

COLLEGE OF DUPAGE

Proton Therapy Program Advanced Certificate

Spring 2022

Application Deadline: December 9, 2021 at 5 pm

Note: Please see specific program registration or admission packets for detailed information on when to begin completing health requirements, drug tests, CPR, criminal background checks and proof of insurance submission. Timing varies depending upon either entrance to or participation in the clinical component of a given program. Funds paid to Edward Corporate Health or to a personal health care provider/ source, CastleBranch.com, insurance companies, and funds used towards CPR completion are not eligible for any sort of refund from College of DuPage if the required course(s) are not successfully completed.

Note: Students are not accepted into this program until they receive an official acceptance letter from the College of DuPage Nursing & Health Sciences Division.

COLLEGE OF
DUPAGE
Health and Sciences Division
425 Fawell Blvd.
Glen Ellyn, IL. 60137-6599
www.cod.edu
PHONE 630 942-8331 FAX 630 942-4222

Dear Applicant:

Thank you for your interest in the Proton Therapy Program at College of DuPage. This packet of information has been developed to provide you with a complete overview of our program, including the process for admission.

Although the program is considered a one-year certificate program, students must be a graduate of an accredited Radiography or Nuclear Medicine program. They also must have completed a radiation therapy program and/or are currently working as a radiation therapist.

We have made every effort to make the information in this packet complete, however, should you have further questions please contact me.

Sincerely,

Jeffrey Papp, Ph.D. RT(R) (QM)
Professor/Program Coordinator
Radiation Therapy/Proton Therapy
pappje@cod.edu
(630)942-2074
HSC 2207S

Program Information Disclaimer

This program information is published for that purpose only; however, the information in this packet is not to be regarded as an irrevocable contract between the student and the program. The program reserves the right to change, at any time, without notice, graduation requirements, fees and other charges, curriculum, course structure and content, and other such matters as may be within its control, notwithstanding any information set forth in this program information packet in accordance with College of DuPage policies and procedures.

Program Mission Statement

The mission of the Proton Therapy Advanced Certificate program is to provide the student with a comprehensive education in proton therapy. Participants will complete the program with the knowledge and skills necessary to function as a competent and compassionate proton therapy professional.

Advising Sessions

Your first step to finding out additional information for any health sciences program should be to attend an advising session. Please check [Advising Sessions](#) for current information.

Program Admission Preference:

Each program with out-of-district clinical sites (see list of participating programs below) may admit a maximum of 20% of out-of-district applicants to the program, based on merit. The 20% maximum policy would only apply to out-of-district applicants who do **not** have access to a particular program in the **community college district in which they reside**. Students coming from districts with a particular program within their district would only be considered if there were open seats after all qualified candidates from in-district and out-of-district without programs were accepted.

If there are insufficient numbers of qualified in-district applicants, the maximum percentage of out-of-district students accepted can be exceeded until the program achieves full enrollment, with the approval of the Dean of Nursing & Health Sciences.

- Computed Tomography
- Health Information Technology
- Magnetic Resonance Imaging Technology (MRI)
- Mammography
- Nuclear Medicine (DMIN)
- Nursing (ADN)
- Physical Therapist Assistant (PTA)
- Proton Therapy
- Radiation Therapy
- Radiography (DMIR)
- Respiratory Care
- Sonography (Ultrasound) DMIR
- Speech Language Pathology Assistant (SLPA)
- Surgical Technology

Priority for Admission:

- a. In-District applicants
- b. Out-of-District who are part of the [CAREER Consortium Agreement](#) (meaning your residing community college does not offer the particular program in which you are applying)
- c. Out-of-District applicants working full-time in-district (proof of in-district employment will be required each semester)
- d. Out-of-District applicants (who are not part of the CAREER Consortium Agreement) including those students with a joint or chargeback agreement and International students

Statement on Medical Care and Health Insurance

Students are responsible for their own medical care and health insurance while in the program. Students must possess health care insurance in order to train at the clinical affiliate. The student is responsible for any costs that may be incurred related to personal injuries he/she may acquire while performing activities at the clinical affiliate. The affiliating clinical facility and/or College of DuPage cannot be held liable for such injuries. Please visit the [Student Health Insurance](#) website for additional details. Students are required to provide evidence of current health insurance coverage. Please follow specific guidelines as instructed for submitting proof of insurance.

Statement on Medical Malpractice Insurance

Malpractice insurance is required and is included in the clinical education tuition costs on an annual basis. That is, the cost of the insurance is included with the tuition costs for RATH 2353. Students must be officially registered and listed on the instructor's class roster to be covered by the malpractice insurance.

Statement on Transportation

Students are responsible for finding their own transportation to and from the College and Clinical Site. No special accommodations will be made for students with transportation problems.

Statement on Health and Public Service Program Discipline Procedures

All students must have a **signed** acknowledgement of the Discipline Procedure (attached) on file with the Proton Therapy Program upon admission. Students will also receive specific rules and policies for the Proton Therapy Program to sign upon admission.

Citizenship/Visa Status

If you are not a U.S. citizen or a permanent resident of the U.S., and if you have any questions or concerns regarding your eligibility to participate in health sciences programs, please contact the **International Student Office**, SSC 2225, (630) 942-3328, e-mail: intlstdt@cod.edu.

Qualified applicants will be considered out-of-district in the admissions ranking process if they are **not** a:

- U.S. citizens
- Permanent residents

Statement on Transfer of Credit

The acceptance of transfer credit from other institutions is at the sole discretion of the Records/Graduation office. Any questions regarding credit should be directed to their office at (630) 942-3838

Non-discrimination Statement

The College prohibits discrimination in its admissions, employment, and educational programs or activities on the basis of race, color, sex, religion, creed, national origin, age, ancestry, marital status, sexual orientation, gender identity and expression, arrest record, military status or unfavorable military discharge, citizenship status, and physical or mental disability. The College will protect an individual's right to express their viewpoint or opinion, so long as it does not violate State or Federal law and is not detrimental to the College.

This Policy against discrimination applies throughout all College environments, whether on campus, at work assignments off campus, at College-sponsored social functions, or otherwise.

Procedures to facilitate the College's prohibition of discrimination will be promulgated consistent with the Policy. (Board Policy 20-5).

Student E-Mail Policy

College of DuPage will send all official communications to you through your official COD email (dupage.edu). You will no longer be able to use a preferred email account. You do have the option to forward these communications to a personal email account if you wish.

Check out your COD email to get the message about:

- Official COD communications

- Financial aid communications
- Petition to graduate
- Transfer credit evaluation
- Prerequisite proof Sensitive
- FERPA-related communications
- Transcript order Important messages from instructors

https://cod.edu/student_life/resources/information_technology/email/email-policy.aspx

Statement on Drug Testing and Criminal Background Testing

Students accepted into the Proton Therapy Program are subject to mandatory drug testing performed at the student's expense and performed in accordance with college policy. It should also be noted that criminal background checks will also be required.

Criminal Background Check Information

All health care workers and students in a health care program are required to undergo a criminal background check in order to train in a clinical setting. A student with a positive background check containing disqualifying conditions as defined in accordance with the Health Care Worker Background Check Act ([225 ILCS 46](#)) and 77 Ill Adm. Code 955 Section [955.160](#) will not be allowed to enter the clinical portion of the program, thus preventing the student from obtaining mandated certification and/or licensure in Diagnostic Medical Sonography.

PLEASE NOTE if you have been found guilty of a felony, you may have difficulty obtaining a license and/or becoming registered to practice in this profession.

TECHNICAL STANDARDS FOR ACCEPTANCE

To participate in the clinical education portion of the Program, the applicant must possess additional non-academic skills. These technical standards are consistent with the duties of the entry-level radiographer in a professional position. The applicant should have:

- The ability to transport, move, lift and transfer patients from a wheelchair or stretcher to and from the treatment and/or simulation table.
- The ability to move, adjust, manipulate equipment to perform simulation and therapeutic procedures.
- Sufficient visual acuity to observe patients and equipment operation during treatment, as well as read the patient's radiation reports and medical information. Hearing also must be adequate to perceive and interpret audio signals from equipment, and to respond to patients' questions or concerns.
- The ability to communicate clearly, both orally and in writing, with patients, doctors and other personnel, and the ability to follow written and verbal directions.
- The ability to view computer monitors for extended periods.
- Sufficient problem-solving skills and the ability to perform these skills in a timely manner. Such skills include, but are not limited to, measuring, calculating, analyzing, and evaluating medical and technological information, and synthesizing this information in a way that facilitates troubleshooting problems and/or responding to emergency situations.

PROGRAM GOALS

1. The primary goal of the program is to educate competent, efficient, and effective Proton Therapists, capable of functioning in any environment, within 12 months.
2. Provide a complete, up-to-date, competency-based curriculum.
3. Educate the student to properly administer therapeutic doses of radiation to patients according to established professional practices.
4. Support the development of a diverse set of skills necessary to participate in both current and emerging technologies in radiation oncology.
5. To promote development of integrative, critical thinking, and written, verbal and computer-based communication skills.
6. Provide accurate student advisement to aid in student retention, course completion, program completion and possible future job placement.
7. Provide opportunities for continuing education for Proton Therapy Technologists.

Applicants are also advised that the Proton Therapy Program follows a rigorous curriculum requiring serious student memorization, practical application of theory, and coursework.

Taking personal time off (i.e. vacations) outside scheduled breaks is strongly discouraged and may affect program continuation or ability to complete the program as scheduled.

ESTIMATE OF STUDENT FEES

Please visit the [Program Costs webpage](#) for estimated fees.

Estimate does not include provisions for travel to and from school and clinical education site, for textbooks and fees related to general education requirement courses, or for the cost of the required health requirements.

Financial Aid is available; visit the [Financial Aid Office](#) in SSC 2220 or call (630) 942-2251 or (630) 942-2252.

COURSE SEQUENCE – PROTON THERAPY PROGRAM

The College of DuPage Proton Therapy Advanced Certificate is considered a non-traditional program consisting of an online didactic component followed by onsite lecture and lab practicum. Clinical experience is the final component of the program. This final component may be completed at the Northwestern Medicine Proton Center in Warrenville, IL or at another proton therapy center with proper approval and permission. Participants can elect to complete the program in approximately one semester or as many as three. Certificate seeking students must complete all 16 credit hours.

Program Courses:

- RATH 2351 Principles and Practice of Proton Therapy (8 credit hours)
- RATH 2352 Proton Therapy Lab Practicum (5 credit hours)
- RATH 2353* Clinical Experience (3 credit hours)

*RATH 2351 and 2352 must be completed prior to enrolling in RATH 2353

The option to complete any of the 3 semester sequence options below is dependent upon sufficient enrollment.

One Semester Completion

- RATH 2351 (entire semester)
- RATH2352 (completed within first 8 weeks of semester)
- RATH 2353 (complete in second 8 weeks of semester)

Two Semester Completion

- Semester “A” RATH 2351
- Semester “B” RATH 2352 & 2353

Three Semester Completion

- Semester “A” RATH 2351
- Semester “B” RATH 2352
- Semester “C” RATH 2353

FOR FURTHER ASSISTANCE IN SCHEDULING OF COURSES: PLEASE CONTACT A FACULTY MEMBER IN THE PROTON THERAPY TECHNOLOGY PROGRAM.

PROGRAM DESCRIPTION

The Proton Therapy Advanced Certificate program provides a post graduate educational opportunity to registered Proton Therapists through a variety of instructional methods including online and traditional instruction, simulated practical experience as well as clinical experience. The Proton Therapy Advanced Certificate will provide graduates with 16 undergraduate college credit hours.

MISSION AND GOALS

The mission of the Proton Therapy Advanced Certificate program is to provide the student with a comprehensive education in proton therapy. Participants will complete the program with the knowledge and skills necessary to function as a competent and compassionate proton therapy professional.

PROGRAM OBJECTIVES

Graduates of the College of DuPage Proton Therapy Advanced Certificate are expected to meet the following objectives:

1. Demonstrate knowledge of anatomical structures of the body in radiographic and cross-sectional images.
2. Describe the concepts of basic patient care specific to radiation therapy/proton therapy with an emphasis on physical and emotional conditions.
3. Discuss the physical properties of protons and describe how they influence the principles of treatment and simulation.
4. Discuss specific pathologic conditions and describe the standard treatment and simulation regimens for each anatomical structure.
5. Demonstrate clinical competency in a variety of treatment procedures.
6. Describe and discuss quality management procedures standard in a proton therapy facility.
7. Practice radiation safety precautions specific to the delivery of proton therapy treatments.

REQUIREMENTS AFTER ACCEPTANCE

Once officially accepted into the Proton Therapy Program clinical requirements must be completed prior to clinical start date. **Please do not complete these requirements until you are instructed to do so.** You will need to complete health requirements, a Chart Review with Edward Corporate Health, Background Check, Drug Test and the Medical Document Manager piece through Castle Branch. Please see the [health requirement packet for details](#). You are also responsible for submitting your CPR card and you must be certified through the American Heart Association (AHA) Basic Life Support Provider. You will also need to provide evidence of current health insurance coverage.

Admissions Checklist

Only a limited number of students can be admitted. A selection process has been established to admit the most qualified students. All steps must be completed if applicable to be considered for admission to the Program. This is a list of what you must do to be admitted to the Program. Along with the below requirements, you **must** follow **and** complete the admission checklist that is provided in the information packet to be considered for acceptance and have acceptable interpersonal skills for the profession.

You are reminded that the Proton Therapy Technology Program has a limited enrollment (approximately 12 - 20 students based on clinical site availability). You should mark each item as you complete it to ensure that none of the steps are missed.

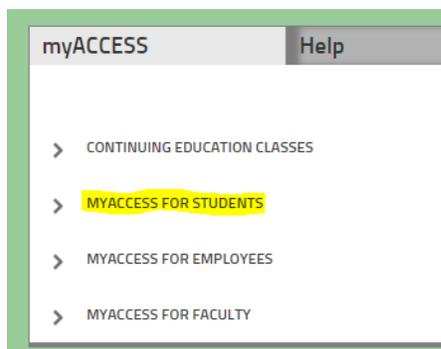
NOTE: Admission Committees for all Health Science programs has the right to deny admission to any applicant that they feel is unable to fulfill these essential functions as described.

It is the applicant's responsibility to ensure that all material listed below have been completed and received by the designated locations listed below, by 5 pm on December 9, 2021.

- _____ 1. Attend a highly recommended individual advising session with program coordinator, Jeff Papp. Schedule session by e-mailing pappje@cod.edu.
- _____ 2. If you have not been admitted to College of DuPage, please complete the **non-refundable \$20 [College of DuPage General Admissions Application](#)** online. **This application is for general admissions to College of DuPage only; it is not an application to the Health Sciences Limited Enrollment Proton Therapy program.**
- _____ 3. **You must submit proof of graduating from an approved Radiation Therapy or Nuclear Medicine program.** To ensure that all of your eligible credits are evaluated towards the admission requirements, turn in **ALL** official Transcripts from institutions that you have attended.
Immediately:
 - a. Submit your official transcript(s) to **College of DuPage, [Office of Student Records](#)**. ***If College of DuPage is the only institution you have attended, you do not need to request official transcripts.***
 - b. Verify receipt of your transcript(s). Log into myACCESS account, click on 'myACCESS for Students', select '**My Profile**'. The receipt status of your transcript will be listed under '**Transcript Institutions**'.

NOTE: If you have an international transcript from high school or college, it must first be evaluated. Please visit the following website https://www.cod.edu/registration/records/trans_eval_listing.aspx for details.

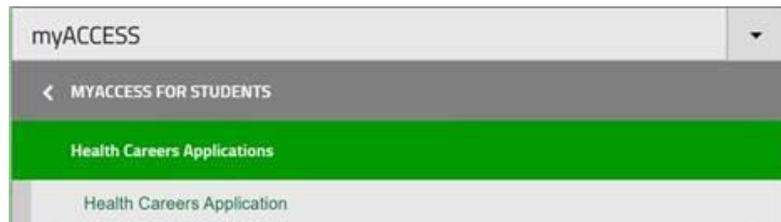
- _____ 4. Complete the **non-refundable \$50 [Health Career Selective Enrollment Program Application](#)** online by logging into the student portal at <https://inside.cod.edu>
 - Click on myACCESS for Students



- Click on the Health Careers Applications link



- Select Health Careers Application



- Select **Proton Therapy Advanced Certificate** when asked “What selective enrollment program are you applying to?”

Once the application is submitted, you may not change the term or program. If you do not have a credit card, you can purchase a prepaid credit card from your local retailer

_____5. Complete the [College of DuPage Residency Verification form](#) and provide 2 proofs of residency to the **Office of Student Registration Services, Student Services Center (SSC) Room 2221** by the program application deadline date.

Note:

- **If this residency requirement has not been submitted to Registration by the program application deadline date, you will not be considered for admission.**
- **Separate Residency Verification Forms must be submitted for each program application.**

_____7. Successful completion of Anatomy & Physiology (A&P 1500 or 1551 or 1571) or equivalent **prior** to admission. (There is no date limitation on A&P classes).

_____8. Successful completion of the following General Education courses: Math 1116 or higher level, CIS 1100 or higher level, English 1101 and 1102, Speech 1100 or 1120, or 1150, Social/Behavioral Science (at least 3 semester hours), Humanities (at least 3 semester hours), and HLTHS 1110 or equivalent (biomedical terminology) by the application deadline date.

_____9. Contact Clinical Instructor, Angela Corbett, at Northwestern Healthcare Proton Center and arrange a FORMAL VISIT at the clinical site by e-mailing her at angela.corebett@cadencehealth.org.

____10. Possibly meet with this Program Admission Committee.

“All application documents delivered to the College of DuPage pertaining to a health sciences admissions file become the property of the College of DuPage and will not be returned to applicants. This includes but is not limited to transcripts, letters of recommendation, clinical evaluation forms or outside test reports.”

HOW ACCEPTANCE IS DETERMINED

The Deadline for Applications is December 9, 2021

The Admissions Committee meets in early January. In about 4-6 weeks, the acceptance letters are emailed. These include the student's hospital assignment and an accept-or-reject letter. The accept-or-reject letter must be returned by a specific date. If not, we will place students from the waiting list. Students from the waiting list will continue to be placed until the Program start date or until the list is exhausted. All supporting documents for applications delivered to the College of DuPage pertaining to a health sciences admissions file become the property of the College of DuPage and will not be returned to applicants. This includes but is not limited to transcripts, letters of recommendation, clinical evaluation forms or outside test reports.

Requests for admission are **not** automatically carried over to the following year. Applicants who were not accepted for the cycle in which they originally applied are asked to pay the \$50 non-refundable Health Science application fee and submit any/all supporting documents as listed on the Admissions Checklist of the Application Packet requirements (if applicable). Transcripts of any additional coursework must also be submitted to the Records Office. Students who have applied previously are not given preference for readmission, but a high multiplier is used on the merit evaluation form for those who were qualified but not admitted in a previous year. NOTE: Students re-applying are advised to contact a Proton Therapy program faculty member to review their file to see if they can improve their Merit Evaluation score in any way.

Priority for Admission:

- a. In-District applicants
- b. Out-of-District who are part of the [CAREER Consortium Agreement](#) (meaning your residing community college does not offer the particular program in which you are applying)
- c. Out-of-District applicants working full-time in-district (proof of in-district employment will be required each semester)
- d. Out-of-District applicants (who are not part of the CAREER Consortium Agreement) including those students with a joint or chargeback agreement and International students

Some of these questions may be asked of you during your Formal Visit or Group Advising Sessions:

1. Tell me about yourself.
2. Which of your characteristics would you most like to change?
3. What are your most valuable characteristics?
4. What high school or college classes did you like the most? The least? Why?
5. What experience have you had in dealing with the public?
6. Working in a Radiation Therapy Department and in a hospital requires a team effort. Do you consider yourself a team player?
7. How did you become interested in Radiation Therapy?
8. Who influenced you most in your career choice? How? Why?
9. Who do you feel is the most important person in a hospital and why?
10. What qualities do you think a good health professional should possess?
11. Give an example of a recent high stress situation that you were in? How did you react?
12. What types of medical situations have you been exposed to?
13. What will you do to learn how to cope with medical emergencies?
14. What type of patient contact would you like in your job?
15. What are your long-term career goals? Where do you see yourself in five years from now?
16. What will you do if you are unable to enter the Program this year?

MERIT EVALUATION PROTON THERAPY

For your reference only; admissions committee completes this form. Do not fill out and submit

Name _____ COD ID# _____ Date _____

Clinical Interview _____ Yes _____ No

Radiation Therapy Courses (Scale A)

- Physics _____
- Cross-sectional Anatomy _____
- Principles & Procedures I _____
- Principles & Procedures II _____
- Principles & Procedures III _____
- Radiation Biology _____
- Pathophysiology _____
- Quality Management _____
- Operational Issues _____
- Clinical I _____
- Clinical II _____
- Clinical III _____

Subtotal _____

Appl Date Mult _____

CI Interview _____

Merit Score _____

Application Date Multiplier

Jul	1.12	Jan	1.06
Aug	1.11	Feb	1.05
Sep	1.10	Mar	1.04
Oct	1.09	Apr	1.03
Nov	1.08	May	1.02
Dec	1.07	Jun	1.01

Interview Scale

256 to 275 = 4
237 to 255 = 3
214 to 236 = 2
206 to 213 = 1
0 to 205 = 0

Scale A

Grade A = 4 pts
Grade B = 3 pts
Grade C = 2 pts
Grade D = 1 pt
Grade F = 0 pts