST have one of these	1
TABE (G.E. score of 10 reading and 9 Math) OR			
12 hours college with 2.5 GPA>			
college degree or military training		Associates Degree	1
		Bachelor Degree	1
		DD-214 (honorably discharged)	1
MMR Vaccination #1		MUST have both or Titer <i>Required by industry</i>	1
MMR Vaccination #2			
Tdap vaccine (booster) after July 2012		MUST have or Titer <i>Required by industry</i>	1
Varicella #1		MUST have both or Titer <i>Required by industry</i>	1
Varicella #2			
Hepatitis B Immunization #1		MUST have both or Titer <i>Required by industry</i>	1
Hepatitis B Immunization #2			
COVID-19		MUST have <i>Required by industry</i>	1
Interview with instructor and Career Advisor		MUST attend	1
Resume with 3 references		References to include- 1 professional and 2 personal	1
Experience and/or educational classes in the medical field *listed on resume or transcript		1-year work experience	1
		Certified Nurse Aide	1
		Advanced Health Careers	1
		Medical Assisting	1
		Medical Terminology I & II	1
		Anatomy & Physiology	1
In District		Living within the Central Tech school District	1
TOTAL POINTS		18 Points maximum	