

# College of Health Professions

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Catalog  
2013-2015

University of Arkansas for Medical Sciences

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## POLICY STATEMENT REGARDING HANDBOOK

Procedures stated in this catalog require continuing evaluation, review, and approval by appropriate University officials. All statements contained herein reflect policies in existence at the time this catalog went to press, and the University and College reserve the right to change policies at any time and without prior notice.

Revised: January 8, 2014

# GENERAL INFORMATION

# THE UNIVERSITY OF ARKANSAS FOR MEDICAL SCIENCES

## MISSION STATEMENT

The mission of UAMS is to improve the health, health care and well-being of Arkansans and of others in the region, nation and the world by

Education of current and future health professionals and the public;

Providing high quality, innovative health care and also providing specialty expertise not routinely available in community settings; and

Advancing knowledge in areas of human health and disease and translating and accelerating discoveries into health improvements.

## CORE VALUES

**Integrity:** We foster, encourage and expect honesty, accountability and transparency in pursuit of the highest ethical and professional standards in all that we do. We take responsibility for our performance, and will communicate our critical decisions to our employees, patients, students and stakeholders.

**Respect:** We embrace a culture of professionalism with respect for the dignity of all persons, honoring the unique contributions provided by a diversity of perspectives and cultures.

**Diversity:** We are committed to the importance of the diversity of UAMS leadership, faculty, staff and students in order to enhance the education of our students, reduce racial and ethnic health disparities in our state, and provide an environment in which all employees and views are welcomed.

**Teamwork:** We seek to create interdisciplinary, synergistic and collegial relationships characterized by honesty, collaboration, inclusiveness and flexibility.

**Creativity:** We encourage and support innovation, imagination, ingenuity, resourcefulness and vision.

**Excellence:** We strive to achieve, through continuous improvement and adherence to institutional policies and best practices, the highest quality and standards in all our endeavors.

## ROLE AND SCOPE

The University of Arkansas for Medical Sciences (UAMS) is Arkansas' only institution of professional and graduate education devoted solely to the health and biological sciences. First founded as a School of Medicine in 1879, UAMS became a medical sciences campus in 1951 with the addition of the College of Pharmacy. The College of Nursing was established in 1953, and the University Hospital was built in 1956. The College of Health Professions was organized as a separate

college within UAMS in 1971. The College of Public Health was established in 2001. The Graduate Program was organized as an extension of the Graduate School of the University of Arkansas at Fayetteville in 1943, and was approved for independent status by the Board of Trustees in 1995. The Area Health Education Centers (AHECs) Program was established in 1973. The Winthrop P. Rockefeller Cancer Institute was established in 1984. The Harvey and Bernice Jones Eye Institute (HBJEI) was established in 1993. The Donald W. Reynolds Center on Aging was established in 1996. Today, UAMS is one of twelve campuses of the University of Arkansas. It has grown into an academic health sciences center that encompasses broad aspects of education, research, and service. The institution offers programs that improve the physical, economic, and intellectual well-being of the citizens of Arkansas.

In fulfilling its educational mission, the six academic units of UAMS—the Colleges of Medicine, Nursing, Pharmacy, Health Professions, and Public Health, and the Graduate School—as well as the UAMS Medical Center, the Area Health Education Centers, the Winthrop P. Rockefeller Cancer Institute, the Harvey and Bernice Jones Eye Institute, the Donald W. Reynolds Center on Aging, the Myeloma Institute for Research and Therapy, and the Jackson T. Stephens Spine & Neurosciences Institute—provide the environment and opportunities for students and practitioners alike to learn and maintain the knowledge and skills they need. These programs integrate the liberal arts with the biological, physical, and behavioral sciences, and emphasize life-long learning for practitioners in the health professions.

UAMS is the principal biomedical research center for the state of Arkansas. In its programs of research, UAMS seeks to stimulate and support scholarly inquiry for both faculty and students aimed at maintaining and preserving knowledge, and making discoveries that address the health needs of the state, nation, and world.

These research programs enhance the economic and educational progress of Arkansas through technology transfer and collaborative arrangements with other qualified individuals, groups, companies, and institutions. The research mission involves the quest for new information, the organization of known information in new ways, and the sharing of this information with the scientific community.

The service mission of UAMS is fulfilled by providing comprehensive health care services to meet both the educational needs of students and the special health care needs of the state. As the only academic medical center in Arkansas, the unique role of UAMS is to provide services requiring highly specialized personnel and technology. These services are delivered in an interdisciplinary environment to all Arkansans regardless of their ability to pay.

In addition, comprehensive services in health, wellness, and rehabilitation are offered in a statewide context. The service mission is enhanced by affiliations with Arkansas Children's Hospital (ACH), John L. McClellan Memorial Veterans Administration Medical Center, the Arkansas Rehabilitation

Institute, the Central Arkansas Radiation Therapy Institute (CARTI), and the Arkansas State Hospital. Additional cooperative programs are offered with other hospitals and practitioners affiliated with the AHEC Programs. UAMS has a responsibility to provide health care services in a manner that ensures the long-range financial viability and continued quality of its programs, while providing the most cost-effective care for its patients.

The UAMS mission encompasses a responsibility to its alumni and other health care practitioners of Arkansas to help them continue to improve their professional knowledge and skills. All schools and departments offer life-long learning opportunities as appropriate to their missions. The UAMS Library also serves as a resource for all health professionals by maintaining a portfolio of information services needed to support their information needs.

UAMS values its role of service to the general welfare of the state of Arkansas. This service includes action as a partner in science and health areas to all levels of the educational systems of the state. As the leader in health care, the institution provides educational programs, consultation, and technical advice to other institutions, agencies, and local communities for the purpose of improving and maintaining the health of citizens.

The role of UAMS in the economic life of the community is significant. A major element of the central Arkansas economy, the salaries of a highly educated work force contribute substantially to the regional economy.

UAMS fulfills its mission through coordinated action of the following units:

- College of Health Professions
- College of Medicine
- College of Nursing
- College of Pharmacy
- College of Public Health
- Graduate School
- Area Health Education Centers
- Donald W. Reynolds Center on Aging
- Harvey and Bernice Jones Eye Institute
- Jackson T. Stephens Spine & Neurosciences Institute
- Myeloma Institute for Research and Therapy
- Northwest Regional Campus
- Psychiatric Research Institute
- UAMS Medical Center
- Winthrop P. Rockefeller Cancer Institute

## **THE COLLEGE**

### **MISSION OF THE COLLEGE**

The College of Health Professions (CHP) serves the state of Arkansas as the primary arm of the University of Arkansas in offering programs that provide education, service, and research in the allied health professions. The College was organized as a separate college within the University of Arkansas for Medical Sciences in 1971.

In fulfilling its mission, the College of Health Professions offers education and training opportunities for students of the allied health professions to prepare them as graduates to assume the roles of the professional. The College curricula coordinate the professional course work with the arts, humanities, and basic and social sciences into a total educational experience that emphasizes life-long learning in the allied health professions.

Patient and public health education is an important part of the mission of the College of Health Professions. In its public service role, programs in the College render patient care services as part of their educational efforts under the supervision of faculty. Technical advice and consultative services are available from the College to institutions and agencies throughout the state. The professional service mission of the College includes the offering of continuing education courses to practitioners to enhance teaching, administration, and professional skills.

Research in the College of Health Professions involves the educational process as well as professional fields. The research mission involves the quest for new information which addresses the health and health care educational needs of the state, and the sharing of this information with the scientific community.

### **CHP ROLE AND SCOPE**

The CHP mission is achieved through the varied offerings of its departments. The College, the only one of its kind at an academic health science center in Arkansas, has as its main role the education of allied health professionals to serve in the health care delivery system in the state. The specific educational programs currently offered within the College of Health Professions are provided by eleven academic departments. They include: Audiology and Speech Pathology; Dental Hygiene; Dietetics and Nutrition; Emergency Medical Sciences; Genetic Counseling; Health Information Management; Imaging and Radiation Sciences (Diagnostic Medical Sonography, Medical Dosimetry, Nuclear Medicine Imaging Sciences, Radiation Therapy, Radiologic Imaging Sciences); Laboratory Sciences (Cytotechnology, Medical Laboratory Sciences); Ophthalmic Technologies; Physician Assistant Studies; and Respiratory and Surgical Technologies. Programs range from academic requirements of one semester to programs that require four or more years. Academic awards include the certificate and the associate, bachelor, master, and doctoral degrees. Nearly all the programs stipulate prerequisites for admission that must be completed at another (general undergraduate) institution.

Other roles of the College of Health Professions include public and professional service, and research. The College offers professional continuing education opportunities to enhance the abilities of practicing allied health professionals; serves as a resource center for allied health planning, education, and delivery systems in Arkansas, and develops applied research programs in allied health. All of these roles combine to support the overall mission of the College.

## DEPARTMENT AND PROGRAM LISTINGS

The following departments/programs comprise the College:

### Department of Audiology and Speech Pathology

Audiology  
Communication Sciences and Disorders, M.S.  
Communication Sciences and Disorders, Ph.D.

### Department of Dental Hygiene

Dental Hygiene

### Department of Dietetics and Nutrition

Clinical Nutrition  
Dietetic Internship

### Department of Emergency Medical Sciences

Emergency Medical Sciences

### Department of Genetic Counseling

Genetic Counseling

### Department of Health Information Management

Health Information Management (Medical Record Technology)

### Department of Imaging and Radiation Sciences

Diagnostic Medical Sonography  
Medical Dosimetry  
Nuclear Medicine Advanced Associate  
Nuclear Medicine Imaging Sciences  
Radiologic Imaging Sciences  
Radiologist Assistant

### Department of Laboratory Sciences

Cytotechnology  
Medical Laboratory Sciences

### Department of Ophthalmic Technologies

Ophthalmic Medical Technology

### Department of Physician Assistant Studies

Physician Assistant

### Department of Respiratory and Surgical Technologies

Respiratory Care  
Surgical Technology

## CERTIFICATES AND DEGREES

These certificates and degrees are awarded by departments in the College:

### Certificates:

Emergency Medical Sciences

### Associate of Science (A.S.) Degrees:

Dental Hygiene  
Emergency Medical Sciences  
Health Information Management  
Medical Radiography  
Surgical Technology

### Bachelor of Science (B.S.) Degrees:

Cardio-Respiratory Care  
Cytotechnology  
Dental Hygiene

Diagnostic Medical Sonography  
Emergency Medical Sciences  
Medical Dosimetry  
Medical Laboratory Sciences  
Nuclear Medicine Imaging Sciences  
Ophthalmic Medical Technology  
Radiologic Imaging Sciences

### Post-Bachelor's Certificate:

Dietetic Internship (Joint UAMS—CAVHS)

### Master of Imaging Sciences (M.I.S.) Degree:

Nuclear Medicine Advanced Associate  
Radiologist Assistant

### Master of Physician Assistant Studies (M.P.A.S.) Degree:

Physician Assistant (currently applying for ARC-PA provisional accreditation)

### Master of Science (M.S.) Degrees:

Clinical Nutrition  
Communication Sciences and Disorders  
Genetic Counseling

### Doctor of Audiology (Au.D.) Degree

### Doctor of Philosophy (Ph.D.) Degree:

Communication Sciences and Disorders

## PRIMARY AFFILIATIONS

A unique partnership in health manpower training exists between the College; the Department of Veterans Affairs, Central Arkansas Veterans Healthcare System; and the University of Arkansas at Little Rock. Each institution strives to coordinate and complement the resources necessary for the student's total education.

## THE CAMPUS AND FACILITIES

The University of Arkansas for Medical Sciences campus is located in western Little Rock near War Memorial Park. The new UAMS Medical Center is the focal point of the campus. East of the Medical Center are the Outpatient Center, the Harvey and Bernice Jones Eye Institute, the Jackson Stephens Spine and Neurosciences Institute, and the Winthrop P. Rockefeller Cancer Institute. The Barton Institute for Medical Research and the Biomedical Research Center are northeast of the Medical Center and the John L. McClellan Memorial Veterans Hospital and the Donald W. Reynolds Aging Institute are south.

The Shorey, Education II, and College of Public Health Buildings are located to the north, with the Wilson Education Building, Residence Hall, and facilities for the College of Health Professions in the northwest part of the campus. UAMS Regional Centers are located at Fort Smith, Fayetteville, Jonesboro, Pine Bluff, El Dorado, Texarkana, Helena, and Batesville-Mountain Home.

## **ACCREDITATION**

The University of Arkansas for Medical Sciences is accredited by the Higher Learning Commission of the North Central Association of Colleges and Schools and the departments are accredited as appropriate by their national and state agencies.

## **EQUAL OPPORTUNITY**

Applicants are considered without regard to race, color, gender, age, sexual orientation, religion, national origin or disability status as a criterion in deciding against any individual in matters of admission, placement, transfer, hiring, dismissal, compensation, fringe benefits, training, tuition assistance, and other personnel or educationally-related actions. Students who have concerns should contact the CHP Associate Dean for Student Success.



## APPLICATION DEADLINES 2014-2016

Program	Maximum % to be Selected Early	Early Consideration Deadline	Application Deadline* 2014-2015	Application Deadline* 2015-2016
<b>Audiology (Au.D.)</b>	Not Applicable	Contact Department	December 1, 2014	February 1, 2015
<b>Clinical Nutrition (M.S. Clinical Nutrition)</b>	Not Applicable	Not Applicable	Contact Graduate Office	Contact Department
<b>Communication Sciences and Disorders (M.S.)</b>	Variable	Contact Department	February 15, 2014	February 15, 2015
<b>Communication Sciences and Disorders (Ph.D.)</b>	Not Applicable	Not Applicable	Contact Department	Contact Department
<b>Cytotechnology</b>	Variable	March 1, 2014	May 15, 2014	May 15, 2015
<b>Dental Hygiene</b>	Not Applicable	Not Applicable	March 1, 2014	March 1, 2015
<b>Diagnostic Medical Sonography</b>	Not Applicable	Not Applicable	March 1, 2014	March 1, 2015
<b>Dietetic Internship</b>	Not Applicable	Not Applicable	February 15, 2014	February 15, 2015
<b>EMS-EMT (Fall and Spring)</b>	Variable	Not Applicable	Fall July 30, 2014 Spring December 1, 2014	Fall July 30, 2015 Spring December 1, 2015
<b>EMS-Paramedic (Fall Entry)</b>	Variable	March 31, 2014	June 15, 2014	June 15, 2015
<b>EMS-Paramedic (Spring Entry)</b>	Variable	October 1, 2014	December 1, 2014	December 1, 2015
<b>EMS (B.S.)</b>	Not Applicable	March 31, 2014 October 1, 2014	June 15, 2014 December 1, 2014 May 20, 2014	June 15, 2015 December 1, 2015 May 20, 2015
<b>Genetic Counseling</b>	Not Applicable	Not Applicable	February 15, 2014	February 15, 2015
<b>Health Information Management</b>	Not Applicable	Not Applicable	Fall July 1, 2014 Spring December 1, 2014	Fall July 1, 2015 Spring December 1, 2015
<b>Medical Dosimetry</b>	Not Applicable	Not Applicable	May 1, 2014	May 1, 2015
<b>Medical Laboratory Sciences</b>	Variable	March 1, 2014	May 15, 2014	May 15, 2015
<b>Nuclear Medicine Advanced Associate</b>	Not Applicable	Not Applicable	Fall June 1, 2014 Spring November 1, 2014 Summer March 1, 2014	Fall June 1, 2015 Spring November 1, 2015 Summer March 1, 2015

<b>Nuclear Medicine Imaging Sciences</b>	Not Applicable	Not Applicable	March 1, 2014	March 1, 2015
<b>Ophthalmic Medical Technology</b>	Variable	April 15, 2014	May 15, 2014	May 15, 2014
<b>Physician Assistant</b>	Not Applicable	Not Applicable	December 1, 2013	December 1, 2014
<b>Radiologic Imaging Sciences</b>	Variable	January 31, 2014	March 1, 2014	March 1, 2015
<b>Radiologist Assistant</b>	Not Applicable	Not Applicable	Fall June 1, 2014 Spring November 1, 2014 Summer March 1, 2014	Fall June 1, 2015 Spring November 1, 2015 Summer March 1, 2015
<b>Respiratory Care</b> Therapist-B.S., Little Rock, Batesville, and Texarkana	Variable	Variable	May 15, 2014	May 15, 2015
<b>Surgical Technology</b>	Variable	Variable	May 31, 2014	May 31, 2015

\*Application must be post-marked no later than the application deadline.

# STUDENT INFORMATION

## ASSOCIATED STUDENT GOVERNMENT (UAMS)

The Associated Student Government (ASG) is the student governing body that represents all colleges on campus. All students are encouraged to attend the monthly meetings; however, dates and locations vary from year to year. For the ASG meeting schedule and other campus events, students should visit the [website](#) or contact their ASG representative. Students may also view Blackboard and the Education II building ground-level concourse and the I. Dodd Wilson building televisions for other information. Students are encouraged to stay informed and make suggestions to their ASG representative on ways to improve campus life.

## CHP STUDENT COUNCIL

The College of Health Professions Student Council serves as representative organization for the student body of the college. Through involvement in the CHP Student Council, students have the opportunity to impact the operation of the college and voice their desires directly to the college. The HSC Student Council meets monthly. Contact Dr. Tom Pilgreen, Associate Dean for Student Success at [GTPilgreen@uams.edu](mailto:GTPilgreen@uams.edu) for more information.

## STUDENT BADGE

A student badge with photograph will be made during the initial registration process. The badge entitles students to use the UAMS Library and obtain tickets to University functions at student rates. It should be worn at all times while on campus (including at AHECs and other UAMS sites). If the badge is lost or damaged, or if your name changes while you are a student at UAMS, you may purchase a replacement badge from Creative Services, located in ED II/B/142. Office hours are from 8:00 AM – 4:30 PM, Monday – Friday. New picture badges are made on Monday, 3:00 - 4:00 PM; Tuesday, 7:30 - 8:30 AM; and Thursday, 8:30 - 9:00 AM. The fee for a replacement badge is \$11.00 check or cash. The fee for a new photograph and badge is \$13.00 cash or check.

## MAIL SERVICE

Mail Room Services: The Mail Room window is open daily between the hours of 8:00 AM – 4:00 PM Monday through Friday. Regular first class stamps are sold individually, by the book of 20, or by the roll of 100 when available. The stamps are available on a cash only basis. Personal stamped mail as well as business related items are accepted. All mail received in the Mail Processing Center is taken to the U.S. Post Office daily at 4:30 PM, Monday through Friday.

## AUTOMATIC BANKING TELLERS

Banking services are available via automatic tellers located in the lobby of the Central Building near the Information desk and in the lower level of the Central Building near the cafeteria entrance and across the hallway from the College of Medicine offices.

## DENTAL HYGIENE SERVICES

Dental hygiene services are available to UAMS students at a nominal fee. Services include teeth cleaning, diagnostic radiographs, pit and fissure sealants, and fluoride applications. Services are provided by students under the direct supervision of faculty. The Dental Hygiene Clinic is located in room 1E/13 in the Ward Tower. Telephone: (501) 686-5733 or visit [website](#).

## ORAL HEALTH CLINIC

A full service dental clinic is available to the public. The clinic provides services such as cleanings, tooth whitening, restorative dental care (such as fillings and crowns) and extractions performed by licensed dentists and dental hygienists. The clinic accepts dental insurance. It is located on the first floor of the Ward Tower. Appointments can be made by calling (501) 686-5733, option 2. For more information, visit [website](#).

## PHARMACY

Students receive discounts on prescriptions filled at the UAMS Outpatient Pharmacy located in the Outpatient Center on the first floor. Telephone: (501) 686-5530. See [website](#) for more information.

## SPEECH, LANGUAGE, AND HEARING SERVICES

The CHP cooperatively sponsors a clinic for clients with communication disorders. Speech, language, literacy, fluency, and voice evaluations and therapy are available to students at reduced rates. The clinic also offers hearing evaluations, assistive listening devices, audiologic rehabilitation, and hearing aid services. The Speech and Hearing Clinic is located at the University of Arkansas at Little Rock (UALR), University Plaza, Suite 600. Telephone: (501) 569-3155. See [website](#) for more information.

## STUDENT AND EMPLOYEE HEALTH SERVICES

**Student and Employee Health Services (SEHS):** The SEHS main clinic is located at Sixth Street and Jack Stephens Drive in the back of the Family Medical Center and is open Monday - Friday 8:00 AM - 4:30 PM. Telephone: (501) 686-6565 or visit their [website](#).

SEHS provides the following services at no cost to students:

- Annual Flu Vaccines
- Annual Tuberculosis (TB) screening
- Completion of any necessary vaccine series

SEHS will also provide care for needle sticks and blood/body fluid exposure as well as infections disease exposure management.

**Student Health Clinic:** The Student Health Clinic (SHC) provides basic medical care to all UAMS students. Telephone: (501) 686-6565 or visit their [website](#).

**Family Medical Center (FMC):** The FMC offers medical care to students and their families who choose one of the Family Practice Physicians as their primary doctor. The FMC offers a full range of Primary Care including women's health, newborn, pediatric, and adult care. The FMC is located on the UAMS campus on the corner of 6<sup>th</sup> St. and Jack Stephens Drive. Telephone: (501) 686-6560 for visit [website](#).

## CHILD CARE FACILITIES

Arkansas Department of Health and Human Services-approved child care facilities are available by contacting the Division of Child Care and Early Childhood Education or accessing the web pages of the licensed child care facilities at: [www.accessarkansas.org/childcare/](http://www.accessarkansas.org/childcare/).

## UAMS STUDENT WELLNESS PROGRAM

The UAMS Student Wellness Program (student mental health program) is a preventative service created to provide short term, confidential assistance for students who are actively enrolled at UAMS (Little Rock Campus). The purpose of this service is to provide the necessary tools for students to achieve their fullest potential.

Students seek help for depression, anxiety, grief, relationship conflicts, academic difficulties, and numerous other issues interfering with their maximal functioning. Seeking care through this service is absolutely confidential. The only exceptions to the strict code of confidentiality (as required by law) include homicidality (planning to kill someone else, or being so severely impaired that patients in your care are in jeopardy), suicidality (planning to kill self) and child abuse. Record keeping is also strictly confidential within the student wellness program and does not become part of the campus-wide electronic UAMS medical record.

For short-term treatment, there is no financial cost to students seeking care (other than the cost of medication should it be needed). The service is made possible through the support of the Chancellor of UAMS, and a portion of the student health fee.

**Location:** The Student Wellness Program is located at 201 Jack Stephens Drive, in a two story grey building. The office suite is on the street level. Ring the doorbell for entry. Parking is available immediately in front in reserved parking spaces #15, #17, #19, and #20 for the duration of the appointment (only).

**Referrals for Long Term Difficulties:** Students with major mental illnesses and/or substance abuse requiring inpatient hospitalization and/or intensive long-term care will be referred to a community mental health center, the UAMS Psychiatric Clinic, or to appropriate resources in the community. The cost for this level of care is the responsibility

of the student (it is important to maintain health insurance coverage without lapse through school).

**Hours:** The Student Wellness Program can be reached by telephone at (501) 686-8408 between 7:45 AM to 4:30 PM Monday through Friday. Students are seen by appointment only. To schedule a confidential appointment, call Ms. Meshelle Helms or Sherry Bullard at (501) 686-8408. Help us know the type of problem you are having and how urgently you need help. This will help us triage urgent situations immediately and/or schedule you with the most skilled clinician for your particular problem.

**Emergencies:** For an after-hour emergency, call the UAMS operator at (501) 686-7000, identify yourself as a UAMS student with an emergent problem, and request the operator to page the UAMS Department of Psychiatry resident on call.

## SEXUAL VIOLENCE HOTLINE (SAFE PLACES)

Safe Places' services are provided throughout Pulaski County through local hospitals and can be accessed through the local or statewide sexual violence hotline numbers: (501) 801-2700 (Pulaski County) or (877) 432-5368 (Statewide). The hotline provides crisis intervention via phone and serves as a resource and referral for anyone who needs assistance or information about sexual violence. Additionally, the sexual violence hotline can connect you with emergency advocacy through trained crisis intervention advocates for any individual who seeks care in hospital emergency rooms following a sexual assault or sexual violence. The crisis advocate will provide emotional support, information, clothing, and advocacy. Receiving services from a crisis intervention advocate is always the decision of the victim of sexual violence.

## UAMS BOOKSTORE

The UAMS Bookstore is located at 200 Hooper Drive, across from the College of Public Health Building and is open 8:00 AM - 5:00 PM, Monday - Thursday and 8:00 AM - 4:00 PM on Friday with extended hours during registration. The Bookstore is a convenient resource for books, supplies, and medical equipment, scrubs, lab coats, and various other items for students, faculty, and staff. In addition to providing monogramming services, the bookstore also stocks reference and review books as well as UAMS apparel and gifts. See [website](#) for more information.

## AUTOMOBILE REGISTRATION

The Parking Operations Office, located at the UAMS Distribution Center- 800 Cottage Drive, is open Monday - Friday 7:30 AM - 4:00 PM and can be reached at (501) 526-7275. All faculty, students and staff at UAMS who park on campus, at any time, are required to register their vehicles with the UAMS Parking Operations Office and display the appropriate registration decal on vehicles. See [website](#) for more information.

## PARKING

Parking on the UAMS campus is limited and requires a permit that can be obtained from the Parking Operations Office for a fee. Parking for commuter students or students who do not have a parking permit can be found at War Memorial Stadium or Ray Winder Parking lots and those students can ride the shuttle bus onto the UAMS camps. The shuttle bus runs 4:30 AM - 7:30 PM, Monday - Friday, with exception of UAMS holidays.

**Regulations:** The parking regulations set forth by Parking Operations Office are in effect at all times. Violations of any parking regulations may result in tickets, fines, booting, towing or having parking privileges revoked. If you have any doubt concerning any parking regulations please contact the Parking Operations Office at (501) 526-7275. See [website](#) for more information.

**Appeals:** Any person charged with a parking violation has the right to appeal the violation to the UAMS Parking and Traffic Committee within seven calendar days of when the violation was issued. An official appeal form can be found at [www.uams.edu/parking/documents/appeals.pdf](http://www.uams.edu/parking/documents/appeals.pdf)

## UAMS POLICE

The UAMS Police Department is located at the Distribution Center, 4301 W. Markham St. and can be reached at (501) 868-7777. The UAMS Police Department operates 24 hours a day, seven days a week. UAMS Police officers are sworn, certified, and trained in accordance with Arkansas State Standards and are dedicated to protecting the students, employees, patients, and visitors, as well as the property of UAMS. See [website](#) for more information.

## UAMS SECURITY REPORT

The UAMS Police Department, in compliance with the "Student Right-to-Know" and "Campus Security Act," has added an annual security report to its list of printed material that is distributed to our campus community. UAMS Crime Statistics are compiled in accordance with the definitions of the FBI's Uniform Crime Reporting System which UAMS Police department has participated since 1979. For a copy of the current security report, please visit the [website](#) listed at the top of this notice.

## EMERGENCY TELEPHONES

Emergency telephones have been installed on campus for immediate access to the UAMS Police Department at any time of the day or night. Steady or revolving blue lights mark telephones throughout the campus. If you need help or want to report any unusual situation, open the telephone box door and lift the receiver; a police officer will answer.

## CODE BLACK

In the event of an emergency situation requiring a secured campus, a Code Black/Campus Lockdown Alert will be issued.

Code Black may be called for an active shooter, hostage situation, terroristic threatening, and other scenarios that include violent events or the threat of such events.

Any threat or act of violence witnessed or experienced by a member of the campus community (including students) must be promptly reported to UAMS Police. Those reporting a threat or act of violence should call **686-7777** immediately. Information the caller should provide the dispatcher includes:

- Caller's name and location
- Description of assailants and location of the incident
- Number of assailants (if known)

A Code Black Lockdown Alert is issued over the public address system in all buildings and through the external sirens. The announcement will as follows or similar to:

The UAMS campus is now in a Code Black status. Everyone should immediately move out of any hallway or other open areas into the nearest office, patient room, or classroom. Close and lock the door. Do not leave the building. Do not enter stairwells or hallways until further notice. If you are currently off campus, do not come to campus.

Upon determination by the UNIFIED COMMAND the campus no longer needs to operate within Code Black status, the public address system will broadcast the following announcement three times.

Code Black all clear, Code Black all clear, please return to normal operations.

## FIRE ASSISTANCE

Activate the nearest alarm box and then dial 686-5333 to inform central control of exact location, floor, wing, room number, what is burning and name of caller. In the education and research buildings, the ringing of a general alarm will signal "Fire/Danger." It is advisable to become familiar with the location of alarm boxes, fire blankets, and extinguishers in the area where you spend most of your time. The fire plan for UAMS is referred to as "CODE RED." "CODE RED" will be put into effect when fire and/or smoke are reported anywhere on campus. The phrase "CODE RED" shall be used as the code for announcing a fire emergency or a fire drill. Under no circumstances should anyone shout "Fire."

## LIBRARY SERVICES

The UAMS Library serves the faculty, staff, and students of all UAMS colleges as well as the staff of the University Hospital. It also extends reference and borrowing privileges to health care practitioners throughout Arkansas either directly or through the Area Health Education Center (AHEC) Libraries. The collection and services are designed to meet the education, research, service, and patient care missions of UAMS. Library [website](#). Library mobile [website](#). Call Reference (501) 686-6734 for research assistance and further information on any library services.

## MINORITY STUDENT ASSISTANCE

The Associate Dean for Student Success may be able to assist in responding to minority student needs or problems. For further information, call (501) 686-5730.

## OFFICE OF EDUCATIONAL DEVELOPMENT (OED)

Many students find that the pace and amount of learning in CHP courses are considerably different from other courses they've had. CHP students often say they have more to learn in one course than in an entire semester in other courses. Learning in CHP courses is "learning on steroids."

Just as you take stock of your health during annual physicals, the beginning of the semester is a good time to take stock of your study and learning skills. Some Educational Development resources to help you check your study skills and "kick your learning up a notch" are:

- Learning skills assessments: Helps you check skills such as identifying relevant information, making the best use of practice test questions, and condensing/organizing lecture and text information. To schedule a "learning skills checkup," call (501) 686-7349 or (501) 686-5720.
- Learning in CHP sessions: Although these sessions are available at any time, they are most helpful during the first few weeks of the semester for non-science majors or anyone who's been out of school for a while. These sessions focus on important study skills for CHP courses such as the amount of information and type of learning (application vs. rote memory) and on strategies for retaining and applying information.

Call the Office of Educational Development at (501) 686-7349 or (501) 686-5720 for more information about these services or to schedule an appointment for a learning skills checkup or help with study strategies.

## RELIGIOUS OPPORTUNITIES

The non-denominational Samuel Moore Walton Memorial Chapel is open every day 6:00 AM - 8:30 PM for quiet prayer or meditation and is located on the first floor (1E90) of the Hospital. The Pastoral Care office is located on the first floor of the Hospital (1E50) across from the Doc Java. The Pastoral Care office can be contacted at (501) 686-5410 for students in need of assistance and is open Monday - Friday 8:00 AM - 4:30 PM.

## RECREATIONAL SERVICES

**Intramural Sports:** The intramural sports offered at UAMS include: flag football, basketball, and softball. Information can be found on the student activities [website](#) or obtained by contacting the Assistant Director of Student Activities at (501) 686-6973.

**Fitness Center:** Students may join the UAMS Fitness Center located on the eighth floor of the College of Public Health building. The current fee is \$15.00 per month. The Fitness Center is the hub for all wellness-related activities, programs, events, classes/seminars, materials, and community involvement initiatives. The Fitness Center includes a 24-hour gymnasium, on-site management, and access to nutritionists, dietitians, trainers, and other health care professionals. The Fitness Center also carries a full line of supplements at wholesale prices. Some of the items offered include protein ready to drinks, energy drinks, protein bars, and full line of snack items. For more information, visit the [website](#).

Students receive a \$10 per month discount at UALR's Donaghey Fitness Centers. You will have to show proof of your current UAMS enrollment by showing your current student ID badge at those facilities. You must also provide your social security number to receive the discount. Membership is for the UAMS student only, and neither the card nor membership is transferable. This discount is provided by the Office of the Vice Chancellor for Academic Affairs.

## UAMS INFORMATION TECHNOLOGY

Access to the UAMS network, including access to the internet via the UAMS network, on-line reference and information resources provide through the UAMS Library and other UAMS computing resources is restricted to people having a UAMS network account. All active UAMS students receive UAMS network accounts. Information about network accounts is provided to new students during the registration or orientation sessions.

Everyone granted access to the UAMS network must review and sign the UAMS Confidentiality Agreement which students complete during registration and orientation.

Your UAMS network account is to be used only by you. Do not share your UAMS network logon identification and password with other people as it violates the UAMS Confidentiality Agreement. See [website](#) for more information.

# ADMISSION/ACADEMIC INFORMATION



## ADMISSION TO THE COLLEGE

**Individuals who have not decided upon a specific health career may obtain counseling through the CHP Welcome Center. Telephone (501) 686-5730 for an appointment.**

Admission to all programs is by formal application only and is selective, as enrollment for each program is limited. Completing the application process includes submission of the application form and fee, all official transcripts to date, all references, and any other materials required by the department to which application is being made. Departmental admissions committees establish pre-determined criteria for selection and admit no more than the total class capacity.

Students of potential merit as future health professionals are accepted into the College of Health Professions without regard to race, color, gender, age, sexual orientation, religion, national origin or disability status as a criterion in deciding against any individual in matters of admission, placement, transfer, hiring, dismissal, compensation, fringe benefits, training, tuition assistance, and other personnel or educationally-related actions.

The College of Health Professions will provide reasonable and appropriate accommodations for students with documented disabilities who demonstrate a need for accommodation in accordance with the Americans with Disabilities Act. Students who wish to request accommodations should contact the Associate Dean for Student Success. More information about the CHP Disability Policy may be found on the College [website](#).

In admissions reviews, first consideration is given to Arkansas residents. In recognition of the significant support of CHP programs by private and federal health care facilities, however, highly qualified applicants who are residents of another state or citizens of a foreign country may successfully compete for admission.

Prior to their first semester's registration, all individuals admitted must submit proof of a physical examination using the UAMS Physical Examination Form. This examination is used by the Student and Employee Health Service to verify required immunizations and to establish a baseline for treating illnesses occurring after admission.

Applicants who are not United States citizens or permanent resident aliens or for whom English is not their native language must take the Test of English as a Foreign Language (TOEFL). Please refer to the foreign Applicant Section of the catalog.

## CHP WELCOME CENTER

The CHP Welcome Center is staffed by the Associate Dean for Student Success, the Director of Student Activities, Registrar, Admissions Officer, and Student Recruiter. The Office assists the Dean and the academic departments in the recruitment, selection, and admission of students; student retention; maintenance of student records; and other student affairs. The Office is located in the CHP Dean's Office suite on the third floor of the Administration West Building. The Office is open 8:00 AM - 4:30 PM, Monday through Friday. Appointments may be made by telephoning (501) 686-5730.

## BACKGROUND CHECKS

All applicants accepted for admission and enrolled students are required to have a current background check from an agency approved by the College of Health Professions. An offer of admission will not be final until the completion of the background check with results deemed satisfactory. Admission may be denied based on the results of the background check. Only students with satisfactory results will be allowed to register for classes.

## SUBMISSION OF TRANSCRIPTS TO THE COLLEGE

Official transcripts from other institutions, required of CHP applicants or students, must be sent to the CHP Welcome Center directly from those institutions. Transcripts brought by the applicant or student are not "official" and will not be accepted. CHP Welcome Center, 4301 West Markham Street, #619, Little Rock, Arkansas 72205.

## HIGH SCHOOL GRADUATE/GED APPLICANTS

**Minimum Criteria:** Individuals who have completed no college/university course work and are applying to programs with no prerequisite (transfer credit) requirements must meet the following minimum criteria:

1. A 2.0 Cumulative Grade Point Average (CGPA) based on all high school course work.
2. The applicant must be a high school graduate who has completed a minimum of 15 high school units including at least three (3) units of English, one (1) unit of mathematics, and two (2) additional units of mathematics and/or science.
3. Satisfactory scores on the General Education Development Test (GED) may be substituted for the above criteria. (The GED is administered through various armed forces and state agencies).

### Application Procedures:

1. Obtain an Application for Admission Form from the CHP Welcome Center. Telephone (501) 686-5730, or go to the College [website](#).

2. Return the completed application, with a non-refundable application fee of \$40.00 to the address listed on the form.
3. Arrange for each high school attended to forward an official transcript to the CHP Welcome Center.
4. Consult the Program Information section in this catalog for further specific requirements of the department to which applying. Applicants who are not United States citizens or for whom English is not their native language must also consult the Foreign Applicants section for additional requirements.

## TRANSFER APPLICANTS

**Minimum Criteria:** The following apply to applicants who have completed academic credits at other colleges or universities:

1. A 2.0 (on a 4.0 scale) Cumulative Grade Point Average (CGPA) based on all college and university course work (excluding remedial courses) completed at regionally accredited institutions.\*
2. Only courses in which a grade of C (2.0 on a 4.0 scale) or higher was earned are accepted in transfer to meet prerequisite and/or graduation requirements.
3. The CHP college transcript will list prerequisite courses accepted in transfer (consult the Evaluation of Transcripts for Transfer section) and all professional and concurrent courses completed while enrolled in the CHP.
4. Transfer credit is granted only for course work completed at a regionally accredited institution of higher education. Departments reserve the right to disallow credit for course work completed more than seven (7) years before the date of anticipated entry into their program(s).

\*Some programs may require a CGPA greater than 2.0 for consideration. Contact the department for specific program requirements.

### Application Procedures:

1. Obtain an Application for Admission Form from the CHP Welcome Center. Telephone (501) 686-5730, or go to the College [website](#) to download a paper form or use the online application.
2. Return the completed application, with a non-refundable application fee of \$40.00 to the address listed on the form.
3. Arrange for each college and university attended to forward an official transcript to the CHP Welcome Center. An official transcript must be issued by the granting institution in sealed envelope.
4. Consult the Program Information section in this catalog for further specific requirements of the department to which applying. Applicants who are

not United States citizens or for whom English is not their native language must also consult the Foreign Applicants section for additional information.

## ACADEMIC FORGIVENESS POLICY

Applicants to undergraduate programs in the College of Health Professions (CHP) may request consideration under the Academic Forgiveness Policy. This policy does not apply to currently enrolled students in the CHP or to admission to a CHP graduate program.

Under the Academic Forgiveness Policy, applicants to undergraduate programs may request that all academic credits, as well as the grades assigned to them, that they earned more than seven (7) years before the anticipated date of registering for classes in the CHP program to which they have applied shall not be considered by the CHP in determining 1) their acceptance to that program or 2) the prerequisites, electives, or professional courses they have completed. If the request is granted, all courses taken at all colleges and/or universities that are more than seven (7) years old by this date will be removed from consideration irrespective of the grades earned. That is, the Academic Forgiveness Policy may not be applied to selected courses in a given term or terms or to only those with certain grades. Thus, none of the courses excluded by granting such a request may be counted toward completion of any prerequisites, electives, or professional courses.

If the request for academic forgiveness is granted, only academic work completed less than seven (7) years prior to the date of registration in the intended program will be used in calculating the applicant's grade point average (GPA) and determining transfer credit for admissions. This will be so noted on the CHP academic transcript if the applicant is admitted. Academic forgiveness may be granted only once to any student. Academic forgiveness is not to be confused with the prerogative each CHP department has to selectively decline to accept for transfer credit any course or courses taken more than seven (7) years before the intended date of registration on the grounds that the knowledge in the discipline(s) in question, and thus the content of the course(s) as currently taught, has changed so extensively in the interim that it(they) no longer will fulfill the prerequisite or other transfer requirement for the given CHP program.

Applicants seeking consideration under the Academic Forgiveness Policy must complete and submit the Petition for Admission under the Academic Forgiveness Policy form to the CHP Welcome Center prior to the application deadline or the deadline for receipt of transcripts of the specific CHP program to which the individual is applying. To review the entire Academic Forgiveness Policy, see <http://www.uams.edu/chp/about/AcademicForgiveness.pdf> or request a copy from the CHP Welcome Center, College of Health Professions, University of Arkansas for Medical Sciences, 4301 West Markham Street, #619, Little Rock, AR 72205, (501) 686-5730.

## NONDEGREE/NONCERTIFICATE STUDENTS

**Minimum Criteria:** Department chairmen (with approval of the Dean or the Dean's designee) may elect to admit nondegree/noncertificate students to selected courses in their department on a space available basis. The Dean may elect to admit nondegree/noncertificate students to CHP interdisciplinary courses. Nondegree/noncertificate students are students who register for one or more courses, but who do not want to pursue a formal credential or follow the entire curriculum of a professional program in the College.

1. Applicants who are accepted as nondegree/ noncertificate students may enroll in no more than 24 semester credits in a given program while in this status. Nondegree/ noncertificate students may earn some or all of those 24 semester credits by successful performance on challenge examinations. No more than 25% of a program's total professional credit hours may be taken by examination. Each department reserves the right to determine which, if any, of its professional courses may be challenged by examination. There is no limit to the number of approved courses that may be challenged by examination in a given semester, provided the "24 SC/25% of the total" rule is observed. Nondegree/noncertificate students challenging a course or courses by examination in a given semester may also be enrolled in not more than one course during that semester.
2. There is no assurance that courses completed by a nondegree/noncertificate student will be transferred toward degree or certificate program requirements should the student later be admitted as a candidate for a degree or certificate, nor does completion of courses by nondegree/noncertificate students in any way obligate the College to admit those students to a particular professional program.
3. While a nondegree/noncertificate student may, at the discretion of the department chairman, be excused from program prerequisite requirements, the student must otherwise complete all course prerequisites prior to enrollment in the given course.
4. Admission to nondegree/noncertificate status will be based on the applicant's objective, the appropriateness of the course sought to meet the objective, the applicant's academic qualifications, and the space available, if any, in the course in question.

### Application Procedures:

1. Obtain an Application for Admission Form from the CHP Welcome Center. Telephone (501) 686-5730, or go to the College [website](#).
2. Return the completed application, with a non-refundable application fee of \$40.00 to the address listed on the form.

3. If requested by the chairman of the department, arrange for all colleges and universities attended to forward an official transcript to the CHP Welcome Center. If no college/university level course work has been completed, arrange for each high school attended to forward an official transcript to the CHP Welcome Center.
4. Forward to the CHP Welcome Center a letter outlining the course(s) sought and the objective to be achieved through completion of the course(s).
5. Forward to the CHP Welcome Center a signed statement that indicates the applicant has read, understands, and agrees to the requirements governing nondegree/non certificate applicants. A standard form is available from the CHP Welcome Center for this purpose.

## HIGH SCHOOL SENIORS

**Minimum Criteria:** The College of Health Professions welcomes qualified high school seniors to enroll on a space-available basis in specified courses as nondegree/noncertificate students (see criteria and procedures in the preceding section). The following conditions apply:

1. Each student must be recommended by the principal of the high school in which the student is enrolled.
2. The student must document that his/her score on the portion of the ACT, PSAT, or SAT in the subject matter area of the course(s) is at the 80th percentile or higher based on national norms. If the subject matter area is not related to a portion of one of these tests, a composite score at the 80th percentile or higher will be required. Scores may be documented on an official high school transcript or sent directly from the testing agency.
3. The student must document (via an official high school transcript) a grade point average (GPA) of at least 3.5 (on a 4.0 scale) in high school courses in the relevant subject matter or a cumulative grade point average (CGPA) of at least 3.5.
4. Exceptions to any part of the above policy are considered on an individual basis.

## STUDENTS ENTERING WITH A BACCALAUREATE OR HIGHER DEGREE

The student entering with a baccalaureate or higher degree from an accredited college or university must complete the following requirements for a CHP associate's or bachelor's degree: (a) 32 SC in residence; (b) all specific program mathematics, biological and physical science prerequisites; (c) all program-specific professional requirements; (d) and all requirements specified by the Arkansas Department of Higher Education.

## APPLICANTS FOR A CHP BACCALAUREATE DEGREE WHO ALREADY HOLD A CHP ASSOCIATE DEGREE OR CERTIFICATE IN THE SAME DISCIPLINE

**Minimum Criteria:** The following conditions apply to applicants who have completed a certificate or an associate's degree in a CHP discipline and want to complete the next highest award (*i.e.*, the associate's or the baccalaureate degree) in the same discipline.

1. If a degree plan for the next highest award was filed while the student was enrolled in the initial program, the student must complete the remaining requirements within the time limits specified in the degree plan, forward official transcripts which verify the completion of all requirements, file an application for graduation, and pay the graduation fee. The application and fee for graduation must be received by the College Registrar at least 30 days prior to the end of the semester in which the student wants to graduate. If the student wants to participate in the annual UAMS Commencement, the application and fee for graduation must be received by the Registrar no later than January 31 of the year in which the commencement exercises are to occur.
2. If a degree plan was not filed, or if one was filed, but requirements were not completed within the specified time limits, the former CHP student must apply for admission to the program which offers the next highest degree award. Upon acceptance, the student must complete a degree plan in accordance with the degree requirements stated in the catalog in force at the time of the most recent admission. To ensure that these students will have knowledge and skills comparable to those with whom they graduate, the admitting department evaluates each applicant's level of knowledge and clinical competence. In addition to catalog requirements, current standards for the profession will be used to determine if any core curriculum, science, or professional courses are necessary. The degree plan will include these additional requirements. Upon completion of all requirements specified in the degree plan, the student must arrange for official transcripts, file an application for graduation, and pay the graduation fee. The application and fee for graduation must be received by the College registrar at least 30 days prior to the end of the semester in which the student wants to graduate. If the student wants to participate in the annual UAMS Commencement, the application and fee for graduation must be received by the Registrar no later than January 31 of the year in which the commencement exercises are to occur.

## UAMS GRADUATE SCHOOL PROGRAMS

Students pursuing the Master of Science degree in Clinical Nutrition, the Master of Science degree in Communication Sciences and Disorders, Master of Science in Genetic Counseling, and the Doctor of Philosophy in Communication Sciences and Disorders are considered to be students in the Graduate School who are taking courses offered by the faculty of the College of Health Professions. Accordingly, the Graduate School Student Catalog is to be considered the primary catalog for all students in these programs. All provisions of the Graduate Student Catalog, including the grievance procedures, are the authority applicable to students pursuing this certificate or degree.

## INTERNATIONAL APPLICANTS

**Minimum Criteria:** As nearly all **undergraduate applicants** who complete the application process must be interviewed as part of the selection process, the College of Health Professions encourages prospective international students residing outside the United States to apply first for admission to a general college or university in this country, complete any science and/or core curriculum prerequisite requirements that they lack, then apply for admission to the College of Health Professions. International students who meet the other requirements and who present themselves for an interview, if invited, will be considered for admission.

All applicants who are not United States citizens or permanent resident aliens or for whom English is not their native language must meet the following admission requirements in addition to those stated in the Program Information section of this catalog.

1. If an applicant is basing his/her eligibility on credits from an international university, the official transcript or copy must first be evaluated by the **Education Credential Evaluators, Inc., P.O. Box 514070, Milwaukee, WI, 53203-3470** or **World Education Services, P.O. Box 5087, Bowling Green Station, New York, NY, 10274-5087**. An official copy of the evaluation from either the Education Credential Service or World Education Services must be forwarded directly to the College of Health Professions, Welcome Center. A fee list and application forms for this service may be obtained from the agencies.
2. All applicants, regardless of citizenship, whose native language is not English, are required to demonstrate fluency (speaking) and literacy (reading and writing). The primary means to document fluency and literacy is to submit a Test of English as a Foreign Language (TOEFL). At the discretion of the CHP program's admissions committee and approval of the Associate Dean for Academic Affairs, the TOEFL requirements may be waived for applicants to programs in CHP who meet specific criteria. Please refer to the English Fluency and Literacy Requirement section of this catalog.

3. There are currently no student aid funds available at UAMS to support international students. Completion of a financial affidavit and documentation indicating that the applicant has sufficient funding to pay for his/her educational and personal expenses while enrolled are required. The United States Department of Justice's Immigration and Naturalization Service Affidavit of Support form must be used. It currently costs a student with no dependents approximately \$35,000 in United States currency for each full calendar year (12 months) of study.
4. Because accidents and sickness can require expenses for which many persons are not prepared, all students are required to purchase health insurance through a program approved by the University of Arkansas for Medical Sciences or an equivalent coverage from a private source. Applicants who choose not to purchase appropriate insurance will not be allowed to register.
5. Those applicants selected for admission must arrange through the Immigration and Naturalization Service of the United States Department of Justice for the transfer of their Certificate of Eligibility (I-20) to the University of Arkansas for Medical Sciences.

In admissions reviews, first consideration is given to Arkansas residents. In recognition of the significant support of CHP programs by private and federal health care facilities, however, highly qualified applicants who are residents of another state or citizens of a foreign country may successfully compete for admission.

## ENGLISH FLUENCY AND LITERACY REQUIREMENT

### TOEFL REQUIREMENT

All applicants, regardless of citizenship, whose native language is not English, are required to demonstrate fluency (speaking) and literacy (reading and writing). The primary means to document fluency and literacy is to submit a Test of English as a Foreign Language (TOEFL). A minimum score of 213 is required on the computer-based version of the examination, 79 on the Internet-based version of the examination, or total score of 550 on the paper version with 55 or greater in each of the four subtest scores (listening, structure/writing, reading, and speaking) that constitute the total score must be achieved; however, CHP programs have the option of setting higher score requirements. The test must be taken within the two years immediately preceding the requested semester of admission.

**Petitioning for a TOEFL Waiver:** At the discretion of the program admissions committee within the College of Health Professions (CHP) and approval of the CHP Associate Dean for Academic Affairs, the TOEFL requirement may be waived for applicants to programs in CHP who meet any of the following criteria:

- Received a bachelor's degree or master's degree from an accredited U.S. college or university.
- Graduated from a U.S. high school having completed a minimum of 3 full years in residence and having completed two years of regular English courses with B or better grades.
- Scored 21 or greater on the English component of the ACT exam.
- Maintains a current U.S. certification to practice in the related discipline in which further coursework will be completed and has practiced in this discipline in the U.S. for at least 2 years.

A waiver is not automatically granted. Each petition is reviewed on an individual basis, and the department chair/program director and/or the Associate Dean for Academic Affairs may request additional supporting documentation and/or demonstration of the applicant's ability to write, speak, and comprehend the English language.

**To Submit for Consideration of a Waiver:** You must complete a "Request to Waive TOEFL Requirement" form and obtain the approval of the department chair/program director. Return the form to the Associate Dean for Academic Affairs, Administration West Building, Room 1.321 or fax to (501) 686-6855. The request to Waive TOEFL Requirement form is available on the CHP webpage.

## REAPPLYING TO THE COLLEGE

Applicants who have either (1) not completed their applications for the entry semester they designated, or (2) not been admitted to a program, or (3) chosen not to matriculate may reapply for a future admission cycle. To do so they must complete a new application and pay an application fee. Students may be required to provide additional documentation in support of their application.

## READMISSION TO A PROGRAM

Students who withdraw from or are dismissed from the College of Health Professions for any reason must reapply for admission by:

- Completing an application by the published application deadline.
- Providing any required information for admission that is not in the student's previous admissions file.
- Paying the admission fee.

## EVALUATION OF TRANSCRIPTS FOR TRANSFER

Only officially signed and sealed transcripts received directly from another academic institution are accepted for evaluation by the College. Transcripts are evaluated for:

1. Course subject and content equivalency to the department requirements.

2. Grade point acceptability per credit. Only courses in which a grade of C (2.0 on a 4.0 scale) or higher was earned are accepted in transfer.
3. Course content equivalency to degree requirements. Only courses that count toward the total credits for a degree at the institution offering the courses will be accepted in transfer (“remedial” and “developmental” courses are not acceptable). **No more than one course in the following group will be accepted in transfer to meet degree requirements:** band, studio, physical education, military science, English as a second language (ESL), manual skills.
4. Accreditation of institution. Transfer credit is granted only for course work completed at a regionally accredited institution of higher education.

Applicants must include official transcripts from all institutions attended. In no case is the application process complete until all official transcripts are on file.

Upon request, an appropriate catalog for the years covered by a transcript must be submitted before evaluation can take place. Applicants who have attended another college on the UAMS campus but did not graduate must submit a letter from the College stating the reason(s) for withdrawal from the College. The letter will be reviewed as part of the application.

## ADVANCED PLACEMENT

The following mechanisms for advanced placement in a program may be available. Contact the respective department chairman for additional information.

**Program Evaluation:** A department’s admissions committee may sometimes recommend advanced placement upon consideration of an applicant’s background and experience, subject to approval by the Dean.

**Military Service:** A student who has been in active military service may submit a copy of his/her separation notice for possible award of credit for satisfactory completion of relevant course work taken as part of military training.

**Credit by Examination and Correspondence:** With departmental approval, credits established by examination and/or correspondence appearing on an official transcript of a regionally accredited college or university may be transferred to fulfill elective and core curriculum with the exception of speech and laboratory science courses.

A maximum of 15 semester credits (SC) earned by examination may be applied to meet certificate and associate’s degree program requirements. A maximum of 30 SC earned by examination may be applied to meet baccalaureate program requirements. A maximum of nine (9) SC earned by correspondence, not more than six (6) of which may be earned from an institution outside of the University of Arkansas system, may be applied to meet certificate, associate’s degree, or baccalaureate elective and

core curriculum program requirements. (Internet courses are not considered correspondence courses and can be applied to meet program requirements if they are earned from regionally accredited institutions and are included on official transcripts from the institutions.)

**Credit by Challenge Examination of Professional Courses:** A student who is enrolled in or admitted to a department in the College may establish professional credit by challenge examination in courses approved by the department. Such credit will be limited to a maximum of 25% of the total professional credits required for the specific certificate or degree. Professional credits may not be established by CLEP or correspondence credit. A fee of one-half of the SC registration fee (tuition) will be charged for courses challenged by examination.

When credits are earned by challenge examination, “CR” will be entered into the student record. This credit will not be used in computing GPA or CGPA.

**The total semester credits established by correspondence, CLEP, and challenge examinations are limited to 25% of the total credits required for the specific certificate or degree.**

## ACADEMIC REGULATIONS

### COURSE LOAD

The maximum load is 20 semester credits for the fall or spring semester, and a total of sixteen (16) SC for the summer sessions. To take a course load exceeding the maximum, approval by the department chairman is required.

Students may enroll for classes on other campuses in the University of Arkansas system as a part of their normal course load, but such concurrent enrollment must be approved by the appropriate CHP department chairman prior to registration.

Students receiving financial aid through student loans, grants, scholarships, or Department of Veterans Affairs benefits are required to maintain specified course loads to continue eligibility for aid. For specific information about loans, grants, or scholarships, students should contact the **UAMS Student Financial Services Office, Awards Division, University of Arkansas for Medical Sciences, Administration West Building, 1.120. Telephone: (501) 686-5451**. For specific information about Department of Veterans Affairs benefits, students should contact the **CHP Welcome Center, Administration West Building, 328A. Telephone: (501) 686-5730**.

### REGISTRATION

Formal admission by the department/college as well as completion of registration in accordance with instructions issued by the CHP Welcome Center is a prerequisite to class attendance. Registration after the close of the announced registration period requires the payment of a late registration fee of ten (10) percent of the applicable tuition. Registration is not permitted after the fifth day of classes. A student is not

considered registered until the appropriate forms have been filed with the CHP Welcome Center and payment or special arrangements regarding tuition and fees have been made with the UAMS Treasurer.

## **CONCURRENT ENROLLMENT**

Concurrent enrollment at more than one campus is permitted under certain circumstances. The current policy requires applicable fees to be paid to each campus. There is no cap on tuition when combining campus fees.

## **AUDITING A COURSE**

When a student audits a course, s/he must register, pay the appropriate fees, and be admitted to class on a space available basis. Instructors will notify students of the requirements for receiving the mark of "AU" for audited courses. If the student is not satisfying the requirements specified by the instructor, the instructor or Associate Dean for Academic Affairs may drop a student from the course being audited. The student will be notified if this action is taken.

The only successful grade or mark which may be given is "AU" and no course credit will be awarded. Courses completed with grades of "AU" are not counted toward completion of degree requirements.

The cost for auditing is the same as taking classes for semester credit. The last day to change from audit to credit is the fifth (5<sup>th</sup>) calendar day of classes. Changing from credit to audit must be done during the first one-half of the course and with the approval of the chairman of the department. Changing from credit to audit may affect the student's eligibility to receive financial aid or the amount of the financial aid awarded. Students will be responsible for the return of any financial aid due as a result of the change from credit to audit.

## **ADD/DROP POLICY AND IMPLEMENTATION**

Students have until the close of the announced registration period to add or drop courses for the subsequent semester without penalty.

A student may add courses, if approved by the course instructor and the student's faculty advisor/department chairman, within the ten working days after the close of registration. The appropriate form for addition of courses may be obtained from the CHP Welcome Center. Completed forms and a \$10 fee must be filed with the CHP Registrar.

A student may drop a class using the appropriate form with the required signatures for a \$10 fee until the fifth day of class\*. No notation will appear on the transcript concerning the deletion of a course. The change(s) in course work will be assessed or remitted at 100% of the applicable tuition. After the fifth day and at least one week before the end of the semester, a course can be dropped with the fees adjusted based on "refund of fee policy" found in the current year's catalog.

Students who withdraw after the fifth day of class and by the midpoint of a course will receive a "W"; those who withdraw after the midpoint and by the deadline for withdrawals will receive either a "WP" or "WF". Students who do not withdraw by the deadline will receive an "F" in the course. The deadlines for course withdrawals are five working days before the end of the semester.

## **REPEATING A COURSE**

When a course is repeated, the grade earned in the repeated course is used to assess the student's fulfillment of the academic plan. Though all enrollments, original and repeated, will be shown on the student's transcript, only the grade in the repeated course (even if it is lower than the first) will be used to calculate the cumulative grade point average course in the college.

## **WITHDRAWAL**

A student withdrawing from one or more courses will pay a \$10 fee for each course. Students who withdraw by the midpoint of the course will receive a "W"; those who withdraw after the midpoint and by the deadline for withdrawals will receive either a "WP" or "WF". The deadlines for course withdrawals are five working days before the end of the semester.

A student withdrawing from the University must complete the Student Clearance Certificate and have an exit interview with the Associate Dean for Student Success. If the student does not formally withdraw following the above procedures, a grade of "F" will be assigned in all courses in which the student has not completed all requirements.

## **WITHHOLDING OF GRADES AND TRANSCRIPTS**

The Registrar is authorized to withhold grades and transcripts and refuse registration to any student or former student or who:

- does not complete a degree plan in the first semester of attendance in a program
- does not return athletic, military, library, or other University property entrusted to his or her care
- does not comply with rules governing the audit of student organization accounts
- does not pay any fees, tuition, room and board charges, fines or other charges assessed against him or her by a University official or by the campus judicial system, or
- does not officially withdraw from the University prior to graduation.

## **TRANSCRIPT REQUEST FROM THE COLLEGE**

Requests for transcripts can be submitted to the CHP Welcome Center between 8:00 AM – 4:30 PM, Administration West Building, Third Floor, or sent to the Office through mail or by fax (if the student signs the fax request). The mailing address and fax number are on the form. Please allow 3-5 working days for receipt of the

requested transcript. There is no fee for transcripts; however, no more than five (5) transcripts may be requested per day. Electronic transcripts are available through the CHP [website](#).

## GRADUATION

The student must file an application for graduation and pay the graduation fee at least 30 days before the end of the semester in which the student wants to graduate. If the student wants to participate in the annual UAMS Commencement, the application for graduation and the graduation fee must be received by the Registrar no later than January 31 of the year in which Commencement occurs. Forms are provided for this purpose at registration and may also be requested from the CHP Welcome Center.

Students must complete by the end of spring semester all degree or certificate requirements, except for professional (*i.e.*, CHP) courses that will be taken in the following summer session, in order to be eligible to participate in Commencement as a candidate for that degree or certificate. All transcripts should be forwarded to the CHP Registrar prior to the end of the semester in which the student is scheduled to graduate. Official transcripts must be received in envelopes sealed by the issuing institution.

At the conclusion of the semester in which degree/certificate requirements are completed, the student must complete the Student Clearance Certificate. Failure to do so will result in withholding of grades, transcripts, and diploma. Degrees are awarded by the University on designated dates each Fall, Spring and Summer. Diplomas are issued on those dates.

## GRADUATION WITH HONORS AND HIGH HONORS

Students whose transcript grade point averages (TGPA) are 3.5 or higher will graduate with honors from the CHP. Those students whose TGPA's are 3.7 or higher will graduate with high honors. The TGPA is computed after the end of the preceding fall semester for students likely to be eligible to participate in the following May Commencement (for listing honors recipients in the Commencement Program) and again at the end of each student's academic program (completion of all requirements for the degree). If the TGPA falls below the requisite level for honors after computation for May Commencement, or if the TGPA subsequently rises to the honors level, the student's final program TGPA will be used to determine eligibility for honors or high honors. This means it is possible a student will be listed in the Commencement Program as receiving honors (due to the submission time for program listings), but will not actually be eligible by the time Commencement occurs, OR, that a student eligible for honors at Commencement will not be listed because the requisite TGPA level was not reached until the end of spring or summer semester. To insure students who earn honors will be so notified and appropriately recognized in their records, students will be notified by mail

at the end of their academic program if they have earned honors or high honors, and their final transcripts will list these awards.

## CERTIFICATION/LICENSURE/REGISTRY REQUIREMENTS

Successful completion of a CHP program does not itself insure certification/ licensure/registry eligibility. Students are advised to become familiar with the discipline-specific requirements published by each certification/licensure/ registry agency.

## CLASSIFICATION OF COURSES

A four-digit numbering system is used to classify each course. The first digit identifies the level of the course content (difficulty of course content, not necessarily the year in which the course is taught): 1 for freshman; 2 for sophomore; 3 for junior; 4 for senior; 5, 6, or 7 for graduate. The second digit is the number of semester credit hours. (Courses with greater than nine [9] semester credit hours will be identified by the letter "X" in place of the second digit.\* Courses with a variable number of semester credit hours will be identified by the letter "V" in place of the second digit). The third and fourth digits are assigned by the department to identify specific courses.

\*In cases where the letter "X" replaces the second digit, the number of semester credit hours will be indicated in the course descriptions.

## CREDIT HOURS

The standard unit of measurement for course work in the College is the semester credit. One semester credit hour is equal to 750–800 minutes of classroom instruction, 2250–2400 minutes of laboratory instruction, or 3750–4000 minutes of clinical instruction.

## CHANGE OF NAME/ADDRESS

The student must report in writing any change in his/her name or address to the department chairman and to the CHP Welcome Center within ten (10) days of the change.

## GRADES AND MARKS

### Grades

Final course grades are recorded and preserved in the CHP Welcome Center. The following Grades and Grade Point (GP) values are used in the College:

GRADE	DENOTATION	GP
A	Outstanding	4
B	Above Average	3
C	Average	2
D	Poor	1
F	Failure	0



The grade of "A" is given for superior achievement to excellent scholars. "B" represents above average achievement. "C" represents average achievement. "D" (poor achievement) is considered the minimum passing grade; while academic credit is awarded for a D grade, some CHP departments (see departmental policies) do not accept D grades for progression into subsequent semesters. (Note that a minimum of a 2.0 Cumulative Grade Point Average is required in order to qualify for graduation, and similar standards described in the following pages apply to progression as well. Departments reserve the right to establish higher standards.) The grade of "F" denotes failure and is given for unsatisfactory performance. No credit is earned for courses in which the grade of F is recorded.

WA	Administrative Withdrawal
WF	Withdrew Failing
WP	Withdrew Passing

**GPA:** Grade Point Average (GPA) refers to the average Grade Point (GP) value achieved in graded courses in a given semester. Only courses in which regular letter grades (see above) are earned are used in GPA calculations. To calculate the GPA for a semester, the number of grade points for each letter grade earned is multiplied by the number of credit hours for that course, and the products are summed for all graded courses in the given semester. This sum of weighted grade points is then divided by the total number of graded credit hours for which the student was registered, and the subsequent quotient is the GPA.

**CGPA:** Cumulative Grade Point Average (CGPA) refers to the average Grade Point (GP) value achieved in all graded courses appearing on the CHP transcript. Only courses in which regular letter grades (see above) are earned are used in CGPA calculations. CGPA is calculated similarly to the calculation of GPA (above), except that all graded courses on the transcript are used in the calculation.

**PGPA:** Program Grade Point Average (PGPA) refers to the average Grade Point (GP) value achieved for the CHP courses taken in a given program. Only courses in which regular letter grades (see above) are earned are used in PGPA calculations. PGPA is calculated similarly to the calculation of GPA (see above) except that only graded courses taken in the program at UAMS/CHP are used in the calculation.

In determining "Candidates for Undergraduate Degrees with Honors," all grades recorded on the CHP transcript will be used. This includes all professional and concurrent course grades and grades in all courses accepted in transfer. Undergraduate students with a CGPA equal to at least 3.5 will be identified as graduating with "Honors" while those with a CGPA of at least 3.7 will be identified as graduating with "High Honors."

**Marks**

The following marks are used in the College:

MARK	DENOTATION
I	Incomplete
IP	In Progress
AU	Audit
CR	Credit
NC	No Credit
S	Satisfactory
U	Unsatisfactory
W	Withdrew

**A Mark of I:** A mark of "I" may be assigned to a student who has not completed all course requirements, but has demonstrated work of passing quality. It is the student's responsibility to arrange completion of the course requirements with the instructor. The "I" mark must be removed from the student's transcript by the last day of the semester subsequent to the scheduled completion of the course, or it is automatically replaced by the grade of "F." An extension of time past the last day of the semester subsequent to the scheduled completion of the course is permitted only in unusual circumstances and must be approved in advance by the course instructor and department chairman. Students who are members of military reserve or National Guard units who must arrange an "I" as a result of activation authorized by the President of the United States are governed by a separate policy (see Military Duty Policy in this catalog).

**Authorization for Progression with an Incomplete ("I") Grade in a Prerequisite Program Course:** If a student receives an incomplete ("I" grade) in a program prerequisite course, is subsequently allowed to enroll in the next semester of a program, fails to replace the "I" with a passing grade, and is administratively dismissed during the semester and not allowed to complete course work for that semester, the student may be responsible for repaying any or all financial aid received by the student for that semester. Consequently, for students who are receiving financial aid at the time of registration who also have a grade of "I" in a professional course from the previous semester that is a prerequisite to progression to subsequent course work, there will be three options:

1. The student may not be allowed to register for classes.
2. The chairman of the department in which the student's program resides may provide written authorization for the student to register for courses; however, he/she will be not be eligible to receive financial aid until the grade of "I" is converted to a grade of "C" or better. In this option, the student may be administratively withdrawn from the program at any time during the semester should he/she not meet the standards of progress for the prerequisite course for which they received an "I" grade.
3. The department chairman may provide written authorization for the student to enroll and continue in the program and complete all required current semester course work. In this option, students will be eligible to receive the financial aid for which they have been approved, assuming they meet all other financial aid requirements. If, at the conclusion of the semester, the student has failed to convert the "I" to a grade of "C" or better, the student will not be allowed to continue in the program. Students will, however, receive grades earned for other course work that is completed during the semester. All other departmental and college policies regarding student progression remain in effect.

For all these options, permission to enroll in classes for the semester following the one in which an "I" grade was awarded must be based on a review by the chairman of the student's past academic performance, progress in the curriculum, amount of material and other requirements yet to be completed, and any special circumstances regarding the student and the reason for the "I" grade (e.g., illness, injury, death in the family). The option selected should reflect the chairman's conclusion that it is the one least likely to result in the repayment of the student's financial aid award, while recognizing the importance of upholding the academic standards and the rules and regulations of the university, college, and program as well as assisting the student in achieving his/her academic objectives to the extent possible consistent with the foregoing considerations.

**A Mark of IP:** For a course requiring more than one semester to complete and where evaluation of the student's performance is deferred until a subsequent semester, a mark of "IP" may be assigned for the initial semester (the student does not register for the course in question during subsequent semesters while completion of assignments is in progress). The "IP" mark will be replaced by the final course grade when the student completes all course requirements.

1. May be assigned only in a course officially designated for such a mark.
2. May persist on a student's transcript for no more than three consecutive semesters in a given course, including summer session.
3. Must be replaced by a letter grade on the student's transcript by the last day of the fourth consecutive semester or it will be automatically replaced by the grade of "F". [An extension of time to remove the mark of "IP" past the last day of the fourth semester for the course may occur only in unusual circumstances and must be approved in advance by the course instructor and department chairman.]

**A Mark of AU:** The mark of "AU" (audit) denotes participation in a course for which no grades are assigned nor credit given. Students auditing a course pay full semester credit fees. Entry into an audited course and scoring of examinations while enrolled are at the discretion of the instructor. Neither grade points nor credits are assigned upon completion of audited course work.

**A Mark of CR:** The marks "CR" (credit) and "NC" (no credit) may be used in seminar and CHP elective courses. Performance in courses taken CR/NC is rated as credit (C or higher level work) or no credit (D or F level work). CR is also used in denoting successful challenge of a course by examination. Courses with marks of CR or NC are not computed in a student's CGPA.

**A Mark of S and U:** The marks "S" (satisfactory) and "U" (unsatisfactory) may be used in practicum and clinical courses. Courses offered only on a S/U basis are so designated in this Catalog. Performance in courses taken S/U is rated as satisfactory (C or higher level work) or unsatisfactory (D or F level work). A mark of U in a required course precludes progression to the next semester. Courses taken under the S/U option are not computed in a student's CGPA.

**A Mark of W, WP, and WF:** The marks of "W," "WP," or "WF" will be assigned upon official withdrawal from a course. W is assigned up to the midpoint of a course. Afterwards, either WP (Withdrew Passing) or WF (Withdrew Failing) is assigned until five working days (one week) before the end of the semester. At that time, a grade of F is assigned where official withdrawal procedures have not been completed (for students who have not finished course requirements nor completed arrangements for assignment of a temporary mark of "I" for the course). Students who repeat a course will have only the last grade received used in computing GPA and CGPA. Students requiring additional information should contact the CHP Welcome Center.

**Inspection of Records:** Students may review their academic records which qualify as "educational records" under the Family Educational Rights and Privacy Act. Exceptions are:

- Personal notes of faculty/staff
- Employment records
- Medical and counseling records used solely for treatment
- Department of Public Safety records
- Financial records of parents
- Confidential recommendations regarding admission, employment or honorary recognition.

## COLLEGE OF HEALTH PROFESSIONS ACADEMIC APPEAL POLICY AND PROCEDURES

The Academic Appeal Procedure represents a formal mechanism whereby a student may obtain a review of a complaint related to academic matters including grades or other evaluations awarded for a course, assignment, project, examination, clinical procedure, clinical rotations, or other program-related performance. The procedures below provide opportunities for students to request a review of recommendations and decisions made by the department faculty, submit information not previously available to the faculty, or suggest alternative remedies. Established college or program policies themselves cannot be appealed.

Students enrolled in College of Health Professions (CHP) program through the UAMS Graduate School follow appeal processes for the Graduate School. Policies and procedures for scholastic dishonesty or other non-academic disciplinary matters differ from these procedures and are addressed in procedures and regulations governing student behavior and discipline found in this catalog.

## Appeal Procedure

1. Before initiating a formal appeal, the student must contact the course instructor to discuss the academic matter or grade within five business days of the occurrence. "Occurrence" is the notification of a student's grade or performance evaluation.

### 2. Appeal to the Department Chair

If the matter is not resolved with the faculty member, the student may appeal in writing to the Department Chair within five business days following the meeting with the instructor. The written appeal should include:

- a. name of the student
- b. nature of the occurrence
- c. date of the occurrence
- d. name of the instructor(s) involved
- e. summary of the student's meeting with the instructor, including date, time, and outcomes
- f. student's rationale for the appeal

The student will be responsible for setting an appointment with the Department Chair to discuss the appeal. This meeting should occur as soon as feasible. The Department Chair's responsibilities include:

- a. investigating the facts and examining the evidence
- b. meeting with the instructor(s) and student to clarify areas of dispute
- c. mediating a mutually-acceptable resolution, if possible
- d. documenting in writing actions taken to seek resolution

The Department Chair will notify the student and faculty member in writing of her/his decision within five business days following the final meeting with concerned parties. Additionally, the Department Chair will forward a copy of all documents pertaining to the academic appeal to the Associate Dean for Academic Affairs.

### 3. Appeal to the Associate Dean for Academic Affairs

If mutually acceptable resolution is not achieved, or if the student wishes to appeal the Department Chair's decision, the student may submit a written request to the Associate Dean to review the merits of the student's appeal, rationale for the appeal and any new information they wish to have considered. The request must be submitted within five business days of the Department Chair's notice. The Associate Dean will review the student's appeal and the information and may solicit other information deemed appropriate for resolving the matter. The Associate Dean will inform the student and the Department Chair in writing of his/her decision within five business days following the final meeting with

concerned parties. The decision of the Associate Dean will be final except in issues over procedural matters.

### 4. Appeal to the Dean for Procedural Matters

While the decision of the Associate Dean is final, the student may request a review of appeal process by the Dean. The student may submit a written request to the Dean to review the process utilized in reviewing the appeal. The request must be submitted within five business days of the Associate Dean's notice. The Dean will review the process and may solicit other information deemed appropriate. The Dean will inform the student, Department Chair, and Associate Dean in writing of his/her decision within five business days following the submission of the request by the student. No further appeals may be made.

## PROGRESSION

For a student to progress in a CHP professional program from one semester to the next, including progression from one year to the next, each semester he/she must achieve a grade of "C" or higher in all professional courses designated by the respective program (see individual departmental sections of this catalog) as prerequisite to progression to subsequent course work. In addition, students are required to maintain a program grade point average (PGPA) of at least 2.0 with the following stipulations:

1. A **first semester** student who meets the specific course grade(s) and other program requirements but has **not** maintained a PGPA of 2.0 for all courses taken since entering the program **will** be allowed to progress **on probation** to the second semester. Since a student cannot be on probation for two consecutive semesters, however, a student on probation because of insufficient PGPA at the end of the first semester must raise his/her PGPA to at least 2.0 by the end of the next (probationary) semester in order to remain in the program. Students failing to do so will be dismissed from the College.
2. For a student who is in the **second or subsequent semester** of a program to continue to progress, however, he/she must maintain a PGPA of not less than 2.0 for all courses taken since entering the program, including both professional and concurrent courses. These students, therefore, are not eligible for probation if their PGPA falls below 2.0 (eligibility for probation on other grounds is described elsewhere in this catalog, in the CHP Student Handbook, and in various program materials). Students who fail to meet this requirement will be dismissed from the College.

## ACADEMIC PROBATION AND DISMISSAL

A student who fails to achieve a GPA of at least 2.0 in any given semester will be placed on academic probation for the following semester, providing that student meets the CHP Progression Requirements (see above). At the end of the probationary semester:

1. Students who achieve at least the minimum CGPA will be reinstated in good standing.
2. Students who fail to achieve at least the minimum CGPA (*i.e.*, 2.0) will be dismissed from the College.

Departments reserve the right to impose more stringent requirements beyond these minimal provisions for the College as a whole. Students who fail to meet departmental regulations pertaining to academic standing will be placed on academic probation or dismissed and are subject to the policies regarding progression within their respective departments to regain or retain student status.

## CHP LEAVE OF ABSENCE POLICY

The CHP Leave of Absence Policy exists to bring some standardization to the process of requesting a Leave of Absence in the College. Some programs within CHP also have a Leave of Absence policy. Should there be a difference between the CHP Leave of Absence Policy and that of the program, the program policy takes precedence.

With approval of the student's program director and the associate dean for academic affairs, a student may take a Leave of Absence for non-academic reasons such as family care, serious illness or accident, or other extenuating reasons. A Leave of Absence may be granted for up to one year to students in good academic standing. The Leave of Absence offers the student the opportunity to leave school temporarily with the assurance that studies can be resumed with minimal administrative difficulty.

To initiate a Leave of Absence, the student must (1) discuss his/her plans with the program director and (2) then make a formal request in writing (see Request for Leave of Absence form) to the associate dean for academic affairs. The formal request must include a plan by the program director or department chair to integrate the student into the program upon completion of the leave and verification that the student is currently in good academic standing. The associate dean will approve or deny the leave request and communicate the outcome in writing to the student and program director or department chair. If the student is not satisfied with the decision of the associate dean, he/she may appeal to the dean of the college within five working days of being informed of the associate dean's decision. The appeal must be in writing and state the rationale for reconsideration.

If a student is granted a Leave of Absence before the end of a semester, a grade of I (Incomplete) may be recorded for each course that has not been completed, on the condition that the student is in good academic standing in the course at the time of the Leave of Absence, *i.e.*, the student's grade in each

course is satisfactory by the program's published standards. The student is required to complete requirements for these courses under conditions prescribed by the program director or department chair.

A student must inform the program director or department chairman in writing of his/her intention to return by the program application deadline to assure clinical space for the returning student.

Students on Leave of Absence are not eligible for student health services including visits to the Wellness Center. They do, however, retain access to their UAMS Internet account.

A Leave of Absence does not automatically override a program requirement to complete the degree within a required period of time. However, the program director or department chair may take the Leave of Absence into consideration if extension is requested.

Financial obligations to the University for past periods of enrollment are not waived by a leave of absence. Certain regulations exist with regard to the financial impact of a leave of absence. Anyone contemplating a leave is advised to look into the regulations and discuss them with personnel in Student Financial Services. The Leave Request Form is available on the Student Financial Services [website](#).

## READMISSION

Each department has a policy on readmission to its program(s). The policy includes voluntary and involuntary withdrawal and continuous enrollment. Please review the department handbook or contact the department chairman for specific policy.

Students who withdraw or are dismissed from the CHP for any reason and wish to be considered for readmission to the same program in the CHP (if readmission is permissible under the circumstances in question) must follow the respective department's policy on readmission to its program(s). In addition, the College policy states that the Cumulative Grade Point Average (CGPA) is used to determine eligibility for admission. The CGPA is based on all courses taken prior to applying for admission to a CHP program. Students seeking readmission will be considered "new" applicants to the program, and the CGPA will be calculated on all courses taken to date, including those taken in the CHP prior to the reapplication.

Note: The CGPA differs from the transcript GPA (TGPA) that students receive who are enrolled in a CHP program. The TGPA is based on specified prerequisite courses (a subset of all of the courses taken prior to admission to the CHP) and the professional courses subsequently taken in the CHP. The TGPA is not used when determining eligibility for readmission.

## DENIAL OF ENTRY INTO CLINICAL PHASES

A grade of C or higher is required for designated courses which are prerequisites to subsequent clinical course work. Students failing to achieve this requirement may be denied entry into subsequent course work.

## ADDITIONAL DRUG TESTING AND CRIMINAL BACKGROUND CHECKS

When required, an applicant or students must obtain a criminal background check from a vendor approved by the College of Health Professions, the University of Arkansas for Medical Sciences, or the University of Arkansas System. Results of the background check must be deemed satisfactory as a condition of the student's admission or continuation in the program.

At times, a currently enrolled student may be required to obtain an additional background check for a variety of reasons, e.g., clinical affiliate requirements, contradictory findings from a clinical affiliate's background check, suspicion or reports of violation of laws, etc. In those instances, currently enrolled students will be barred from participating in clinical education experiences at clinical affiliates until a background check clearance is obtained. Failure to obtain an additional background check may be cause for suspension or dismissal from the program.

**Scope of Background Checks:** Background checks typically include the following criteria and cover the past seven years:

- Social Security Number verification
- Criminal search, including felonies, Class A, Class B, and Class C misdemeanors (7 years)
- Violent Sexual Offender and Predator Registry search
- Office of the Inspector General (OIG) List of Excluded Individuals/Entities
- General Services Administration (GSA) List of Parties Excluded from Federal Programs
- U.S. Treasury, Office of Foreign Assets Control (OFAC), List of Specially Designated Nationals (SDN)
- Applicable State Exclusion List

**(Note:** The time period and the types of searches are subject to change without notice. Changes will be approved by the College of Health Professions Executive Committee.)

**Timing of the Background Checks:** An applicant offered admission must obtain a background check prior to enrollment into a certificate or degree program. Background checks must be completed no more than six months before matriculation.

**Cost of Background Checks:** The applicant or student will pay the cost of required background checks.

**Period of Validity:** A background check is honored for the duration of enrollment if the student is continuously enrolled.

A student who has a break in enrollment is required to complete a new background check. A break in enrollment is defined as non-enrollment of at least one semester in the approved curriculum of the certificate or degree program. An officially approved leave of absence is not considered a break in enrollment.

### Significant Findings in Background Checks

**Re-verification** – An applicant or student has the right to request that the vendor who performed the background check re-verify that the background check is correct. Any costs associated with the re-verification will be paid by the applicant or student. The college may require the applicant or student to produce additional documentation to verify or re-verify findings.

**Evaluation of Significant Findings** – If significant findings are reported in a background check, the applicant or student may be referred to the specific program or discipline's professional licensing board to obtain clearance. The College of Health Professions will concur with the licensing board's decision.

If the professional licensing board does not review significant findings, the dean or dean's designee will review the findings in consultation with the department chair and make a recommendation to the program's admission committee as to whether the applicant should be admitted or the student should be allowed to participate in clinical education experiences.

False or misleading information supplied by the applicant or student, or omission of required information with regard to a background check, will result in (1) rescindment of an offer for admission or (2) dismissal from the certificate or degree program.

**Adverse Actions Based on Background Checks** – Consistent with the Fair Credit Reporting Act, if an applicant is denied admission or if an adverse action is taken against an enrolled student, based on findings of a background check (e.g., denial of participation in clinical education experiences, dismissal, or suspension), the applicant or student will be informed: (1) how to obtain a copy of the background check report, (2) how to contact the vendor to challenge the accuracy of the report, and (3) that the vendor was not involved in the decision that resulted in the adverse action.

**Appeal Procedures for Enrolled Students** – Ordinarily, a student who is unable to complete clinical education experiences will be unable to complete the certificate or degree program, and the student may withdraw or be dismissed from the program. Therefore, a student who is denied participation in clinical education experiences because of significant findings on a background check may request consideration following the College of Health Professions Grievance Procedures.

**Deferred Matriculation or Participation** – If a background check reveals matters that may be cleared by the applicant or student, matriculation or continuation in the certificate or degree program may be deferred up to one year while the matter is being resolved.

**Approved Vendor(s):** Background checks must be conducted by a vendor approved by the College of Health Professions, the University of Arkansas for Medical Sciences, or the University of Arkansas System. Background check reports from other sources will not be accepted.

**Confidentiality and Disposition of Background Check Reports:** Background check reports are maintained securely, confidentially, and separately from other academic files in the office of the dean for a period of time established by guidelines or policy.

## CLINICAL PROBATION AND DISMISSAL

Since patient well-being is a major concern of the University, action will be taken when a student's clinical practice poses a potential threat to patient health, welfare, or safety. Students, therefore, are subject to the department's specific regulations governing clinical practice and may be placed on clinical probation by the department and/or dismissed from the department and the College for unsatisfactory clinical behavior as defined by his/her department. The specific regulations are contained in the respective departmental handbook and/or clinical course syllabi and distributed to students prior to their entering the clinical area.

## CERTIFICATE AND DEGREE REQUIREMENTS

### PREREQUISITE AND PROGRAM COURSE REQUIREMENTS

Students enrolled in certificate or degree programs in the College of Health Professions must complete both prerequisite and program components in order to graduate.

### PREREQUISITE COURSE WORK

Course work required as a prerequisite for admission, varies by program but is a required program component for most certificate and degree programs of the College. Students should consult the individual program section of the CHP catalog for specific program information.

### PROGRAM COURSE WORK

Course work required as part of each student's program area or area of specialization, also varies by program. For certificate, associate's, and bachelor's degree programs, students must complete at least 32 semester credits (SC) of professional course work in residence at the College.

### CORE CURRICULUM

Students enrolled in associate's and bachelor's degree programs must fulfill core requirements for graduation in addition to prerequisite and program requirements. The 35 SC state core curriculum is listed below. Some of the courses required as part of the core curriculum may also fulfill the prerequisite course requirement.

Area	Semester Credits
<b>COMMUNICATION</b>	
Speech*	0-3
<b>LIBERAL ARTS</b>	
English Composition	6
American History or National Government	<u>3</u>
	9
<b>SOCIAL SCIENCES</b>	
Sociology, Anthropology, Geography, Economics, or Psychology	6
<b>HUMANITIES/FINE ARTS**</b>	6-9
<b>MATHEMATICS</b>	
College Algebra (or higher level mathematics)	3
<b>LABORATORY SCIENCE</b>	<u>8</u>
<b>TOTAL</b>	<b>35</b>

Under Arkansas law or regulations, no associate's or bachelor's degree may be granted without a three (3) SC course in American history or national government and a three (3) SC course in college algebra or higher level mathematics. **It is strongly recommended that prospective CHP students contact the CHP program of their interest to determine the acceptability of all prerequisite and core curriculum courses before enrolling in them.**

\*A student completing this core would either take speech and 6 credits of Humanities/Fine Arts, or would take 9 credits of Humanities/Fine Arts and no speech.

\*\*The Fine Arts requirement cannot be fulfilled with a studio course. Humanities requirements may be selected from the courses in the subject areas of philosophy, political science, literature and the humanities. The course in National Government, if selected to meet the US History/National Government requirement, cannot also be used to meet the Humanities requirement in Political Science. Acceptable courses in literature must be broad survey courses; world literature is especially recommended.

## REQUIREMENTS FOR PROGRAM COMPLETION

**Certificate Programs:** Students enrolled in certificate programs of the College must successfully complete approved prerequisite and program course work composed of at least 7-18 SC or 24-42 SC if 75% of course work is currently offered in an existing AS or BS program for Undergraduate Certificate Programs and 12-18 SC for Graduate Certificate Programs.

**Associate's Degree:** A minimum of 60 SC of approved prerequisite, program, and core curriculum requirements must be successfully completed in order for a student to be awarded an associate's degree.

**Bachelor's Degree Programs:** Students are required to complete successfully at least 120 SC of approved prerequisite, program, and core curriculum in order to be eligible for graduation in a bachelor's degree program in the College. In addition, at least 40 SC of the total must be taken from upper-level (*i.e.*, 3000 and 4000: junior and senior) courses.

The above semester hour requirements for program completion are the College's minimum requirements and do not represent specific degrees. Individual programs in the College may require additional semester credit hours.

# GENERAL POLICIES AND PROCEDURES

## AFFIRMATIVE ACTION POLICY

The University of Arkansas for Medical Sciences fully supports, both in spirit and practice, Titles VI and VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Executive Order 11246, the Rehabilitation Act of 1973 (Sections 503 and 504), Titles I and II of the Americans with Disabilities Act of 1990, and Section 402 of the Vietnam Era Veterans Readjustment Assistance Act of 1974, which prohibits discrimination on the basis of race, sex, color, national origin, religion, age, marital status, ethnic origin, disability and/or disabled veterans and veterans of the Vietnam Era. Student complaints concerning any policy, procedure or practice prohibited by these Acts should be addressed to the Associate Dean for Academic Affairs in the College of Health Professions Dean's Office (501) 686-5732 for assistance in addressing such concerns. The UAMS Office of Human Relations in the Chancellor's Office is also available to assist with these concerns.

## UAMS CONFIDENTIALITY POLICY

UAMS Administrative Guide

Policy #: 3.1.15 – Revised September 8, 2011

[Web page](#)

**Purpose:** To inform the UAMS Workforce about the UAMS Confidentiality Policy.

**Scope:** UAMS Workforce as well as non-UAMS employees, vendors, consultants, and other visitors who may access Confidential Information.

**Definitions:** Confidential Information includes information concerning UAMS research projects, confidential employee and student information, proprietary information of UAMS, and sign-on and password codes for access to UAMS computer systems. Confidential information shall include Protected Health Information.

Protected Health Information (PHI) means information that is part of an individual's health information that identifies the individual or there is a reasonable basis to believe the information could be used to identify the individual, including demographic information, and that (i) relates to the past, present or future physical or mental health or condition of the individual; (ii) relates to the provision of health care services to the individual; or (iii) relates to the past, present, or future payment for the provision of health care services to an individual. This includes PHI which is recorded or transmitted in any form or medium (verbally, or in writing, or electronically). PHI excludes health information maintained in educational records covered by the federal Family Educational Rights Privacy Act and health information about UAMS employees maintained by UAMS in its role as an employer.

**UAMS Workforce:** UAMS Workforce includes UAMS physicians, employees, volunteers, residents, students, trainees, visiting faculty, and other persons whose conduct, in the performance of work of UAMS, is under the direct control of UAMS, whether or not they are paid by UAMS.

**Policy:** UAMS prohibits the unlawful or unauthorized access, use or disclosure of Confidential Information obtained during the course of employment or other relationship with UAMS. As a condition of employment, continued employment or relationship with UAMS, the UAMS workforce and all non-UAMS employees, vendors, consultants and other visitors who may access Confidential Information shall be required to sign the UAMS Confidentiality Agreement approved by the UAMS Office of General Counsel. UAMS will provide training for each of its workforce members on the importance of maintaining confidentiality and the specific requirements of state and federal law, including the HIPAA Privacy Regulations and laws protecting the privacy of students and employees, as well as UAMS policies, in accordance with UAMS HIPAA Education and Training Policy.

### Procedures

**Confidentiality Agreement:** As a condition of employment, continued employment, or a relationship with UAMS, UAMS will require its workforce and all non-UAMS employees, vendors, consultants, and other visitors who may access Confidential Information to sign the UAMS Confidentiality Agreement.

All new employees, students, or vendors requiring access to electronic Confidential Information (computer systems) must have a current Confidentiality Agreement on file in the IT Security Office. The person signing the agreement will receive a copy of the Confidentiality Policy with the Confidentiality Agreement. The UAMS IT Security Office will maintain signed Confidentiality Agreements. It is the responsibility of the manager hiring individual vendors or consultants (who do not require electronic access but who may have access to Confidential Information) to require execution of the appropriate confidentiality agreements approved by the UAMS Office of General Counsel and to send those documents to the UAMS IT Security Office.

**Restriction on Access, Use and Disclosure of Confidential Information:** UAMS limits and restricts access to Confidential Information and computer systems containing Confidential Information based upon the specific duties and functions of the individual accessing the information. UAMS will restrict access to Confidential Information to the minimum necessary to perform individual job functions or duties. UAMS will further limit and control access to its computer systems with the use of unique sign-on and password codes issued by the IT Security Office to the individual user authorized to have such access. Users are prohibited from sharing their password or using the access codes of another.



Authorization to access, use, or disclose Protected Health Information is also governed by the UAMS Use and Disclosure Policy.

UAMS will control and monitor access to Confidential Information through management oversight, identification and authentication procedures, and internal audits. UAMS managers and heads of departments will have the responsibility of educating their respective staff members about this Policy and the restrictions on the access, use and disclosure of Confidential Information, and will monitor compliance with this Policy.

**Sales Representatives and Service Technicians:** Sales representatives and service technicians must register in the appropriate area and execute the Confidentiality Agreement prior to any exposure to UAMS Confidential Information.

**Media:** All contacts from the media regarding any Confidential Information must be referred to the UAMS Office of Communications and Marketing at (501) 686-8998 or pager (501) 395-5989.

**Violation of Confidentiality Policy:** Individuals shall not access, use, or disclose Confidential Information in violation of the law or contrary to UAMS policies. Each individual allowed by UAMS to have access to Confidential Information must maintain and protect against the unauthorized access, use, or disclosure of Confidential Information. Any access, use, or disclosure of Confidential Information in any form - verbal, written, or electronic – that is inconsistent with or in violation of this Policy will result in disciplinary action, including but not limited to, immediate termination of employment, dismissal from an academic program, loss of privileges, or termination of relationship with UAMS. Any workforce member whose relationship with UAMS is not terminated as a result of violating this Policy must, in order to continue working at or attending UAMS, complete the HIPAA training module through the UAMS HIPAA Office.

All UAMS employees and others subject to this Policy must report any known or suspected incidents to access, use or disclosure of Confidential Information in violation of this Policy or in violation of the law to the HIPAA Office at (501) 603-1379, in accordance with UAMS Reporting Policy for HIPAA Violations.

**Sanctions:** Violation of this Policy will result in disciplinary action, in accordance with UAMS Disciplinary Notice Policy.

## UAMS SEXUAL HARASSMENT POLICY

UAMS Administrative Guide

Policy #: 3.1.05 – Revised May 1, 2013

Web page

**Purpose:** The University of Arkansas for Medical Sciences (UAMS) is committed to its mission of providing an academic and employment environment that fosters

excellence. Sexual harassment violates the trust and respect essential to the preservation of such an environment, and threatens the education, employment, and well-being of its community members. University members have the right to work and study in an environment free of any form of sexual harassment. This right is protected by Title VII of the 1964 Civil Rights Act for employees and Title IX of the Educational Amendment of 1972 for students. Sexual harassment is destructive to students, faculty, staff, and the UAMS community as a whole, and it will not be tolerated.

This policy may not be used to infringe upon academic freedom. Students, faculty, staff, and guests must be aware of the need for freedom of inquiry and openness of discussion in its educational and research programs, and must strive to create and maintain an atmosphere of intellectual seriousness and mutual tolerance in which these essential features of academic life can thrive. No university can or should guarantee that every idea expressed in its classrooms or laboratories will be inoffensive to all; pursued seriously, education and scholarship necessarily entail raising questions about received opinions and conventional interpretations. If, however, UAMS determines that credible accusations of inappropriate sexual remarks or actions have been made, UAMS shall investigate such accusations promptly, thoroughly, and fairly.

Sexual harassment is particularly serious when it threatens relationships between teacher and student, or supervisor and subordinate, because of the potential to exploit the power inherent in these relationships and to undermine the ability of UAMS to carry out its mission. UAMS strongly encourages all community members to report incidents of sexual harassment. To the extent possible, reporting and investigating procedures are supportive of and sensitive to the alleged victim, while adequately safeguarding the rights of the alleged offender.

**Scope:** This policy applies to all UAMS employees, students, and non-employees.

**Policy:** UAMS opposes all forms of sexual harassment, whether subtle or direct, and is committed to a thorough, timely, and confidential investigation, in a fair and impartial manner, of all complaints from its students or employees. The sexual harassment of UAMS faculty, staff, and students by non-university employees and guests doing business or providing services on campus (for example, contractors, vendors, delivery persons) is also prohibited by this policy. Incidents of sexual harassment involving visitors should be reported directly to the Office of Human Resources. During non-business hours, sexual harassment complaints may be reported to the UAMS Police Department, who will then refer the complaint to the Office of Human Resources for review and action.

UAMS will take appropriate actions within the scope of its legal authority to prevent, correct, and discipline behavior that violates this policy.

1. **Definition of Sexual Harassment:** Sexual harassment generally includes any unwanted or unsolicited sexual gesture, physical contact, or statement which, when viewed from the perspective of a reasonable person similarly situated, is offensive, threatening, humiliating, or interferes with a person's ability to perform his or her job, educational pursuit, or participation in campus life.

2. **Prohibited Acts:** For the purpose of this policy, sexual harassment may take many forms — subtle or indirect, or blatant and overt. It may consist of repeated actions or may even arise from a single incident if sufficiently extreme. In assessing whether a particular act or acts constitute sexual harassment under this policy, the standard shall be the perspective of a reasonable person similarly situated.

Sexual harassment includes any behavior of a sexual nature where:

- a. Submission to or rejection of the conduct is made either explicitly or implicitly a term or condition of employment or status in a UAMS-sponsored course, program, or activity;
- b. Submission to or rejection of the conduct is used as a basis for employment or academic decisions affecting that individual; or
- c. Such conduct unreasonably interferes with an individual's work or academic performance, or creates an intimidating, hostile, or offensive environment for work or learning.

Sexual harassment may occur within a variety of relationships. It may occur between individuals of the opposite sex – male against female, or female against male – or, between individuals of the same sex. Incidents may occur between supervisor and subordinate, faculty member and student, or between fellow employees and fellow students; they may also take place between employees and campus visitors and between employees and those who do business with UAMS. Especially injurious, however, is harassment in relationships characterized by an imbalance of power and authority. Typically, such relationships are found between:

- a. employer and employee usually, supervisor and subordinate)
- b. administrator and faculty
- c. administrator and student or medical resident
- d. employee and student or medical resident
- e. senior and junior faculty
- f. graduate assistant and student
- g. faculty and student, whether medical student, graduate student, or undergraduate student (Examples are when the student is enrolled in a faculty member's

class, or when the student is in a continuing position to require evaluation of work or letters of recommendations from faculty. Such relationships can be immediate, or based upon future expectations, e.g., the need for future evaluations and references.

- h. faculty and medical resident
- i. resident/fellow and student

3. **Examples of Sexual Harassment:** The perception of conduct which constitutes sexual harassment may vary from individual to individual; what is offensive to one person may be less so to another. The following examples are intended as illustrations only; they do not cover all possible situations.

- a. Physical assault;
- b. Suggestions that submission to or rejection of sexual advances will influence decisions regarding an individual's employment or educational status;
- c. Repetitive remarks or actions of a sexual nature (including, but not limited to, statements, questions, jokes, and anecdotes) which constitute a pattern where actions unreasonably cause discomfort or humiliate an individual;
- d. Unwelcome visual contact or body language that communicates a sexual message;
- e. Whistling, cat calls, leering, or other improper gestures;
- f. Persistent, unwelcome flirtations, and outright advances or propositions of a sexual nature;
- g. Unwelcome remarks or actions about an individual's appearance;
- h. Unwelcome repetitive touching, such as patting, pinching, hugging, or brushing against an individual's body;
- i. Unwarranted displays of sexually suggestive objects or pictures;
- j. Unwelcome exposure to sexually explicit music, letters, or written notes;
- k. Unwelcome descriptions of sexual activity or speculation about previous sexual experiences.

Investigating steps should be taken as outlined in this policy and appropriate action will be taken if harassment is found to have occurred.

3. **Anonymous Complaints:** All members of the UAMS community may contact the Office of Human Resources at any time to ask questions about sexual harassment or complaint procedures without disclosing their names and without filing a complaint. However, because of the inherent difficulty in investigating and resolving allegations from unknown persons, individuals are discouraged from making anonymous complaints of

sexual harassment. Although anonymous complaints are discouraged, UAMS will respond reasonably to all allegations of sexual harassment. In order to determine the appropriate response to an anonymous allegation, UAMS will weigh the following factors:

- The source and nature of the information;
- The seriousness of the alleged incident;
- The specificity of the information;
- The objectivity and credibility of the source of the report;
- Whether any individuals can be identified who were subjected to the alleged harassment; and
- Whether those individuals want to pursue the matter.

If, based on these factors, it is reasonable for UAMS to investigate the matter, the Office of Human Resources will conduct an investigation and recommend appropriate action to address substantiated allegations. However, a reasonable response would not include disciplinary action against an alleged harasser if an accuser insists that his or her name not be revealed, if there is insufficient corroborating evidence, and if the alleged harasser could not respond to the charges of sexual harassment without knowing the name of the accuser.

4. **Consensual Relationships:** The basic function of a university is the discovery and the transmission of knowledge, which is founded upon the free and open exchange of ideas. In order for productive learning and the work that supports it to occur, members of the campus community (faculty, staff, and students) should pursue their responsibilities guided by a strong commitment to principles of mutual trust, confidence, and professional codes of conduct.

Consenting romantic relationships between faculty members and students, supervisors and subordinates or fellow employees are strongly discouraged. Faculty members exercise power over students as do supervisors over subordinates, whether in promotions, raises, evaluations, recommendations, study, job duties, grades, assignments, or other benefits. This difference in power increases the opportunity for abuse of power, thus endangering the professional environment. Employees and students involved in a consenting relationship in the actual or equivalent context of educational/employment supervision and evaluation should be and are deemed to be aware of the possible costs of even an apparently consenting relationship, of mutual consent. The element of power implicit in sexual relationships occurring in the supervisory context has the potential to diminish a subordinate's freedom of choice. It is incumbent upon those with authority not to abuse, or appear to abuse, the power with which they have been entrusted.

5. **Disciplinary Actions for Violations of the Sexual Harassment Policy:** Disciplinary actions for violations of the Sexual Harassment Policy may include, but are not limited to, the following: oral or written warning, reassignment, counseling, demotion, termination, or any combination thereof. Sanctions for sexual harassment depend upon the circumstances in each case.

In addition to disciplinary action, those who engage in sexual harassment may be subject to legal consequences, including civil and criminal penalties and monetary damages.

All individuals accused of sexual harassment shall be given the opportunity to respond to the complaints prior to any final employment and academic decisions.

6. **Confidentiality:** UAMS understands that some individuals may be reluctant to tell anyone about harassment or to have their names disclosed. Every reasonable effort will be made to maintain confidentiality of all parties, all conversations, and all documents concerning a sexual harassment complaint. However, UAMS's obligation to stop sexual harassment means that it cannot fail to take appropriate action and, as such, confidentiality cannot always be guaranteed. The appropriate administrative officials will be kept informed on a "need to know" basis. All persons involved should maintain confidentiality to the greatest extent possible, except to the extent needed for processing complaints under this Policy.
7. **Retaliation:** Reprisals or retaliatory action against an individual who, in good faith, reports or provides information in an investigation about behavior that may violate this policy will not be tolerated. Such action should be regarded as a separate and distinct cause for disciplinary action.
8. **Malicious Allegations/Complaints; False Information:** UAMS is committed to protecting the due process rights it provides to the accused as well as the accuser. Allegations of sexual harassment that are malicious, intentionally false, or without foundation are very serious with potential for great harm to all persons involved and are prohibited by this policy. Such actions constitute grounds for disciplinary action that may include, but is not limited to, written warning, demotion, transfer, or dismissal. Further, repeated filing of frivolous complaints is considered a malicious action and may be grounds for disciplinary action.  
  
The failure to substantiate a sexual harassment complaint does not automatically constitute a malicious or frivolous complaint. In the event that allegations are not substantiated, every reasonable effort will be made and all reasonable steps taken to restore the reputation of the accused if it was damaged by the proceedings.
9. **Record Keeping:** Each complaint should be documented and kept in a confidential file separate from the personnel or student files normally maintained

by the Office of Human Resources or college's Office of Student Affairs. Documentation should include the name of the complainant, the name of the accused, the nature of the complaint, date(s), witnesses, the name(s) who received the complaint, the name(s) of the person(s) who prepared the written documentation and the date of the written documentation, and any other information relevant to the case. If some of this information is not available, the reason(s) for unavailability, if known, should be documented. Such file will be maintained as provided by law.

**Procedure:** Complaints of sexual harassment, submitted in writing or accepted orally, are taken seriously and will be dealt with promptly. Allegations of sexual harassment shall be judged on the facts of the particular case and the context in which the alleged incident(s) occurred. The complainant has the responsibility of providing evidence to substantiate the alleged sexual harassment. The specific action taken in any particular case depends on the nature and gravity of the conduct reported and may include intervention, mediation, investigation and the initiation of disciplinary action as described above. Where a violation of the Sexual Harassment policy is found to have occurred, UAMS will act to stop the harassment, prevent its recurrence, and discipline those responsible.

UAMS recommends that all reports of suspected sexual harassment be made within 180 days of the alleged incident to assist in the investigation process.

## 1. Reporting Procedures

**Students:** Students should report incidents of sexual harassment to their college's Office of Student Affairs. A designated individual in each college's Office of Student Affairs will receive all complaints from students. If assistance is needed, please contact the Employee Relations Manager in the Office of Human Resources at (501) 686-5650.

Students who need to report an incident of sexual harassment after regular business hours should report the incident to the UAMS Police department if no one from the appropriate Student Affairs Office is available. The UAMS Police Department will take appropriate action and will notify the Office of Human Resources at the beginning of the next business day, i. e., Monday through Friday, excluding holidays. Students who witness possible sexual harassment should report their concerns to the designated student affairs official in their college.

## 2. Informal Complaint Process

**Students:**

a. In the event that a student believes that sexual harassment has been or is occurring, he or she is encouraged, but not required, to communicate clearly, preferably in writing, to the alleged harasser and state the conduct is not acceptable. The student

is also encouraged to maintain careful written records of the harassment and to continue to maintain current records throughout the process.

b. The student should consider meeting with the appropriate student affairs official in his or her college to discuss the sexual harassment allegation. If the student cannot decide whether to initiate a formal complaint or is reluctant to discuss the matter with the alleged harasser, he or she may seek the advice of the HR Director of Employee Relations Manager who, with the individual's permission, may seek to resolve the issue informally through discussions with the individual, the accused, and the accused's supervisor.

If the student does not wish to prepare a signed, written complaint, written documentation shall be prepared by the Office of Human Resources or a college's designated individual within the Office of Student Affairs. Such written documentation shall include the nature of the complaint, the date(s) on which the alleged incident(s) occurred, and any witness(es) to the incident(s). The student shall be asked to read the written documentation prepared by the appropriate representative to acknowledge its accuracy; a written acknowledgment will be prepared and may be made in a separate document.

If the student refuses to sign the written documentation, the HR Director of Employee Relations Manager or college's designee shall note such on the documentation and forward it to the HR Director of Human Resources for determination of whether the complaint will be investigated despite the student's refusal to acknowledge the written documentation.

Written documentation shall be prepared before any informal discussions are held with the accused and the accused's supervisor. The accused shall be given an opportunity to read the written documentation that may be edited to protect the anonymity of the complaining individual and any other collateral witnesses to the process.

c. If the parties are unable to reach a mutually satisfactory agreement after an informal discussion, the option of filing a formal complaint is available.

d. The Informal Complaint Process may also include referral of either or both parties to confidential counseling through UAMS' Employee Assistance Program (EAP).

e. The complainant, the HR Director of Human Resources, or a college's Office of Student Affairs may elect to refer the complaint to the Formal Complaint Process at any time as deemed necessary to resolve the complaint in an appropriate and timely manner.

### 3. Formal Complaint Process

#### Students

a. When the Informal Complaint Process fails to resolve the complaint, or in instances where the college's Welcome Center determines the nature of the allegations requires formal investigation, the Formal Complaint Process will be used. The HR Director of Employee Relations or a designee in the Office of Human Resources may assist the complainant in preparing his or her complaint, in writing, as necessary.

b. If a student wishes to file a formal complaint, he or she must submit a signed, written statement alleging harassment to the HR Director of Employee Relations of the Office of Human Resources. Documentation should include the name of the complainant, the name of the accused, the nature of the complaint, date(s), witness(es), and any other information relevant to the complaint. If some of this information is not available, the reason(s) of unavailability, if known, should be documented.

Upon receipt of the written complaint, the HR Director of Employee Relations will initiate an investigation the facts of the complaint and appoint the investigators.

The investigators will meet with the accused and present him or her with a copy of the complaint and a copy of the sexual harassment policy. The accused will be given an opportunity to respond to the complaint orally and in writing, and may provide evidence and witnesses. The investigators will also explain that there is to be no contact with or retaliation against the complainant.

The investigators will gather relevant evidence by interviewing the complainant, the victim (if different from the complainant), the accused, and any witnesses or other individuals deemed appropriate to conduct a thorough investigation.

Every effort will be made to ensure a thorough and timely investigation of the complaint.

c. Following completion of the investigation, the investigators will present their written findings to the Assistant Vice Chancellor of Human Resources. The Assistant Vice Chancellor of Human Resources will consult with the student's appropriate student affairs official regarding the written findings for purposes of resolving the complaint. It is the responsibility of the student affairs official to take action consistent with the written findings. Once a final determination is made by the appropriate student affairs official, both the complainant and the accused will be notified of the action to be taken.

d. Pursuant to FERPA (Family and Educational Rights to Privacy Act), student disciplinary records will remain confidential unless the accused consents to release of information.

e. Students who are found to have violated the sexual harassment policy may grieve any decision affecting their educational status through the grievance procedure of their respective college.

f. Complainants may not appeal administrative decisions regarding sexual harassment complaints through the UAMS grievance process.

Questions regarding this policy may be directed to the Office of Human Resources at (501) 686-5650.

### PROHIBITION AGAINST HAZING

**Prologue:** In 1983, the General Assembly of the State of Arkansas implemented Act 75 which prohibits hazing and prescribes punishment for those convicted of hazing. It is printed below in its entirety.

**Section 1:** A student of any school, college, university, or other educational institution in Arkansas shall not engage in hazing or encourage, aid, or assist any other student in hazing.

**Section 2:** Hazing is defined as follows:

1. Any willful act on or off any school, college, university, or other educational institution in Arkansas by one student alone or acting with others, directed against any other student done for the purpose of intimidating the student attacked by threatening such student with social or other ostracism, or of submitting such student to ignominy, shame or disgrace among his fellow students, and acts calculated to produce such results; or
2. The playing of abusive or truculent tricks on or off any school, college university, or other educational institution in Arkansas by one student alone or acting with others, upon a student to frighten or scare him; or
3. Any willful act on or off any school, college, university, or other educational institution in Arkansas by one student alone or acting with others, directed against any other student done for the purpose of humbling the pride, stifling the ambition, or impairing the courage of the student attacked, or to discourage any such student from remaining in such school, college, university, or other educational institution or reasonably to cause him to leave the institution rather than submit to such acts; or
4. Any willful act on or off any school, college, university, or other educational institution in Arkansas by one student alone or acting with others, in striking, beating, bruising, or maiming, or seriously offering, threatening, or attempting to strike, beat, bruise, or maim, or to do or seriously offer, threaten, or attempt to do physical violence to any student of any such educational institution or any assault upon any such students made

for the purpose of committing any of the acts, or producing any of the results, to such student as defined in this Section.

5. The term hazing as defined in this Section does not include customary athletic events or similar contests or competitions, and is limited to those actions taken and situations created in connection with initiating into or affiliation with any organization.

**Section 3:** No person shall knowingly permit, encourage, aid, or assist any person in committing the offense of hazing, or willfully acquiesce in the commission of such offense, or fail to report promptly his knowledge or any reasonable information within his knowledge of the presence and practice of hazing in this State to an appropriate administrative official of the school, college, university, or other educational institution in Arkansas. Any act of omission or commission shall be deemed hazing under the provisions of this Section.

**Section 4:** The offense of hazing is a Class B misdemeanor.

**Section 5:** Upon conviction of any student of the offense of hazing, he shall, in addition to any punishment imposed by the court, be expelled from the school, college, university, or other educational institution he is attending.

**Section 6:** Nothing in this Act shall be construed as in any manner affecting or repealing any law of this State respecting any other criminal offense.

## INCLEMENT WEATHER POLICY

UAMS recognizes that transportation problems result from inclement weather and hazardous road conditions. However, by virtue of our commitment to patient care, academics, and research, this campus never closes. When such conditions occur, the inclement weather alert will be invoked by the Chancellor of the University for the day the policy is to be effective. If the invocation states that the alert applies to day shift workers, then all CHP classes are canceled for that calendar day (day and evening). Canceled classes and examinations will be rescheduled by the department or course faculty at a later time, possibly at night or on weekends. Students assigned to clinical activities should follow the procedures specified by their respective departments. If the inclement weather policy has not been invoked but the road conditions where students live precludes safe travel, students should notify their Department Chairman of their inability to attend class. Students should then work with the course faculty to make up what was missed.

If the alert is invoked sometime after the beginning of the workday, CHP classes scheduled after that alert are canceled. The following day after the weather alert, CHP classes should meet as scheduled unless another alert is invoked for that day. If the alert occurs on the day of CHP registration, the next available workday that is not another UAMS' College registration day will be used to register

CHP students. The department chairman will notify students as to which day will be used for alternate registration.

The inclement weather alert should be announced on KARN (AM 920), KUAR (FM 89.1), KARK (Channel 4), KATV (Channel 7), and KTHV (Channel 11).

## UAMS SMOKING/TOBACCO USE POLICY

UAMS Administrative Guide

Policy #: 3.1.01 – Revised March 13, 2013

[Web page](#)

**Purpose:** The University of Arkansas for Medical Sciences (UAMS) is committed to promoting health, wellness, prevention, and the treatment of diseases within the community as well as to providing a safe, clean, and healthy environment for patients, visitors, employees, and students. UAMS serves as a model for the community in the area of promoting the good health of our staff and influencing public attitudes about the use of tobacco products. It is, therefore, UAMS's policy to provide a tobacco-free work environment.

**Scope:** All UAMS employees, faculty, staff, students, contractors, vendors, volunteers, patients, visitors, and anyone on any UAMS property.

**Policy:** Smoking and the use of tobacco products (including cigarettes, cigars, pipes, smokeless tobacco, and other tobacco products) by employees, faculty, students, patients, and visitors are prohibited on all properties of the University of Arkansas for Medical Sciences.

**Definitions:** Tobacco products include, but not limited to: cigarettes, smokeless tobacco, pipes, cigars, and any tobacco containing product.

Employee – for the purpose of this policy, all UAMS employees while in UAMS facilities (leased or owned) or on the grounds of those facilities.

Students – for the purpose of this policy, any student attending any of the colleges or clinical areas on the UAMS grounds, leased or owned buildings.

Contractors/subcontractors/vendors/volunteers – individuals who enter UAMS Property for the purpose of providing a service to the institution.

Visitors – individuals who do not fall under the above categories including patients and their families.

### Procedures:

1. All Persons are prohibited from using tobacco on or in all UAMS owned or leased properties, UAMS owned or leased vehicles, and UAMS adjacent grounds, including parking lots and ramps.
2. Patients in the UAMS Medical Center are prohibited from tobacco use in accordance with the [UAMS Medical Center Policy Manual Policy PS 1.09](#).

3. Compliance with this – tobacco free policy will be the responsibility of all administrators.
  - Lack of cooperation or repeated violations by employees, vendors, and students should be reported to the individual's supervisor/student's department chairman. The supervisor/chairman shall then attempt to resolve the problem.
  - Standard disciplinary procedures will be followed for compliance problems with employees/students. Violations will result in progressive disciplinary actions, including termination.
  - In the event the tobacco violation involves a potential threat to health or safety (e.g., smoking where combustible supplies, flammable liquids, gasses, or oxygen are used or stored) the UAMS Police may be called for additional support.
  - UAMS Police shall be notified as the final resource to resolve problems arising with visitors, employees, or students during the enforcement of this policy.
  - Under Arkansas law violators of the smoking ban may be fined an amount not less than \$100 and no more than \$500.
4. New employees will be informed of the UAMS tobacco free policy during orientation. The Office of Human Resources will also inform employment candidates of the tobacco free policy during the application process.
5. Tobacco products will not be sold or dispensed within the UAMS campus.
6. Employees/students may not use tobacco products in any vehicle when the vehicles are on UAMS property.

## **SUBSTANCE ABUSE POLICIES**

UAMS is committed to ensuring that employees, students, and faculty have the information and resources necessary to keep our campus free from drug and alcohol abuse. In accordance with the Drug Free Schools and Communities Act Amendment of 1989, UAMS policies prohibit the unlawful possession, use, and distribution of illicit drugs and alcohol on campus and provide for sanctions that may include termination of employment or dismissal from academic programs for individuals who violate this policy.

### **UAMS SUBSTANCE ABUSE POLICY**

UAMS Administrative Guide - Policy #: 4.4.06

[Web page](#)

**Purpose:** It is the goal of the UAMS to provide the highest quality health care, education and services available. To achieve this goal it is important that administrators, faculty, staff, and students be able to fulfill their respective roles without the impairment produced by intoxication or addiction to alcohol or other drugs.

The unlawful manufacture, distribution, dispensation, sale, possession or use of any controlled substance (as defined in the UAMS Drug-Free Workplace Policy) by any employee or student of UAMS while on University property or on a University affiliated assignment will not be tolerated. Consumption of alcohol on University property will not be tolerated, except within approved areas by individuals over the age of 21 years. It is the policy of UAMS to provide a drug-free workplace. To support our goal of a drug-free environment, the UAMS drug testing program has been established and consists of (1) pre-employment drug testing, (2) for-cause drug testing, and (3) random drug testing.

#### **Policy:**

1. No employee or student of UAMS may report for their assignments and/or classes impaired by the use of alcohol or following the use of controlled substances.
2. Nothing in this policy will preclude the medical or research use of alcohol or controlled substances. Violators of this policy will be disciplined up to and including termination.
3. It is the underlying philosophy of the UAMS that addiction to alcohol and/or other drugs represents a disease state, and treatment of such problems is a legitimate part of medical practice. Employees or students with an addiction to drugs or alcohol are encouraged to seek help through the UAMS Employee Assistance Program (EAP) or Student/Employee Health Service. Individuals who seek help through the UAMS EAP or Student/Employee Health Service will not be punished for seeking such help. However, appropriate disciplinary procedures linked to performance criteria are not precluded by this policy.

### **CHP SUBSTANCE ABUSE POLICY**

If a faculty member or the director of Student Wellness Program (SWP) suspects a student of impairment due to substance abuse, the student will be required to submit to an immediate drug screen and will be referred to SWP services for evaluation. SWP will forward a report with treatment recommendations and the results of the drug screen to the Associate Dean for Student Success to be placed in the student's permanent record. The student must comply with the treatment plan recommended by SWP to continue in his/her respective program. A student who is identified under the CHP Substance Abuse Policy is subject to periodic random drug screening as long as he/she is a student at the University of Arkansas for Medical Sciences. Any subsequent drug screening that is reported as "positive" will result in the immediate dismissal of the student. The refusal of the student to submit to the drug screen or SWP evaluation and/or recommended treatment plan will result in immediate dismissal of the student.

# UAMS GRIEVANCE PROCEDURE RELATED TO DISCRIMINATION COMPLAINTS

## A. Background

The University of Arkansas for Medical Sciences and College of Health Professions is committed to the policy of providing educational opportunities to all qualified students regardless of economic or social status, and will not discriminate on the basis of race, ethnicity, color, sex, creed, age, marital or parental status, national origin, gender identity, gender expression, sexual orientation, religion, ethnic origin, disability or veteran status including disabled veterans and veterans of the Vietnam Era.

From time to time, a student may allege that one or more of the University's policies, procedures or practices are discriminatory. In those cases, it is imperative that clear steps to a common system of inquiry, resolution and appeal be established, and that these steps are communicated and accessible to all parties.

The UAMS Office of Human Resources acts on a campus-wide basis for all students, faculty, and employees regarding such matters, and within each college or school there is an associate or assistant dean designated to assist students of that college access and understand the special grievance procedure defined in this policy.

## B. Purpose and Scope

UAMS prohibits discrimination as defined by federal laws & regulations, such as Titles VI and VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Executive Order 11246, the Rehabilitation Act of 1973 (Sections 503 and 504), Titles I and II of the Americans with Disabilities Act of 1990, and Section 402 of the Vietnam Era Veterans Readjustment Assistance Act of 1974, which prohibit discrimination on the basis of race, ethnicity, color, sex, creed, age, marital or parental status, national origin, gender identity, gender expression, sexual orientation, religion, ethnic origin, disability or veteran status including disabled veterans and veterans of the Vietnam Era.

UAMS further prohibits discrimination as defined by its own policies, which may include protections for groups or subpopulations not specifically named as protected groups in federal laws or regulations. In particular, UAMS extends a specific expression of protection against discrimination to all groups of persons identified in its Non-Discrimination Statement including but not limited to persons of all sexual orientation, gender expression and gender identity.

This policy outlines internal procedures to be followed by any student who wishes to submit a grievance alleging the existence of a discriminatory policy, procedure or practice prohibited by either federal law/regulation or by UAMS policy. This policy does not address external routes of redress such as those available in the state or federal courts.

## C. Definitions

1. **Grievance:** Grievance means a complaint of discrimination by a student alleging occurrence or existence of any policy, procedure, or practice prohibited by UAMS policy and/or anti-discrimination laws and regulations as outlined in Section B. of this policy.
2. **Procedure:** The steps set out in this policy shall constitute UAMS's grievance procedure for discrimination complaints brought by students, who allege violations of UAMS policy and/or anti-discrimination laws and regulations as outlined in Section B. of this policy.
3. **Grievant:** Grievant means a student who submits a grievance alleging a violation of UAMS policy and/or anti-discrimination laws and regulations as outlined in Section B. of this policy.
4. **UAMS:** UAMS means any college, department, subunit, or program operated by the University of Arkansas for Medical Sciences. When used in this policy, the term "college" shall be deemed to include the Graduate School.
5. **Coordinator:** The person serving as the designated campus Title IX and/or Section 504/Title II Coordinator.
6. **Respondent:** Respondent means a person alleged to be responsible for the violation alleged in a grievance. The term may be used to designate persons with direct responsibility for a particular action or those persons with supervisory responsibility for procedures and policies in those areas covered in the grievance.
7. **Associate Dean:** Refers to the Associate Dean for Student Success who is responsible for addressing allegations of discrimination in the College of Health Professions where the grievant is enrolled as a student.
8. **Dean:** Refers to the Dean of the College of Health Professions where the grievant is enrolled as a student.

## D. Filing a Grievance

1. **Eligibility for Filing:** Any UAMS student may file a grievance.
2. **Pre-Grievance Meeting:** Prior to the filing of a written grievance, the grievant(s) should first consult with the Associate Dean responsible for addressing allegations of discrimination in his or her college. The Associate Dean shall attempt to resolve the grievance informally by agreement between the grievant and the respondent alleged to be directly responsible for the possible violation, and/or persons with immediate supervisory authority related to the grievance.



If the matter cannot be resolved at this level, a written grievance should be submitted to that same Associate Dean for subsequent processing in accordance with the procedures for formal grievances outlined below.

3. The Associate Dean will make an official judgment on each student complaint to determine whether the complaint is an academic challenge (e.g., contesting a grade), an allegation of discrimination or another type of complaint. Based on the determination, the Associate Dean will refer the student to the appropriate process for redress, and make sure that the student has the necessary information to pursue the complaint. The Associate Dean will maintain an official log of formal complaints made and the categorization of each as either an academic challenge, discrimination allegation or other complaint (noting specifics). The Associate Dean will provide a report annually to the Title IX Coordinator of the discrimination complaints made and the disposition of each.
4. **Filing a Grievance:** Grievances filed with the Associate Dean shall be in writing and shall provide the following information:
  - name and address of the grievant(s);
  - nature, date and description of alleged violation;
  - name(s) of persons responsible for the alleged violation;
  - requested relief for corrective action; and
  - information that the grievant believes to be relevant.
5. **Alternative (Exception) to Associate Dean:** Should a student wish to make an allegation of discrimination against the Associate Dean and/or the Dean, this policy allows that complaint be made to the campus Title IX Coordinator to avoid actual, or appearance of, conflict of interest. The Vice Chancellor for Academic Affairs and the Title IX Coordinator will make a joint decision regarding the initial determination as to whether the complaint is an academic issue or a discrimination allegation. If it is determined to be a discrimination allegation, then the Title IX Coordinator will perform the duties of the Associate Dean and the Vice Chancellor for Academic Affairs will represent the role of the Dean. All other aspects of the procedures will remain the same.
6. **Time Limit for Grievance Filing:** A grievance must be filed within twenty (20) calendar days of the occurrence of the alleged violation or within twenty (20) calendar days of the date the grievant became aware of the alleged violation. If the last day for filing a grievance falls on a Saturday, Sunday, or a day on which the University is closed for calendar, then the grievance may be filed on the first calendar day following the Saturday, Sunday, or date when UAMS is closed.
7. **Notification of Respondent(s):** Immediately upon receipt of a formal grievance, the Associate Dean will give the respondent a copy of the grievance, and will direct the respondent to submit a written response to the charges within (10) calendar days. If the last day for filing a response falls on a Saturday, Sunday, or a day on which UAMS is closed for business, then the response may be filed on the first calendar day following the Saturday, Sunday, or date when UAMS is closed. The respondent will be expressly warned not to retaliate against the grievant in any way. Retaliation will subject the respondent to appropriate disciplinary action.
8. **Response:** The response should include any denial, in whole or in part, of the charges alleged. Failure to respond may subject the respondent to disciplinary action by the Dean of the appropriate college or other appropriate UAMS official.
9. **Process for Students filing Discrimination Grievances:** After the student has submitted a formal discrimination grievance in writing, within the allotted twenty (20) day period, the Associate Dean must conduct a preliminary investigation. The Associate Dean's investigation will yield one of the following results:
  - a. The Associate Dean will dismiss the grievance on the grounds that the evidence submitted in support of the complaint or developed in the preliminary investigation does not warrant a detailed investigation or a formal hearing (for example: grievant failed provide a factual basis for his or her belief that discrimination occurred or the grievance anticipates discrimination that has not yet occurred). This decision may be appealed by the student by following the procedure listed later in this policy.
  - b. The Associate Dean will refer the grievance to a hearing before the Grievance Panel where the grievance will be fully investigated; or
  - c. The Associate Dean will allow the parties to sign a written statement resolving the grievance. It should be understood that the approval in writing by the Associate Dean, and agreement between the parties does not preclude further action by UAMS against either party. This decision may be appealed by the student by following the procedure listed later in this policy.
10. **Role of the Associate Dean in Discrimination Grievances Filed by Students:** In addition to rendering one of the aforementioned decisions based on the formal grievance filed by a student, the Associate Dean is also responsible for:

- a. providing the grievant written notice of his or her decision to either dismiss the grievance, refer the grievance to the Grievance Panel, or to allow the parties to sign a written statement resolving the grievance. The Associate Dean must provide the written notice within 20 calendar days of his or her decision.
- b. it is the responsibility of the Associate Dean for each college to ensure the effective implementation, maintenance, processing, record keeping, and notifications required by the grievance procedures.
- c. if an appeal of a dismissal of a grievance is filed, the Associate Dean will forward a copy of the investigative report and determination to the Dean. If the Associate Dean refers a grievance to a hearing before the Grievance Panel, the Associate Dean will forward a Copy of the investigative report to the panel.
- d. The Associate Dean will also notify the person designated Title IX Coordinator for UAMS of the grievance. All administrative officers will appropriately maintain confidentiality of the information they receive during the grievance process.

11. **Appeal of Grievance Dismissal:** A student may appeal the dismissal of his/her grievance by submitting a written request for review with his/her Dean. The request for review must be submitted within five (5) calendar days of receipt of the decision to dismiss. Upon receipt of an appeal of the dismissal of a grievance, the Dean shall carefully consider the relevant information contained in the appeal as well as the investigative report and determination of the Associate Dean, to ascertain that the evidence either submitted in support of the complaint or developed in the preliminary investigation did not warrant a detailed investigation or a formal hearing. The Dean will notify the student of his/her decision in writing within ten (10) calendar days of receipt of the request for review. The decision of the Dean can be appealed to the UAMS Title IX Coordinator for consideration and decision. The decision of the UAMS Title IX Coordinator is final.

#### E. Prehearing Procedures

1. **Selection of Grievance Panel:** When a grievance is referred to the Grievance Panel, the Associate Dean shall forward a copy of his/her investigative report to a seven member Grievance Panel. The Grievance Panel shall be selected as follows: A Grievance Committee will be appointed by each College Dean, consisting of nine (9) faculty and nine (9) students. For every hearing held under this procedure, the grievant and the Associate Dean or designee jointly will meet within ten (10) calendar days after the decision to refer

the grievance to the Grievance Panel, and review the members of the Grievance Committee, removing from consideration any member who may with reason be considered inappropriate for the hearing (e.g., a faculty member directly involved in the issue being grieved should not sit on the Panel for that grievance). The names of the remaining members will then be written on tabs of paper, folded, placed into separate containers for faculty and students, and randomized by mixing. The grievant will draw three student names and four faculty names from the containers. The first seven names will constitute the Grievance Panel, which shall be composed of four faculty and three students. The remaining name shall be drawn alternatively from each container until all names are drawn in order to develop a list of alternate members. Should a panel member be removed for any reason during the process, the member shall be replaced by an alternate of the same status (faculty or student). At a prearranged time prior to the Grievance Hearing the seven (7) members of the Panel and the complainant will meet briefly with the Dean to be given the charge (*i.e.*, whether the complainant has been treated fairly and equitably) and all relevant background data. The Dean and complainant will then withdraw and the Panel will elect a faculty member to preside at the subsequent hearing and maintain documentation (written and recorded) required by the Panel.

2. **Scheduling of Hearing of Grievance:** Hearings before the Grievance Panel will be conducted no sooner than ten (10) calendar days and not later than twenty (20) calendar days after the selection of the Grievance Panel. The date of the hearing must be adhered to except for unusual circumstances, which must be reported in writing as soon as possible to the Associate Dean. The hearing shall be conducted in accordance with the procedures set forth in this policy.

3. **Representation:** The grievant and the respondent have the right to be assisted by no more than two representatives, including attorneys, at any point during the initiation, filing, processing, or hearing of the formal grievance; however, no representative may examine witnesses or otherwise actively participate in a hearing. The Panel may be assisted and actively advised by an attorney or other representative at its discretion.

4. **Evidence:** The grievant and respondent shall provide the Associate Dean with all documents to be used and relied on at the hearing, and with the name, address and telephone number of their representative(s) and witnesses no later than seven (7) calendar days prior to the date of the hearing. There will be a simultaneous exchange of this information

between the parties, which will be facilitated by the Associate Dean five (5) calendar days before the date of the hearing.

#### F. Hearing Procedures

1. **Record of Hearing:** The hearing will be recorded by recording devices supplied by UAMS. These recordings shall be maintained for a period of three years after resolution of the grievance. The grievant or respondent may obtain a copy of the recordings, at the requesting party's expense. The deliberations of the Grievance Panel will not be recorded.
2. **Counsel:** The grievant and respondent shall have the right to advice of counsel of his/her choice; however, counsel may not examine witnesses or in any way actively participate in any hearing.
3. **Private Hearing:** The hearing shall be conducted in private. Witnesses shall not be present during the testimony of any party or other witness. Witnesses shall be admitted for testimony only and then required to leave. The parties may hear and question all witnesses testifying before the Grievance Panel.
4. **Presentation of Case:** The grievant and respondent shall be afforded reasonable opportunity for oral opening statements and closing arguments and/or presentation of witnesses and pertinent documentary evidence, including, written statements.
5. **Grievance Panel Rights:** The Grievance Panel shall have the right to question all witnesses, to examine documentary evidence presented, and to summon other witnesses or review other documentation, as the Panel deems necessary.
6. **Grievance Panel Deliberation:** After the hearing is concluded, the Grievance Panel shall convene to deliberate in closed session and arrive at a majority recommendation.
7. **Transmittal of the Recommendation:** Within five (5) calendar days after the hearing is concluded, the Grievance Panel chair shall transmit a written copy of its recommendation to the Associate Dean, by certified mail, return receipt requested, a copy of the written document to the grievant and respondent at addresses previously provided by the grievant and the respondent.
8. **Appeal of Recommendations of the Grievance Panel:** If the Associate Dean receives no appeal within seven (7) calendar days of receipt of the recommendation by the grievant and the respondent, any recommendations by the Grievance Panel shall be forwarded to the Dean for consideration. The Dean may accept the Grievance Panel recommendation, reverse it, or refer the grievance back to the Panel for reconsideration. If the last day for filing an appeal falls on a Saturday, Sunday, or a day on which UAMS is

closed for business, then the appeal may be filed on the first day following the Saturday, Sunday, or date when UAMS is closed.

- a. If the grievant or respondent wishes to appeal the recommendation of the Grievance Panel, the respondent and/or grievant shall, within seven (7) calendar days of the receipt of the recommendation, appeal the grievance recommendation to the Dean through the Associate Dean. The appeal shall be in writing.
- b. If an appeal is submitted, it will be transmitted to the Dean. The Dean shall review the appeal and notify the parties of his/her determination within ten (10) calendar days from the date of his/her receipt of the appeal. The decision of the Dean is final and may not be appealed further.
- c. The Dean's review is the final institutional step in matters of discrimination grievances. However, nothing precludes the grievant or respondent from filing a complaint with any external agency that handles discrimination complaints.

#### G. Other

1. **Grievances Involving a Grievant and Respondent from Different Units of UAMS:** Whenever a grievance is instituted by a student grievant in one college against a respondent in another college or unit, the grievance shall proceed through the Associate Dean, Dean and Grievance Committee from the college in which the student is enrolled.
2. **Maintenance of Written Grievance Records:** Records shall be kept of each grievance process. These records shall be confidential to the extent allowed by law, and shall include, at minimum: the written grievance complaint filed by the grievant, the written response filed by the respondent, the investigative report of the Associate Dean, the recording and documents of the hearing, the written recommendation of the Grievance Panel, the results of any appeal, the decision of the Dean, and other material designated by the Associate Dean. A file of these records shall be maintained in the Office of the Associate Dean responsible for discrimination grievances filed by Students.
3. **Notification of the UAMS Title IX Officer:** The Associate Dean will provide information to the Title IX officer on the disposition of the case.

For purposes of the dissemination of grievance precedents, separate records may be created and kept which indicate only the subject matter of each grievance, the resolution of each grievance, and the date of the resolution. These records shall not refer to any specific individuals and they may be open to the public in accordance with the Arkansas Freedom of Information Act or pertinent Federal laws.

4. **Retaliation:** No person shall be subjected to retaliation for having used or assisting others to use the grievance process.

## UAMS SEXUAL ASSAULT POLICY DISCLOSURE

Amended in 1992, the security policies released pursuant to the Campus Security Act shall specifically address sex offense prevention and include the following provisions in cases of alleged sexual assault:

- Accuser and accused must have the same opportunity to have others present.
- Both parties shall be informed of the outcome of any disciplinary proceeding.
- Survivors shall be informed of their options to notify law enforcement.
- Survivors shall be notified of counseling services.
- Survivors shall be notified of options for changing academic and living situations.

## SEX OFFENDER NOTIFICATION

The UAMS Police Department maintains information on registered sex offenders for the University of Arkansas Medical Science Campus and makes notifications regarding registered sex offenders associated with the Campus consistent with the state guidelines pursuant to Arkansas Code Annotated 12-12901-920 and 12-12-1301-1303.

These individuals subject to the notification process have been convicted of an offense that requires registration with the Arkansas Crime Information Center. These individuals, it must be stressed, are not wanted by law enforcement at this time and have already served their assigned sentences. Should you become aware of a registered sex offender on campus, no action on your part is required other than the type of alertness and caution that increases the safety of individuals, families, neighborhoods, and communities. Should you observe suspicious behavior on the part of such an individual, do not take action on your own, but immediately notify law enforcement. You may not share confidential information that you may receive regarding registered sex offenders with others, except those who have a need to know (for example, supervisors or co-workers in a position to prevent harm).

A written summary of campus guidelines and the notification plan for each offender will be maintained by the UAMS Police Department. Our campus Police Department will also make determinations regarding notifications. If you seek further information, please the Detective Division, UAMS Police Department at (501) 686-7777.

## REPORTING POLICY FOR HIPAA VIOLATIONS

UAMS Administrative Guide

Policy #: 3.1.23 – Revised August 7, 2013

[Web page](#)

**Purpose:** To inform the UAMS Workforce on the proper procedure for reporting HIPAA violations.

**Definitions:** UAMS Workforce means for the purposes of this Policy, physicians, employees, volunteers, residents, students, trainees, visiting faculty, and other persons whose conduct, in the performance of work for UAMS, is under the direct control of UAMS, whether or not they are paid by UAMS.

**Policy:** Any known or suspected violations of the HIPAA regulations or related UAMS policies and procedures must be reported in accordance with this Policy.

UAMS workforce who report in good faith such known or suspected violations shall not be subjected to retaliation, intimidation, discrimination, coercion, or harassment as a result of their report.

Violations of this policy, including failure to report, will be grounds for disciplinary action up to and including termination. Any sanctions that are applied will be documented.

**Procedure:** Reports by patients or employees may be made to any of the following:

- UAMS HIPAA Office, Slot 829, Room 6C635, Hotline (501) 614-2187;
- UAMS HIPAA Office, Main Office (501) 603-1379, Email: [hipaa@uams.edu](mailto:hipaa@uams.edu);
- UAMS Reporting Line 1-888-511-3969;
- UAMS HIPAA [Website](#) under “Report an Incident”;
- UAMS Research Privacy Board Office/IRB (501) 686-5667, Email: [IRB@uams.edu](mailto:IRB@uams.edu) or
- UAMS IT Security Office (501) 603-1336.

If the employee making the report is more comfortable reporting to the head of his/her department or anyone else in a position of responsibility, he/she may do so. The person receiving this report should contact the UAMS HIPAA Office as outlined above.

**Sanctions:** Violation of this Policy will result in disciplinary action, in accordance with [Policy 4.4.02](#).

**References:** UAMS [Clinical Programs Patient Complaint Policy, PS.2.03](#).

## EMPLOYEE, STUDENT, AND VOLUNTEER VACCINATIONS AND TUBERCULOSIS (TB) SCREENING

UAMS Medical Center Policies and Procedures

Policy #: HR.3.03 – Revised January 2013

[Web page](#)

**Purpose:** Minimize potential exposure to vaccine-preventable diseases and Tuberculosis (TB) for all UAMS students who work in a UAMS facility or with patients, and visitors.

**Policy:** UAMS Medical Center makes optimal use of immunizing agents and TB screening to safeguard the health of students and protect patients from becoming infected with vaccine-preventable diseases or TB. Vaccines will be administered as indicated unless contraindicated or refused.

### Procedure:

- A. All students are required to complete a student physical exam. All UAMS students must obtain required vaccines prior to matriculation. Subsequent annual limited screenings for students will be performed by SEHS.
  1. All students are required to have a completed TB step one screening and updating of required vaccinations each academic year. Special populations may be required to have more frequent screenings.
  2. All students who do not have documentation of Rubella vaccine or do not have laboratory evidence of immunity must be vaccinated.
  3. All students are required to be vaccinated for Measles/Mumps if they do not have one of the following:
    - a. Proof of two doses of live measles vaccine no closer than one month apart or of one dose of live Measles vaccine after age 12.
    - b. Documentation of physician-diagnosed Measles.
    - c. Laboratory evidence of Measles immunity.
  4. Students are required to be vaccinated annually for both seasonal and, if recommended by the CDC, novel types of influenza.
  5. Students enrolled in programs with the potential for occupational exposure to Hepatitis B on the average of one or more times per month, and who do not have documentation or history of completion of the vaccine series or laboratory evidence of prior disease, should obtain this vaccine. Occupational exposure means reasonably anticipated skin, eye, mucous membrane, or parenteral contact with blood or other potentially infectious materials that may result from the performance of an employee's duties. This definition excludes incidental exposures that may take place on the job, and that are neither

reasonably nor routinely expected and that the worker is not required to incur in the normal course of employment. Students who are at risk for Hepatitis B infection are in locations or occupations where contact with blood or body fluids from infected patients are frequent.

6. All students are offered the Influenza vaccine according to CDC guidelines for that particular year.
  7. All students are recommended to have a Tetanus Diphtheria and Pertussis (TDAP) booster every 10 years. A current booster is required for all employees who work with animals. A history of the vaccination is sufficient.
  8. All students with clinical placements in high risk areas with neonates (newborns), children, and oncology patients without a reliable history of Varicella disease or proof of vaccination must have a Varicella titer. Those who are seronegative for Varicella must be vaccinated.
- B. Students who works in UAMS facility or with UAMS patients that refuses to receive the required vaccines and testing (as listed above) will be subject to disciplinary measures up to suspension or termination. Students not completing required new student screening or annual screening will be suspended from attending classes. Those unable to comply for specific reasons may be subject to special requirements such as wearing protective masks and/or covering during influenza season or other infectious outbreaks. Influenza season and other infectious outbreaks will be defined by the Infection Control Division of UAMS Medical Center.
  - C. The financing of necessary vaccinations will be in accordance with UAMS Medical Center Employee Testing/Services Policy.

## UAMS NEEDLE STICK AND UNIVERSAL PRECAUTION POLICIES AND PROCEDURES

### NEEDLE STICK/SHARPS INJURIES AND BLOOD/BODY FLUID EXPOSURE

UAMS Medical Center Policies and Procedures

Policy #: HR.4.01 – Revised: November 7, 2012

**Purpose:** This document outlines the policy and procedures to follow when a student experiences a needlestick/sharp injury, blood/body fluid exposure when fulfilling requirements of a University of Arkansas for Medical Sciences education program. Regardless of where an incident occurs, students should be evaluated IMMEDIATELY. If indicated, chemoprophylaxis must be started within 2 hours to be effective.

**Scope:** All students enrolled in University of Arkansas for Medical Sciences education programs.

**Policy:** All students who experience a blood/body fluid exposure while carrying out clinical/experiential requirements of their education program should be evaluated for the need for chemoprophylaxis and monitoring regardless of the type of exposure or risk status of the source patient. Procedures for students who suffer parenteral (e.g. needlestick or cut) or mucous membrane (e.g., splash to the eye or mouth) exposure to blood or other body fluids, or who have a cutaneous exposure involving blood or prolonged contact with blood—especially when exposed skin is chapped, abraded, or afflicted with dermatitis – are described according to the practice site location where the incident occurs.

- For incidents that occur at the UAMS Medical Center, the applicable policy can be found at: <http://intranet.uams.edu/uh/Policy/Policy-PDF/Human%20Resources/HR401.pdf>.
- For incidents that occur at **OFF-CAMPUS** locations, the site-specific procedures for handling a needlestick or blood/body fluid exposure as established by that site/facility are in effect and may vary slightly from UAMS procedures. However, general requirements for notification, evaluation, and documentation are outlined.

The central points for UAMS students who experience a parenteral, mucous membrane, or cutaneous exposure to a blood/body fluid, regardless of practice site location, are:

1. Report the incident IMMEDIATELY to their clinical supervisor or instructor and appropriate College administrator.
2. Call Student and Employee Health Service (SEHS), (501) 686-6565 or page (501) 405-6734, as soon as possible regardless of where the incident occurs. However, in all cases, evaluation of the incident must occur IMMEDIATELY, and is not to be delayed pending discussion with SEHS.
3. The amount of risk incurred as a result of the exposure must be evaluated and prophylactic treatment must be started within 2 hours to be effective; therefore, students should seek evaluation and treatment IMMEDIATELY.
4. Complete the UAMS Incident and Injury (I&I) Report form available at: <http://www.uams.edu/adminguide/PDFs/empinjury.pdf>

A training module for Bloodborne Pathogens is available for completion through the UAMS Occupational Health and Safety [website](#). Students are strongly encouraged to complete this module for their general education regarding bloodborne pathogen safety.

**Post exposure Prophylaxis with Antiretroviral Agents:** Under certain circumstances, it is recommended that individuals exposed to HIV through injury, etc., be offered combinations of anti-HIV medications for four weeks while surveillance laboratory monitoring is taking place. This process will be coordinated through Student/Employee Health (SEHS), so it is important that any such exposure be reported to SEHS as quickly as possible.

**Billing:** Students who have a blood/body fluid exposure shall be evaluated by SEHS or the Emergency Department (ED) and are required to complete an I&I Report form. All UAMS students are required to maintain a health insurance policy, which will be billed for services related to evaluation, treatment and monitoring. Deductible and co-pay costs not covered by the student's health insurance policy will be the responsibility of the student's primary college. Insured students will bear no out-of-pocket expenses.

In cases where a person is both a student and an employee, the role the person was fulfilling at the time of the incident will determine billing, so that if the person was carrying out student requirements, rules governing billing of care related to students will be in effect. If the person was carrying out employment related duties, the UAMS Medical Center employee policy will be applied.

## Reporting

### Incidents Occurring at UAMS Medical Center

For incidents that occur at the UAMS Medical Center, students will follow all procedures detailed in the UAMS policy located at <http://intranet.uams.edu/uh/Policy/Policy-PDF/Human%20Resources/HR401.pdf>. These include:

1. Report the incident IMMEDIATELY to their clinical supervisor or instructor and the appropriate College administrator.
2. Call IMMEDIATELY to Student and Employee Health Service (SEHS), (501) 686-6565 or page (501) 405-6734, if it is during regular business hours. For after-hours incidents, students are to report to the UAMS ED (501) 686-6236.
3. The amount of risk incurred as a result of the exposure must be evaluated and prophylactic treatment must be started within 2 hours to be effective.
4. Complete the UAMS Incident and Injury (I&I) Report form <http://www.uams.edu/adminguide/PDFs/empinjury.pdf>.
5. All students who have a blood/ body fluid exposure are to be evaluated either by the SEHS or the ED regardless of the type of exposure or risk status of the source patient.
6. Information about the source patient shall be documented on the Incident and Injury (I&I) report form by the nursing supervisor or his/her designee from which the source patient is receiving care. The I&I form shall accompany or be forwarded to the student to SEHS or the ED at the time of the initial evaluation.
7. It is the responsibility of the clinical supervisor or instructor to make sure that all information relevant to the incident has been completed on the I&I form and the student has called either SEHS or the UAMS ED, for triage.
8. It is the responsibility of the Nursing Supervisor or designee to record all information regarding the source patient on the I&I report form, notify either SEHS or the

ED with the risk factors for HIV, and ensure that orders are written for lab work on the source patient's chart.

### **Incidents Occurring at Off-campus Locations**

When students participate in experiential training in a variety of practice locations, the procedures for handling a needlestick or mucosal splash injury as established by that site/facility are in effect and may vary slightly from UAMS procedures. However, general guidelines include:

1. Students should familiarize themselves with local procedures for needle sticks, splash and other injuries. Some sites may require site-specific training prior to the student entering the facility. However, if this information is not covered, students should educate themselves regarding local procedures.
2. In general, regardless of the practice site, if a student receives a needle stick or other sharp injury or has a body fluid exposure, the student should seek treatment IMMEDIATELY. If a specific site has not been identified through training/orientation materials, the student should go to the nearest Emergency Room for evaluation and possible treatment. Students must also IMMEDIATELY inform their clinical supervisor (*i.e.*, resident and/or attending, preceptor, etc.) of the exposure, and make sure that an incident report, or reasonable facsimile, from the site/facility where the incident occurred is completed.
3. The student should make sure that Student and Employee Health (SEHS) and his/her College is informed of off-campus incidents since ongoing monitoring may be required.

### **References**

UAMS Medical Center Policy, Number: HR.4.01, Needlestick/Sharps Injuries and Blood/Body Fluid Exposure, <http://intranet.uams.edu/uh/Policy/Policy-PDF/Human%20Resources/HR401.pdf>

UAMS Administrative Guide, University of Arkansas for Medical Sciences Employee/Student Injury and Incident Report, <http://www.uams.edu/adminguide/PDFs/empinjury.pdf>

SPHS [website](#): Last modified: 04/13/12

UAMS Medical Center, Billing Statement

## **UNIVERSAL PRECAUTIONS AND PROTECTION AGAINST OCCUPATIONAL EXPOSURE TO BLOOD BORNE INFECTIONS**

### **PROTECTION AGAINST OCCUPATIONAL EXPOSURE TO HEPATITIS B VIRUS (HBV) AND HUMAN IMMUNODEFICIENCY VIRUS (HIV)**

UAMS Medical Center Policies and Procedures  
Policy #: HR.4.02 – Revised June 2009  
[Web page](#)

**Purpose:** Protection against blood borne infections.

**Policy:** Since medical history and examination cannot reliably identify all patients infected with HIV, Hepatitis B, or Hepatitis C, or other blood-borne infections, "Universal/Standard Precautions" when handling blood and body fluid shall be consistently used for all patients. Students, residents, and employees (hereafter known as health care worker) shall not be permitted by their supervisors to draw blood or perform invasive procedures until their skills have reached a satisfactory level of proficiency.

#### **Procedure:**

- I. Routine Precautions
  - A. Health care workers shall use appropriate barrier precautions according to Universal/Standard Precautions, see below.
  - B. Hands and other skin surfaces shall be cleaned immediately if contaminated with blood or body fluid. Hands shall be cleaned after gloves are removed.
  - C. Precautions to prevent "sharps" injury should be taken. Needles should not be recapped, bent, or broken by hand, or removed from disposable syringes. After use, "sharps" should be placed in puncture-resistant containers for disposal.
  - D. Although saliva has not been implicated in HIV transmission, mouth-to-mouth resuscitation should be replaced by mouth pieces, resuscitation bags, or other ventilation devices.
  - E. Health care workers with exudative lesions or weeping dermatitis should refrain from direct patient care and handling equipment until the condition resolves.
  - F. Pregnant health care workers are not known to be at greater risk of contracting HIV, Hepatitis B, or Hepatitis C than non-pregnant workers. However, if infections did occur, prenatal transmission may result. Therefore, pregnant health care workers

should be especially familiar with and strictly adhere to these precautions.

- G. Blood, saliva, and gingival fluid from all dental patients should be considered potentially infected. Blood and body fluids from all patients sent to clinical laboratories should be considered potentially infected.

## II. Universal (Standard) Precautions

- A. **Hand Hygiene:** Frequent hand hygiene is an important safety precaution which should be practiced after contact with patients and specimens. Hands should always be cleaned with antimicrobial soap or waterless hand cleaner before and after contact with patients even when gloves have been used. If hands come in contact with blood, body fluids, or human tissue, they should be immediately cleaned with an antimicrobial agent. (Washing with an antimicrobial agent is recommended; however, soap and water may be used. Using an approved moisturizing hand cream may reduce skin irritation caused by frequent handwashing.)

Hands NEED to be cleaned:

1. Before invasive procedures.
2. After the completion of work.
3. Before any contact with wounds.
4. After removal of gloves and/or other protective clothing, immediately or as soon as possible after hand contact with blood or other potentially infectious materials and upon leaving the work area.
5. Before eating, drinking, smoking, applying makeup, or changing contact lenses.
6. Before all other activities which entail hand contact with mucous membranes or breaks in the skin.
7. Immediately after accidental skin contact with blood, body fluids, or tissues, hands or other skin areas should be thoroughly washed. If the contact occurs through breaks in gloves, the gloves should immediately be removed and the hand should be thoroughly cleaned.
8. Between contacts with different patients.
9. After contact with a source that is likely to be contaminated with virulent microorganisms or hospital pathogens (e.g., touching infected patient, after taking rectal temperatures, emptying Foley bags, blowing nose).

- B. **Gloves:** Gloves shall be worn when the employee/student has the potential for direct skin contact with blood, other potentially infectious materials, mucous membranes, non-intact skin of

patients, and when handling items or surfaces soiled with blood or other potentially infectious materials. Gloves shall be disposable and changed in between patients, or between different open body sites. Gloves should be changed if they become visibly contaminated with blood or body fluids or if physical damage occurs. Latex, vinyl, nitrile, or polyethylene gloves all provide adequate barrier protection. Wearing two pairs of gloves (double-gloving) is recommended in situations where large amounts of blood may be present in the field of work, such as in the Emergency Department.

- C. **Facial Protection:** Masks and eye protection or face shields shall be worn whenever splashes, spray, splatter, droplets or aerosols of blood or other potentially infectious material may be generated and there is a potential for eye, nose, or mouth contamination. Full-face shields made of lightweight plastic (similar to chemical splash shields) are the preferred means of facial protection. They offer excellent protection of the entire face and neck region. A surgical mask offers protection of the nose and mouth. Either soft or preformed masks are effective. Ordinary prescription glasses are not adequate eye protection. Better protection is afforded by plastic wrap-around safety glasses that fit over regular glasses. If there is substantial hazard of splattering, goggles with a plastic cushion seal are preferred. Surgical caps may be worn if extreme splattering is anticipated.
- D. **Occlusive Bandages:** All open skin defects (e.g., exudative lesions, dermatitis, cuts, abrasions, etc.) on health care workers shall be covered with a water-impermeable occlusive bandage. This includes defects on the arms, face, and neck.
- E. **Gowns, Aprons and Other Protective Body Clothing:** Appropriate protective clothing shall be worn when the employee/student has a potential for exposure to blood and other potentially infectious materials. Gowns and laboratory coats shall be changed immediately if grossly contaminated with blood or body fluids to prevent blood seeping through and contaminating street clothes or skin. They should be changed at appropriate intervals to ensure cleanliness. Contaminated gowns shall be placed into the isolation linen bag and sent to the hospital laundry. Disposable plastic aprons are recommended if there is a significant probability that blood or body fluids may be splashed on the worker. At the completion of the task being performed, the apron shall be discarded into a biohazard container.



## TESTING PATIENTS FOR HIV - CONSENT REQUIREMENT

UAMS Medical Center Policies and Procedures  
Policy #: HR.4.05 – Revised September 2011  
[Web page](#)

**Purpose:** To set consistent guidelines governing consent for Human Immunodeficiency Virus (HIV) testing.

**Policy:** No student, employee or member of the medical or affiliate staff shall test a UAMS Medical Center patient for HIV except in accordance with this Policy.

**Procedure:** Documentation in the medical chart of patient consent (verbal or written) of the patient to testing shall be obtained in advance of testing, unless the patient's attending physician orders testing without consent in one of the two following circumstances:

1. A student, employee, staff member, or other person providing health care at UAMS Medical Center has been exposed to a patient's bodily fluids, in which case testing shall be done in compliance with UAMS Medical Center Policies and Procedures.
2. In the judgment of the patient's attending physician, such testing is medically indicated to provide appropriate diagnosis and treatment to the patient, provided that the patient has otherwise provided his or her consent to such physician for medical treatment, if able to do so.

## HEALTH CARE WORKERS WITH HIV AND INFECTIOUS HBV

UAMS Medical Center Policies and Procedures  
Policy #: HR.4.03 – Revised September 2011  
[Web page](#)

**Purpose:** The purpose of this policy is to prevent transmission of blood-borne pathogens, specifically HIV and HBV, from health care workers who are infectious.

**Policy:** UAMS Medical Center provides an environment that limits the potential for transmission of bloodborne infections from UAMS health care workers to patients, while protecting employee privacy.

**Definitions:** Healthcare Worker - shall mean any person who provides medical or health care to a patient at UAMS Medical Center, and shall include employees, students, staff, physicians, residents, and all other providers of medical or health care at UAMS Medical Center.

**Procedure:**

1. **Reporting of Infectious Status:** Health care workers who are infected with HIV or who are HBV surface-antigen-positive are encouraged to report their status. Physicians are encouraged to report their status to their Chief of Service and the Chief of Staff; students are encouraged to

report their status to the Dean of Students; and employees are encouraged to report their status to their supervisors.

2. **Counseling:** Counseling shall include education as to the modes of transmission of blood-borne pathogens, the risk of transmission, appropriate standards of personal hygiene, maintenance of health for the infected individual, and restriction, if any, on such individual's work. If appropriate, the individual shall also be informed of the possibility that knowledge of the individual's status may become known due to work restrictions. Counseling shall be provided under the direction of the Medical Director of Student/Employee Health.
3. **Disciplinary Action:** Any infected individual who places any other person at risk of infection by failing to follow reasonable precautions and restrictions shall be subject to appropriate disciplinary measures.
4. **Restriction on Work:** Infected individuals shall not perform "exposure-prone procedures." Characteristics of exposure-prone procedures include digital palpation of a needle tip in a body cavity or the simultaneous presence of the individual's fingers and a needle or other sharp instrument or object in a poorly visualized or highly confined anatomic site. Performance of exposure-prone procedures presents a recognized risk of percutaneous injury to the individual, and if such an injury occurs, the individual's blood is likely to contact the patient's body cavity, subcutaneous tissues, and/or mucous membranes. The Chief of Service will make determinations about potential performance of exposure-prone procedures on a case-by-case basis on consultation with experts in the field.
5. **Confidentiality:** If an infected individual reports her/his status as outlined in this policy, the person who receives such report shall maintain the information in confidence, with further disclosure being limited to those with a need to know, who shall have the same duty of confidentiality.

# STUDENT CONDUCT AND DISCIPLINARY ACTION

# STUDENT BEHAVIOR AND DISCIPLINE

## STUDENT DISCIPLINARY PROCEDURE

A violation of academic integrity or professional conduct as described under Academic Policies is a serious matter and is expected to be handled in a professional, efficient, and timely manner. The following policy is designed to afford all involved parties the opportunity to handle suspected academic dishonesty or professional conduct violations in the most equitable manner possible. If there are any questions about the policy, members of the College of Health Professions are encouraged to contact the Associate Dean for Academic Affairs.

A. **Faculty/Student Discovery Meeting:** Prior to taking any student disciplinary action, the faculty needs to inform their department chair of the situation and then approach the student suspected of being in violation of professional standards or academic integrity policies. The faculty will allow the student an opportunity to explain the situation, admit to the violation, or deny the accusation. If the student admits to the accusations the faculty can propose sanctions to rectify the situation. If the student accepts the sanctions, a written notice of all actions will be created and sent to the department chair, the sanctions will be carried out, and the matter will be resolved.

B. **Departmental Student Disciplinary Procedure:** If, after the Faculty/Student Discovery Meeting, the student denies the accusation or the student does not agree with the faculty member's sanctions, the faculty member will submit written documentation and evidence of the alleged violation to the department chair.

1. **Investigation and Sanctioning:** The department chair will review the situation and report the matter to the Associate Dean for Academic Affairs. The Associate Dean will then appoint an investigator from a different department to collect information and evidence. Once the investigator has collected all of the evidence they will meet with the department chair, faculty member, and student to present the evidence. The department chair will then attempt to resolve the matter by recommending appropriate sanctions, if necessary, based on the investigation findings. These possible sanctions will be presented to both the faculty and the student in writing within two (2) business days of receiving the findings of the investigator.

a. Sanctions determined by the department chair may not include suspension or dismissal from the program or the college. Departments wishing to request suspension or dismissal must refer the issue to the CHP Honor Council using the procedure listed below.

2. **Resolution:** Any agreement about the outcome of the informal student discipline shall be put into writing and signed by all parties and a copy of the resolution being sent to the Associate Dean for Student Success. If all parties accept the outcome of the informal disciplinary process, the agreement will be signed and any sanctions (if applicable) will be carried out as recommended by the department chair. If either the student or the faculty does not agree with the outcome of the informal disciplinary process, they may appeal the department chair's decision by filing a Student Integrity Report Findings form to the CHP Associate Dean for Student Success and initiating the formal student disciplinary procedure. The resolution will be placed in the student's academic file in the department for the remainder of their enrollment in the College of Health Professions.

### C. CHP Student Disciplinary Procedure:

1. **Student Integrity Report Findings Submitted to Associate Dean for Academic Affairs:** To initiate the college disciplinary procedure to an alleged student integrity violation:

a. A faculty member or department chair will submit the Student Integrity Report Findings form, along with supporting documentation through their department chair to the Associate Dean for Student Success. This report shall be made part of the student's disciplinary record and shall remain on file with the Associate Dean for Student Success until the academic integrity issue is resolved. Any prior incidents of student misconduct shall be provided to the Honor Council during the sanctioning phase of the Honor Council hearing.

b. A student will submit the Student Integrity Report Findings form to the Associate Dean for Student Success in response to the proposed sanctions proposed in the Informal Student Disciplinary Process. The Associate Dean for Student Success will then acquire all documentation through the department chair. This report shall be made part of the student's disciplinary record and shall remain on file with the Associate Dean for Student Success until the academic integrity issue is resolved. Any prior incidents of student misconduct shall be provided to the Honor Council during the sanctioning phase of the Honor Council hearing.

2. **Role of the Associate Dean for Academic Affairs:** Once the matter of a possible student violation to either the academic or professional conduct policies is reported, the Associate Dean for Academic Affairs will be responsible for convening the CHP Honor Council. Once the council is formed and made

ready to precede, the Associate Dean for Academic Affairs removes him/herself from the administrative process until a final recommendation as to the possible sanctioning of the accused student is made. The CHP Honor Council will utilize the disciplinary procedures outlined in the CHP Honor Council section below.

3. **Student Rights and Responsibilities:** Throughout the disciplinary process the Associate Dean for Student Success for CHP is assigned to assist the student to prepare their portion of the hearing and navigate the Student Disciplinary Process.
  - a. The student is responsible for making contact and arranging to meet with the CHP Associate Dean for Student Success to better understand the Student Disciplinary Process.
  - b. The student involved in the allegation may be present and hear all witnesses and have the opportunity listen to all the information presented to the CHP Honor Council.
  - c. The student may request a legal advisor to work with them during the hearing; however the legal advisor is not allowed to speak during the hearing or other portions of the process (other than privately to the student).
  - d. The Associate Dean for Student Success will work with the student until they are satisfied with the results or until the appeal process is completed.
- D. **CHP Student Honor Council:** In handling alleged incidents of misconduct through the formal student disciplinary process, the Associate Dean for Academic Affairs shall convene the CHP Honor Council, as the need arises, to consider the issues related to alleged incidents of student misconduct and/or the proposed sanctions.
  1. **Purposes:** The purpose of the CHP Honor Council is to insure full investigation of incidents of alleged student misconduct and/or the sanction(s) of student misconduct when use of the informal student disciplinary process, described previously, has not resolved an issue to the faculty or student's satisfaction. The council shall be advisory to the Associate Dean for Academic Affairs, and its recommendations shall not be binding upon him/her.
  2. **Composition:** The composition of the CHP Honor Council shall be:
    - a. Two full time faculty members will be randomly selected from the CHP. No faculty member shall be from the department in which the accused student is enrolled. The two faculty members shall be from different departments of the CHP.
    - b. Five students selected randomly from the Honor Council pool by the Associate Dean for Academic Affairs. The students shall be in good standing. No student shall be selected from the department in which the accused student is enrolled.
    - c. Two alternating ex-officio chairpersons of the CHP Honor Council will be appointed by the Dean of the College of Health Professions. The ex-officio chairs will alternate in chairing the committee and ensure that the proceedings of the committee are conducted in compliance with college procedure set forth by the Associate Dean for Academic Affairs and that all hearings are conducted in an appropriate and equitable manner. The ex-officio chair presiding over the CHP Honor Council may not be from the department in which the accused student is enrolled and may not vote on any proceedings before the Honor Council.
  3. **Duties of the CHP Honor Council:** The primary duty of the CHP Honor Council shall be to review as rapidly and discreetly as possible, all information provided about the alleged incident of student misconduct and to seek other facts deemed necessary to insure adequate review of the allegation and/or recommendations for sanction(s). Confidentiality is expected from all Honor Council members and others involved during and after the honor council hears a student integrity case.
  4. **Timeline for CHP Honor Council Hearing:** At the time the Honor Council is convened to hear a case of alleged student misconduct, a reasonable deadline by which the Council's work must be completed will be established by the Associate Dean for Academic Affairs, recognizing an overall ten (10) business day deadline to hear and decide the matter.
  5. **Written Report:** At the completion of its review, a written report of the Council's process of review, findings, and its recommendations will be written by the ex-officio chair and shall be forwarded to the Associate Dean for Academic Affairs of the CHP.
  6. **Final Student Disciplinary Decision:** Following the review of the findings and recommendations of the CHP Honor Council, the Associate Dean for Academic Affairs of the College of Health Professions shall make the final disciplinary sanctions and notify the accused student of his/her decision in writing.
- E. **Procedural Appeal:** While the decision of the Associate Dean for Academic Affairs is final, the student may request a review of the CHP Honor Council process by the Dean of the College of Health Professions. The student may submit a written request to the Dean to review the process utilized in determining the outcome

of the CHP Honor Council hearing. The request must be submitted within five business days of the Associate Dean's notice. The Dean will review the process and may solicit other information deemed appropriate. The Dean will inform the student, Department Chair, and Associate Dean in writing of his/her decision within five business days following the submission of the request by the student. No further appeals may be made.

## ARRESTS AND CONVICTIONS

Students who are convicted of a felony while enrolled in a CHP program are subject to immediate dismissal. The CHP also reserves the right to suspend or dismiss students who are arrested for a violation of the law, in accordance with regard for the due process rights of the student as described in the Persistent Disruption to the Educational Environment Policy below.

## CHP STUDENT HONOR COUNCIL

In handling alleged incidents of misconduct through the formal student disciplinary process, the Associate Dean for Academic Affairs shall convene the CHP Honor Council, as the need arises, to consider the issues related to alleged incidents of student misconduct and/or the proposed sanctions.

1. **Purposes:** The purpose of the CHP Honor Council is to insure full investigation of incidents of alleged student misconduct and/or the sanction(s) of student misconduct when use of the informal student disciplinary process, described previously, has not resolved an issue to the faculty or student's satisfaction. The council has the ability to call for further investigation if more information or evidence is needed to understand all sides of the situation. The council shall be advisory to the Associate Dean for Academic Affairs, and its recommendations shall not be binding upon him/her.
2. **Composition:** The composition of the CHP Honor Council shall be:
  - a. Two full time faculty members will be randomly selected from the CHP. No faculty member shall be from the department in which the accused student is enrolled. The two faculty members shall be from different departments of the CHP.
  - b. Five students selected randomly from the Honor Council pool (members of the CHP Student Council) by the Associate Dean for Academic Affairs. The students shall be in good standing. No student shall be selected from the department in which the accused student is enrolled.
  - c. Two alternating ex-officio chairpersons of the CHP Honor Council will be appointed by the Dean of the College of Health Professions. The ex-officio chairs will alternate in chairing the committee and ensure that the proceedings of the committee are

conducted in compliance with college procedure set forth by the Associate Dean for Academic Affairs and that all hearings are conducted in an appropriate and equitable manner. The ex-officio chair presiding over the CHP Honor Council may not be from the department in which the accused student is enrolled and may not vote on any proceedings before the Honor Council.

3. **Duties of the CHP Honor Council:** The primary duty of the CHP Honor Council shall be to review as rapidly and discreetly as possible, all information provided about the alleged incident of student misconduct and to seek other facts deemed necessary to insure adequate review of the allegation and/or recommendations for sanction(s). Confidentiality is expected from all Honor Council members and others involved during and after the honor council hears a student integrity case.
4. **Timeline for CHP Honor Council Hearing:** At the time the Honor Council is convened to hear a case of alleged student misconduct, a reasonable deadline by which the Council's work must be completed will be established by the Associate Dean for Academic Affairs, recognizing an overall ten (10) business day deadline to hear and decide the matter.
5. **Written Report:** At the completion of its review, a written report of the Council's process of review, findings, and its recommendations will be written by the ex-officio chair and shall be forwarded to the Associate Dean for Academic Affairs of the CHP.
6. **Final Student Disciplinary Decision:** Following the review of the findings and recommendations of the CHP Honor Council, the Associate Dean for Academic Affairs of the College of Health Professions shall make the final disciplinary sanctions and notify the accused student of his/her decision in writing.

## PROCEDURAL APPEAL

While the decision of the Associate Dean for Academic Affairs is final, the student may request a review of the CHP Honor Council process by the Dean of the College of Health Professions. The student may submit a written request to the Dean to review the process utilized in determining the outcome of the CHP Honor Council hearing. The request must be submitted within five business days of the Associate Dean's notice. The Dean will review the process and may solicit other information deemed appropriate. The Dean will inform the student, Department Chair, and Associate Dean in writing of his/her decision within five business days following the submission of the request by the student. No further appeals may be made.

## POLICY ON ADMINISTRATIVE ACTIONS

In the College of Health Professions, individuals in the Dean's Office have the authority to take administrative actions in order to protect the safety and welfare of

members of the University community. Individuals who may use these administrative actions are the: Dean, Associate Dean for Academic Affairs, Associate Dean for Student Success, or any designee as approved by the Dean

In special situations where the presence of physical, emotional, or psychological harm to one's self or others is present, the CHP Dean's Office may take administrative action to protect the safety and welfare of members of the university community. Such action could include, but is not limited to, a student's restriction from certain activities or locations on campus, changes in class schedule, or suspension. Any emergency action taken will be clearly outlined and explained, in writing, and presented to the student.

### **PSYCHOLOGICAL EVALUATION AND/OR COUNSELING FOR STUDENTS OF CONCERN**

Department Chairs or the Dean's Office of the College of Health Professions may determine that a student should undergo psychological evaluation and/or counseling based on a student's behavior which indicates reasonable concern for the health and well-being of the student or other members of the university community that come in contact with the student. In the event that a student presents behaviors of concern to department chairs or members of the CHP Dean's Office, the student will be referred to the Student Wellness Program and expected to undergo the requested psychological evaluation and/or counseling. In the event that a student refuses to seek the evaluation or services required in a timely manner, emergency administrative action may be taken.

### **PERSISTENT DISRUPTION TO THE EDUCATIONAL ENVIRONMENT**

The College of Health Professions at the University of Arkansas for Medical Sciences is dedicated to the pursuit of academia and to providing the opportunity for students to be successful in their educational endeavors. As such, students who display persistent behavior which disrupts the educational process of a classroom are subject to disciplinary action.

# ACADEMIC POLICIES

## ACADEMIC INTEGRITY POLICY

The College of Health Professions believes that both students and instructors have significant roles within the educational process. Acts of academic misconduct can influence this educational process by causing a distorted picture of the academic achievement of individual students and jeopardizing the success of the student's total educational program. Although monitoring of academic conduct is primarily the responsibility of faculty, students ultimately have the responsibility and are expected to act in an honest and responsible manner during the educational preparation for their professional role.

In the event a student is involved in a violation of the CHP academic integrity policy, sanction(s) for academic misconduct may include, but are not limited to, a failing grade on the test/assignment, failing grade for the course, or suspension or dismissal from the CHP.

### DEFINITION OF ACADEMIC MISCONDUCT

Academic misconduct is considered to be an act contrary to academic and/or professional ethics. Examples of academic misconduct include, but are not limited to:

1. Copying from another student's test paper, reports, or computer files;
2. Using materials and/or devices during an examination which have not been authorized by the person in charge of proctoring the examination;
3. Giving or receiving assistance on examinations. This not only includes providing specific answers to subsequent examinees, but also involves providing or receiving information which would allow the student to have an unfair advantage in the examination over those students who did not possess such information;
4. Exchanging places with another person for the purpose of taking an examination or completing other assignments;
5. Using, buying, selling, stealing, transporting or soliciting in its entirety, or in part, the contents of an examination or other assignment not authorized for release;
6. Falsifying clinical logs, records, or reports (oral or written);
7. Plagiarism, *i.e.* presenting work that has been done by others as one's own. Plagiarism is characterized by failure to acknowledge the source of the work and includes the unreferenced use of ideas and words which belong to others or distribution of copyrighted material from texts, internet websites, or other printed or electronic material. It also includes the unacknowledged use of another's created products such as computer programs, clinical material, audio and video tapes, graphs, charts, tables, artwork, and photographs;

8. Misrepresenting facts to cover up mistakes or omissions in clinical or academic settings;
9. Deliberately performing at less than maximum ability, or asking another student to do so, to alter the grading scale.

## PROFESSIONALISM AND PROFESSIONAL CONDUCT

Professional conduct and professionalism are important in education and the health care professions. Individuals seeking service from professionals in health care or education must be able to trust their provider. This policy establishes standards of professionalism and professional behavior for students, staff, and faculty in the College of Health Professions (CHP).

### STANDARDS FOR PROFESSIONAL CONDUCT

Professional behaviors and professionalism are critical to the effective education of allied health students and the practice of their respective professions. All students, staff, and faculty in the College of Health Professions are expected to demonstrate high standards of professional behavior in all educational settings, including classrooms and laboratories, professional and clinical sites, and in non-educational settings. Students are encouraged to speak with their departments as programs within the CHP may have additional standards for professional conduct in addition to what is listed below. Examples of such behavior include, but are not limited to:

1. Act with honesty or truthfulness and demonstrate integrity to moral principles in academic matters as well as professional relationships.
2. Demonstrate dependability to carry out responsibilities assigned to you.
3. Conduct yourself with appropriate interpersonal interaction that respects not only yours but others race, ethnicity, sex, gender identity, gender expression, religion, and sexual orientation.
4. Communicate effectively with faculty, staff, students, patients, and other professionals.
5. Demonstrate confidence in actions and communications.
6. Demonstrate punctuality in academic and professional environments.
7. Comply with established oral and written deadlines.
8. Display professional behavior toward faculty, staff, students, patients, and other health professionals in all settings while on the UAMS campus, at clinical sites, or while at any business pertaining to your role with UAMS.
9. Show regard for persons in authority in classrooms, laboratories, and clinical settings.
10. Demonstrate high moral standards related to health education, practice, research, and service. These



standards include, but are not limited to, telling the truth, maintaining confidentiality, and respecting individuals.

11. Comply with federal, state, university, and college laws and regulations regarding confidentiality of information at all times.
12. Display a positive attitude when receiving constructive criticism.
13. Produce quality work in academic and clinical settings.
14. Take responsibility for learning.
15. Demonstrate accountability for all decisions that you make.

## NONCOGNITIVE PERFORMANCE STANDARDS

Students are accountable for conducting themselves as responsible adults. The following is a description of the principal noncognitive responsibilities of students in the College:

1. Come adequately prepared for class.
2. Attend all classes, laboratories, and clinical/field experiences, as scheduled, unless previous arrangements have been made with the instructor or department chairman.
3. Request instructor/student conferences when needed.
4. Treat patients and co-workers justly and impartially, regardless of their sex or their physical, mental, emotional, political, economic, racial, or religious characteristics.
5. Maintain a non-biased, open point-of-view during class sessions.
6. Request and take makeup examinations, if permitted by the instructor, within the specified period of time for the given course.
7. Act as a favorable role model for your chosen health profession at all times.
8. Be responsible for the condition of the instructional area during and at the completion of a class session.
9. Refrain from smoking on campus or clinic sessions.
10. Maintain and arrange class materials in a form which will be usable in the future as a professional reference.
11. Attempt to resolve concerns and questions in a courteous and informal manner, utilizing only when necessary the Grievance Procedure according to the published rules.
12. Adhere to the student responsibilities required by the program in which enrolled.
13. Maintain academic integrity (see Academic Integrity Statement in this catalog) by doing one's own work.

## STUDENT INSPECTION OF EDUCATIONAL RECORDS

### STUDENT RIGHTS UNDER THE FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT

The Family Educational Rights and Privacy Act (FERPA, 20 U.S.C. § 1232g) and University of Arkansas policy require an annual notice that informs students of their rights regarding education records. A student at UAMS has the following rights with regard to his/her education records:

1. The right to inspect and review the student's education records, with some exceptions under the Act, within 45 days of the day the University receives a request for access.
  - Students should submit to the appropriate official written requests that identify the record(s) they wish to inspect. The appendix to University-wide Administrative Memorandum 515.1 provides a list of the types and locations of education records, the custodian of those records, and copying fees for each individual campus. The University official will make arrangements for access and notify the student of the time and place where the records may be inspected. If the records are not maintained by the University official to whom the request was submitted, that official shall advise the student of the correct official to whom the request should be addressed.
2. The right to seek amendment of the student's education records that the student believes to be inaccurate, misleading, or otherwise in violation of the student's privacy rights.
  - Students may ask the University to amend a record that they believe is inaccurate, misleading or otherwise in violation of the student's privacy rights. Students should submit to the appropriate University official a written request that clearly identifies the part of the record they want changed and specifying why it is inaccurate, misleading, or in violation of the student's privacy rights. A sample form which may be used in making this request is contained in the appendix to University-wide Administrative Memorandum 515.1 which may be found in the UAMS Library.
  - If the University decides not to amend the record as requested by the student, the University will inform the student of the decision and of his or her right to a hearing regarding the request for amendment. Additional information regarding the hearing procedure will be provided to the student when notified of the right to a hearing and is also contained in University-wide Administrative Memorandum 515.1.
3. The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent FERPA authorizes disclosure without consent.

- One exception which permits disclosure without consent is disclosure to school officials with legitimate educational interests. A school official is a person employed by the University in an administrative, supervisory, academic, or research role, or support staff position (including law enforcement unit personnel and health staff); a person or company with whom the University has outsourced institutional services or functions (such as an attorney, auditor, or collection agent); a person serving on the Board of Trustees; or a student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks.
  - A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.
  - The University forwards education records to other agencies or institutions that have requested the records and in which the student seeks or intends to enroll or is already enrolled so long as the disclosure is for purposes related to the student's enrollment or transfer.
4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the University to comply with the requirements of FERPA. The name and address of the Office that administers FERPA is:
- Family Policy Compliance Office  
 US Department of Education  
 400 Maryland Avenue, SW  
 Washington, DC 20202-4605
5. The right to withhold consent of disclosure of directory information. This information will be subject to public disclosure unless the student informs the Registrar in writing by one week following registration that the student does not want any or all of directory information disclosed.
- Directory information includes, but is not limited to, the student's name; address; telephone listing; electronic mail address; photograph; date and place of birth; major field of study; grade level; enrollment status (e.g., undergraduate or graduate, full-time or part-time); dates of attendance; participation in officially recognized activities and sports; weight and height of members of athletic teams; degrees, honors and awards received; and the most recent educational agency or institution attended.
  - Directory information also includes a student ID number, user ID, or other unique personal identifier used by the student for purposes of accessing or communicating in electronic systems, but only if the identifier cannot be used to gain access to education records except when used in conjunction with one or more factors that authenticate the user's identity, such as a personal identification number (PIN), password,

or other factor known or possessed only by the authorized user.

- Directory information does not include a student's social security number.

## CHP DISABILITY POLICY

The College of Health Professions (CHP), in accordance with the Rehabilitation Act of 1973 and Americans with Disabilities Act as Amended (ADAAA) of 2008, provides appropriate accommodations for students with disabilities in order to facilitate equitable access to education at the University of Arkansas for Medical Sciences.

When a qualified student with a disability requests accommodation, every reasonable effort will be made to provide the accommodation, adjustment, and/or auxiliary service, as long as the accommodation(s) do not alter the fundamental objective of a course or violate the program's technical standards.

Students with a disability that need accommodations should contact Dr. Tom Pilgreen, Associate Dean for Student Success, at [GTPilgreen@uams.edu](mailto:GTPilgreen@uams.edu) to schedule an appointment to discuss your needs.

## MILITARY DUTY POLICY

Students enrolled in the UAMS College of Health Professions who are members of military reserve or National Guard units may elect one of the following options when called to active military duty and given deployment orders. Spouses of members with a dependent child living with them that are enrolled in the UAMS College of Health Professions may also elect one of the following options when their spouse is called to active military duty.

- 1. Withdrawal:** The student can officially withdraw from the CHP, and receive a full adjustment and refund of tuition and non-consumable fees for the terms they will be deployed but have already paid for. A copy of the activation orders must be attached to the official withdraw form for the student to obtain the full tuition and fee adjustment and refund. Students electing this option will not receive credit for any courses for the semester(s) involved; however, the academic record will indicate enrollment until the official date of withdrawal.
- 2. Incomplete:** The student can remain enrolled and arrange to take an "Incomplete" for each class for which she or he is enrolled, provided the work to date is of passing quality. In order to receive an "Incomplete" in any course, the student must obtain approval from the instructor of each course. Upon discharge from the service, the student must contact the department to develop a plan with the department to complete the necessary course work to remove the incomplete from their academic record six months after discharge. The incomplete will be changed to a "Withdrew Passing" (WP).

- 3. Grade:** An instructor who believes a sufficient portion of a course has been completed may assign an appropriate final grade in that course at the time the student leaves. This grade will be reported on the final grade roster.

A student activated during the course of a semester shall be entitled, within a period of two years following deactivation, a free tuition for one semester at the institution where attendance had been interrupted unless a federal aid is made available for the same purpose.

## NOTICE REGARDING DRUG TESTING AND CRIMINAL BACKGROUND CHECKS

Being educated in health professions requires hands-on learning through clinical or practicum placements in hospitals and other health care facilities. Many hospitals and other health care facilities have policies requiring drug testing and/or criminal background checks for employees, students, and volunteers. As such, some health care facilities may stipulate that students who test positive for drugs, or who have certain types of information in their criminal background checks, are ineligible to work in that facility. Students who violate the drug testing policy, drug usage, or who have objectionable information in their criminal background checks that violates that health care facility's policy, will be unable to complete the college requirements for their practicum or clinical credit hours. Students should be aware that this may lead to complications in their completion of graduation requirements.

## USE OF SOCIAL NETWORKING SITES

The University of Arkansas for Medical Sciences recognizes that social networking websites and applications such as Facebook, MySpace, Twitter, etc. are important and timely means of communication. Students who use these websites and applications must be aware of the critical importance of privatizing these websites and applications so that only trustworthy "friends" have access to the sites. They must also be aware that posting certain information is illegal. Violation of existing statutes and administrative regulations may expose the offender to criminal and civil liability, and punishment for violations may include fines and imprisonment. Offenders also may be subject to adverse academic actions that range from a letter of reprimand to probation to dismissal from the University.

The following actions are strictly forbidden:

- Students may not report the personal health information of patients. Removal of an individual's name does not constitute proper de identification of protected health information. Furthermore, inclusion of data such as age, gender, race, or date of evaluation may still allow the reader to recognize the identity of a specific individual.
- Students may not report private (protected) academic or financial information of another student or trainee. Such information might include, but is not limited to: course grades, narratives evaluations, examination scores, adverse academic actions, or financial aid information.
- In posting information on social networking sites, students may not present themselves as official representatives or spokespersons for the University of Arkansas for Medical Sciences or their college, department, or program.
- Students may not represent themselves as another person.
- Students may not utilize websites and/or applications in a manner that interferes with educational or work commitments.

In addition to the absolute prohibitions outlined above, the following actions are strongly discouraged as these are considered unprofessional and reflect poorly on the individual, the healthcare profession, program, department, college, and the University of Arkansas for Medical Sciences:

- Display of vulgar language
- Display of language or photographs that imply disrespect for any individual or group because of age, race, gender, ethnicity, sexual orientation, or disability.
- Presentations of photographs that may reasonably be interpreted as condoning irresponsible use of alcohol, substance abuse, or sexual misconduct.

The following actions are strongly encouraged:

- Students should use privacy settings to limit the unknown or unwanted access to the student's profile or application.
- When listing an email address on a social networking site, students should use a personal email address (not a uams.edu address) as the primary means of identification.

When using these social networking sites, students are strongly encouraged to present themselves in mature, responsible, and professional manners. Discourse should always be civil and respectful. No privatization measure is perfect and undesigned persons may still gain access to the site. Once an item is posted on a networking site, it may not be easily removed. Future employers (e.g., residency or fellowship program directors, representatives of employers) may review these sites when considering potential candidates for employment.

# FINANCIAL INFORMATION

## FEES

Payment of all fees is due upon registration. Students who have not paid tuition, course, and other required fees, or received a deferment for payment by the date specified at registration, will be notified (orally and in writing, if possible) that they have an additional three working days to pay the charges. If full payment is not received during that period, the students will be administratively suspended from classes within the following two working days. (Submission of a check which is not honored by the bank does not constitute payment, and the rules described above apply.)

### REGISTRATION FEES

Undergraduate and graduate students enrolled in CHP programs, including post-bachelor's degree certificates and the M.I.S. and Au.D. degree programs, pay an hourly rate for tuition.

Graduate students enrolled in the UAMS Graduate School, including M.S. and Ph.D. degree programs, and who are enrolled in 9 SC or fewer pay an hourly rate, with 10 SC or more considered a full-time load. Some undergraduate CHP programs admit only full-time students (at least 12 SC).

Fees are subject to change without notice by action of the Board of Trustees. **Payment of all fees is due upon registration.**

Registration fees are available on the college website.

For the latest information on registration fees, call the **CHP Welcome Center (501) 686-5730** or see **College [website](#)**.

### ARKANSAS RESIDENCY STATUS

The classification of Arkansas resident or non-resident is determined on the basis of legal domicile of the student. A student/applicant who is financially independent will be evaluated based on his/her own circumstances. A student who is a dependent of a parent or guardian will be evaluated based on the parent(s)/guardian(s) circumstances. One parent or guardian must qualify as an Arkansas resident in order for a dependent student/applicant to claim state residency. Each of the following standards must be met in order for state residency status to be granted. The applicant/student has:

1. Physically resided in Arkansas for at least twelve consecutive months in the permanent home (a bona fide domicile) and was not a student at any Arkansas higher education institution during those twelve months.
2. Maintains a permanent connection to the state and has an expectation of remaining in the state beyond graduation.
3. Earned a minimum of \$4,000 gross taxable income in the state during the twelve consecutive months prior to application.

Applicants or continuing students may request a change in their classification by completing an *Application for Change of Residency Status* form available in the CHP Welcome Center and on the CHP website. Please note, completing an application for reclassification is not a guarantee that a change in resident status will be granted.

Native Americans in other states belonging to tribes which formerly lived in Arkansas before relocation, and whose names are on the rolls in tribal headquarters, shall be classified as in-state students of Arkansas for tuition and fee purposes (but not for consideration for admission) on all campuses of the University of Arkansas. Tribes so identified include the Caddo, Cherokee, Choctaw, Osage, and Quapaw.

Students residing in Bowie and Cass counties in Texas are eligible for in-state tuition and fees (but are not considered Arkansas residents for purposes of admission). For more information about registration fees, contact the **CHP Welcome Center, Administration West, 328C. Telephone: (501) 686-5730.**

University Administrative Memorandum 540.1 allows waiving of tuition and fees for dependents of Arkansas citizens who are prisoners of war or missing or killed in action. "Dependent" means a spouse of prisoner of war or person declared to be missing or killed in action, or any child born before or during the period of time its father or mother served as a prisoner of war or was declared a person missing or killed in action, or any child legally adopted or in the legal custody of the father or mother prior to and during the time the father served as a prisoner of war or was declared to be a person missing or killed in action. Contact the Dean's Office for details.

### SPECIAL FEES

Special fees, subject to change, which may be charged by the College, are available on the College [website](#).

### HOUSING

Room descriptions, rates, and application procedures for the UAMS residence hall can be found on the UAMS student activities and housing [website](#).

For further information contact: **Director of Student Activities and Housing, University of Arkansas for Medical Sciences, 4301 West Markham, #536, Little Rock, Arkansas 72205. Telephone: (501) 686-5850.**

### LABORATORY FEES

Laboratory fees are charged by some departments and vary by semester and program. Laboratory fees for the current year are subject to change without notice by action of the Board of Trustees. Laboratory fees are available on the College [website](#).

## ENROLLMENT DEPOSIT FOR ALL PROGRAMS EXCLUDING PHYSICIAN ASSISTANT APPLICANTS

Although not a fee, an enrollment deposit of \$60.00 is due upon acceptance into the College and is not refundable, but it is applied to the first term tuition if the applicant is accepted and enrolls. (Contact the CHP Welcome Center for further information.) If more than one year has passed, the deposit is forfeited.

## ENROLLMENT DEPOSIT FOR PHYSICIAN ASSISTANT APPLICANTS ONLY

A tuition deposit of \$300 will be required from physician assistant program applicants who are accepted into the program. The tuition deposit is utilized to hold a position in the cohort and will be applied to the student's tuition expenses once the student matriculates into the program. The tuition deposit is not refundable to accepted applicants who choose not to enroll into the program. The deadline for the college to receive the tuition deposit will be three weeks after the applicant has been officially notified of acceptance by the program.

## REFUND OF FEES

Students officially withdrawing may be eligible for a refund calculated as a percentage of the registration fees. (See next column for definition of class days.) Such refunds are determined according to the schedules below. Special fees are not refundable. Refund of housing deposits and overpayment of rental fees are made after the occupant has checked out of University Housing and after all Housing Policy requirements have been met.

**Fall and Spring Semesters:** Students officially withdrawing from the University during the fall or spring semester shall be entitled to a refund of registration fees as follows:

Semester	Student Who Withdraw	Will Receive Refund of:
Fall & Spring	on/before 5 <sup>th</sup> day	100%
	on/before 10 <sup>th</sup> day	50%
	after 10 <sup>th</sup> day	0%

**Fall and Spring Semesters:** Students officially dropping one or more courses and who continue to be enrolled in the University during a fall or spring semester shall be entitled to individual course refunds as follows:

Semester	Student Who Withdraw	Will Receive Refund of:
Fall & Spring	on/before 5 <sup>th</sup> day	100%
	on/before 10 <sup>th</sup> day	50%
	after 10 <sup>th</sup> day	0%

**Summer Session:** Students who drop a course or officially withdraw from the University during a summer session shall be entitled to an adjustment as follows

Session Length	Student Who Withdraw	Will Receive Refund of:
1 – 4 weeks	before 1st day	100%
	on/after 1st day	0%
5 – 6 weeks	on/before 1st day	100%
	on/before 3 <sup>rd</sup> day	50%
	after the 3 <sup>rd</sup> day	0%
7 – 9 weeks	on/before 2nd day	100%
	on/before 5th day	50%
	after the 5th day	0%
10 – 12 weeks	on/before 4th day	100%
	on/before 9th day	50%
	after 9th day	0%

The date you file a completed Application for Official Withdrawal at the CHP Welcome Center governs the amount of your refund. An Application for Official Withdrawal is not considered complete without all necessary signatures.

Withdrawing from a course without doing so officially will adversely affect your transcript and grades. See the section on Grading for details.

The date a student files a completed Application for Official Withdrawal at the Dean's Office determines the amount of refund. An Application for Official Withdrawal is not considered complete without all necessary signatures. Failure to withdraw officially from a course will adversely affect grades on official transcripts.

If Student Financial Services receives an authorized refund request for payment of tuition and fees, the following schedule is used:

- If payment was made by check, the refund will not be processed until 30 days from the date the check was deposited.
- If payment was made by credit card, the refund will be processed within 24 hours provided the student furnishes credit card information.
- For all other forms of payment, the refund will be processed within 24 hours.

## INSURANCE

### HEALTH INSURANCE

Full-time and part-time students admitted to a CHP degree or certificate program must have major medical health insurance coverage at all times that meets the following minimum standards.

- Provides \$100,000 in coverage for each covered injury or sickness incident.
- No major exclusions. For example: plan must cover major medical, pharmacy, emergency medical, mental health, and diagnostic x-rays/lab services.
- Individual plans must have a policy year deductible of \$1,000 or less and family/employer plans must have a policy year deductible of \$2,500 or less.
- Includes identification card or policy with student name.
- Provides documents in English with currency amounts converted to U.S. dollars and an insurance company contact telephone number in the U.S.

Each August and January, students complete a verification process prior to registration for their existing health insurance or purchase health insurance during registration. Student health insurance compliance is managed by VCA-Department of Campus Life and Student Support Services.

**If the student's insurance lapses after registration, the University will assume no responsibility for expenses incurred for health care services rendered to the student or his/her dependents. Lack of required health insurance may also affect student status.**

Students admitted as nondegree/noncertificate students are strongly encouraged, though not required, to purchase health insurance through a private source. **The University will assume no responsibility for expenses incurred for health care services rendered to these students or their dependents.**

## STUDENT LIABILITY INSURANCE

The CHP requires all students to purchase liability insurance effective during their enrollment in any course requiring active participation in a patient care setting. The fee for liability insurance is included in the tuition and fee statement. Students should contact the CHP Welcome Center for current information regarding this requirement.

## UAMS STUDENT FINANCIAL SERVICES

UAMS Student Financial Services is divided into two divisions: Awards and Disbursements/Billing.

### AWARDS DIVISION

The role of the Awards Division is to actively assist students in seeking and securing financial resources. For more information on determining financial aid eligibility and the application process, visit their website.

The resources available to the College in any year determine how many students can be assisted and to what extent. Funds to assist students are provided by state and federal governments, philanthropic organizations, alumni, and other individuals. To be eligible for any form of financial aid, one must have been accepted for admission or be currently enrolled.

Contact: **UAMS Student Financial Services Awards Division, University of Arkansas for Medical Sciences, 4301 West Markham Street, #864, Little Rock, Arkansas 72205. Telephone: (501) 686-5451 or visit their website.**

The Awards Division is located in the Administration West Building, Room 1.120. The hours are 8:00 a.m. to 4:30 p.m., Monday through Friday. It is not necessary to make an appointment to visit with the staff in the Awards Division.

In order to be considered a full-time student for financial aid purposes, undergraduate students must be enrolled in a minimum of 12 credit hours per semester (fall, spring, and summer) CHP graduate students must be enrolled in at least 10 semester credit hours per semester (fall and spring) and five (5) semester credit hours in the summer session.

All students receiving financial aid are required to maintain satisfactory academic progress in order to continue receiving funds. If a student fails to maintain the academic progression standards set forth by the College and is subsequently dismissed, the student must contact the UAMS Student Financial Services Office, Awards Division, for any reinstatement of aid at a future date.

## FINANCIAL NEED DETERMINATION

The Free Application for Federal Student Aid (FAFSA) is used to evaluate the needs of students who are applying for financial assistance. This application is available at the FAFSA website. An attempt will be made to provide, from one source or another, the difference between the reasonable cost of attending UAMS and the amount of resources already available to the student. If aid requests exceed available funds, a selection process will be necessary to ensure that the most deserving and best qualified students' needs are met first. Students must also maintain Satisfactory Academic Progress according to the policy of the UAMS Student Financial Services Awards Division. For more information, visit their website.

## DATES OF APPLICATION

Students are encouraged to make application for financial assistance between January and March of the academic year they plan on attending (**acceptance in a program of study is not required to apply for financial aid, and it is suggested that students complete the application as soon as they decide to pursue their education**). Applications which are complete prior to **May 1** each year will receive first consideration. All other applications will be reviewed in the sequence in which they are completed. Financial aid is not automatically renewed; therefore, students must reapply for aid every year.

## TYPES OF AID

The University of Arkansas for Medical Sciences participates in the full range of financial aid opportunities to include:

**Grants:** Federal Pell Grant  
Federal Supplemental Educational Opportunity Grant  
Arkansas Student Assistance Grant  
Academic Challenge Scholarship  
Governor's Scholarship  
Opportunity "GO" Grant  
Workforce Investment Grant

**Loans:** Federal Carl Perkins Loans  
Federal Direct Student Loans  
Federal Parent Loan for Undergraduate Students

In addition, a limited number of academic scholarships are awarded each year by the College of Health Professions and some of its departments. Consideration is given to scholastic merit, potential for professional development, and financial need. For information about these scholarships, contact the chairman of your department.

A number of the CHP students are eligible for the workforce education on a loan forgiveness program. For information about this program, including eligible disciplines, contact the UAMS Student Financial Services Awards Division.

Also, the UAMS Student Financial Services Awards Division coordinates financial aid provided through local agencies such as the Workforce Investment Grant (WIG). Students who are eligible to receive benefits from the Veterans Administration should contact the College of Health Professions VA Certifying Official (the College registrar) in the College office and their VA Regional Office representative.

## **SATISFACTORY ACADEMIC PROGRESS**

A student receiving Federal Title IV financial aid or other financial aid directly administered or certified by the University of Arkansas for Medical Sciences must maintain satisfactory academic progress (SAP) toward the completion of a certification or degree program of study. Satisfactory academic progress for financial aid recipients is measured by both quantitative and qualitative standards and is an assessment of a student's cumulative academic record at UAMS.

To ensure Satisfactory Academic Progress, students must meet all of the following standards and requirements.

- Minimum Cumulative Grade Point Average (GPA)
- Minimum Completion Standard for Attempted Credit Hours
- Maximum Time Frame for Degree Completion

The Student Financial Services Awards Division will request confirmation from each college verifying SAP for those recipients of financial aid. The verification will be measured by both quantitative and qualitative standards. Students must maintain a minimum 2.00 cumulative grade point average measured on a 4.00 scale at the end of each semester. In addition to maintaining the specified grade point average, students must complete their degree within a maximum time frame outlined by the specific program enrolled in. Students are expected to complete 67% of their cumulative attempted hours. Completing less than 67% of the cumulative attempted

hours and/or scoring less than 2.0 GPA will result in financial aid probation for the next term of enrollment. At the end of the next term of enrollment, if the student has not met the minimum requirements, the student will be placed on Financial Aid Suspension.

A student is deemed to have met the qualitative requirements for satisfactory academic progress for financial aid purposes provided the student's academic status is not one of Academic Dismissal.

**Transfer Credit:** For transfer students, the total years of credit hours includes time spent at the previous institution, to the extent that credit hours are transferred and applied toward the degree objective at this institution. Applicants must qualify and meet the individual college's admission requirements prior to enrollment.

**Unofficial Withdrawals:** An unofficial withdrawal is determined by comparing the SSCR to our OASIS financial student database, or by notification from the registrar, or by confirmation of an unearned F.

The registrar will request faculty to provide the last date of attendance for a student that is considered unofficially withdrawn. A Title IV Return of Funds calculation will be processed and may result in a portion of their aid being returned to the federal government.

**Course Repetitions:** Students may repeat courses but will be placed on financial aid probation if:

1. The student's GPA is below the minimum requirement to proceed in the curriculum.
2. The student does not make incremental progress as determined by the college and/or the Awards Division.
3. The student reaches the maximum time frame for completion of his/her program of studies.

Students who fail to meet the SAP requirements will be notified that their financial aid has been denied. Each student denied aid will automatically be given an option to appeal to the Awards Division. Each appeal will be reviewed to determine whether there are circumstances beyond the student's control that prevented him or her from maintaining satisfactory progress. The decision of the Awards Division is final in appeal matters.

If a student is denied aid, an "Alert Flag", will be placed on his/her account in our financial aid software, ProSam, to monitor/manage any requests for future awards.

## **RETURN OF FINANCIAL AID**

Students are responsible for returning a portion of the funds received through a Pell, Perkins, SEOG, Direct, or Grad PLUS student loan if they withdraw/separate from the college prior to the completion of the enrollment period. The return of funds is calculated based on the number of days in attendance. All grades and transcripts are withheld until the student complies with this policy.



## **DISBURSEMENTS/BILLING DIVISION**

The role of the UAMS Student Financial Services Disbursements/Billing Division is to coordinate the disbursement of awarded financial aid, process tuition payments, and manage UAMS federal and institutional student loan programs.

Financial aid refunds are disbursed on the 11<sup>th</sup> Day of Class for each fall and spring term. Enrollment on this date determines your financial aid eligibility for all awards including federal aid, funds received from the Arkansas Department of Higher Education, and various UAMS scholarships.

Visit the Disbursements/Billing Division's [website](#) for more information on paying your tuition or receiving your financial aid refund check. The Disbursements/Billing Division is located in the Administration West Building, Room 1.106 and is open Monday-Friday 8 AM - 4:30 PM. Call (501) 686-6128 for more information. The address is **UAMS Student Financial Services Disbursements/Billing Division, University of Arkansas for Medical Sciences, 4301 West Markham Street, #758, Little Rock, Arkansas, 72205.**

# SCHOLARSHIPS

## AWARDS AND SCHOLARSHIPS

**Dean's List:** Once a student has completed twelve (12) semester credit hours of required College of Health Professions course work (including core curriculum credits earned at UAMS), they are eligible to be on the College of Health Professions Dean's List. In order to make the Dean's List, a student must take at least 9 semester credit hours in the fall and spring semester (6 semester credit hours in the summer semester) and achieve a minimum 3.75 grade point average for the semester credits earned.

### COLLEGE-WIDE SCHOLARSHIPS

#### **Arkansas Hospital Auxiliary Association Scholarship**

This scholarship is awarded each year by the Arkansas Hospital Auxiliary Association to one outstanding student in his or her second or third program year. The scholarship recipient is selected based on high academic performance, professionalism, and financial need.

#### **CHP Academic Excellence Scholarship**

The CHP Academic Excellence Scholarship is provided by generous donations gathered through the annual CHP phone-a-thon campaign. The purpose of this scholarship is to recognize excellence in the classroom. The number of annual awards is based on the money raised during the annual phone-a-thon. An annual scholarship of \$500 is awarded (typically) to each selected student.

#### **CHP Financial Assistance Scholarship**

The CHP Financial Assistance Scholarship is provided by generous donations gathered through the annual CHP phone-a-thon campaign. The purpose of this scholarship is to assist student based on their financial need. The number of annual awards is based on the money raised during the annual phone-a-thon. An annual scholarship of \$1000 is awarded (typically) to each selected student.

#### **James O. Wear, Ph.D. Endowed Scholarship**

This scholarship was established in 2011 in honor of Dr. James Wear, chairman of the former Biomedical Instrumentation Technology program. An annual scholarship is awarded to one student who demonstrates high academic performance and financial need. The scholarship recipient must be enrolled in a baccalaureate or higher-level program in the college.

#### **Neal and Clara Spain Endowed Scholarship**

The Neil and Clara Spain Endowed Scholarship was established in 2009 through a generous bequest from Neal and Clara Spain. The scholarship is awarded annually to one student who demonstrates high academic performance and financial need. The recipient may be enrolled in any program in the college.

#### **Ronald H. Winters, Ph.D. Endowed Scholarship**

The Ronald H. Winters, Ph.D. Endowed Scholarship was established in honor of Dean Emeritus Ronald H. Winters, at his retirement in 2011. Dr. Winters served as dean of the college for almost 29 years. An annual scholarship is awarded to an Arkansas resident who is enrolled in a baccalaureate or

higher-level program in the college and who demonstrates high academic performance, strong leadership skills, and financial need. The recipient is also a student ambassador for the college who plans to utilize the skills he or she acquires in the college to become a leader in his or her profession.

### AREA HEALTH EDUCATION CENTER SOUTHWEST

#### **Herbert B. Wren, M.D. Scholarship**

The Herbert B. Wren, M.D. Scholarship was established by the Council for Regional Health Education Centers to honor the life and work of Dr. Herbert B. Wren. Scholarships are awarded to students who demonstrate high academic achievement and who are enrolled in one of six College of Health Professions programs offered at the UAMS/AHEC-Southwest campus: cardiorespiratory care, diagnostic medical sonography, health information management, medical laboratory sciences, nuclear medicine imaging sciences, or radiologic imaging sciences.

### DEPARTMENT OF AUDIOLOGY AND SPEECH PATHOLOGY

#### **Leah Katayama Wilkins Scholarship**

This scholarship was established in 2003 by Dr. and Mrs. Katayama in loving memory of their daughter, Mrs. Leah Katayama Wilkins. Mrs. Wilkins received a Master of Science degree in Audiology and Speech Pathology in 2000. The scholarship is awarded to an exemplary Master of Science graduate student in Audiology and Speech Pathology in his or her first year of study.

### DEPARTMENT OF DENTAL HYGIENE

#### **Ann Bowers Hurst Endowed Scholarship**

This scholarship was established in 2012 through the Hot Springs Village Community Foundation by the estate of Mrs. Edith Bowers, in memory of Mrs. Bowers' daughter, Mrs. Ann Bowers Hurst. A 1973 graduate of the dental hygiene program, Mrs. Hurst served as a dental hygienist in Little Rock for 34 years. She remained dedicated to the dental hygiene profession until her death in 2008. The inaugural recipients of this scholarship were selected in 2012 for demonstrating academic excellence and commitment to the field of dental hygiene.

#### **Alice Marie Kelly Kuntz Endowed Scholarship**

This scholarship was established in 2007 by the estate of Mrs. Alice Marie Kelly Kuntz, a former dental hygienist who passed away in 2007. Mrs. Kuntz is survived by her sister, Mrs. Irene Mason, who was also a dental hygienist. The scholarship is awarded annually to an outstanding dental hygiene student who demonstrates high academic achievement, financial need, and strong leadership abilities.

### **Arkansas State Dental Hygienists Association Endowed Scholarship**

Established in 2000 by the Arkansas State Dental Hygienists Association, this scholarship is awarded to an exemplary upper-level student in the dental hygiene program. The scholarship recipient is selected for his or her high academic performance, leadership qualities, and professionalism.

### **Delta Dental Plan of Arkansas Endowed Scholarship**

Established in 2004 by the Delta Dental Plan of Arkansas, Inc., this scholarship is awarded annually to an exceptional upper-level dental hygiene student. The scholarship recipient must demonstrate high academic performance, financial need, and the qualities indicative of a dedicated healthcare provider.

### **Virginia Goral Endowed Scholarship**

This scholarship was established in 2008 to honor Dr. Virginia Goral, former chair of the Department of Dental Hygiene, at her retirement. The scholarship was established with support from Dr. Goral's colleagues and former students in recognition of Dr. Goral's many contributions to the department during her 15 years of service to UAMS and 34 years in dental hygiene education.

## **DEPARTMENT OF DIETETICS AND NUTRITION**

### **Dietetic Internship**

#### **Fortieth Anniversary Alumni Scholarship**

This scholarship was established in 2012 in celebration of the dietetic internship program's fortieth anniversary. Alumni of the dietetic internship program started this scholarship fund at a special fortieth anniversary celebration. Once endowed, a scholarship will be given annually to an outstanding dietetic intern.

## **DEPARTMENT OF EMERGENCY MEDICAL SCIENCES**

### **West Little Rock Rotary Club Scholarship**

The West Little Rock Rotary Club established this scholarship in 2011 to provide financial assistance and recognize high academic achievement by students in the Department of Emergency Medical Sciences. The scholarship is awarded annually to outstanding upper-level students who demonstrate high academic performance and financial need.

## **DEPARTMENT OF IMAGING AND RADIATION SCIENCES**

### **Division of Diagnostic Medical Sonography**

#### **Terry J. DuBose Endowed Scholarship**

This scholarship was established in 2010 in honor of Mr. Terry J. DuBose, a retired faculty member, and his long-time service to the College of Health Professions. Mr. DuBose developed the first educational program in Arkansas for Diagnostic Medical Sonography. He was the founding director of the Division of Diagnostic Medical Sonography in the Department

of Imaging and Radiation Sciences. Mr. DuBose is recognized nationally and internationally for his contributions to the field of sonography. The scholarship is awarded annually to one outstanding student in the Division of Diagnostic Medical Sonography.

### **Division of Radiologic Imaging Sciences**

#### **Joseph R. Bittengle Memorial Endowed Scholarship**

This scholarship was established in 2009 in memory of Mr. Joseph R. Bittengle, former director of the Division of Radiologic Imaging Sciences in the Department of Imaging and Radiation Sciences. Mr. Bittengle was greatly respected and admired by his colleagues and students. He was a dedicated and accomplished teacher, mentor, and leader in the college until his untimely death in 2008. The scholarship is awarded each year to one outstanding student in the Division of Radiologic Imaging Sciences.

#### **Dr. and Mrs. W.R. Brooksher, Jr. Endowed Scholarship**

In 1958, the Arkansas Medical Society Alliance established this scholarship in honor of Dr. and Mrs. W.R. Brooksher, Jr. Dr. Brooksher was a pioneer in the use of x-ray technology in Fort Smith, Arkansas. Endowed by the Arkansas Medical Society Alliance in 2009, the scholarship is awarded annually to an outstanding student in Radiologic Imaging Sciences.

#### **Klein Memorial Scholarship**

Established through the Wadley Regional Medical Center Foundation in 2004 by Dr. and Mrs. Cordell L. Klein, this scholarship memorializes the life and work of Dr. Cyrus P. Klein and Mrs. Frances W. Klein. The scholarship is awarded each year to one outstanding first-year student and one second-year student in the radiologic imaging sciences technology program at UAMS/AHEC Southwest in Texarkana.

#### **Jeremy L. Overstreet Memorial Scholarship**

This scholarship was established in loving memory of Mr. Jeremy L. Overstreet by the Overstreet family in 2011. A dedicated student with unwavering personal strength, Overstreet graduated in 2005 with high honors from the Radiologic Imaging Sciences program at the UAMS Area Health Education Center in Fayetteville. After graduation, he worked at Mercy Health Systems in Rogers until he passed away of cancer in 2011. The inaugural scholarship recipient was selected in 2012 based on academic merit, financial need, and career goals in the field of radiologic imaging sciences.

#### **Kenneth C. Pederson Memorial Scholarship**

Kenneth C. Pederson was a faculty member in the radiologic technology program when an unfortunate accident took his life in 1971. This scholarship was established shortly after Mr. Pederson's death in memory of his dedication, compassion, and excellence to his profession and his students. The scholarship is awarded annually to a student who demonstrates high personal and academic achievement, as well as financial need.

## DEPARTMENT OF LABORATORY SCIENCES

### Cytotechnology Program

#### **Wanda L. Culbreth Endowed Scholarship**

This scholarship was established in 2006 in memory of Wanda L. Culbreth, a cytotechnologist and former director of the cytotechnology program. This scholarship was established by Mrs. Culbreth's husband, Reverend Cecil Culbreth, as well as Mrs. Culbreth's colleagues in the Department of Laboratory Sciences and in the Department of Pathology in the UAMS College of Medicine.

### Laboratory Medical Sciences Program

#### **Bobby Morgan Endowed Scholarship**

Established in 1994, this scholarship honors Mrs. Bobby K. Morgan, former UAMS Blood Bank Technical Director and Associate Professor in the medical laboratory sciences program. Mrs. Morgan was a valued faculty member in the college for 30 years. The scholarship was established by Mrs. Morgan's husband, Dr. Paul Morgan, and Mrs. Morgan's colleagues. The scholarship is awarded annually to an upper level student for his or her outstanding academic record, professionalism, and community involvement.

#### **Jerry Brummett Endowed Scholarship**

This scholarship was established in 2005 in honor of Mr. Jerry Brummett, former Chief Technologist and educator in the UAMS Blood Bank. Established by his wife, Mrs. Jan Brummett, and Mr. Brummett's friends and colleagues, the scholarship honors his 40 years of service to UAMS, patients at the UAMS Medical Center, and students in the medical laboratory sciences program. The scholarship is awarded annually to an upper-level student who demonstrates academic excellence and financial need.

#### **Sharon Edwards Gibbert Memorial Scholarship**

This scholarship was established in memory of Mrs. Sharon Edwards Gibbert by her mother, Mrs. Dorothy Edwards, her sister, Mrs. Carolyn Clerico, and fellow students. Mrs. Gibbert graduated from the medical laboratory sciences program in 1971 and died of leukemia shortly after her graduation. Mrs. Gibbert's bravery and dedication to her profession was an inspiration to all who knew her. The scholarship is awarded annually to one student who exhibits academic excellence.

#### **M. Gene Hall Endowed Scholarship**

This scholarship was established in 1989 in honor of Ms. M. Gene Hall, Emeritus Associate Professor in the Department of Laboratory Sciences. Ms. Hall was a beloved faculty member in the medical laboratory sciences program for 32 years. The scholarship was established by Ms. Hall's family, friends, colleagues, and former students. The scholarship is awarded to three students each year on the basis of academic excellence, citizenship, and professionalism.

#### **Kathleen M. Mugan Endowed Scholarship**

This scholarship was established in 2007 in honor of Mrs. Kathleen M. Mugan, former director of the medical

laboratory sciences program, at her retirement. Mrs. Mugan was greatly respected and admired by her students and colleagues alike. The scholarship was established at her retirement by her students and colleagues, with generous support from Mrs. Mugan's husband, Mr. Douglas Murray.

#### **Paula Peacock Endowed Scholarship**

In 1998, this scholarship was established by Mrs. Paula Peacock's family and friends to recognize her 40 years of service to the college, her students, the medical laboratory sciences profession, and the UAMS community. The former manager of the UAMS Clinical Laboratory, Mrs. Peacock was a role model and friend to many until she passed away in 2012. The scholarship is awarded annually to an upper-level student who displays academic excellence and laboratory skills.

## DEPARTMENT OF OPHTHALMIC MEDICAL TECHNOLOGY

#### **John Shock, M.D. Endowed Scholarship**

This scholarship was endowed in 2011 in honor of Dr. John Shock, founding director of the UAMS Jones Eye Institute. In 2012, the inaugural scholarship recipient is an exemplary upper-level student in the ophthalmic medical technologies program who demonstrates high academic performance and financial need.

## DEPARTMENT OF PHYSICIAN ASSISTANT STUDIES

#### **Arkansas Medical, Dental, and Pharmacy Association Scholarship**

The Arkansas Medical, Dental, and Pharmacy Association Scholarship (AMDPA) was established in 2013 through a generous donation from the AMDPA to the UAMS Physician Assistant Program. AMDPA is Arkansas' leading minority health provider association. The mission of the AMDPA is to serve as the essential resource for its members and their patients toward ensuring professional excellence, promoting social justice, and realizing health equity in Arkansas. The goals of the association is to: reduce and ultimately eradicate health disparities in Arkansas, increase diversity of the medical/dental/pharmacy workforce in Arkansas, provide relevant and cutting-edge information and services to members and their constituents, advocate for the interests of members and their patients through public policy, outreach and awareness. The annual scholarship of \$2,500 is awarded to one student in the 2nd year of the physician assistant program.

#### **Ruth M. Allen, Ph.D. Scholarship**

This scholarship honors Dr. Ruth Allen, former associate dean for academic affairs in the College of Health Professions. Dr. Allen retired from UAMS in 2002 after serving in various academic leadership roles. Once endowed, the inaugural scholarship recipient will be selected.

# PROGRAM INFORMATION

# AUDIOLOGY – DOCTOR OF AUDIOLOGY DEGREE

## Department of Audiology and Speech Pathology

### Audiology Website

#### CHP Welcome Center

College of Health Professions  
University of Arkansas for Medical Sciences  
4301 West Markham Street, #619  
Little Rock, AR 72205

Telephone: (501) 686-5730

Email: [CHPWelcomeCenter@uams.edu](mailto:CHPWelcomeCenter@uams.edu)

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### THE PROGRAM

The Doctor of Audiology (Au.D.) degree program is offered in a consortium with the College of Professional Studies at the University of Arkansas at Little Rock. This unique educational consortium combines the academic and clinical resources of a major medical sciences campus with those of a large, comprehensive, metropolitan university. It is a full-time four year program with one cohort of 9 students beginning each fall semester, and consists of a total of 11 semesters including three summers. The program's mission, goals and knowledge, and skills acquisition (KASA) objectives can be found on the department [website](#).

**Post-Bachelor's Track:** Students must have earned at least a bachelor's degree from a regionally-accredited college or university. This track is designed to be completed in 4 years (including three summers with a common entry point in the fall). Exceptions to these timelines may occur on an individual basis. All work must be completed within 8 calendar years of initial admission. A minimum of 118 semester credit hours are required for completion of the program.

**Post-Master's Track:** Students must have earned a master's degree in audiology, communication sciences and disorders, or the equivalent approved by the Council on Academic Accreditation of the American Speech-Language-Hearing Association (ASHA) (at least 36 semester credits of graduate level courses specified by the department). Admission to the post-master's program can occur in any semester. The time to complete the program will vary depending on individual requirements. All work must be completed within eight (8) calendar years of initial admission. A minimum of 118 semester credits are required for graduation (28 credits of clinical practicum will be waived for those who can provide proof of ASHA certification, and up to 30 credits may be transferred from ASHA accredited programs). Proof of current state licensure in audiology and/or national certification in audiology (CCC-A or ABA) must be provided at the time of application.

Successful completion of all program requirements qualifies the student to apply for national examinations required for licensure and/or certification. Graduates of the program will be eligible to apply to the Arkansas Board of Examiners in Speech Pathology and Audiology for a license to practice audiology in the state. Graduates will also be eligible to

apply for certification through the ASHA. Successful completion of the program does not itself ensure licensure and/or certification. It is the student's responsibility to be familiar with state licensure and national certification requirements.

### ACCREDITATION

The program is accredited by the Council on Academic Accreditation in Audiology and Speech-Language Pathology of the American Speech-Language-Hearing Association, 2200 Research Boulevard #310, Rockville, Maryland 20850. Telephone: (800) 498-2071 or (301) 296-5700. Website: [www.asha.org](http://www.asha.org)

### APPLICATION PROCEDURES

All application materials must be received by **February 1** to be considered for fall admission. No applications will be reviewed after this date. Early application is strongly recommended.

Application procedures require applicants to mail documentation to **two different addresses**. The application for admission, non-refundable application fee, official transcripts, and official GRE scores should be mailed to the CHP Welcome Center. The letter of application, three letters of recommendation, and resume should be sent to AUSB-UALR, 2801 South University Avenue, Little Rock, Arkansas 72204. Applicants must provide:

1. **Application for Admission:** The application is required and is available on the CHP [website](#).
2. **Application Fee:** A non-refundable application fee of \$40.00 is required and must accompany the application.
3. **Official Transcripts:** Arrange for each college or university you have attended to forward an official transcript of your course work. A minimum cumulative and prerequisite GPA of 2.85 is required to apply for admission. Applicants whose bachelor's degree is not completed at the time of application will be considered for admission; if accepted, the applicant must submit a supplementary transcript showing completion of the degree before registration.

4. **GRE Scores:** Scores must not be older than 5 years of application and must be sent directly from GRE. Institution Code: 6146. Scores should include verbal, quantitative, and writing.
5. **Application Letter:** Submit a letter of application (business format, 12-pt font, and <2 pages) to the Audiology Admissions Committee addressing the following items:
  - a. An explanation of your interest in audiology.
  - b. Your long-term and short-term goals.
  - c. Other information you deem relevant to the committee's decision-making process.
6. **Resume:** Submit a 1-page resume listing relevant educational credentials, honors, awards, activities, work history, etc. with a cover.
7. **Interview:** Contact the Audiology Admissions Committee to schedule an interview (on-site or via distance technology) and tour our facilities. Telephone: (501) 569-3155.
8. **Letters of Recommendation:** Three letters of recommendation on the official recommendation form are required. The form is on the department website. Recommendations should be from professors with whom you have worked and who are familiar with your ability and academic performance.
9. **TOEFL scores as applicable.** See International Applicants in the Admissions/Academic Information section of this catalog.
10. **Graduate Assistantship Application:** To apply for a graduate assistantship, an application and the required written essay must be submitted with the admissions application. The graduate assistantship application form is posted on the department website.

## ADMISSION FACTORS

Admission to the program is competitive and based on the following factors:

- Academic achievement
- Academic aptitude
- Leadership and professionalism
- Written and oral communication

## PREREQUISITES

Undergraduate course work in mathematics (college algebra or higher) and in biological, physical, and behavioral sciences is required. A course in statistics is required. Although there are no prerequisite courses in audiology or speech pathology, the program does require that all students have one course in phonetics and one in

language acquisition. If these are not completed prior to admission, they must be completed during the first year of study for the program. These courses are prerequisites to AUD 5158 Pediatric Audiology.

## CURRICULUM

A minimum of 118 semester credits (SC) are required in the program. The following 119 credit sample degree plan demonstrates a program that meets the credit minimum.

Course #	Title	Semester Credit
<u>Year 1</u>		
<i>Fall</i>		
AUD 5023	Basic Diagnostic Audiology	3
AUD 5043	Anatomy and Physiology of the Auditory and Vestibular Systems I	3
AUD 5053	Acoustics and Psychoacoustics	3
AUD 5113	Instrumentation in Audiology and Speech Pathology	3
AUD 540V	Audiology Practicum	1
AUD 5041	Clinical Laboratory	<u>1</u>
		14
<i>Spring</i>		
AUD 5073	Advanced Diagnostic Audiology	3
AUD 5193	Anatomy and Physiology of the Auditory and Vestibular System II	3
AUD 5183	Outcomes Research and Evidence-Based Practice	3
AUD 5223	Amplification	3
AUD 540V	Audiology Practicum	1
AUD 5041	Clinical Laboratory	<u>1</u>
		14
<i>Summer</i>		
AUD 5162	Genetics of Hearing Loss	2
AUD 5222	Professional Issues in Audiology and Speech Pathology	2
AUD 5192	Cultural Competence in Audiology	2
AUD 540V	Audiology Practicum	1
AUD 5041	Clinical Laboratory	<u>1</u>
		8
<u>Year 2</u>		
<i>Fall</i>		
AUD 5153	Pediatric Audiology	3
AUD 5083	Clinical Electrophysiology	3
AUD 5013	Research Methods in Communication Disorders	3
AUD 5253	Amplification II	3
AUD 540V	Audiology Practicum	2
AUD 5041	Clinical Laboratory	<u>1</u>
		15
<i>Spring</i>		
AUD 5233	Pediatric Amplification and Intervention	3
AUD 5103	Medical Audiology	3
AUD 5243	Audiologic Rehabilitation: Adult	3
AUD 5263	Evaluation and Treatment of the Balance System	3
AUD 540V	Audiology Practicum	2
AUD 5041	Clinical Laboratory	<u>1</u>
		15



**Summer**

AUD 5232	Audiology: Practice Management	2
AUD 536V	Directed Research	2
AUD 540V	Audiology Practicum	2
AUD 5041	Clinical Laboratory	<u>1</u>
		7

**Year 3****Fall**

AUD 5283	Gerontology in Audiology	3
AUD 5033	Educational Audiology	3
AUD 5273	Implant Device Technology	3
AUD 536V	Directed Research	2
AUD 540V	Audiology Practicum	2
AUD 5041	Clinical Laboratory	<u>1</u>
		14

**Spring**

AUD 5063	Auditory Processing	3
AUD 5212	Hearing Conservation	2
AUD 5173	Counseling in Communication Disorders	3
AUD 536V	Directed Research	2
AUD 540V	Audiology Practicum	2
AUD 5041	Clinical Laboratory	<u>1</u>
		13

**Summer**

AUD 536V	Directed Research (if not complete)*	1
AUD 546V	Clinical Externship	4
AUD 5041	Clinical Laboratory	<u>1</u>
		5

**Year 4****Fall**

AUD 536V	Directed Research (if not complete)*	1
AUD 546V	Clinical Externship	6
AUD 5041	Clinical Laboratory	<u>1</u>
		7

**Spring**

AUD 536V	Directed Research (if not complete)*	1
AUD 546V	Clinical Externship	6
AUD 5041	Clinical Laboratory	<u>1</u>
		7

**TOTAL** **119**

\*These directed research credits are not included in total.

This course work represents a minimum of 72 credits of classroom courses, 6 credits in directed research with successful completion of a research project, 11 credits of clinical laboratory, 13 credits of practicum, and 16 credits of clinical externship during the final academic year.

**PROGRAM POLICIES**

The following program specific policies and procedures can be found in the student handbook on the program [website](#).

- Attendance
- Class and Clinic Hours
- Computer Usage and Access
- Expected Student Performance and Progression
- Official Correspondence

- Outside Employment
- Professionalism
- Social Networking
- Supervision in Clinics and Laboratories
- Student Responsibilities
- Student Transportation

**PROGRAM COSTS**

The total cost of the eleven semester program can be found on the college [website](#).

Health Insurance is required. Unless otherwise insured, cost of student health insurance varies with plan selected. Information on the student health insurance plans is available at the Campus Life and Student Support Center [website](#).

# CLINICAL NUTRITION – MASTER OF SCIENCE DEGREE

## Department of Dietetics and Nutrition

Clinical Nutrition [Website](#):

### UAMS Graduate School

University of Arkansas for Medical Sciences  
4301 West Markham Street, #601  
Little Rock, AR 72205

Telephone: (501) 686-5454

Email: [graduateschool@uams.edu](mailto:graduateschool@uams.edu)

Website: <http://gradschool.uams.edu/>

## THE PROGRAM

The clinical nutrition program offers a Master of Science in Clinical Nutrition through the UAMS Graduate School. The program includes both full-time and part-time enrollment options. Students enroll each fall semester. The program has a thesis and a non-thesis option, both of which requires completion of 36 semester credits. Students also select one of four areas of emphasis as a subspecialty: geriatric nutrition, pediatric nutrition, community nutrition, or nutrition in health, wellness, and sports.

Successful completion of all program requirements qualifies the student (or graduate) to be employed in academic, research, clinical, and community nutrition facilities.

## APPLICATION PROCEDURES

Applicants must provide:

- Application for Admission:** The application is required and is available on the Graduate School [website](#). Practitioners or other graduate students may apply as special non-degree students directly to the Department of Dietetics and Nutrition.
- Application Fee:** None
- Official Transcripts:** Arrange for each college or university you have attended to forward an official transcript of your course work to the Graduate School. A minimum cumulative GPA of 2.85 (4.0 scale) is required to apply for admission.
- GRE Scores:** Scores must be sent directly to the Graduate School from GRE. Institution code: 6146.
- Letters of Reference:** Three letters of reference from undergraduate professors in your major, directors of an Internship or other practice program, and/or employers must be sent to the Graduate School.

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\*Students pursuing the Master of Science degree in Clinical Nutrition are considered to be students in the UAMS Graduate School who are taking courses offered by the faculty of the College of Health Professions. Accordingly, the Graduate School Catalog is considered the primary catalog for all students in this program. All provisions (including grievance procedures) in the Graduate School Catalog and the Graduate School Handbook are the authority applicable to students pursuing the Master of Science degree in Clinical Nutrition.

- TOEFL scores as applicable.** See International Applicants in the Admissions/Academic Information section of the Graduate School catalog.

Master of Science students seeking admission to the dietetic internship program must use the dietetic internship application process. Acceptance to the Master of Science program does not ensure admission to the dietetic internship program.

## ADMISSION FACTORS

- Academic achievement
- Academic aptitude
- Personal or professional endorsement

## CURRICULUM

The program requires a total of 36 semester hours of coursework. The thesis option include: 1) six (6) hours of master's thesis, 2) 27 hours of required courses, and 3) three (3) hours of supportive/elective courses. The non-thesis option include: 1) three (3) hours of research 2) 27 hours of required courses, and 3) six (6) hours of supportive/elective courses. A combined maximum of 12 credits of course work may be transferred from the UAMS/CAVHS dietetic internship and a maximum of 6 credits as electives from other accredited colleges and universities. Required courses must be completed within the department. A specific degree plan will be prepared for each student.

### Required Courses

Course #	Title	Credits
NUTR 5033	Advanced Clinical Nutrition	3
	OR	
NUTR 5333	Advanced Clinical Dietetics	3
NUTR 5032	Assessment of Nutritional Status	2
NUTR 509V	Independent Study in Nutrition	1
NUTR 5103	Nutrition and Metabolism: Macronutrients	3
NUTR 5112	Nutrition Counseling	2
NUTR 5143	Nutrition Research & Statistical Methods	3
NUTR 5153	Nutrition and Metabolism: Micronutrients	3
NUTR 5161	Advanced Nutrition Seminar	1
NUTR 523V	Advanced Clinical Practicum	3
PBHL 5013	Biometrical Methods	3

### Emphasis Courses (One specialty of the following four courses) 3

- |           |                         |
|-----------|-------------------------|
| NUTR 5203 | Geriatric Nutrition (S) |
| NUTR 5213 | Pediatric Nutrition (F) |

NUTR 5243	Community Nutrition (F)	
NUTR 5243	Nutrition in Health, Wellness and Sports (S)	
<b>TOTAL</b>		<b>27</b>

## **PROGRAM POLICIES**

The following program specific policies and procedures can be found in the student handbook on the department website.

## **PROGRAM COSTS**

The total cost of the four semester program can be found on the college website.

Health Insurance is required. Unless otherwise insured, cost of student health insurance varies with plan selected. Information on the student health insurance plans is available at the Campus Life and Student Support Center website.

# COMMUNICATION SCIENCES AND DISORDERS – MASTER OF SCIENCE DEGREE

## Department of Audiology and Speech Pathology

Communication Sciences and Disorders [Website](#)

### UAMS Graduate School

University of Arkansas for Medical Sciences  
4301 West Markham Street, #601  
Little Rock, AR 72205

Telephone: (501) 686-5454

Email: [graduateschool@uams.edu](mailto:graduateschool@uams.edu)

Website: <http://gradschool.uams.edu/>

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## THE PROGRAM

The Communication Sciences and Disorders program is a full-time program beginning each fall semester. It consists of four fall/spring semesters with one intervening summer semester. The program is a consortium between the College of Health Professions at the University of Arkansas for Medical Sciences and the College of Professional Studies at the University of Arkansas at Little Rock. This unique educational consortium combines the academic and clinical resources of a major medical sciences campus with a large, comprehensive, urban university. Practicum experiences are provided at a large number of clinical sites in the central Arkansas area.

Graduates of this program are eligible to apply for the Certificate of Clinical Competence through the American Speech-Language-Hearing Association and to apply for licensure in Speech Pathology with the Arkansas Board of Examiners in Speech Pathology and Audiology. Successful completion of the program does not itself ensure certification and/or licensure. All students are responsible for familiarizing themselves with the applicable certification and licensure requirements.

The Master of Science in Communication Sciences and Disorders consists of a minimum of 49 semester credit hours. Students choosing the thesis option can count up to 6 credits of ASP 600V-Thesis toward the 49 credit minimum. Those choosing the research project option can count up to 3 credits of ASP 516V-Independent Research toward the 49 credit minimum. Students must pass a comprehensive examination.

## ACCREDITATION

The Master of Science degree program in Communication Sciences and Disorders at the University of Arkansas for Medical Sciences/University of Arkansas at Little Rock is accredited by the Council of Academic Accreditation in Audiology and Speech-Language Pathology of the American Speech-Language-Hearing Association, 2200 Research Boulevard #310, Rockville, Maryland 20850. Telephone: (800) 498-2071 or (301) 296-5700. Website: [www.asha.org](http://www.asha.org).

## APPLICATION PROCEDURES

All application materials must be received by **February 1** to be considered for admission. Early submission of application materials is recommended. All requested materials should be sent to the UAMS Graduate School. The department is using a centralized application service. More information is available through the UAMS Graduate School or the department.

Applicants must provide:

1. **Application for Admission:** The application is required and is available on the [UAMS Graduate School website](#).
2. **Official Transcripts:** Arrange to have official transcripts sent from each college or university you have attended, even if it was just for one course. Students applying for admission to the Master of Science degree graduate program must have earned a baccalaureate degree from a regionally accredited college or university. If the major is other than Communication Sciences and Disorders or Speech-Language Pathology, 30 hours of specified, prerequisite undergraduate course work are required prior to entering the Master of Science degree program. Students should contact the department for specific information regarding post-baccalaureate courses. The department offers an undergraduate curriculum at the University of Arkansas at Little Rock.
3. **GRE Scores:** Scores must be submitted from the Educational Testing. The UAMS Graduate School institution code for submission of scores is 6901.
4. **Recommendations:** Three recommendations must be submitted in sealed envelopes with the signature of the recommending person on the flap of the envelope. The recommendation form is available at on the [UAMS Graduate School website](#).
5. **Current Resume:** A current resume including previous work experience, extracurricular activities, leadership roles, and service activities must be submitted.
6. **One Page Personal Statement:** A one-page personal statement of purpose must be submitted.

7. **TOEFL scores as applicable.** TOEFL scores must be submitted. See the UAMS Graduate School catalog for more information.

## ADMISSION FACTORS

Admission to the Master of Science degree program is competitive and based on the following factors:

- Academic achievement
- Academic aptitude
- Leadership and professionalism
- Written and oral communication

## CURRICULUM

The following 49 credits are required in the program.

		<u>Year 1</u>	
Course	Title		Semester Credit
<b>Fall</b>			
CSD 5073	Advanced Anatomy & Physiology		3
CSD 5093	Neurogenic Language Disorders		3
CSD 505V	Practicum		1
CSD 5113	Language Assessment & Therapy		3
CSD 5133	Infant-Toddler Communication		<u>3</u>
			13
<b>Spring</b>			
CSD 5012	Research Methods		3
CSD 505V	Practicum		1
CSD 5122	Fluency Disorders		2
CSD 5213	Dysphagia		3
CSD 5273	Advanced Differential Diagnosis		<u>3</u>
			12
<b>Summer</b>			
CSD 505V	Practicum		1
CSD 513V	Topics in SLP (Literacy)		2
CSD 5183	Advanced Articulation Disorders		3
CSD 5192	Neurogenic Speech Disorders		<u>2</u>
			8
<u>Year 2</u>			
<b>Fall</b>			
CSD 505V	Practicum		1
CSD 515V/600V	Research/Thesis		3
CSD 5163	Auditory Based Intervention		3
CSD 5293	Multicultural Issues		<u>3</u>
			10
<b>Spring</b>			
CSD 5042	Augmentative & Alternative Comm.		2
CSD 505V	Practicum		2
CSD 5253	Voice Disorders		<u>3</u>
			7
Plus 3 hours of <u>elective course work</u> chosen from the following:			
CSD 513V	Topics in SLP (Partners)		3
CSD 5143	Sociolinguistics		2
CSD 516V	Independent Study		1
CSD 5173	Counseling in Communication Dis.		3

CSD 5262 Craniofacial Speech Disorders	2
CSD 600V Thesis	<u>3</u>
	14
<b>TOTAL</b>	<b>49-54</b>

## PROGRAM POLICIES

The following program policies and procedures can be found in the student handbook on the department [website](#):

- Acceptable Grades for Progression\*
- Computer Usage
- E-mail
- Responsibilities as a M.S. student
- Student Behavior and Dress
- Student Supervision in the UALR Speech and Hearing Clinic and in Off-Campus Sites

\*Students pursuing the Master of Science degree are considered to be students in the Graduate School of the University of Arkansas for Medical Sciences who are taking courses offered by the faculty of the College of Health Professions. Accordingly, the Graduate School Catalog is considered the primary catalog for all students in this program. All provisions (including grievance procedures) in the Graduate School Catalog and the Graduate Student Handbook are the authority applicable to students pursuing the Master of Science degree in Communication Sciences and Disorders.

## PROGRAM COSTS

The total cost of the five semester program can be found on the college [website](#).

Health Insurance is required. Unless otherwise insured, cost of student health insurance varies with plan selected. Information on the student health insurance plans is available at the Campus Life and Student Support Center [website](#).

## GRADUATE ASSISTANTSHIPS

The department offers some program-specific graduate assistantships and traineeships for M.S. students. Contact the coordinator at (501) 569-3155 for further information. The Application for Graduate Assistantships is available on the departmental website.

# COMMUNICATION SCIENCES AND DISORDERS – DOCTOR OF PHILOSOPHY DEGREE

## Department of Audiology and Speech Pathology

Communication Sciences and Disorders [Website](#)

### UAMS Graduate School

University of Arkansas for Medical Sciences  
4301 West Markham Street, #601  
Little Rock, AR 72205

Telephone: (501) 686-5454  
Email: [graduateschool@uams.edu](mailto:graduateschool@uams.edu)  
Website: <http://gradschool.uams.edu/>

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## THE PROGRAM

The Department of Audiology and Speech Pathology offers the Doctor of Philosophy degree in a consortium with the College of Health Professions at the University of Arkansas for Medical Sciences, the College of Professional Studies at the University of Arkansas at Little Rock, and the College of Health and Applied Sciences at the University of Central Arkansas call the Arkansas Consortium for the Ph.D. in Communication Sciences and Disorders. This unique educational consortium combines the academic and clinical resources of a major medical sciences campus with those of two large, comprehensive universities. The curriculum is designed to emphasize the science of speech, language, and hearing, the acquisition of knowledge through research about human communicative disorders, and the advanced study and practice of methods for evaluation and treatment of those disorders. The consortium accepts applications for admission to the program for both full- and part-time students. Students may apply and be admitted to the Ph.D. program each semester but fall application is encouraged. Students enrolled in the consortium program full-time must enroll in at least 9 semester credit hours during the fall or spring semesters. Full time requirements for summer vary depending upon financial aid status. Part-time students must enroll in a minimum of 5 semester credit hours each semester.

## ACCREDITATION

All three Institutions (UAMS, UALR, UCA) are accredited by the Higher Learning Commission, a Commission of the North Central Association of Colleges and Schools. The address and telephone number of the Commission are as follows: 30 North LaSalle Street, Suite 2400, Chicago, Illinois 60602-2504, 1-800-621-7440. Website: [www.ncahlc.org](http://www.ncahlc.org).

## APPLICATION PROCEDURES

Applicants must provide the following materials to the UAMS Graduate School.

1. **Application for Admission:** The application is required and is available on the Graduate School [website](#).
2. **Application Fee:** There is no application fee.
3. **GRE Scores:** Official scores (within the past five years) must be sent directly from GRE.

4. **Official Transcripts:** Arrange for each college or university (graduate and undergraduate) you have attended to forward an official transcript of your course work.
5. **Letters of Reference:** Three letters of recommendation required from most recent academic program.
6. **TOEFL scores as applicable.** See International Applicants in the Admissions/Academic Information section of this catalog.

### Send letters, scores and transcripts to:

Graduate School  
University of Arkansas for Medical Science  
4301 W. Markham St., Slot #601  
Little Rock, Arkansas 72205

Applicants must provide the following materials to the Consortium Admission Committee:

1. Consortium application (available on the program website)
2. On-site writing sample (completed at time of interview)

### Send consortium application to:

Dr. Susan Moss-Logan  
Chair, Admissions Committee  
Communication Sciences and Disorders Department  
University of Central Arkansas  
201 Donaghey Avenue  
Conway Arkansas 72035

Qualified applicants will be contacted to arrange an interview.

## ADMISSION FACTORS

Admission to the Ph.D. program is competitive and based on the following factors:

- Academic achievement
- Academic aptitude
- Written and oral communication
- Personal endorsement

## PREREQUISITES

Students applying for admission to the program are required to have earned a bachelor's or master's degree in audiology or speech pathology from a program accredited by the

accredited by the American Speech-language Hearing Association or a degree in a related discipline.

## CURRICULUM

A minimum of 70 credits of specified course work is required by individuals who currently hold a master's degree in speech-language pathology or audiology. The Ph.D. will be awarded to those candidates who successfully complete all required course work (including any additional courses deemed necessary by the candidate's graduate committee). The semester and year of courses offerings vary based on student need. The curriculum emphasizes the development of research skills and advanced study of communication sciences and disorders. Students must pass a comprehensive examination and successfully defend their dissertations. Degrees are awarded upon successful completion of all academic and research requirements.

The curriculum is divided into the following categories and minimum requirements:

<b>Area/Typical Course Title</b>	<b>Credits</b>
<b>Research and Statistics</b>	
Advanced Research Methods	3
Research Project (variable credit)	6
Statistics Sequence (three courses)	9
Dissertation	<u>18</u>
	36
<b>Major Area of Study</b>	
Doctoral Seminars in Speech, Language, or Hearing (Four courses)	12
<b>Minor Area of Study</b>	
Doctoral Seminars in Speech, Language, or Hearing (Two courses)	6
<b>Collateral Area of Study</b>	
Courses from departments outside of the program (Two courses)	6
<b>Professional Development</b>	
Teaching Pedagogy	3
Teaching Internship	2
Grant Writing	2
Grant Writing Internship	1
Supervision Internship	<u>2</u>
	<u>10</u>
<b>TOTAL</b>	<b>70</b>

## PROGRAM POLICIES

The following program specific policies and procedures can be found on the program website:

- Full-Time/Part-Time Status
- Leave of Absence Policy
- Retention/Probation Policy
- Transfer Credit Policy

## PROGRAM COSTS

Tuition and fees for specific courses are assessed by where the course is taken and where the faculty member who teaches the course is employed. For instance, for all Consortium Program courses, if the course is taught by a UALR/UAMS faculty member in Little Rock, the UAMS tuition and fees apply. If a course is taught by a UCA faculty member, the UCA tuition and fees apply. In instances where a student enrolls in a non-program course (statistics or collaterals), the tuition and fees will be assessed from the institution where the course is taught.

The processes for paying tuition and fees to the consortium institutions vary depending upon if students have external or internal funding, have applied for federal student loans, and for those not funded. Please contact Dr. Moss-Logan at [susanml@uca.edu](mailto:susanml@uca.edu) for instructions on how your tuition and fees should be paid each semester.

For information about current tuition and fees per institution please see:

### UAMS Tuition and Fees

[www.uams.edu/gradschool/students](http://www.uams.edu/gradschool/students)

### UALR Tuition and Fees

[ualr.edu/bursar/index.php/home/tuition-and-fees/graduate-tuition-fees-spring-2009/](http://ualr.edu/bursar/index.php/home/tuition-and-fees/graduate-tuition-fees-spring-2009/)

**UCA Tuition and Fees:** [uca.edu/studentaccounts/tuition-fees/](http://uca.edu/studentaccounts/tuition-fees/)

# CYTOTECHNOLOGY – BACHELOR OF SCIENCE DEGREE

## Department of Laboratory Sciences

Cytotechnology [Website](#)

### CHP Welcome Center

College of Health Professions  
University of Arkansas for Medical Sciences  
4301 West Markham Street, #619  
Little Rock, AR 72205

Telephone: (501) 686-5730

Email: [CHPWelcomeCenter@uams.edu](mailto:CHPWelcomeCenter@uams.edu)

## THE PROGRAM

Cytotechnology is a full-time, day program with one cohort of up to 10 students beginning each fall semester. It is a 12 month program that requires completion of three semesters (fall, spring, summer) upon which a Bachelor of Science in Cytotechnology is awarded. Graduates of the cytotechnology program are eligible to apply to take the national registry certification examination in cytotechnology given by the American Society of Clinical Pathology Board of Certification. The program's mission, goals, and competencies can be found on the department website.

The Bachelor of Science in Cytotechnology consists of 80 semester credits of prerequisite course work and 40 semester credits in the cytotechnology program for a total of 120 credits.

## ACCREDITATION

The cytotechnology program is accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP), 1361 Park Street, Clearwater, Florida 33756. Telephone: (727) 210-2350. Website: [www.caahep.org](http://www.caahep.org).

## APPLICATION PROCEDURES

All application materials must be received by **May 15** to be considered for admission. Early consideration will be given to those who have submitted complete applications by the early consideration deadline, March 1. Send all requested materials to the Welcome Center. Applicants must provide:

1. **Application for Admission:** The application is required and is available on the [CHP website](#).
2. **Application Fee:** A non-refundable application fee of \$40.00 is required and must accompany the application.
3. **Official Transcripts:** Arrange for each college or university you have attended to forward an official transcript of your course work. A minimum cumulative GPA and biological science GPA of 2.50 is required to be considered for admission.
4. **Interview:** Qualified applicants are contacted to arrange an interview to be conducted in small groups.

5. **TOEFL scores as applicable.** See International Applicants in the Admissions/Academic Information section of this catalog.

## ADMISSION FACTORS

Admission is competitive and based on the following factors:

- Academic achievement
- Leadership and professionalism
- Written and oral communication

## PREREQUISITES

The following 80 credits are required for admission, at least 5 of which are upper level (junior/senior). These credits may be completed at any regionally accredited college or university, and must fulfill all College requirements regarding acceptance of transfer credit.

Area/Typical Course Title	Minimum Credits
<b>CORE CURRICULUM</b>	
<b>English Composition</b>	6
<b>History</b>	
History of Civilization or World History	3
American History or U.S. Government	3
<b>Social Sciences</b>	6
<b>Speech Communication</b>	3
<b>Fine Arts</b>	3
<b>Humanities</b>	3
<b>Electives</b>	<u>22</u>
	49
<b>SCIENCE AND MATHEMATICS REQUIREMENTS</b>	
<b>Biological Science</b>	20
<b>Chemistry</b>	8
<b>Mathematics</b>	
College Algebra or higher level mathematics	<u>3</u>
	<u>31</u>
<b>TOTAL</b>	<b>80</b>



## CURRICULUM

The following 40 SC are required in the program:

Course #	Title	Credits
<b>Fall</b>		
CYTO 4411	Introduction to Cytotechnology	4
CYTO 4412	Gynecological Cytopathology I	4
CYTO 4313	Gynecological Cytopathology II	3
CYTO 4614	Non-Gynecological Cytopathology I	<u>6</u>
		17
<b>Spring</b>		
CYTO 4126	Molecular Diagnostics Laboratory	1
CYTO 4221	Laboratory Operations	2
CYTO 4225	Molecular Diagnostics	2
CYTO 4424	Cytology Internship I	4
CYTO 4623	Non-Gynecological Cytopathology II	<u>6</u>
		15
<b>Summer</b>		
CYTO 4331	Comprehensive Cytotechnology	3
CYTO 4531	Cytology Internship II	<u>5</u>
		<u>8</u>
<b>TOTAL</b>		<b>40</b>

A letter grade of "C" or better is required for the student to progress in the program.

## PROGRAM COSTS

The total cost of the three semester program can be found on the college [website](#).

Health Insurance is required. Unless otherwise insured, cost of student health insurance varies with plan selected. Information on the student health insurance plans is available at the Campus Life and Student Support Center [website](#).

# DENTAL HYGIENE – ASSOCIATE OF SCIENCE DEGREE BACHELOR OF SCIENCE DEGREE

## Department of Dental Hygiene

### Dental Hygiene Website

#### **CHP Welcome Center**

College of Health Professions  
University of Arkansas for Medical Sciences  
4301 West Markham Street, #619  
Little Rock, AR 72205

Telephone: (501) 686-5730  
Email: [CHPWelcomeCenter@uams.edu](mailto:CHPWelcomeCenter@uams.edu)

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## THE PROGRAM

The dental hygiene program is a full-time, day program with one cohort of 37 students beginning each fall semester. It consists of four fall/spring semesters with one intervening summer session. The department has two program sites: Little Rock and a distant site on the campus of Arkansas State University Mountain Home (ASUMH). Students in Little Rock have an option of receiving an Associate of Science or a Bachelor of Science (BS) degree, while students in Mountain Home have only the BS degree option. The program's mission, goals, and clinical competencies can be found on the department website.

Successful completion of all program requirements qualifies the student to apply for state, regional, and national examinations required for licensure. The program's mission, goals, and competencies/learning outcomes can be found on the department website. Successful completion of the program does not itself insure certification.

### Associate of Science Degree Option

The Associate of Science in Dental Hygiene consists of 39 semester credits of prerequisite course work and 68 credits in the dental hygiene curriculum for a total of 107 credits.

### Bachelor of Science Degree Option

The Bachelor of Science in Dental Hygiene consists of the same 39 semester credits of prerequisite course work and 68 credits in the dental hygiene curriculum, plus 13 credits of additional course work for a total of 120 credits. These 13 additional credits must be completed prior to graduating from the dental hygiene program.

## ACCREDITATION

The program is accredited by the Commission on Dental Accreditation of the American Dental Association, 211 East Chicago Avenue, Suite 1900, Chicago, Illinois 60611.  
Telephone: (312) 440-2500.  
Website: [www.ada.org/100.aspx](http://www.ada.org/100.aspx).

## APPLICATION PROCEDURES

All application materials must be received by **March 1** to be considered for admission. No applications will be reviewed after this date. Send all requested material to the CHP Welcome Center. Applicants must provide:

1. **Application for Admission:** The application is required and is available on the [CHP website](#).
2. **Application Fee:** A non-refundable application fee of \$40.00 is required and must accompany the application.
3. **Official Transcripts:** Arrange for each college or university you have attended to forward an official transcript of your course work. A minimum cumulative and prerequisite GPA of 2.75 is required to apply for admission. Additionally, applicants must have completed a minimum of 24 credits of the prerequisite course work prior to the application deadline to include two of the three science prerequisite courses.
4. **ACT Scores:** Scores must be documented on an official high school transcript or sent directly from ACT. A minimum ACT composite score of 20 is required to apply for admission.
5. **Professional Observation Form:** A professional observation form signed by a dentist or a dental hygienist that documents at least 20 observation hours in a dental office or actual dental assisting experience **must be submitted before the deadline**. The professional observation form is available on the program website.
6. **Interview:** The most qualified applicants will be contacted after the admissions deadline to arrange an interview to be conducted in small groups.
7. **Essay:** The submission of a written essay is required. More information is sent to the applicant when contacted for an interview.
8. **TOEFL scores as applicable.** See International Applicants in the Admissions/Academic Information section of this catalog.

## ADMISSION FACTORS

Admission to the dental hygiene program is competitive and based on the following factors:

- Academic achievement
- Academic aptitude
- Leadership and professionalism
- Written and oral communication

## PREREQUISITES

The following 39 credits are required for admission. All listed courses are required from a regionally accredited post-secondary academic institution, and must fulfill all College requirements regarding acceptance of transfer credit. If in doubt of the suitability of the following prerequisite courses, please contact the CHP Welcome Center.

Area/Typical Course Title	Minimum Credits
<b>SCIENCE AND MATHEMATICS</b>	
<b>Chemistry</b>	
Principles of chemistry course with laboratory	4
<b>Biology</b>	
Principles of biology course with laboratory (A Zoology course is also acceptable.)	4
<b>Microbiology</b>	
One semester course with a laboratory	4
<b>Mathematics</b>	
College Algebra or higher mathematics	$\frac{3}{15}$
<b>LIBERAL ARTS</b>	
<b>History</b>	
History of the United States or National Government	3
<b>English Composition</b>	
Two-semester sequence of English Composition	$\frac{6}{9}$
<b>FINE ARTS</b>	
Music, Art, Theater	3
<b>HUMANITIES</b>	
Philosophy, Political Science, Literature, or Humanities	3
<b>SOCIAL SCIENCES</b>	
<b>Psychology</b>	
General Psychology	3
<b>Sociology</b>	
Introduction to Sociology	$\frac{3}{6}$
<b>COMMUNICATIONS</b>	
<b>Speech Communication</b>	
Fundamentals of Speech or Speech Communication	$\frac{3}{39}$
<b>TOTAL</b>	<b>39</b>

Chemistry, biology, and microbiology courses must include laboratory sections and must have been completed not more than seven years prior to entry into the program. Credit by examination will not be given for the science courses. A course grade of "C" or higher must be achieved to satisfy program prerequisite requirements.

Proof of successful completion of course work taken in a semester immediately preceding entry into the professional curriculum must be presented before registration.

A grade of "F" or a mark of "U" or "NC" is not acceptable for progression to the next semester, nor is it acceptable for graduation if it occurs in the last semester of the program. A grade of "D" in the following professional courses is not acceptable for progression to the next semester, nor is it acceptable for graduation if it occurs in the last semester of the program: Dental Hygiene Theory (DHY 2312), Dental Hygiene Preclinic (DHY 2413), Dental Radiography I (DHY 2217), Dental Hygiene Clinic I (DHY 2521), Dental Radiography II (DHY 2223), Local Anesthesia (DHY 3246), Dental Hygiene Clinic II (DHY 3531), Dental Hygiene Clinic III (DHY 3541), Dental Hygiene Clinic—Summer (DHY 3145).

## ADDITIONAL BS DEGREE REQUIREMENTS

The following 13 credits are required before graduating from the dental hygiene program:

Area/Typical Course Title	Minimum Credits
History of Civilization	6
Upper Level Electives	$\frac{7}{13}$
<b>TOTAL</b>	<b>13</b>

## CURRICULUM

The following 68 credits are required in the program:

Course #	Title	Year 1	
			Credits
<b>Fall</b>			
DHY 2116	Oral Embryology and Histology		1
DHY 2215	Oral Anatomy		2
DHY 2217	Dental Radiography I		2
DHY 2311	Chemistry for Biological Sciences		3
DHY 2312	Dental Hygiene Theory		3
DHY 2314	Human Anatomy and Physiology I		3
DHY 2413	Dental Hygiene Preclinic		$\frac{4}{18}$
<b>Spring</b>			
DHY 2223	Dental Radiography II		2
DHY 2322	Oral Medicine		3
DHY 2327	Dental Materials		3
DHY 2425	Human Anatomy and Physiology II		4
DHY 2521	Dental Hygiene Clinic I		$\frac{5}{17}$
<b>Summer</b>			
DHY 3145	Dental Hygiene Clinic—Summer		1
DHY 3246	Local Anesthesia		$\frac{2}{3}$
<b>Year 2</b>			
<b>Fall</b>			
DHY 3332	Pharmacology		3
DHY 3334	Pathology		3
DHY 3335	Periodontology		3
DHY 3344	Dental Health Education and Community Dentistry		3
DHY 3531	Dental Hygiene Clinic II		$\frac{5}{17}$

**Spring**

DHY 3233	Nutrition	2
DHY 3342	Management of Patients with Special Needs	3
DHY 3343	Practice Management	3
DHY 3541	Dental Hygiene Clinic III	<u>5</u>
		<u>13</u>
<b>TOTAL</b>		<b>68</b>

**PROGRAM POLICIES**

The following program specific policies and procedures can be found in the student handbook on the department [website](#):

- Acceptable Grades for Progression
- Attendance Policy
- Computer Usage
- CPR Certification
- E-mail
- Examination Protocol
- Grading Scales
- Requesting Extra Clinic Time
- Responsibilities as a UAMS Dental Hygiene Student
- Social Networking
- Student Behavior and Dress
- Student Supervision in the Clinic and Laboratory
- Student Transportation, Parking, and Clinic Rotation Hours

**PROGRAM COSTS**

The total cost of the five semester program can be found on the college [website](#).

Health Insurance is required. Unless otherwise insured, cost of student health insurance varies with plan selected. Information on the student health insurance plans is available at the Campus Life and Student Support Center [website](#)

# DIAGNOSTIC MEDICAL SONOGRAPHY –BACHELOR OF SCIENCE DEGREE

## Department of Imaging and Radiation Sciences

### Diagnostic Medical Sonography Website

#### CHP Welcome Center

College of Health Professions  
University of Arkansas for Medical Sciences  
4301 West Markham Street, #619  
Little Rock, AR 72205

Telephone: (501) 686-5730

Email: [CHPWelcomeCenter@uams.edu](mailto:CHPWelcomeCenter@uams.edu)

## THE PROGRAM

The diagnostic medical sonography program is a full-time program with a cohort of 12 students beginning each fall semester. It consists of four fall/spring semesters with one intervening summer session.

The program requires successful completion of 48 semester credits of prerequisite courses and 72 credits of program course work for a total of 120 credits.

The program also has an online Career Ladder track for ARDMS-certified sonographers who want to pursue a bachelor's degree. No additional clinical education is required.

Successful completion of all program requirements qualifies the student to apply for state, regional, and national examinations for licensure. The program's mission goals, and competencies/learning outcomes can be found on the department website.

To earn these credentials, candidates must pass the following American Registry for Diagnostic Medical Sonography (ARDMS) examinations:

**Registered Diagnostic Medical Sonographer (RDMS):** Sonography Principles and Instrumentation **AND** Abdomen, **OR** OB/GYN, **OR** Neurosonology, **OR** Breast Sonography, **OR** Fetal Echocardiography.

**Registered Vascular Technologist (RVT):** Sonography Principles and Instrumentation **AND** Vascular Technology.

**Registered Diagnostic Cardiac Sonographer (RDMS):** Sonography Principles and Instrumentation **AND** Adult Echocardiography, Pediatric or Fetal Echocardiography.

Successful completion of the program does not in itself ensure registration. Each student is responsible for familiarizing himself/herself with the applicable registration requirements. See: [www.ARDMS.org](http://www.ARDMS.org).

## TWO TRACKS

There are two entry points for applicants to the DMS program.

1. **Traditional Program:** Applicants may be accepted if they have completed all 48 credits of prerequisite course work. Senior students will select one of two areas of

concentrations in either vascular sonography or adult echocardiography. The 48 credits of prerequisite courses plus the 72 credits of professional courses equals the 120 credits requirement for a Bachelor of Science degree in Diagnostic Medical Sonography.

2. **Career Ladder:** Applicants who are certified by the American Registry for Diagnostic Medical Sonography (ARDMS) may be accepted into the online B.S. Career Ladder track if they have completed all 88 credits of prerequisite course work. A minimum of one visit to the UAMS campus is required during the first year in the program.

a. ARDMS certification.

b. 88 prerequisite credits transferred from any regionally accredited college or university, including:

i. A minimum of 47 credits of specific liberal arts and science courses.

ii. 41 credits of electives; 13 credits of which must be upper level (3000 or 4000) electives. The upper level electives may be completed concurrently at UAMS or transferred from any 4-year regionally accredited college or university.

c. The 88 prerequisite credits plus 32 credits in the career ladder track equals a total of 120 credits required for a Bachelor of Science degree in Diagnostic Medical Sonography. Of the 120 credits, a minimum of 40 credits must be upper level (3000 and 4000) courses.

## ACCREDITATION

The program is accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP) in general, cardiac, and vascular imaging. The contact information is 1361 Park Street, Clearwater, Florida 33756. Telephone: (727) 210-2350. Website: [www.caahep.org](http://www.caahep.org).

## APPLICATION PROCEDURES

**Traditional Program:** Application materials must be received by **March 1** to be considered for admission. No applications will be reviewed after this date. Send all materials to the CHP Welcome Center unless otherwise instructed. Applicants must provide:

- Application for Admission:** The application is required and is available on the CHP [website](#).
- Application Fee:** A non-refundable application fee of \$40.00 is required and must accompany the application.
- Official Transcripts:** Arrange for each college or university you have attended to forward an official transcript of your course work. A minimum cGPA of 2.5 or higher for all undergraduate courses is required.
- Professional Observation:** Applicants are required to gain an understanding of the responsibilities and duties of the diagnostic medical sonographer through direct observation in a hospital department where sonography is practiced and through discussion with current sonographers in the field. Details of the observation and a verification form are available at the program's website. The form must be received before the **March 1** deadline.
- Counseling:** Qualified applicants must present themselves in person for academic counseling in the division. This counseling session will be scheduled by the program.
- TOEFL scores as applicable.** See International Applicants in the Admissions/Academic Information section of this catalog.

**Career Ladder:** Applicants must provide:

- Application for Admission:** The application is required and is available on the CHP [website](#).
- Application Fee:** A non-refundable application fee of \$40.00 is required and must accompany the application.
- Official Transcripts:** Arrange for each college or university you have attended to forward an official transcript of your course work. A minimum cGPA of 2.5 or higher for all undergraduate courses is required.
- Proof of ARDMS Certification:** Fax a copy of your ARDMS certification card to (501) 526-7975, Attn: DMS Program.
- Essay:** Submit an essay of 450-550 words describing your personal history in sonography and why you want to pursue a Bachelor of Science degree in Diagnostic Medical Sonography online. This essay must be submitted as an electronic attachment (Rich Text Format, .rtf file or Word.doc file) to an email to the Division Director at: [bakeranthonyl@uams.edu](mailto:bakeranthonyl@uams.edu).
- TOEFL scores as applicable.** See International Applicants in the Admissions/Academic Information section of this catalog.

## ADMISSION FACTORS

Admission to the diagnostic medical sonography program is competitive and based on the following factors:

- Academic achievement
- Leadership and professionalism
- Written and oral communication

## PREREQUISITES

Applicants must have completed, or be currently enrolled in, Introductory College Physics, College Algebra, and Anatomy and Physiology II before the **March 1** application deadline. Applicants may not have more than nine credits of remaining prerequisite courses that will be completed during the summer semester prior to enrollment in the fall.

The following 48 credits are required from an accredited college or university and must fulfill all College requirements regarding acceptance of transfer credit:

Area/Typical Course Title	Minimum Credits
<b>SCIENCE</b>	
College Algebra (or higher level Mathematics)	3
Anatomy and Physiology I and II (with laboratory)	8
Introductory College Physics*	<u>3</u>
	14
<b>LIBERAL ARTS</b>	
English Composition (two semester sequence)	6
American History or National Government	3
History of Civilization or World History (two semester sequence)	<u>6</u>
	15
<b>SOCIAL SCIENCES</b>	
Psychology	3
Sociology	<u>3</u>
	6
<b>COMMUNICATIONS</b>	
Speech or Oral Communication	3
<b>COMPUTER SCIENCE</b>	
Computer Fundamentals/Applications**	3
<b>FINE ARTS</b>	
Art, Music, Theater, Architecture, or Film	3
<b>HUMANITIES</b>	
Philosophy, Political Science, Literature, or Humanities	3
<b>ELECTIVES</b>	
	<u>1</u>
<b>TOTAL</b>	<b>48</b>

To be considered for acceptance into the program, the applicant must have earned a cGPA of 2.5 or higher at the time of application. In addition, only grades of "C" or higher are accepted in all course work.

\*Introductory College Physics must cover acoustics, wave motion, heat, electricity, force, and energy.

\*\*Computer fundamentals must be completed no more than seven years prior to admission into the program.

Actual course titles may vary among institutions. Consult the Division Director for preprofessional counseling.

Fulfillment of the Diagnostic Medical Sonography preprofessional curriculum does not assure admittance into the professional program (please see Application Procedures and Deadlines).

Not more than one course in the following group will be accepted in transfer to meet degree requirements: band, studio, physical education, military science, English as a second language (ESL), manual skills.

## CURRICULUM

The following 72 credits are required in the program.

Course #	Title	Credits
<u>Year 1</u>		
<b>Fall</b>		
DMS 2310	Basic Patient Care	3
DMS 3211	Sectional Anatomy	2
DMS 3221	Gynecologic Sonography	2
DMS 3312	Introductory Physics	3
DMS 3313	Abdominal Sonography	3
DMS 3514	Clinical Practicum I	<u>5</u>
		18
<b>Spring</b>		
DMS 3222	Advanced Physics	2
DMS 3321	Sonographic Applications: Obstetrics	3
DMS 3824	Clinical Practicum II	8
DMS 4242	Sonographic Conference	<u>2</u>
		15
<b>Summer</b>		
DMS 3541	Clinical Practicum III	5
DMS 4342	Introductory Cardiac & Vascular Sonography	<u>3</u>
		8
<u>Year 2</u>		
<b>Fall</b>		
DMS 4241	Advanced Obstetrics, Genetics, and Pathology	2
DMS 4352	Doppler Sonography & Advanced Hemodynamics	3
DMS 4353	Intermediate Vascular Sonography, OR	
DMS 4354	Intermediate Cardiac Sonography	3
DMS 4843	Clinical Practicum IV	<u>8</u>
		16
<b>Spring</b>		
DMS 4251	Cardiovascular Pathophysiology	2
DMS 4261	Current Issues in Health Care	2
DMS 4363	Advanced Vascular Sonography OR	
DMS 4364	Advanced Cardiac Sonography	3
DMS 4854	Clinical Practicum V	<u>8</u>
		<u>15</u>
<b>TOTAL</b>		<u>72</u>

All professional courses must be completed with a grade of "C" or higher for progression to the next semester and for graduation.

## PROGRAM POLICIES

The following program specific policies and procedures can be found in the student handbook on the program [website](#):

- Attendance, Absenteeism
- Infractions of Departmental Policy
- Policy on Pregnancy
- Professional Responsibilities

- Student Awards and Honors
- Student Responsibilities in the Classroom and Laboratory
- Student Responsibilities in the Clinical Area

## PROGRAM COSTS

The total cost of the five semester program can be found on the college [website](#).

Health Insurance is required. Unless otherwise insured, cost of student health insurance varies with plan selected. Information on the student health insurance plans is available at the Campus Life and Student Support Center [website](#).

# DIETETIC INTERNSHIP – POST-BACHELOR’S CERTIFICATE

## Department of Dietetics and Nutrition

### Dietetics and Nutrition Website

#### CHP Welcome Center

College of Health Professions  
University of Arkansas for Medical Sciences  
4301 West Markham Street, #619  
Little Rock, AR 72205

Telephone: (501) 686-5730

Email: [CHPWelcomeCenter@uams.edu](mailto:CHPWelcomeCenter@uams.edu)

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## THE PROGRAM

The dietetic internship program consists of a 40-week, full-time, experience with a minimum of 40 hours scheduled per week. Interns are required to enroll in 12 hours of graduate course work as well as clinical and administrative supervised practice experiences. Fourteen students are accepted into the internship program each year.

The program is jointly sponsored by the University of Arkansas for Medical Sciences and the Central Arkansas Veterans Healthcare System. Affiliations with a number of hospitals, school food services, and clinics in the central Arkansas area provide experiences that supplement and complement those received at the primary training sites.

Successful completion of the program requirements qualifies the graduate to apply for the national registration examination through The Commission on Dietetic Registration. Upon successful completion of the examination, the graduates become Registered Dietitians (RD) and eligible for state licensure. Successful completion of the program does not itself ensure registration or licensure. Each student is responsible for familiarizing himself/herself with the applicable registration and licensure requirements.

## ACCREDITATION

The dietetic internship program is accredited by the Accreditation Council for Education in Nutrition and Dietetics (ACEND) of The Academy of Nutrition and Dietetics, 120 South Riverside Plaza, Suite 2000, Chicago, IL 60606. Telephone: (800) 877-1600, ext. 5400 or (312) 899-0040. Website: [www.eatright.org](http://www.eatright.org).

## APPLICATION PROCEDURES

All application materials must be postmarked by **mid-February** to be considered for admission. Contact the department for the exact deadline date. No application will be reviewed after this date. Applicants must provide:

1. **Application for Admission:** The program participates in the online Dietetic Internship Centralized Application System (DICAS) process. More information including submission deadlines and fees can be found at <http://portal.dicas.org>.
2. **Supplemental Application for Admission:** The Supplemental Application is required and is available on

the program website. A \$40 non-refundable application fee is required and must accompany the supplemental application.

3. **Official Transcripts:** Official transcript(s) of all college work. Transcripts must be submitted to DICAS. A bachelor's degree from an accredited university and a cumulative GPA of 2.7 and math/science GPA of 2.0 or above are required for consideration.
4. **Official GRE Score Report:** Use institutional code number 6146 to have scores sent directly to the College of Health Professions.
5. **Official Verification or Intent to Complete Statement:** An official verification or intent to complete statement from the program director of the applicant's Didactic Program in Dietetics must be submitted to DICAS.
6. **TOEFL scores, if applicable.** See International Applicants in the Admission/Academic Information section of the catalog.
7. **References:** Three letters of reference must be submitted to the DICAS System. An e-mail message will be sent to the references requesting them to complete an online form. At least one reference letter should come from a college professor or major advisor. Other references may include employers and/or other professional references.
8. **One-Page Resume:** Resumes must be entered into the DICAS System. Include paid and volunteer work experience. Experience in hospital dietetics is desirable but not required. Include extracurricular activities, honors, and awards indicative of a well-rounded lifestyle.
9. **Personal Statement:** Applicants must enter a personal statement of 1,000 words or less into the DICAS System. The following items should be addressed:
  - a. Why you want to enter the dietetic profession?
  - b. The areas in your previous experiences that have helped prepare you for a career in dietetics
  - c. Your short and long-term career goals
  - d. Your strengths and weaknesses or areas for improvement
  - e. Other information you consider relevant to the selection committee's decision making.



10. **National Computer Matching Program:** The Internship program participates in the national computer matching of dietetic interns. Applicants must complete the online registration through D & D Digital to participate in the computer matching process. Information may be obtained from the applicant's undergraduate dietetic advisor or directly from **D & D Digital Company, 304 Main Street, Suite 301, Ames, IA 50010-6140. Telephone: (515) 292-0490, Fax: (515) 663-9427, <http://www.dnndigital.com/>.**

Health Insurance is required. Unless otherwise insured, cost of student health insurance varies with plan selected. Information on the student health insurance plans is available at the Campus Life and Student Support Center [website](#)

Master of Science students seeking admission to the Dietetic Internship program must use the Dietetic Internship application process. That is, acceptance to the Master of Science program does not ensure admission to the Dietetic Internship program.

## ADMISSION FACTORS

Admission to the program is competitive and based on the following factors:

- Academic achievement
- Academic aptitude
- Dietetics achievement
- Math and science achievement
- Personal and professional endorsement
- Work and volunteer experience
- Written communication

## CURRICULUM

During the internship, development of competencies in general dietetics is emphasized including clinical dietetics, food service administration, and community nutrition. The program's concentration is medical nutrition therapy and management in dietetics practice. Supervised practice through establishment of a working relationship with registered dietitians is emphasized. Seminars, lectures, and classes complement the student's practical experiences.

The following credits are required in the program:

<b>Course #</b>	<b>Title</b>	<b>Credits</b>
NUTR 5073	Practicum in Clinical Dietetics	3
NUTR 5083	Practicum in Administrative Dietetics	3
NUTR 5112	Nutrition Counseling	2
NUTR 5161	Advanced Nutrition Seminar	1
NUTR 5333	Advanced Clinical Dietetics	3
<b>TOTAL</b>		<b><u>12</u></b>

## PROGRAM POLICIES

Program specific policies and procedures can be found in the dietetic internship policy and procedure manual or are available upon request.

## PROGRAM COSTS

The total cost of the two semester program can be found on the college [website](#).

# EMERGENCY MEDICAL SCIENCES – CERTIFICATE, ASSOCIATE OF SCIENCE DEGREE, AND A BACHELOR OF SCIENCE DEGREE

## Emergency Medical Sciences Department

Emergency Medical Sciences [Website](#)

### CHP Welcome Center

College of Health Professions  
University of Arkansas for Medical Sciences  
4301 West Markham Street, #619  
Little Rock, AR 72205

Telephone: (501) 686-5730

Email: [CHPWelcomeCenter@uams.edu](mailto:CHPWelcomeCenter@uams.edu)

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## THE PROGRAMS

The department offers three program options: Emergency Medical Technician, Paramedic, and Bachelor of Science. The Emergency Medical Technician (EMT) Program consists of 6 semester credits of course work in EMS 1602 Introduction to Emergency Medical Technology. Historically, those enrolled in this course are interested in working as a licensed EMT, fulfilling the primary prerequisite for the paramedic program, embarking on a fire service career, or establishing patient care skills in another health profession such as physician assistant or medicine. Students who successfully complete the course may be eligible to challenge the EMT credentialing examinations offered by the NREMT.

Classes begin in August and January of every year. Classes are held two nights per week.

The Paramedic program has two degree options: Certificate or Associate's degree. Successful program completion of both options satisfies the eligibility requirements to apply for the paramedic credentialing examinations offered by the National Registry of Emergency Medical Technicians (NREMT). Graduates who complete the certificate program are eligible to complete the associate's degree at a later time as long as all requirements of the degree plan are met.

Students accepted into the paramedic program can choose a fall or spring entry. Approximately 40% of the paramedic program course work is delivered online. Classes are held one or two days per week. Students may schedule their clinical time within program guidelines including weekends and weekdays. Clinical practicum is scheduled primarily on Saturdays with some weekday rotations.

The Bachelor of Science program is geared toward the working student who typically holds a position within emergency services who seeks to better advocate for their respective communities and public services. Courses will typically be delivered online with some offerings in an independent study format. Some of the elective courses will require face-to-face instruction. Graduates from nationally accredited paramedic programs will be awarded up to 30 credits for their EMS knowledge and experience upon completion of all other degree requirements. Students are typically enrolled in the fall, summer, and spring semesters.

Successful completion of the above programs does not itself ensure licensure or registration. Each student is responsible for becoming familiar with the applicable licensure and registration requirements.

## ACCREDITATION

The paramedic program is accredited by the Commission on the Accreditation of Allied Health Education Programs (CAAHEP), 1361 Park Street, Clearwater, Florida 33756. Telephone: (727) 210-2350. Website: [www.caahep.org](http://www.caahep.org).

## APPLICATION PROCEDURES AND DEADLINES

**EMT and Special Courses:** Special courses, including Introduction to Emergency Medical Technology (EMS 1602); Anatomy and Physiology (EMS 1311); and Medical Emergency Responder (EMS 1291), can be taken individually without acceptance into the paramedic program. Application for any of the special courses must be made under the Nondegree/Noncertificate student guidelines published in the Admission to the College section of this catalog. Early consideration will be given those who have submitted complete applications (see the required items below) in the early consideration deadline. For applicants to the fall semester courses, the early consideration deadline is **March 31**; applications must be received by **June 15**, to be assured of consideration for admission. For applicants to the spring semester courses, the early consideration deadline is **October 1**, applications must be received by **December 1** to be assured of consideration for admission. To be eligible for admission, applicants must be at least 18 years of age by the last day of the semester in which they wish to enroll. Send all requested materials to the CHP Welcome Center.

1. **Application for Admission:** The application is required and is available on the CHP [website](#).
2. **Application Fee:** A non-refundable application fee of \$40.00 is required and must accompany the application.
3. **High School Transcripts:** Arrange for high school transcripts that show proof of high school graduation to be sent to the CHP Welcome Center. Applicants who are not high school graduates must provide

documentation of satisfactory scores on the General Education Development Test (GED).

4. **Letter of Application:** A self-written letter stating the course in which you wish to enroll and the personal objective(s) to be achieved through completion of the course is required.
5. **Nondegree/Noncertificate Form:** A signed statement that indicates the applicant has read, understands, and agrees to the requirements governing nondegree/noncertificate applications must be submitted. A standard form is available from the CHP Welcome Center and from the department.
6. **Documentation:** A copy of current American Heart Association Healthcare Provider CPR card must be submitted (only for EMS 1602).
7. **TOEFL Scores** as applicable. See International Applicants in the Admissions/Academic Information section of this catalog.

**Paramedic:** Early consideration will be given those who have submitted complete applications by **March 31** for fall entry or **October 1** for spring entry. Applications must be received by **June 15** for fall entry or **December 1** for spring entry to be assured consideration for admission. In the event the class is not filled, the application deadline may be extended. Applicants must complete all application requirements below in order to receive consideration. Send all requested materials to the CHP Welcome Center. Applicants must provide:

1. **Application for Admission:** The application is required and is available on the CHP [website](#).
2. **Application Fee:** A non-refundable application fee of \$40.00 is required and must accompany the application.
3. **Official Transcripts:** Arrange for each college or university you have attended to forward an official transcript of your course. A college Cumulative Grade Point Average (cGPA) of 2.0 is required for admission to the program.

If no college/university course work has been completed, arrange for each high school attended to forward an official transcript of your course work to the CHP Admissions Officer. A high school cGPA of 2.0 is required for admission to the program if no college work has been completed. Applicants who are not high school graduates must provide documentation of satisfactory scores on the General Education Development Test (GED).

4. **Official Documentation:** A copy of a current American Heart Association Healthcare Provider CPR card must be submitted. Proof of a current Arkansas EMT License.
5. **Letter of Application:** A letter written by the applicant is required. It should state the applicant's interest in the program and the profession, and objective(s) to be achieved through completion of the program.

6. **Interview and Entrance Examination:** Qualified applicants are contacted to schedule an interview and the entrance examination. The examination assesses basic skills pertinent to the profession (*i.e.*, reading, writing, mathematics, psychomotor, and critical thinking). Acceptance decisions and each student's individual professional program plan will be based upon the interview, academic transcripts, and entrance examination scores.
7. **TOEFL Scores** as applicable. See International Applicants in the Admissions/Academic Information section of this catalog.

**Bachelor of Science in EMS:** Early consideration will be given those who have submitted complete applications (see the required items below) by **March 31** for fall entry or **October 1** for spring entry. Applications must be received by **June 15** for fall entry or **December 1** for spring entry to be assured of consideration for admission. In the event the class is not filled, the application deadline may be extended. Applicants must complete all application requirements below in order to receive consideration. Send all requested materials to the CHP Welcome Center. Applicants must provide:

1. **Application for Admission:** The application is required and is available on the CHP [website](#).
2. **Application Fee:** A non-refundable application fee of \$40.00 is required and must accompany the application.
3. **Official Transcripts:** Arrange for each college or university you have attended to forward an official transcript of your course work. A college Cumulative Grade Point Average (CGPA) of 2.0 is required for admission to the program.
4. **High School Diploma:** Candidates must have evidence of a high school diploma or equivalency qualification with a 2.5 GPA or better.
5. **Official Documentation:** A copy of a current American Heart Association Healthcare Provider CPR card must be submitted. Proof of National Certification or Arkansas Licensure as a Paramedic.
6. **Advisement Session:** Applicants will be contacted in order to determine entrance requirements and to formulate a degree plan specific to the individual's needs.
7. **TOEFL Scores** as applicable. See International Applicants in the Admissions/Academic Information section of this catalog.

## ADMISSION FACTORS

Admission to the EMS programs is competitive and based on the following factors:

- Academic achievement
- Leadership and professionalism
- Written and oral communication
- Knowledge of the profession
- Interpersonal skills

## PREREQUISITES

**EMT:** Individuals who possess a high school diploma (or equivalent) and hold a current American Heart Association CPR Healthcare Provider card are eligible to apply for this 6 credit course (EMS 1602).

**Paramedic:** Applicants who did not earn a cGPA of at least 2.0 (on a 4-point scale) in high school must have completed at least 9 credits of course work chosen from the list of required core curriculum courses for this program from a regionally accredited higher education institution with a grade of "C" or better. Credit earned through completion of a college-level EMT course taken at a regionally accredited institution of higher education may be applied for up to 3 credits of the 9 credits requirement. Applicants who have completed 9 credits must have earned a grade of "C" or better in each of the courses in order to transfer that credit and be eligible for consideration for admission. Students who have completed 9 credits or more of college work must submit transcripts of all the courses taken, and earned a cGPA of at least 2.0 to be considered for admission.

College-level course work is encouraged before entry into the paramedic program. Prospective students are encouraged to contact the Department for advisement.

The Department will test applicants for competency in anatomy and physiology who have never successfully completed a full body systems course from an accredited institution. For applicants who score below the published criteria on the competency exam, an extension course in anatomy and physiology or other equivalent education plan must be completed.

**Associate of Science in Emergency Medical Sciences:** All paramedic students are eligible for the A.S. degree by completing the core curriculum and the professional curriculum.

**Bachelor of Science in EMS:** All college work must have a GPA of at least 2.5 or better (a GPA of 3.0 is strongly preferred). All prerequisite courses must have a minimum grade of a "C" or higher. Candidates are encouraged to complete all of their core curriculum. However, candidates may be considered with a minimum of successful completion of English Composition I and II as well as one course in College Algebra or three semester credits of a social science course.

The candidate must have documented proficiency in online education by successfully completing at least one online course (grade of "C" or higher) or demonstrate proficiency in online education skills through an assessment by the Department of EMS (an assessment fee applies).

## CORE CURRICULUM

The following 35 credits are required in the A.S. and B.S. degree programs. All courses are required from a regionally accredited post-secondary academic institution and must fulfill all college requirements.

Area/Typical Course Title	Minimum Credits
<b>SCIENCE</b>	
Two science courses with laboratories	8
<b>MATHEMATICS</b>	
College Algebra or higher mathematics	3
<b>LIBERAL ARTS</b>	
Two semester sequence of English Composition	6
History of the United States or National Government	3
<b>FINE ARTS/HUMANITIES</b>	
Music, Art, Theater – Appreciation	3
<b>HUMANITIES</b>	
Philosophy, Political Science, Literature or Humanities	3
<b>SOCIAL SCIENCES</b>	
Two Social Science courses (Sociology and Psychology)	6
<b>COMMUNICATIONS</b>	
Speech Communication	3
<b>TOTAL</b>	<b>35</b>

## PROGRAM REQUIREMENTS

All paramedic students are required to have a thorough medical examination by a physician upon acceptance for admission and prior to registration for classes. Students are required to complete a hepatitis B vaccination series if one has not been completed.

## CURRICULUM – PARAMEDIC

The following 43 credits are required in the paramedic program:

<u>Fall Entry</u>	<u>Year 1</u>	
Course #	Title	Credits
<b>Fall</b>		
EMS 1122	EKG Interpretation 1	
EMS 1210	Clinical Preparation	2
EMS 1320	Pharmacology	3
EMS 2210	Foundations of the Paramedic	2
EMS 2220	Pathophysiology	2
		<u>10</u>
<b>Spring</b>		
EMS 1201	Patient Assessment	2
EMS 1211	Clinical Practicum I	2
EMS 1222	Clinical Practicum II	2
EMS 1340	Trauma Management	3
EMS 2501	Cardiovascular Care	5
		<u>14</u>
<b>Summer</b>		
EMS 1233	Clinical Practicum III	2
EMS 1410	Medical Emergencies I	4
		<u>6</u>

## Year 2

### **Fall**

EMS 1334	Life Span Development	3
EMS 2159	Paramedic Competencies	1
EMS 2250	Assessment Based Management	2
EMS 2310	Medical Emergencies II	3
EMS 2431	Paramedic Field Internship	<u>4</u>
		<u>13</u>
<b>TOTAL</b>		<b>43</b>

### Spring Entry

## Year 1

Course #	Title	Credits
<b>Spring</b>		
EMS 1201	Patient Assessment	2
EMS 1210	Clinical Preparation	2
EMS 1211	Clinical Practicum I	2
EMS 1320	Pharmacology	3
EMS 2501	Cardiovascular Care	<u>5</u>
		<u>14</u>

### **Summer**

EMS 1122	EKG Interpretation	1
EMS 1410	Medical Emergencies I	<u>4</u>
		<u>5</u>

### **Fall**

EMS 1222	Clinical Practicum II	2
EMS 1334	Life Span Development	3
EMS 2210	Foundations of the Paramedic	2
EMS 2220	Pathophysiology	2
EMS 2250	Assessment Based Management	2
EMS 2310	Medical Emergencies II	<u>3</u>
		<u>14</u>

## Year 2

### **Spring**

EMS 1233	Clinical Practicum III	2
EMS 1340	Trauma Management	3
EMS 2159	Paramedic Competencies	1
EMS 2431	Paramedic Field Internship	<u>4</u>
		<u>10</u>
<b>TOTAL</b>		<b>43</b>

A grade of "D", "F", or a mark of "U" or "NC" is not acceptable for progression to the next semester, nor is it acceptable for graduation if it occurs in the last semester of the program. Successful completion of the American Heart Association Advanced Cardiac Life Support course is required for the student to progress to Paramedic Field Internship (EMS 2431). The didactic portion of ACLS is taught during Cardiovascular Care (EMS 2501).

## **CURRICULUM – BACHELOR OF SCIENCE**

### Program Additional Requirements

Area/Typical Course Title	Minimum Credits
Computer Concepts	3
History of Civilization or World History	6
Relevant Course Work*	<u>16</u>
<b>TOTAL</b>	<b>25</b>

\*As approved by advisor; minimum of 10 of the 16 credits must be upper level electives.

## **EMS or Health Professions Course Work - 30 Credits**

Current state licensed, certified or National Registry paramedic who graduated from a Committee on the Accreditation of Allied Health Professions (CAAHEP) paramedic program may receive up to 30 semester credits for paramedic course work upon review of the student's academic records. These hours will be credited to the transcript after all other degree requirements have been met. Semester credits may also be awarded for health professions coursework as determined by the department.

The following 30 credits are required in the B.S. program:

### **I. Program Core - 15 SC**

Course #	Title	Semester Credits
EMS 3301	Foundations of EMS Systems	3
EMS 3302	EMS Operations Management	3
EMS 3303	Leadership Development	3
EMS 3304	Community Paramedic	3
EMS 4X08	Directed Internship*	<u>3</u>
<b>TOTAL</b>		<b>15</b>

### **II. Upper Level Courses - 15 SC**

Students can take any combination of upper level EMS courses below as long as the prerequisite criteria for each course have been satisfied.

Course #	Title
EMS 4301	Human Resource Management
EMS 4303	Foundations of Health Professions Education (Optional)
EMS 4304	Safety & Risk Management
EMS 4305	Special Operations
EMS 4306	Community Paramedic Strategies
EMS 4307	Current Topics in EMS
EMS 4316	Community Paramedic Practicum
EMS 4320	Critical Care Practicum
EMS 4330	Introduction to Research (RES 4330)
EMS 4610	Critical Care Paramedic

\*To be offered whenever a student has completed all other EMS course requirements.

Candidates must complete the core EMS courses (EMS 3301, EMS 3302, EMS 3303, EMS 3304, EMS 4307, and EMS 4308) as part of the upper level hour requirement.

In addition, students must maintain a cumulative average of "C" or higher in all courses in order to enter any clinical area. All professional courses must be successfully completed in order to be eligible for licensure and graduation.

## **PROGRAM POLICIES**

The following Paramedic Policy Manual can be found on the department [website](#).

## **PROGRAM COSTS**

The total cost of the EMS programs can be found on the college [website](#).

Health Insurance is required. Unless otherwise insured, cost of student health insurance varies with plan selected. Information on the student health insurance plans is available at the Campus Life and Student Support Center [website](#).

# GENETIC COUNSELING – MASTER OF SCIENCE DEGREE

## Department of Genetic Counseling

### Genetic Counseling Website

#### UAMS Graduate School

University of Arkansas for Medical Sciences  
4301 West Markham Street, #601  
Little Rock, AR 72205

Telephone: (501) 686-5454

Email: [graduateschool@uams.edu](mailto:graduateschool@uams.edu)

Website: <http://gradschool.uams.edu/>

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### THE PROGRAM

The Genetic Counseling program offers a Master of Science degree in Genetic Counseling, through the UAMS Graduate School. The program is a full-time, day program with one cohort of 5-7 students beginning each fall semester. It consists of four, fall/spring semesters with one intervening summer semester session. The program curriculum consists of 59-61 semester credits. Graduates of this program are academically and clinically eligible to apply for national board certification through the American Board of Genetic Counseling. Successful completion of the program does not itself ensure such certification. Students are responsible for familiarizing themselves with applicable certification requirements.

### ACCREDITATION

The program is accredited by the Accreditation Council for Genetic Counseling, PO Box, 15632, Lenexa, KS 66285. Telephone: (913) 895-4629.

### APPLICATION PROCEDURES

All application materials must be received by **February 15** to be considered for admission. No applications will be reviewed after this date. Applicants must provide:

1. **Application for Admission:** The application is required and is available on the UAMS Graduate School [website](#).
2. **Application Fee:** None
3. **Official Transcripts:** Arrange for each college or university you have attended to forward an official transcript of your course work. Undergraduate cumulative GPA of at least 3.0 on a 4.0 scale for the last 60 hours of course work, with a 2.85 cumulative GPA for all course work attempted is required. Each required prerequisite course (see Prerequisites) must be completed with letter grade of B or above.
4. **GRE Scores:** Submission of official GRE scores to the UAMS Graduate School, 4301 West Markham, #601, Little Rock, AR 72205. Must be taken within 5 years of application for admission. No advanced subject score required. Institution code: 6146.
5. **Professional Observation (two types):** 1) Working or volunteering in a counseling setting where one receives training and supervision in providing counseling to other

individuals; example settings include a counseling service, a crisis or suicide hotline, a domestic violence shelter or hotline, or a pregnancy counseling center such as Planned Parenthood. Experience working with individuals with disabilities and/or teaching are also helpful to applicants. 2) Additionally, applicants must have job shadowed for at least one day or have completed a genetic counseling internship before applying. If not completed before applying, admission to the program will be contingent upon completion of that prior to matriculation. Professional observation forms are available on the program website.

6. **Interview:** The most qualified applicants will be contacted after the admissions deadline to arrange an interview.
7. **Essay:** An 800-word statement that addresses one's personal goals and professional career vision to be submitted with your application.
8. **Letters of Recommendation:** Please submit three letters on departmental form, which is available on the department website.
9. **Resume:** A current curriculum vitae or resume is to be submitted with your application.
10. **TOEFL Scores,** as applicable. See International Applicants in the Admissions/Academic Information section of this catalog.

### ADMISSION FACTORS

Admission to the program is competitive and based on the following factors:

- Academic achievement
- Academic aptitude
- Leadership and professionalism
- Written and oral communication
- Knowledge of the profession
- Interpersonal skills

### PREREQUISITES

Applicants must have earned a bachelor's degree from a regionally accredited college or university. Preferred degrees are in biology, genetics, chemistry, and/or psychology, nursing, or related fields. At least one upper level genetics course is required. The following 35 credits are required for

admission. All listed courses must have been completed at a regionally accredited post-secondary academic institution and must fulfill all college requirements regarding acceptance of transfer credit.

<b>Area/Typical Course Title</b>	<b>Minimum Credits</b>
General Biochemistry	3
Genetics (taken in the last 5 years)	4
General Biology with Laboratory	8
Social Science (one course of which must be Psychology)	6
Statistics	3
General Chemistry with Laboratory	8
Additional Biology Laboratory	<u>3</u>
<b>TOTAL</b>	<b>35</b>
Please see department website for recommended prerequisite course work.	35

## CURRICULUM

The following 59-61 credits are required in the program:

<b>Course #</b>	<b>Title</b>	<b>Credit</b>
<u><b>Year 1</b></u>		
<b>Fall</b>		
GENC 5002	Introduction Molecular Genetics	2
GENC 5011	Clinical Genetics Field Placement I	1
GENC 5013	Psychosocial Genetic Counseling/Family Theory	3
GENC 5023	Topics in Genetic Counseling I	3
GENC 5042	Medical Genetics I	2
GENC 5052	Writing and Critical Analysis	2
GENC 5411	Genetics Laboratory Practicum	<u>1</u>
		14
<b>Spring</b>		
GENC 5021	Clinical Genetics Field Placement II	1
GENC 5062	Human Embryology	2
GENC 5141	Research Methods in Genetic Counseling	1
GENC 5142	Human Cytogenetics	2
GENC 5153	Counseling/Interviewing	3
GENC 5171	Prenatal Diagnosis	1
GENC 5192	Dysmorphology and Common Syndromes	2
GENC 5242	Cancer Genetics	<u>2</u>
		14
<b>Summer</b>		
GENC 5513	Genetics Clinical Practicum I	<u>3</u>
		3
<u><b>Year 2</b></u>		
<b>Fall</b>		
GENC 5162	Human Population Genetics	2
GENC 5181	Teratology	1
GENC 5182	System Disorders for the Genetic Counselor	2
GENC 5252	Genetic Counseling Ethics	2
GENC 5262	Metabolic Genetics	2
GENC 5613	Genetics Clinical Practicum II	3
GENC 6152	Research Project I or GENC 617V Thesis I	<u>2-3</u>
		14-15
<b>Spring</b>		
GENC 5232	Topics in Genetic Counseling II	2

GENC 5312	Public Health Genomics	2
GENC 5322	Medical Genetics II	2
GENC 5713	Genetics Clinical Practicum III	3
GENC 5813	Genetics Clinical Practicum IV	3
GENC 6162	Research Project II or GENC 617V Thesis II	<u>2-3</u>
		14-15
<b>TOTAL</b>		<b>59-61</b>

## PROGRAM POLICIES

The following program specific policies and procedures can be found in the student handbook on the department [website](#).

- Academic Progression
- Field Placement and Practicum
- Program Completion Requirements

## PROGRAM COSTS

The total cost of the program is provided on the college [website](#).

Health Insurance is required. Unless otherwise insured, cost of student health insurance varies with plan selected. Information on the student health insurance plans is available at the Campus Life and Student Support Center [website](#).

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\*Students pursuing the Master of Science degree in Genetic Counseling are considered to be students in the Graduate School who are taking courses offered by the faculty of the College of Health Professions. Accordingly, the Graduate School Catalog is considered the primary catalog for all students in this program. However, all students taking courses taught by CHP faculty are to be notified of the CHP Disability Policy located in this catalog. All provisions (including grievance procedures) in the Graduate School Catalog and the Graduate School Handbook are the authority applicable to students pursuing the Master of Science degree in Genetic Counseling.



# HEALTH INFORMATION MANAGEMENT – ASSOCIATE OF SCIENCE DEGREE

## Health Information Management

### Health Information Management Website

#### CHP Welcome Center

College of Health Professions  
University of Arkansas for Medical Sciences  
4301 West Markham Street, #619  
Little Rock, AR 72205

Telephone: (501) 686-5730

Email: [CHPWelcomeCenter@uams.edu](mailto:CHPWelcomeCenter@uams.edu)

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## THE PROGRAM

The Department of Health Information Management offers the Associate of Science degree in Medical Record Technology. Program length is 8 semesters, part-time. It is a year-round program with courses offered in the fall, spring, and summer. The program admits approximately 20 students in the fall and 12 in the spring. The classes are on-line with the exception of professional practice rotations which are obtained in hospitals and other health care related agencies. Some travel is required. These rotations are scheduled according to the healthcare facilities' policies and may necessitate participation during regular working hours.

This degree must be completed within 4 years from the first enrollment date into the program.

Elective cancer registry courses are available. These classes plus one year experience in a cancer registry allow the student to take the certification examination of the National Cancer Registry Association (NCRA) to receive the credential of certified tumor registrar.

## ACCREDITATION

The associate degree program is accredited by the Commission on Accreditation for Health Informatics and Information Management Education, 233 North Michigan Avenue, 21st Floor, Chicago, Illinois 60601-5800. Website: [www.cahim.org](http://www.cahim.org).

## APPLICATION PROCEDURES

For applicants to the fall semester, applications must be received by **July 1** to be assured of consideration. For applicants to the spring semester, applications must be received by **December 1**. Send all requested materials to the CHP Welcome Center. Applicants must provide:

1. **Application for Admission:** The application is required and is available on the CHP [website](#).
2. **Application Fee:** A non-refundable application fee of \$40.00 is required and must accompany the application.

3. **Official Transcripts:** Arrange for each college or university you have attended to forward an official transcript of your course work. A minimum cumulative GPA of 2.25 is required to apply for admission.
4. **ACT/SAT Scores:** If an applicant has successfully completed nine or more university/college hours, an ACT/SAT score is not required. ACT/SAT scores may be documented on an official high school transcript or sent directly from ACT or SAT.
5. **References:** Three reference forms from persons qualified to judge your promise of success in the program are required. The reference form is available on the program website.
6. **Interview:** Qualified applicants will be contacted to arrange an interview after receipt of their application and transcript(s). The applicant's writing ability and computer skills will be assessed during the interview.
7. **TOEFL scores as applicable.** See International Applicants in the Admissions/Academic Information section of this catalog.

## ADMISSION FACTORS

Admission to the HIM Program is competitive and based on the following factors:

- Academic achievement
- Academic aptitude
- Computer competency
- Leadership and professionalism
- Personal endorsement
- Written and oral communication

## PREREQUISITES

A 3 credit computer fundamentals course must be taken prior to entrance into the program as a prerequisite and must be within seven years of admission into the program. The following 35 credits must be taken prior to completion of the program to fulfill the state core curriculum. All courses are to be taken at a regionally accredited educational institution.

Area/Typical Course Title	Credits
<b>SCIENCE AND MATHEMATICS</b>	
Anatomy and Physiology*, **	8
College Algebra	<u>3</u>
	11
<b>LIBERAL ARTS</b>	
English Composition I	3
English Composition II	3
American History I or II or National Government	<u>3</u>
	9
<b>SOCIAL SCIENCES</b>	
Sociology	3
Psychology	<u>3</u>
	6
<b>COMMUNICATION</b>	
Speech	3
	6
<b>FINE ARTS/HUMANITIES</b>	
Fine Arts (including Architecture, Film, Photography, Music, or Theatre Art) <b>OR</b>	6
Humanities (including Philosophy, Political Science, Literature, or Humanities)	
<b>TOTAL</b>	<b>35</b>

\*Anatomy & Physiology courses must cover all body systems and include accompanying laboratory sections. If taken at a college where this is offered in one course, the student must take an additional 4 credits laboratory biology course to satisfy the 8 credits of laboratory science.

\*\*Students may not proceed with the coding sequence in this program until Anatomy and Physiology, Medical Terminology, and Pathophysiology have been successfully completed.

## CURRICULUM

The following 39 credits are required in the program:

<u>Fall Entry</u>	<u>Year 1</u>	Credits
Course #	Title	
<b>Fall</b>		
HIM 1301	Medical Terminology**	3
HIM 1308	Health Record Systems & Issues	<u>3</u>
		6
<b>Spring</b>		
HIM 1101	Clinical Laboratory I***	1
HIM 1304	Pathophysiology with Pharmacology**	3
HIM 2201	Legal & Ethical Issues	<u>2</u>
		6
<b>Summer</b>		
HIM 1103	Professional Issues Seminar	<u>1</u>
		1
<b>Year 2</b>		
<b>Fall</b>		
HIM 1309	ICD-10-CM/PCS Coding & Classification System****	3
HIM 2303	Data Management & Statistics	<u>3</u>
		6

<b>Spring</b>		
HIM 1307	Applied Systems	3
HIM 2302	Expanded Coding (CPT-4)****	<u>3</u>
		6
<b>Summer</b>		
HIM 1102	Clinical Laboratory II***	<u>1</u>
		1
<b>Year 3</b>		
<b>Fall</b>		
HIM 2301	Quality in Health Care	3
HIM 2101	Clinical Practice***	1
HIM 2305	Intermediate Coding & Reimbursement****	<u>3</u>
		7
<b>Spring</b>		
HIM 2102	Problem Solving Seminar	1
HIM 2203	Preceptorship***	2
HIM 2304	Supervisory Management	<u>3</u>
		6
<b>TOTAL</b>		<b>39</b>

<u>Spring Entry</u>	<u>Year 1</u>	Credits
Course #	Title	
<b>Spring</b>		
HIM 1101	Clinical Laboratory I***	1
HIM 1301	Medical Terminology**	3
HIM 1308	Health Record Systems & Issues	<u>3</u>
		7
<b>Summer</b>		
HIM 1103	Professional Issues Seminar	1
HIM 2201	Legal & Ethical Issues	<u>2</u>
		3
<b>Fall</b>		
HIM 1304	Pathophysiology with Pharmacology**	3
HIM 1309	ICD-10-CM/PCS Coding & Classification System****	<u>3</u>
		6
<b>Year 2</b>		
<b>Spring</b>		
HIM 1307	Applied Systems	3
HIM 2302	Expanded Coding (CPT-4)****	<u>3</u>
		6
<b>Summer</b>		
HIM 1102	Clinical Laboratory II***	<u>1</u>
		1
<b>Fall</b>		
HIM 2101	Clinical Practice***	1
HIM 2301	Quality in Health Care	3
HIM 2305	Intermediate Coding & Reimbursement****	<u>3</u>
		7
<b>Year 3</b>		
<b>Spring</b>		
HIM 2102	Problem Solving Seminar	1
HIM 2203	Preceptorship***	2
HIM 2304	Supervisory Management	<u>3</u>
		6

**Summer**

HIM 2303	Data Management & Statistics	<u>3</u>
		<u>3</u>
<b>TOTAL</b>		<b>39</b>

The four HIM clinical internship courses (HIM 1101, HIM 1102, HIM 2101, and HIM 2203) must be completed consecutively\*\*\*. Students must complete Anatomy & Physiology, Medical Terminology (HIM 1301), and Pathophysiology (HIM 1304) prior to beginning the sequence of coding courses (HIM 1309, HIM 2302, and HIM 2305)\*\*\*\*.

A grade of "D" or "F" or a mark of "U" or "NC" is not acceptable for progression to the next semester, nor is it acceptable for graduation if it occurs in the last semester of the program.

**CANCER REGISTRY COURSES**

Course #	Title	Credits
HIM 1202	Registry Principles & Practice	2
HIM 1203	Epidemiology	2
HIM 2401	Staging & Classification	4
HIM 2202	Registry Professional Practice	<u>2</u>
<b>TOTAL</b>		<b>10</b>

**PROGRAM POLICIES**

All program policies and student information are found on the program [website](#).

**PROGRAM COSTS**

The total cost of the program is provided on the college [website](#).

Health Insurance is required. Unless otherwise insured, cost of student health insurance varies with plan selected. Information on the student health insurance plans is available at the Campus Life and Student Support Center [website](#).

# MEDICAL DOSIMETRY – BACHELOR OF SCIENCE DEGREE

## Department of Imaging and Radiation Sciences

### Medical Dosimetry Website

#### CHP Welcome Center

College of Health Professions  
University of Arkansas for Medical Sciences  
4301 West Markham Street, #619  
Little Rock, AR 72205

Telephone: (501) 686-5730

Email: [CHPWelcomeCenter@uams.edu](mailto:CHPWelcomeCenter@uams.edu)

### THE PROGRAM

The Medical Dosimetry program is a one-year, full-time Bachelor of Science degree program. Applicants must be registered radiation therapists in CE compliance or radiation therapy certificate eligible with the ARRT. The program consists of three semesters: fall, spring, and summer. Four to six students are accepted annually. The curriculum consists of 88 credits of prerequisites course work and 32 credits in the Medical Dosimetry curriculum for a total of 120 credits. Up to 14 credits can be awarded from the radiation therapy training program. Successful completion of all program requirements qualifies the student to apply for the national certification examination. Successful completion of the program does not itself insure certification.

### ACCREDITATION

The program is accredited by the Joint Review Committee on Education in Radiologic Technology (JRCERT), 20 N. Wacker Drive, Suite 2850, Chicago, Illinois 60606-3182. Telephone: (312) 704-5300. Website: [www.jcert.org/](http://www.jcert.org/)

### APPLICATION PROCEDURES

All application materials must be received by **May 1** to be considered for admission. No application will be reviewed after this date. Send all requested materials to the CHP Welcome Center. Applicants must provide:

- Application for Admission:** The application is required and is available on the CHP [website](#).
- Application Fee:** A non-refundable application fee of \$40.00 is required and must accompany the application.
- Official Transcripts:** Arrange for each college or university you have attended to forward an official transcript of your course work. A minimum cumulative and prerequisite GPA of 2.8 is required to apply for admission.
- Professional Observation Form:** Applicants are required to demonstrate an understanding of the responsibilities and duties of the profession through observation and discussion with a practicing professional in the field. Contact department for details.

- Interview:** Qualified applicants are encouraged to present themselves in person for an interview at UAMS scheduled by the department. A telephone interview can also be scheduled.
- References:** Two letters of recommendation are required for consideration for admission. References should be mentors/professors with whom you have worked and are familiar with your ability and academic performance.
- TOEFL scores as applicable.** See International Applicants in the Admissions/Academic Information section of this catalog.

### ADMISSION FACTORS

Admission to the medical dosimetry program is competitive and based on the following factors:

- Academic achievement
- Academic aptitude
- Professionalism
- Career goals
- Oral communication

### PREREQUISITES

The following 88 credits are required for admission. All listed courses are required from a regionally accredited post-secondary academic institution, and must fulfill all College requirements regarding acceptance of transfer credit. If in doubt of the suitability of the following prerequisite courses, please contact the CHP Welcome Center.

Area/Typical Course Title	Minimum Credit
<b>SCIENCE AND MATHEMATICS</b>	
College Algebra	3
Calculus I	3
Biology with Laboratory	4
Anatomy and Physiology I & II with Laboratories	8
Physics I & II with Laboratories (Algebra or Calculus based)	8
Medical Terminology	3
Computer Science	3
Chemistry with Laboratory	4
Additional Mathematics (Trigonometry, Linear Algebra, Calculus III, or Different Equations)*	<u>3</u>
	<b>39</b>

## LIBERAL ARTS

English Composition I & II	6
American History or US Government	3
Humanities	<u>3</u>
	12

## SOCIAL SCIENCES

Sociology	3
Psychology	<u>3</u>
	6

## COMMUNICATIONS

Speech Communication	2
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## FINE ARTS

Music, Art, Theater	3
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## UP TO 14 CREDITS FROM RADIATION THERAPY

TRAINING PROGRAM	14
ELECTIVES**	<u>12</u>
TOTAL	<b>88</b>

\*If the applicant has successfully completed any of these courses as the additional mathematics course, the requirement for College Algebra can be waived, and three additional semester credits of electives will be required.

\*\*Successful completion of Radiation Therapy courses from a regional accredited institution may be applied to this elective course work/prerequisite requirement.

## CURRICULUM

The following 46 credits are required in the program:

Course #	Title	Semester Credit
<b>Fall</b>		
MED 4102	Clinical Orientation for Medical Dosimetry	1
MED 4203	Practicum I	2
MED 4301	Cross-Sectional Anatomy for Medical Dosimetry	3
MED 4303	Medical Dosimetry Physics	3
	Elective Approved by Program Director	<u>3</u>
		12
<b>Spring (2)</b>		
MED 4404	Practicum II	4
MED 4304	Treatment Planning	3
MED 4305	Special Programs in Dosimetry	3
MED 4306	Research Special Topics	3
	Elective Approved by Program Director	<u>3</u>
		16
<b>Summer (3)</b>		
MED 4405	Practicum III	<u>4</u>
		4
TOTAL		<b>32</b>

## PROGRAM POLICIES

The following program specific policies and procedures can be found in the student handbook on the program [website](#).

- Acceptable Grades for Progression
- Attendance Policy
- Computer Usage

- CPR Certification
- E-mail
- Examination Protocol
- Grading Scales
- Responsibilities as a UAMS Medical Dosimetry Student
- Social Networking
- Student Behavior and Dress
- Student Supervision in the Clinic and Laboratory
- Student Transportation, Parking, and Clinic Rotation Hours

## PROGRAM COSTS

The total cost of the three semester program can be found on the college [website](#).

Health Insurance is required. Unless otherwise insured, cost of student health insurance varies with plan selected. Information on the student health insurance plans is available at the Campus Life and Student Support Center [website](#).

# MEDICAL LABORATORY SCIENCES – BACHELOR OF SCIENCE DEGREE

## Department of Laboratory Sciences

### Medical Laboratory Sciences Website

#### CHP Welcome Center

College of Health Professions  
University of Arkansas for Medical Sciences  
4301 West Markham Street, #619  
Little Rock, AR 72205

Telephone: (501) 686-5730  
Email: [CHPWelcomeCenter@uams.edu](mailto:CHPWelcomeCenter@uams.edu)

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## THE PROGRAM

The Medical Laboratory Sciences program is a full-time or part-time program with a cohort of 36 students beginning each fall semester. The full-time track requires 17 months to complete either as an on-campus or distance student. The part-time track allows students a maximum of five semesters to complete the program. In addition, the program offers a MLT-to-MLS advanced placement track that is designed for employed medical laboratory technicians (MLTs). Upon completion of the full-time, part-time, or MLT-to-MLS track, a Bachelor of Science in Medical Laboratory Sciences is awarded.

Graduates are eligible to apply for certification examinations given by national agencies and for licensure examinations given by some states. The granting of the B.S. degree is not contingent upon the student's performance on any type of external certification or licensure examination.

The program consists of 70 semester credits of prerequisite course work and 50 credits in the medical laboratory sciences curriculum for a total of 120 credits.

## ACCREDITATION

The program is accredited by the National Accrediting Agency for Clinical Laboratory Sciences, 5600 North River Road, Suite 720, Rosemont, IL 60018. Telephone: (773) 714-8880. Website: [www.naacls.org](http://www.naacls.org).

## APPLICATION PROCEDURES

A minimum grade point average of 2.50 is required in the science/math courses. All application material must be received by **May 15** to be considered for admission. The early application deadline is March 1. Early acceptance is contingent upon satisfactory completion of remaining prerequisites. The criteria for *Early Acceptance for Academic Achievement* are: (a) completed application on file; (b) 65 credits including a minimum of 12 credits of required biology courses, 8 credits of required chemistry courses, 3 credits of required math, and a 3.0 or higher math/science and overall GPA; and (c) a satisfactory advisory session. Send all requested materials to the CHP Welcome Center.

Applicants must provide:

1. **Application for Admission:** The application is required and is available on the CHP [website](#).
2. **Application Fee:** A non-refundable application fee of \$40.00 is required and must accompany the application.
3. **Official Transcripts:** Arrange for each college or university you have attended to forward an official transcript of your course work. A minimum GPA of 2.50 is required in science/mathematic courses as well as the core curriculum courses.
4. **Advising Session:** Qualified applicants are contacted to arrange an advising session after receipt of application and all official transcripts. This session will be scheduled during the spring semester.
5. **TOEFL scores as applicable.** See International Applicants in the Admissions/Academic Information section of this catalog.

## ADMISSION FACTORS

Admission to the medical laboratory sciences program is competitive and based on the following factors:

- Academic achievement
- Academic aptitude
- Leadership and professionalism
- Written and oral communication

## PREREQUISITES

A minimum of 70 credits are required from a regionally accredited college or university and must fulfill all College requirements regarding the acceptance of transfer credit. Only courses with a grade of "C" or better are accepted to meet prerequisite course requirements. Students are eligible for the MLS program after completing 64 credits, including all of the science and mathematics requirements. However, upon acceptance into the program, an additional 6 credits of core curriculum must be listed on the student's degree plan.

Area/Typical Course Title	Minimum Semester Credit
<b>CORE CURRICULUM</b>	
English Composition	6
History of Civilization/World History	3
American History or National Government	3
Social Science [Psychology, Sociology, Anthropology, Geography, or Economics]	6
Speech Communication	3
Fine Arts [Art (including Architecture and Film) Music, or Theatre Art] <sup>1</sup>	3
Humanities [Philosophy, Political Science, Literature, or Humanities] <sup>2</sup>	3
Electives <sup>3</sup>	<u>16</u>
	43
<b>SCIENCE AND MATHEMATICS REQUIREMENTS</b>	
Biological/Health Science: <sup>4</sup>	
Biology Electives	8
Anatomy & Physiology (or Physiology)	4
Microbiology	4
General Chemistry	8
College Algebra (or higher level mathematics)	<u>3</u>
	<u>27</u>
<b>TOTAL</b>	<b><u>70</u></b>

<sup>1</sup>The Fine Arts requirement cannot be fulfilled with a studio course.

<sup>2</sup>Humanities requirements may be selected from the courses in the subject areas of philosophy, political science, literature and the humanities. The course in National Government, if selected to meet the US History/National Government requirement, cannot also be used to meet the Humanities requirement in Political Science. Acceptable courses in literature must be broad survey courses; world literature is especially recommended.

<sup>3</sup>Recommended electives include introductory courses in Computer Science, Statistics, Management, Genetics, Organic Chemistry, Biochemistry, and Quantitative Analysis.

<sup>4</sup>To include not more than 4 credits of botany.

Chemistry and Biology/Health Science courses must be suitable for majors in those disciplines and must include laboratory credit in required courses. Other courses may fulfill the program's requirements. Contact the department for course approval. CLEP credits are not acceptable to fulfill chemistry and biological science requirements.

## PROFESSIONAL CURRICULUM

The following 50 credits are required in the program curriculum:

Course #	Title	Credit
<b>Fall</b>		
MET 3110	Body Fluids Laboratory	1
MET 3113	Current Topics in Medical Laboratory Sciences	1
MET 4114	Parasitology	2
MET 4212	Hematology Laboratory	2
MET 4223	Body Fluids	2
MET 4311	Immunology and Virology	3
MET 4312	Hematology	<u>3</u>
		14
<b>Spring</b>		
MET 4116	Immunohematology Laboratory	1
MET 4117	Molecular Diagnostics Laboratory	1

MET 4215	Clinical Microbiology Laboratory	2
MET 4217	Molecular Diagnostics	2
MET 4315	Clinical Microbiology	3
MET 4316	Immunohematology	3
MET 4514	Clinical Chemistry	<u>5</u>
		17
<b>Fall</b>		
MET 4120	Phlebotomy (Lecture, Laboratory, and Internship)	1
MET 4134	Laboratory Medicine Seminar	1
MET 4135	Laboratory Medicine Case Studies Seminar	1
MET 4138	Laboratory Management	1
MET 4145	Immunology Internship	1
MET 4200	Internship Preparation	2
MET 4314	Chemistry Internship	3
MET 4332	Hematology Internship	3
MET 4335	Microbiology Internship	3
MET 4341	Blood Bank Internship	<u>3</u>
		19
<b>TOTAL</b>		<b><u>50</u></b>

A letter grade of "C" or better is required for the student to progress in the program.

**MLT-to-MLS Distance Learning Program:** The MLT-to-MLS Distance Learning program allows medical laboratory technicians with an associate degree who are registered by the American Society for Clinical Pathologists (ASCP) or certified by the National Certification Agency for Medical Laboratory Personnel, Inc. (NCA) to complete the B.S. degree in Medical Laboratory Sciences in three years through a combination of distance education and concentrated laboratory and advanced clinical laboratory experiences. To be eligible for the program, students must submit proof of certification or registration from one of the above agencies.

MLTs are eligible for the MLS program after completing 79 credits including all of the following courses: 8 credits of college and/or clinical chemistry; 8 credits biology electives or suitable MLT courses; 4 credits anatomy & physiology, or suitable MLT course; 4 credits microbiology or clinical microbiology; and 3 credits college algebra. An additional 6 credits of core curriculum may be completed after enrolling in the program and prior to graduation. The core curriculum must include: 6 credits English composition, 6 credits history of civilization or world history, 3 credits American history, 6 credits social science, 2 credits speech communication, 3 credits fine arts and 3 credits humanities. Students may complete the courses at any regionally accredited college or university.

The MLT-to-MLS curriculum requires 42 credits of upper level MLS courses. In addition, all students are required to attend concentrated advanced skills laboratory courses on the UAMS campus in Little Rock. The laboratory sessions are conducted in one to three day sessions each spring and/or summer.

After completing the courses listed above, students will progress to advanced clinical laboratory internships. MLTs will demonstrate MLS level clinical skill competencies in

approved clinical laboratories. Additional selected experiences in clinical laboratories located in Little Rock may be required to provide advanced procedures and techniques.

**Distant Education Track:** The first year of the 17 month program includes course work (lectures and laboratory exercises) using distance education technology. The first-year student is required to complete on-campus laboratory sessions mid-semester and during the final two weeks of the fall and spring semesters. During the final six months of the program, students complete an internship at a program-approved clinical affiliation site.

## **PROGRAM POLICIES**

The following program specific policies and procedures can be found on the program [website](#).

- Acceptable Grades for Progression
- Application Procedures
- Essential Functions
- Outcomes
- Program Goals
- Program Tracks

## **PROGRAM COSTS**

The total cost of the three semester program can be found on the college [website](#).

Health Insurance is required. Unless otherwise insured, cost of student health insurance varies with plan selected. Information on the student health insurance plans is available at the Campus Life and Student Support Center [website](#).



# NUCLEAR MEDICINE ADVANCED ASSOCIATE – MASTER OF IMAGING SCIENCES DEGREE

## Department of Imaging and Radiation Sciences

Nuclear Medicine Advanced Associate [Website](#)

### CHP Welcome Center

College of Health Professions  
University of Arkansas for Medical Sciences  
4301 West Markham Street, #619  
Little Rock, AR 72205

Telephone: (501) 686-5730  
Email: [CHPWelcomeCenter@uams.edu](mailto:CHPWelcomeCenter@uams.edu)

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## THE PROGRAM

The Nuclear Medicine Advanced Associate (NMAA) program, is offered through an educational consortium formed by the UAMS in cooperation with the Georgia Regents University (GRU) in Augusta, Georgia; Saint Louis University (SLU) in St. Louis, Missouri; and University of Missouri at Columbia (UMC). UAMS is the degree-granting institution and administers this three-state, four-institution collaborative. The four institutions, each of which currently offers a bachelor's degree in nuclear medicine technology, cooperatively participate in curriculum development, course instruction, and the supervision and assessment of NMAA interns.

The NMAA program is designed for both part-time and full-time distance students and is delivered using a combination of online instruction and clinical instruction at facilities affiliated with UAMS and the consortium partners. The professional curriculum is based on competencies approved by the Society of Nuclear Medicine and Molecular Imaging (SNMMI).

Graduates will be eligible for the national NMAA credentialing examination administered by the Nuclear Medicine Technology Certification Board (NMTCB). Students must have successfully completed all NMAA degree requirements to be eligible for the certification examination. Successful completion of the program does not itself insure certification.

NMAA graduates are advised that credentialing requirements for NMAAs may vary by location. Some states, for example, may require that NMAAs be registered by the NMTCB, licensed in accordance with state regulations, and/or granted practice privileges in writing at each facility for specific procedures to be performed. Accordingly, successful completion of the UAMS NMAA program does not in itself assure compliance with specific state practice requirements.

## APPLICATION PROCEDURES

The program may begin in any semester. Applications postmarked by **June 1** will be considered for fall semester; by **November 1**, for spring semester; and by **March 1**, for summer semester. The forms specific to the program may be found on the program's website. Send all requested materials to the CHP Welcome Center. Applicants must provide:

1. **Application for Admission:** The application is required and is available on the CHP [website](#).
2. **Application Fee:** A non-refundable application fee of \$40.00 is required and must accompany the application.
3. **Official Transcripts:** Arrange for each college or university you have attended to forward an official transcript of your course.
4. **Graduate Record Examination (GRE):** Scores (from an examination taken within five years of the date of application to the NMAA program) must be sent directly from GRE. Use GRE code number 6146 to have scores sent directly to the College of Health Professions.
5. **Preceptor and Affiliate Agreement Forms:** One Preceptor Agreement Form completed by a nuclear medicine physician or radiologist who is willing to serve as the applicant's clinical preceptor must be submitted. An Affiliate Agreement form to be completed by the clinical facility will be provided upon receipt of the preceptor form. Information about the role of the physician preceptors and the Preceptor Agreement Form is available on the program website under Application Procedures.
6. **Reference Forms:** Two completed reference forms, one of which must come from a current supervisor, must be submitted.
7. **Professional Certification:** Evidence of current certification in nuclear medicine technology by the Nuclear Medicine Certification Board (NMTCB), the American Registry of Radiologic Technologists (ARRT), or the Canadian Association of Medical Radiation Technologists (CAMRT) must be submitted.
8. **Advanced Cardiac Life Support (ACLS):** Evidence of current ACLS certification must be provided.
9. **Post-Certification Clinical Experience:** Evidence of completion of a minimum of two years of full-time equivalent clinical experience in imaging sciences following certification must be provided. This experience must have been completed within the past three years. Teaching experience in an accredited nuclear medicine program may be submitted for consideration in meeting this requirement.

10. **Letter of Interest:** A personal statement or letter of interest, including one's professional goals is required. The statement is intended to allow applicants an opportunity to provide in narrative form any information that they believe would be useful to the admissions committee but may not have been included in any other documentation. The statement should be approximately 500-700 words in length.
11. **Interview:** Qualified applicants must present themselves for an interview, if invited. The interview may be in person at UAMS, UMC, GRU, or SLC, or may take place by telephone or audio conference. Interviews will be scheduled by the NMAA program director.
12. **TOEFL scores as applicable.** See International Applicants in the Admissions/Academic Information section of this catalog.

## ADMISSION FACTORS

Admission to the program is competitive and based on the following factors:

- Academic achievement
- Academic aptitude
- Written and oral communication
- Professional experience
- Career goals

## TRANSFER CREDIT

Up to six hours of graduate credit from another accredited graduate program in the United States will be accepted, provided the grades are "B" or better and the subjects are acceptable to the program director and department chairman as part of the student's degree plan.

## PREREQUISITES

Bachelor's degree from a regionally accredited college or university and certification by the NMTCB, ARRT, or CAMRT.

## CURRICULUM

Students are required to complete a minimum of 41 credits. The NMAA program is designed to be completed in five semesters and may be taken at sites distant from the main UAMS, SLU, GRU, or UMC campuses. A flexible degree plan starting in any semester and extending the program up to a maximum of five years may be arranged, although students are strongly encouraged to complete the program in nine or fewer semesters. The clinical internship courses must be completed in consecutive semesters with at least one didactic course per semester. Applicants will develop individualized degree plans with the program director when they accept admission. The courses include:\*

Course #	Title	Semester	Credit
MIS 5311	Patient Assessment		3
MIS 5315	Statistics & Research Methods		3
MIS 5321	Clinical Pharmacology		3
MIS 5413-N	Clinical Internship I		4
MIS 5423-N	Clinical Internship II		4
MIS 6341-N	Pathophysiology & Clinical Correlation		3
MIS 6351	Healthcare Systems in America		3
MIS 6433-N	Clinical Internship III		4
MIS 6443-N	Clinical Internship IV		4
MIS 6453-N	Clinical Internship V		4
MIS 6V31	Research Project I		3
MIS 6V42	Research Project II (optional)		1-3
Elective Approval of NMAA program director required			3
<b>TOTAL</b>			<b>41-44</b>

\*Course requirements are subject to change.

## PROGRAM POLICIES

The following program specific policies and procedures can be found in the student handbook on the program [website](#).

- Acceptable Grades for Progression
- Attendance Policy
- Computer Usage
- CPR Certification
- E-mail
- Examination Protocol
- Grading Scales
- Requesting Extra Clinic Time
- Responsibilities as a UAMS Nuclear Medicine Advanced Associate Student
- Student Behavior and Dress
- Student Supervision in the Clinic and Laboratory
- Student Transportation, Parking, and Clinic Rotation Hours

## PROGRAM COSTS

The total cost of the five semester program can be found on the college [website](#).

Health Insurance is required. Unless otherwise insured, cost of student health insurance varies with plan selected. Information on the student health insurance plans is available at the Campus Life and Student Support Center [website](#).

# NUCLEAR MEDICINE IMAGING SCIENCES – BACHELOR OF SCIENCES DEGREE

## Department of Imaging and Radiation Sciences

Nuclear Medicine Imaging Sciences [Website](#)

### CHP Welcome Center

College of Health Professions  
University of Arkansas for Medical Sciences  
4301 West Markham Street, #619  
Little Rock, AR 72205

Telephone: (501) 686-5730

Email: [CHPWelcomeCenter@uams.edu](mailto:CHPWelcomeCenter@uams.edu)

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## THE PROGRAM

The nuclear medicine imaging sciences program is a full-time distance education program with one cohort of 40 students beginning each fall semester. The program consists of two semesters (fall/spring) with an intervening summer session. The program consists of 80 semester credits of prerequisite course work and 40 credits in the program for a total of 120 credits. Graduates receive a bachelor of science degree in Nuclear Medicine Imaging Sciences.

## ACCREDITATION

The program is accredited by the Joint Review Committee on Educational Programs in Nuclear Medicine Technology (JRCNMT), 2000 W. Danforth Road, Suite 130 #203, Edmond Oklahoma 73003. Telephone: (405) 285-0546. E-mail: [jrcnmt@coxinet.net](mailto:jrcnmt@coxinet.net).

## CERTIFICATION AND LICENSURE

Successful completion of all program requirements qualifies the graduate to apply for certification examinations given by the Nuclear Medicine Technologists Certification Board (NMTCB) or the American Registry of Radiologic Technologists (ARRT). Successful completion of the program does not itself ensure certification or registration. Each student is responsible for familiarizing himself/herself with the applicable certification and registration requirements.

## APPLICATION PROCEDURES

For first consideration, all application materials must be received by **March 1**. Application materials received after this date will be considered only if the class has not been filled. Applicants must provide:

1. **Application for Admission:** The application is required and is available on the CHP [website](#).
2. **Application Fee:** A non-refundable application fee of \$40.00 is required and must accompany the application.
3. **Official Transcripts:** Arrange for each college or university you have attended to forward an official transcript of your course work. A minimum GPA of 2.50 is required for all math and science requirements and a minimum overall GPA of 2.50 is required to apply for

admission. Have transcripts sent to the CHP Welcome Center.

4. **References:** Reference forms will be sent via e-mail upon receipt of the application form. References from three persons qualified to judge your promise of success in the program are required.
5. **Professional Observation Form:** Observation form will be sent via e-mail upon receipt of the application form. The required form must be completed by a certified nuclear medicine technologist. At least 6 observation hours in a nuclear medicine department must be documented and the completed form must be submitted to the department before the deadline.
6. **FERPA:** A FERPA form will be sent to applicants via e-mail upon receipt of the application form. The completed form must be submitted to the department before the deadline.
7. **Interview:** Qualified applicants will be contacted after the admission deadline to arrange a required interview.
8. **Essay:** The submission of a confidential biographical statement is required. More information will be sent via e-mail upon receipt of the application form.
9. **TOEFL scores as applicable.** See International Applicants in the Admissions/Academic Information section of this catalog.

## ADMISSION FACTORS

Admission to the nuclear medicine imaging sciences program is competitive and based on the following factors:

- Academic achievement
- Math and science aptitude
- Written and oral communication

## PREREQUISITES

The following 80 credits, of which at least 6 must be upper level, are required for admission. All listed courses are required from a regionally accredited post-secondary academic institution, and must fulfill all College requirements regarding acceptance of transfer credit. If in doubt of the suitability of the following prerequisite courses, please contact the CHP Welcome Center.

Area/Typical Course Title	Minimum Credits
<b>SCIENCE AND MATH</b>	
Human Anatomy and Physiology with Laboratory <sup>2</sup>	8
General Chemistry I <sup>3</sup> or CHP 2401 Chemistry for the Health Professions	4
General Physics I <sup>4</sup>	4
College Algebra	3
Biological Sciences or Microbiology <sup>5</sup> or CHP 2402 Biological Sciences for Health Professions	<u>4</u> 23
<b>COMMUNICATIONS</b>	
Speech or Oral Communications <sup>1</sup>	3
<b>LIBERAL ARTS</b>	
English Composition I	3
English Composition II	3
American History or National Government <sup>1</sup>	<u>3</u> 9
<b>FINE ARTS</b>	
Art, Music or Theatre Art <sup>1</sup>	3
<b>HUMANITIES</b>	
Philosophy, Political Science, Literature, or Humanities <sup>1</sup>	3
<b>SOCIAL SCIENCES</b>	
Psychology, Sociology, Anthropology, Geography, or Economics <sup>1</sup>	6
<b>LOWER LEVEL ELECTIVES<sup>1</sup></b>	27
<b>UPPER LEVEL ELECTIVES<sup>1</sup></b>	<u>6</u>
<b>TOTAL</b>	<b>80</b>

<sup>1</sup>Up to 9 SC of course work indicated may be taken as co-requisites. Those applicants who have completed 80 SC or more of the preprofessional curriculum prior to enrollment will have priority in admission decisions.

<sup>2</sup>Course work must cover all body systems and include laboratory credit.

<sup>3</sup>Course work must include laboratory credit. Chemistry courses designed specifically for nursing and other allied health technology students may meet this requirement; however, overview or preparatory chemistry courses will not.

<sup>4</sup>Course work must be algebra-based, at a minimum, and include a laboratory section for credit. Physics courses completed in radiography programs may be considered as substitutes.

<sup>5</sup>Biology courses taken as prerequisites to the human anatomy and physiology courses will satisfy this requirement.

## CURRICULUM

The courses are conducted via distance education, primarily through the Internet, by faculty at UAMS. Clinical education is conducted at a variety of clinical affiliates in Fayetteville, Jonesboro, Little Rock, Rogers, Springdale, and Texarkana, Arkansas; Baton Rouge, Louisiana; Dallas and Tyler, Texas; Springfield, Missouri; and Tulsa, Oklahoma. The number and location of clinical affiliates may change.

The following 40 credits are required in the program.

Course #	Title	Credits
<b>Fall</b>		
CHP 3101	Legal and Ethical Issues for Allied Health Professionals	1
NMIS 4115	Radiopharmacy I	1
NMIS 4116	Journal Review and Research Methods	1
NMIS 4211	Introduction to Nuclear Medicine	2
NMIS 4213	Nuclear Physics	2
NMIS 4214	Instrumentation I	2
NMIS 4312	Clinical Procedures and Diagnosis I	3
NMIS 4517	Clinical Internship I	<u>5</u> 17
<b>Spring</b>		
CHP 3102	Health Care Management Issues for Allied Health Professionals	1
NMIS 4221	Health Physics	2
NMIS 4223	Instrumentation II	2
NMIS 4224	Radiation Biology	2
NMIS 4225	Radiopharmacy II	2
NMIS 4322	Clinical Procedures and Diagnosis II	3
NMIS 4524	Clinical Internship II	<u>5</u> 17
<b>Summer</b>		
NMIS 4242	CT Physics and Instrumentation	2
NMIS 4431	Clinical Internship III	<u>4</u> 6
<b>TOTAL</b>		<b>40</b>

A grade of "D" or "F" or a mark of "U" or "NC" in a professional course is not acceptable for progression to the next semester, nor is it acceptable for graduation if it occurs in the last semester of the program.

## PROGRAM POLICIES

The following program specific policies and procedures can be found in the student handbook on the program [website](#).

- Acceptable Grades for Progression
- Attendance Policy
- Computer Usage
- CPR Certification
- E-mail
- Examination Protocol
- Grading Scales
- Requesting Extra Clinic Time
- Responsibilities as a UAMS Nuclear Medicine Imaging Sciences Student
- Student Behavior and Dress
- Student Supervision in the Clinic and Laboratory
- Student Transportation, Parking, and Clinic Rotation Hours

## PROGRAM COSTS

The total cost of the five semester program can be found on the college [website](#).

Health Insurance is required. Unless otherwise insured, cost of student health insurance varies with plan selected. Information on the student health insurance plans is available at the Campus Life and Student Support Center [website](#).

# OPHTHALMIC MEDICAL TECHNOLOGY – BACHELOR OF SCIENCES DEGREE

## Department of Ophthalmic Technologies

### Ophthalmic Medical Technology Website

#### CHP Welcome Center

College of Health Professions  
University of Arkansas for Medical Sciences  
4301 West Markham Street, #619  
Little Rock, AR 72205

Telephone: (501) 686-5730

Email: [CHPWelcomeCenter@uams.edu](mailto:CHPWelcomeCenter@uams.edu)

## THE PROGRAM

The ophthalmic medical technology program is a full-time, day program with one cohort of four students beginning each fall semester. The 24 months program consists of four fall/spring semesters and two summer semesters.

Upon successful completion of all program requirements the student qualifies to apply to take the national certification examination. The Joint Commission on Allied Health Personnel in Ophthalmology (JCAHPO) grants permission for ophthalmic medical technology students to apply for and begin the certification process prior to graduation. Students are required to take the Certified Ophthalmic Medical Technologist (COMT) certification examination in their final semester. The program's mission, goals, and competencies/learning outcomes can be found on the department website.

The Bachelor of Science in Ophthalmic Medical Technology consists of 51 semester credits of prerequisite course work and 69 credits in the ophthalmic medical technology curriculum for a total of 120 credits.

## ACCREDITATION

The program is accredited by the Commission on Accreditation of Ophthalmic Medical Programs, 2025 Woodlane Drive, St. Paul, Minnesota 55125. Telephone: (651) 731-7245. Website: [www.coa-omp.org/](http://www.coa-omp.org/).

## APPLICATION PROCEDURES

The deadline for submitting completed applications is **May 15**. Early consideration will be given to those who have submitted complete applications by **April 15**. Applications must be received by **May 15** to be assured of consideration for admission. In the event the class is not filled from those applicants, the application deadline may be extended to as late as August 1. Send all requested materials to the CHP Welcome Center. Applicants must provide:

1. **Application for Admission:** The application is required and is available on the CHP website.
2. **Application Fee:** A non-refundable application fee of \$40.00 is required and must accompany the application.
3. **Official Transcripts:** Arrange for each college or university you have attended to forward an official

transcript of your course work. A minimum prerequisite GPA of 2.25 is required in the prerequisite courses to apply for admission.

4. **Professional Observation Form:** A professional observation form signed by an eye doctor or ophthalmic medical technician that documents at least 2 observation hours in an eye clinic must be submitted before the deadline. Contact the department at (501) 526-5880 or at [OMT@uams.edu](mailto:OMT@uams.edu) to schedule a professional observation or to obtain the professional observation form.
5. **Interview:** Qualified applicants are contacted to arrange an interview after receipt of application and all official transcripts.
6. **TOEFL scores as applicable.** See International Applicants in the Admissions/Academic Information section of this catalog.

## ADMISSION FACTORS

Admission to the ophthalmic medical technology program is competitive and based on the following factors:

- Academic achievement
- Math and science aptitude
- Written and oral communication

## PREREQUISITES

The following 51 credits are required from a regionally accredited college or university and must fulfill all College requirements regarding the acceptance of transfer credit. While students are strongly encouraged to complete all 51 credits prior to enrollment, students lacking up to 8 credits of the 51 prerequisite credits may be considered for admission with the understanding that all prerequisite courses will be completed within one year of entry into the program. If in doubt of the suitability of the following prerequisite courses, please contact the CHP Welcome Center.

Area/Typical Course Title	Minimum Credit
Science	
Biology	4
Principles of biology course with laboratory	

<b>Anatomy &amp; Physiology</b>	4-6
Course/courses with laboratory that covers all body systems*	
<b>Microbiology</b>	
One semester course with a laboratory	4
<b>Chemistry</b>	
Principles of chemistry course	3
<b>Physics</b>	
General physics course with a laboratory	4
<b>Mathematics</b>	
College Algebra or higher mathematics	<u>3</u>
	22-24
<b>LIBERAL ARTS</b>	
<b>English Composition</b>	
Two-semester sequence of English Composition	6
<b>History</b>	
History of the United States or National Government	3
History of Civilization (one semester course on world history)	3
<b>Fine Arts</b>	
Music, Art, Theater	3
<b>Humanities</b>	
Philosophy, Political Science, Literature, or Humanities	3
<b>Social Science</b>	
<b>Psychology</b>	
General Psychology	3
<b>Sociology</b>	
Introduction to Sociology	3
<b>Communications</b>	
<b>Speech Communication</b>	
Fundamentals of Speech or Speech Communication	<u>3</u>
	<u>27</u>
<b>TOTAL</b>	<b>49-51</b>

\*A single 4 credit anatomy & physiology course covering all body systems must be preapproved by the OMT department. If approved, 2 credits of elective coursework must be completed in order to meet the 120 credit program requirement.

Science courses must be suitable for majors in those disciplines and must include laboratory credit in required courses. Other courses may fulfill the program's requirements. Contact the CHP Welcome Center for course approval. If completed seven or more years prior to application, knowledge should be updated by taking appropriate current courses in Microbiology. CLEP credits are not acceptable to fulfill biological science requirements.

Marks of Pass/Credit will be considered grades of C and marks of Fail/No Credit will be considered grades of F for admission purposes.

Fulfillment of the prerequisite does not assure admittance into the professional program (please see Application Procedures).

## CURRICULUM

The following 69 SC are required in the professional program:

Course #	Title	Credit
<b>Year 1</b>		
<b>Fall</b>		
OPH 3201	General Medical Knowledge & Terminology	2
OPH 3202	Introduction to Ophthalmic Technology, Medical Law, & Ethics	2
OPH 3203	Ocular Anatomy & Physiology	2
OPH 3204	Optics I	2
OPH 3101	Clinical Skills Laboratory I	1
OPH 3510	Clinical Practicum I	<u>5</u>
		14
<b>Spring</b>		
OPH 3105	Clinical Skills Laboratory II	1
OPH 3206	Optics II	2
OPH 3207	Contact Lenses/Opticianry	2
OPH 3208	Ophthalmic Pharmacology	2
OPH 3209	Ocular Motility I	2
OPH 3611	Clinical Practicum II	<u>6</u>
		15
<b>Summer</b>		
OPH 3106	Clinical Skills Laboratory III	1
OPH 3412	Clinical Practicum III	<u>4</u>
		5
<b>Year 2</b>		
<b>Fall</b>		
OPH 4201	Ocular Motility II: Abnormalities of Binocular Vision	2
OPH 4202	Survey of Eye Diseases	2
OPH 4303	Special Testing	3
OPH 4204	Ophthalmic Photography & Angiography	2
OPH 4207	Advanced Concepts in Ophthalmology	2
OPH 4101	Clinical Skills Laboratory IV	1
OPH 4510	Clinical Practicum IV	<u>5</u>
		17
<b>Spring</b>		
OPH 4205	Ocular Emergencies & Oculoplastics	2
OPH 4108	CPR	1
OPH 4306	Special Topics	3
OPH 4309	Ophthalmic Surgical Assisting	3
OPH 4511	Clinical Practicum V	<u>5</u>
		14
<b>Summer</b>		
OPH 4412	Clinical Practicum VI	4
		<u>4</u>
<b>TOTAL</b>		<b>69</b>

A grade of "F" or a mark of "U" or "NC" is not acceptable for progression to the next semester, nor is it acceptable for graduation if it occurs in the last semester of the program. A grade of "D" in the following professional courses is not acceptable for progression to the next semester, nor is it acceptable for graduation if it occurs in the last semester of the program: Clinical Practicum II (OPH 3611), Clinical Practicum III (OPH 3412), Clinical Practicum IV (OPH 4510), Clinical Practicum V (OPH 4511), and Clinical Practicum VI (OPH 4412). A first semester student who passes all courses but achieves a CGPA of less than 2.0 will be allowed to progress on probation to the second semester if he/she has achieved a CGPA of at least 1.8 in the professional courses. A student in subsequent semesters must maintain a GPA of not less than 2.0 for all courses taken since entering the program.

## **PROGRAM POLICIES**

The following program specific policies and procedures can be found in the student handbook on the department [website](#):

- Alternative Clinical Activities
- Attendance Regulations
- Change of Address and/or Name Responsibility
- Changes in Policy
- Conduct and Ethics
- Correspondence between Students and Faculty
- Incidents in the Clinical Agency
- National Credentialing
- Outside Employment
- Policy on Working
- Procedure for Readmission to the Ophthalmic Medical Technology Program
- Professional Development and Service
- Program Outcomes Assessment Plan
- Release of Student Information
- Student Appeals
- Uniform Policy for Clinical Practice

## **PROGRAM COSTS**

The total cost of the six semester program can be found on the college [website](#).

Health Insurance is required. Unless otherwise insured, cost of student health insurance varies with plan selected. Information on the student health insurance plans is available at the Campus Life and Student Support Center [website](#).





Dental Hygienist	Patient Care Technician
Dietician	Peace Corp Volunteer
Emergency Room Technician	Phlebotomist
Home Health Aide	Physical Therapist
Hospice Volunteer	Physical Therapist Assistant
Licensed Practical Nurse	Radiologist Technologist
Medical Assistant	Registered Nurse
Medical Corpsman	Respiratory Therapist
Nursing Assistant/Aide	Surgical Technology
Occupational Therapist	

Direct patient care is defined as actively working with patients and having a direct influence of care on a specific patient. Example activities include eliciting histories, taking vital signs, drawing blood, performing procedures, etc. While shadowing a PA or physician is highly recommended to gain a better understanding of the medical profession, shadowing cannot count towards direct patient care.

- Supplemental Application:** A PA Program application is required and is available on the CHP [website](#).
- Supplemental Application Fee:** A non-refundable application fee of \$40.00 is required and must accompany the supplemental application.
- Interview:** The most qualified applicants will be contacted for an on-campus interview.

Admission to the UAMS PA Program is a highly selective and competitive process. Selection is based on a combination of academic performance (GPAs and GRE), quality of direct patient care experience, letters of recommendation, personal narratives and performance during the interview.

## ADMISSION FACTORS

Admission to the physician assistant program is competitive and based on the following factors:

- Academic achievement
- Academic aptitude
- Quality of direct patient care experience
- Personal/professional endorsement
- Career goals
- Written and oral communication

## PREREQUISITES

The following 44 credits are required for admission:

Prerequisite Course Work	Minimum Credits
General/Principles of Biology I and II with Laboratory*	8
Human Anatomy with Laboratory**	4
Human Physiology with Laboratory	4
Microbiology with Laboratory	4
Medical Genetics/Genetics	3
General Chemistry I and II with Laboratory	8
Organic Chemistry I with Laboratory	4

General Psychology	3
Abnormal Psychology	3
Biostatistics or Statistics	3
<b>TOTAL</b>	<b>44</b>

\*If General Biology II is unavailable at the educational institution of attendance, General Zoology with Laboratory or Cell Biology with Laboratory may be substituted.

\*\*A combined full year Anatomy and Physiology I and II with laboratories will meet this requirement.

Only grades of C or higher are acceptable for all prerequisite coursework.

Anatomy, Physiology, and Microbiology must be completed within the last seven years at time of matriculation.

Survey courses do not meet the prerequisite requirements. Online courses are permitted for prerequisite courses but not for the laboratory component of the course.

No transfer credits are accepted from other degree programs or physician assistant programs. There is no advanced standing permitted in the PA program. Required prerequisite course work graded as Pass/Fail or credit obtained by CLEP Examination or Advanced Placement (AP) will not be accepted.

All prerequisite course work must be obtained from a regionally accredited institution in the U.S.

## CURRICULUM

The following 128 credits are required in the program and designed to be completed in 28 months.

### Didactic Phase

Course #	Title	Year 1	Credits
<b>Summer</b>			
PAS 5111	Professional Issues I		1
PAS 5121	Clinical Reasoning I		1
PAS 5131	Patient Communication I		1
PAS 5342	Clinical Physiology		3
PAS 5351	Clinical Pharmacology		3
PAS 5441	PA Gross Anatomy		4
PAS 5591	Physical Assessment		5
			<u>18</u>
<b>Fall</b>			
PAS 5112	Professional Issues II		1
PAS 5122	Clinical Reasoning II		1
PAS 5132	Patient Communication II		1
PAS 5143	Clinical Nutrition		1
PAS 5252	Pharmacotherapy I		2
PAS 5361	Diagnostic Assessment I		3
PAS 5371	Behavioral Medicine		3
PAS 5892	Principles of Medicine I		8
			<u>20</u>
<b>Spring</b>			
PAS 5113	Professional Issues III		1
PAS 5123	Clinical Reasoning III		1
PAS 5253	Pharmacotherapy II		2
PAS 5281	Introduction to Evidence Based Medicine		2
PAS 5362	Diagnostic Assessment II		3
PAS 5372	Emergency Medicine		3
PAS 5893	Principles of Medicine II		8
			<u>20</u>

## Year 2

### **Summer (6 weeks)**

PAS 5114	Professional Issues IV	1
PAS 5144	Medical Genetics	1
PAS 5233	Medical Ethics	2
PAS 5273	Surgical Medicine	2
PAS 5282	Foundations of Evidence Based Medicine	2
PAS 5394	Principles of Medicine III	<u>3</u>
		<u>11</u>
<b>TOTAL DIDACTIC PHASE</b>		<b>69</b>

### **Clinical Phase**

<b>Course #</b>	<b>Title</b>	<b>Credits</b>
PAS 6101	Summative Evaluation	1
PAS 6201	Capstone Project	2
PAS 6321	Elective Rotation I	3
PAS 6322	Elective Rotation II	3
PAS 6511	Family Practice Rotation	5
PAS 6512	Internal Medicine Outpatient Rotation	5
PAS 6513	Internal Medicine Inpatient Rotation	5
PAS 6514	Pediatric Medicine Rotation	5
PAS 6515	Women's Health Rotation	5
PAS 6516	Surgical Medicine Rotation	5
PAS 6517	Emergency Medicine Rotation	5
PAS 6518	Behavioral Medicine Rotation	5
PAS 6519	Orthopedic Medicine Rotation	5
PAS 6520	Geriatric Medicine Rotation	<u>5</u>
<b>TOTAL CLINICAL PHASE</b>		<b><u>59</u></b>
<b>TOTAL PROGRAM</b>		<b>128</b>

### **SERVICE LEARNING**

The program has a service learning requirement that is separate from course work during the didactic phase of the program.

### **PROGRAM POLICIES**

Program specific policies and procedures can be found in the student Entrance Policies and Requirements on the department [website](#).

### **PROGRAM COSTS**

The total cost of the program can be found on the college [website](#).

Health Insurance is required. Unless otherwise insured, cost of student health insurance varies with plan selected. Information on the student health insurance plans is available at the Campus Life and Student Support Center [website](#).

# RADIOLOGIC IMAGING SCIENCES – ASSOCIATE OF SCIENCE DEGREE BACHELOR OF SCIENCE DEGREE

## Department of Imaging and Radiation Sciences

### Radiologic Imaging Sciences Website

#### CHP Welcome Center

College of Health Professions  
University of Arkansas for Medical Sciences  
4301 West Markham Street, #619  
Little Rock, AR 72205

Telephone: (501) 686-5730  
Email: [CHPWelcomeCenter@uams.edu](mailto:CHPWelcomeCenter@uams.edu)

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## THE PROGRAMS

The Radiologic Imaging Sciences program offers two degree options: An Associate of Science in Medical Imaging and a Bachelor of Science in Radiologic Imaging Sciences.

The department has two program sites: Little Rock and Fayetteville (Northwest Campus). Successful completion of the Associate of Science degree program requirements qualifies the student to apply for the national certification examination. Successful completion of the program does not itself insure certification. The program's mission, goals, and competencies/learning outcomes can be found on the department website.

**Associate of Science Degree Option:** The Associate of Science Degree program is a full-time, day program with a cohort of 33 students beginning each fall semester with 23 students in Little Rock and 10 students in Fayetteville. It consists of four fall/spring semesters with one intervening summer session. The program consists of 35 credits of prerequisite course work and 60 credits in the RIS curriculum for a total of 95 credits.

**Bachelor of Science Degree Option:** The Bachelor of Science in Radiologic Imaging Sciences consists of the same 35 semester credits of prerequisite course work and successful completion of an Associate of Sciences in Medical Imaging or Associate of Applied Science in Radiologic Technology. Students with an Associate of Science in Medical Imaging from UAMS are required to successfully complete 25 credits in the BS degree completion program. Students with an Associate of Applied Science in Radiologic Technology from a different accredited college or university are required to successfully complete 32-40 credits in the BS degree completion program. Many of these courses are offered online. Students who completed a non-degree certificate/hospital based program and are currently in CE compliance with the ARRT should contact the program director for more information.

## ACCREDITATION

The Associate of Science program is accredited by the Joint Review Committee on Education in Radiologic Technology, 20 N. Wacker Drive, Suite 2850, Chicago, Illinois 60606-3182. Telephone: (312) 704-5300. Website: <http://www.jrcert.org/>.

## APPLICATION PROCEDURES

All application materials must be received by **March 1** to be considered for admission. No applications will be reviewed after this date. Send all requested materials to the CHP Welcome Center. Applicants must provide:

1. **Application for Admission:** The application is required and is available on the CHP website.
2. **Application Fee:** A non-refundable application fee of \$40.00 is required and must accompany the application.
3. **Official Transcripts:** Arrange for each college or university you have attended to forward an official transcript of your course work. A minimum cumulative and prerequisite GPA of 2.50 is required to apply for admission.
4. **Professional Observation Form:** A professional observation form signed by a registered radiographer that documents at least 4 observation hours in a busy radiology department must be sent by the radiographer before the deadline. The form is available on the program website.
5. **Interview:** The most qualified applicants will be contacted after January 31 to arrange an interview.
6. **Essay:** The submission of a written essay is required. More information is sent to the applicant when contacted for an interview.
7. **TOEFL scores as applicable.** See International Applicants in the Admissions/Academic Information section of this catalog.

## ADMISSION FACTORS

Admission to the radiologic imaging sciences program is competitive and based on the following factors:

- Academic achievement
- Understanding of the profession
- Professionalism
- Written and oral communication

## PREREQUISITES

The following 35 credits are required for admission. All listed courses are required from a regionally accredited post-secondary academic institution, and must fulfill all College requirements regarding acceptance of transfer credit. If in doubt of the suitability of the following prerequisite courses, please contact the CHP Welcome Center.

Area/Typical Course Title	Minimum Credit
<b>SCIENCE AND MATHEMATICS</b>	
College Algebra	3
Anatomy and Physiology I with Laboratory	4
Anatomy and Physiology II with Laboratory	4
	<u>11</u>
<b>LIBERAL ARTS</b>	
History of the United States or National Government	3
English Composition I	3
English Composition II	3
(Two-semester sequence of English Composition)	9
<b>FINE ARTS</b>	
Music, Art, Theater	3
<b>HUMANITIES</b>	
Philosophy, Political Science, Literature, or Humanities	3
<b>SOCIAL SCIENCES</b>	
Psychology	3
Sociology	3
	<u>6</u>
<b>COMMUNICATIONS</b>	
Speech or Oral Communication	3
(Fundamentals of Speech or Speech Communication)	
<b>TOTAL</b>	<b>35</b>

Human anatomy and Physiology I and II with laboratories and College Algebra must be completed within seven years prior to admission into the associate degree program only. A course grade of "C" or higher must be achieved to satisfy program prerequisite requirements. Proof of successful completion of course work taken in a semester immediately preceding entry into the program must be presented before registration.

## CURRICULUM

The following 60 credits are required in the Associate of Science degree program.

Course #	Title	Year 1	Semester Credit
<b>Fall</b>			
RAD 2123	Radiographic Procedures I Laboratory		1
RAD 2212	Radiologic Anatomy		2
RAD 2226	Clinic Practicum I		2
RAD 2321	Basic Patient Care		3
RAD 2322	Radiographic Procedures I		3
RAD 2331	Radiation Physics		3
			<u>14</u>
<b>Spring</b>			
RAD 2125	Radiographic Exposure Laboratory		1
RAD 2133	Radiographic Procedures II Laboratory		1

RAD 2234	Radiologic Imaging	2
RAD 2324	Radiographic Exposure	3
RAD 2332	Radiographic Procedures II	3
RAD 2335	Clinic Practicum II	3
		<u>13</u>
<b>Summer</b>		
RAD 3641	Clinic Practicum III	6
		<u>6</u>

<b>Year 2</b>		
<b>Fall</b>		
RAD 3253	Radiographic Procedures III	2
RAD 3351	Special Imaging Procedures	3
RAD 3352	Radiation Protection and Radiobiology	3
RAD 3554	Clinic Practicum IV	5
		<u>13</u>
<b>Spring</b>		
RAD 3213	Radiographic Sectional Anatomy	2
RAD 3262	Quality Management	2
RAD 3461	Radiologic Pathology	4
RAD 3663	Clinic Practicum V	6
		<u>14</u>
<b>TOTAL</b>		<b>60</b>

The following courses are offered in the Bachelor of Science degree completion program.

Course #	Title	Semester Credits
<b>Required Core Imaging Curriculum</b>		
RIS 4381	Geriatric Imaging	3
RIS 4382	Advanced Patient Care	3
RIS 4394	Current Issues in Health Care	3
		<u>9</u>
<b>RIS 4XXX Imaging Electives:</b>		
RIS 4377	Cardiac Interventional I	3
RIS 4378	Cardiac Interventional II	3
RIS 4383	Mammography I	3
RIS 4384	Mammography II	3
RIS 4386	Physics of CT	3
RIS 4387	CT Procedures	3
RIS 4391	Advanced Quality Management	3
RIS 4392	Physics of MRI	3
RIS 4393	MR Procedures	3
RIS 4395	Vascular Interventional I	3
RIS 4396	Vascular Interventional II	3
RIS 4398	Managerial Leadership	3
RIS 4399	Research in the Radiologic Sciences	3
RIS 4579	Cardiac Interventional Practicum	5
RIS 4585	Mammography Clinic Practicum	5
RIS 4588	CT Practicum	5
RIS 4595	MR Clinic Practicum	5
RIS 4597	Vascular Interventional Clinic Practicum	5

## PROGRAM POLICIES

The following program specific policies and procedures can be found in the student handbook on the program [website](#).

- Acceptable Grades for Progression
- Attendance Policy

- Clinical Absence Policies
- Computer Usage
- CPR Certification
- E-mail
- Examination Protocol
- Grading Scales
- Responsibilities as a UAMS Radiologic Imaging Sciences Student
- Social Networking
- Student Behavior and Dress
- Student Supervision in the Clinic and Laboratory
- Student Transportation, Parking, and Clinic Rotation Hours

## **PROGRAM COSTS**

The total cost of the five semester program can be found on the college [website](#).

Health Insurance is required. Unless otherwise insured, cost of student health insurance varies with plan selected. Information on the student health insurance plans is available at the Campus Life and Student Support Center [website](#)

# RADIOLOGIST ASSISTANT – MASTER OF IMAGING SCIENCES DEGREE

## Department of Imaging and Radiation Sciences

### Radiologist Assistant Website

#### CHP Welcome Center

College of Health Professions  
University of Arkansas for Medical Sciences  
4301 West Markham Street, #619  
Little Rock, AR 72205

Telephone: (501) 686-5730

Email: [CHPWelcomeCenter@uams.edu](mailto:CHPWelcomeCenter@uams.edu)

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## THE PROGRAM

The Radiologist Assistant Masters of Imaging Sciences program is designed to prepare diagnostic imaging technologists for careers as advanced practice radiologic health care providers. The MIS degree is designed to accommodate multiple educational tracks as the demand for advanced practitioners in specific modalities emerge, beginning with the Radiologist Assistant (RA). Core courses address educational needs for advanced practice across the imaging disciplines and specific program tracks focus on specialized areas of imaging expertise.

The program is designed to be completed in five consecutive semesters on a full-time basis. A flexible degree plan starting in any semester and extending the program up to a maximum of nine semesters may be arranged, resources permitting; however the five required clinical internship courses must be completed consecutively.

Graduates of the program are eligible to take the national RA credentialing examination administered by the ARRT. The program's mission, goals, and competencies/learning outcomes can be found on the department website.

Students are required to be registered radiographers in CE compliance with the American Registry of Radiologic Technologists (ARRT) and must complete a minimum of 40 semester credits of course work in the program.

The American Society of Radiologic Technologies (ARSRT) provides practice standards and a curriculum model for the academic preparation of RAs.

## ACCREDITATION

The program is officially recognized by the American Registry of Radiologic Technologists (ARRT), 1255 Northland Drive, St. Paul, Minnesota 55120-1155. Telephone: (651) 687-0048. Website: [www.arrt.org](http://www.arrt.org).

## APPLICATION PROCEDURES

The program may begin in any semester. Applications postmarked by June 1 will be considered for fall semester, by November 1 will be considered for spring semester, and by March 1 will be considered for summer semester. Send all requested materials to the CHP Welcome Center. Applicants must provide:

1. **Application for Admission:** The application is required and is available on the CHP [website](#).
2. **Application Fee:** A non-refundable application fee of \$40.00 is required and must accompany the application.
3. **Certification as a Radiologic Technologist by the American Registry of Radiologic Technologists (ARRT):** Submit evidence of current certification in radiography as a radiologic technologist.
4. **Official Transcripts:** Arrange for each college or university attended to forward an official transcript. An earned bachelor's degree, or higher degree, from a regionally accredited college or university is required.
5. **Graduate Record Examination (GRE):** Submit GRE scores (from an examination taken within five years of the date of application to the program. GRE code: 6146.
6. **Advanced Cardiac Life Support (ACLS):** Submit current evidence of satisfactory completion of ACLS that meets American Heart Association requirements, including skills practice and skills testing.
7. **Post-Certification Clinical Experience:** Submit evidence of completion of a minimum of two years of full-time equivalent clinical experience in imaging sciences following certification. This experience must have been completed within the past three years. Teaching experience in an accredited radiologic technology program may be submitted for consideration in meeting this requirement.
8. **Radiology Supervisor References:** Applicants must submit two reference forms completed by their radiology supervisors, including their current supervisor. Reference forms located on program website.
9. **Preceptor and Affiliate Agreement Forms:** Submit at least one Preceptor Agreement Form completed by a radiologist who is willing to serve as the applicant's clinical preceptor. An Affiliate Agreement form to be completed by the clinical facility will be provided upon receipt of the radiologist preceptor form. Information for radiologists about their role as preceptors is available from the department.

10. **Interview:** Qualified applicants must present themselves in person at UAMS for an interview, if requested by the department.
11. **TOEFL scores as applicable.** See International Applicants in the Admissions/Academic Information section of this catalog.

- Responsibilities as a UAMS Radiologist Assistant Student
- Social Networking
- Student Behavior and Dress

## ADMISSION FACTORS

Admission to the program is competitive and based on the following factors:

- Academic achievement
- Academic aptitude
- Written and oral communication
- Professional experience.

## PREREQUISITES

RIS 4381 Geriatric Imaging or its equivalent is a prerequisite course for the undergraduate professional curriculum. Students who have not completed RIS 4381 or its equivalent prior to being accepted into the RA programs must complete the graduate level Geriatric Imaging course (MIS 5281).

## CURRICULUM

The following 40 credits are required in the program.

Course #	Title	Minimum Credits
MIS 5261-R	Pathophysiology & Clinical Correlation I	2
MIS 5262-R	Pathophysiology & Clinical Correlation II	2
MIS 5311	Patient Assessment	3
MIS 5315	Statistics & Research Methods	3
MIS 5321	Clinical Pharmacology	3
MIS 5413-R	Clinical Internship I	4
MIS 5423-R	Clinical Internship II	4
MIS 6351	Healthcare Systems	3
MIS 6433-R	Clinical Internship III	4
MIS 6443-R	Clinical Internship IV	4
MIS 6453-R	Clinical Internship V	4
MIS 6V31	Research Project I	1-3
MIS 6V42	Research Project II (optional)	1-3
Elective(s) (optional)		<u>3</u>
<b>TOTAL MINIMUM</b>		<b>40</b>

## PROGRAM POLICIES

The following program specific policies and procedures can be found in the student handbook on the program [website](#):

- Acceptable Grades for Progression
- Attendance Policy
- Computer Usage
- E-mail
- Examination Protocol
- Grading Scales

## PROGRAM COSTS

The total cost of the five semester Master of Imaging Science degree program can be found on the college [website](#).

Health Insurance is required. Unless otherwise insured, cost of student health insurance varies with plan selected. Information on the student health insurance plans is available at the Campus Life and Student Support Center [website](#).

# RESPIRATORY CARE – BACHELOR OF SCIENCE DEGREE

## Department of Respiratory and Surgical Technologies

### Respiratory Care Website

#### CHP Welcome Center

College of Health Professions  
University of Arkansas for Medical Sciences  
4301 West Markham Street, #619  
Little Rock, AR 72205

Telephone: (501) 686-5730

Email: [CHPWelcomeCenter@uams.edu](mailto:CHPWelcomeCenter@uams.edu)

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## THE PROGRAM

The respiratory care program is available for traditional students entering the profession for the first time as well as for non-traditional, practicing professionals wishing to complete the Bachelor of Science Degree.

**Traditional Program:** Each fall semester, the traditional program admits a full-time and a part time cohort who attend classes during the day. A satellite program is available in Texarkana (AHEC-Texarkana) and Batesville (UACCB) where part-time (8 semesters) and full-time (5 semesters) cohorts are also admitted each fall semester. The number of students in each cohort at each site depends upon clinical slot availability. Second year part-time students and first year full-time students comprise a clinical cohort. There are 24 clinical slots available in Little Rock and six clinical slots available in Texarkana and Batesville. The program consists of 55 semester credits of prerequisites course work and 65 credits in the respiratory care curriculum for a total of 120 credits.

Students are eligible to earn the CRT (Certified Respiratory Therapist) credential and the RRT (Registered Respiratory Therapist) credential prior to graduation. Students also earn credentials in Advanced Cardiac Life Support (ACLS), Pediatric Advanced Life Support (PALS), and Neonatal Resuscitation Program (NRP) as program requirements. Successful completion of all program requirements qualifies graduates to apply for a license to practice in Arkansas. Successful completion of the program does not itself insure licensure.

**Non-Traditional Program - RRT-to-BS Degree:** The non-traditional program has two tracks, both of which may be completed on a part-time or full-time schedule. A thesis track is available for experienced therapists or for those who are preparing for entry into graduate education (26-29 SC). It is offered through on-line courses or by independent study. A clinical track is available for recent graduates of Associate Degree programs (25-36 SC). It includes courses offered online, by interactive video, face-to-face, by independent study and clinical courses. The number of students admitted each summer semester depends upon number and credential level of faculty and clinical slot availability. Ungraded transfer credit is awarded for the RRT credential (up to 40 SC).

## ACCREDITATION

The traditional program is accredited by the Commission on Accreditation for Respiratory Care Education, 1248 Harwood Road, Bedford, Texas 76021-4244. Telephone: (817)-283-2835. Website: [www.coarc.com](http://www.coarc.com).

## APPLICATION PROCEDURES

All application materials must be received by May 15. Applications may be accepted after the deadline depending on class capacity. Applicants are encouraged to apply early, as qualified applicants may receive conditional acceptance prior to May 15. Send all requested materials to the CHP Welcome Center.

1. **Application for Admission:** The application is required and is available on the CHP [website](#).
2. **Application Fee:** A non-refundable application fee of \$40.00 is required and must accompany the application.
3. **Official Transcripts:** Arrange for each college or university you have attended to forward an official transcript of your course work. A minimum cumulative and prerequisite GPA of 2.5 is required to be considered for admission.

All applicants must successfully complete College Algebra and two of the four science prerequisite courses by June 1 of the year of application in order to be considered for admission.

All applicants must successfully complete Human Anatomy and Physiology I and II (8 SC) before the first semester of the program.

Applicants to the full-time traditional program track and to either track of the non-traditional RRT-to-BS degree track must successfully complete all prerequisites before the first semester of the program.

Applicants to the part-time track must successfully complete at least 35 SC of prerequisite course work before the first semester of the program.

Applicants for the traditional program must also provide:

4. **ACT Scores:** Scores must be documented on an official high school transcript or sent directly from ACT.



5. **Professional Observation:** Documentation of observation of and discussion with a practicing professional in the field is required. Contact the program for details.
6. **Testing Results:** Completion of the Health Occupations Admission Examination is required. The cost of the online examination is \$20.00. Contact the program for details.
7. **TOEFL scores as applicable.** See International Applicants in the Admissions/Academic Information section of the catalog.

Applicants for the non-traditional RRT-to-BS degree completion program tracks must also provide:

4. **Proof of RRT Status:** A notarized copy of the RRT certificate must be submitted.
5. **Statement of Career Summary and Goals:** A typewritten statement that summarizes the applicant's career thus far and explains how completion of the BS degree will assist him/her in completion of career goals must be submitted. The submission must include a traditional resume of educational and professional achievements using a chronological or functional format.
6. **Portfolio:** A professional portfolio that documents and articulates skills, abilities and accomplishments must be submitted. Samples of the applicant's work, testimonials, letters of recommendation, degrees, licenses, certifications, awards, honors, descriptions of volunteer/community service and professional development activities may be included, for example. A portfolio is required for applicants to the non-traditional thesis track, only.
7. **TOEFL scores as applicable.** See International Applicants in the Admissions/Academic Information section of the catalog.

## ADMISSION FACTORS

Admission to the traditional respiratory care program is competitive and based on the following factors:

- Academic achievement
- Academic aptitude
- Academic experience
- Math and science achievement

Admission to the non-traditional RRT-to-BS degree completion program as based on the following factors:

- Academic achievement
- Academic experience
- Math and science achievement
- Writing skills
- Depth and breadth of professional involvement
- Career goals

## PREREQUISITES

The following 55 credits are required for admission to the traditional track (full-time or part-time) or the RRT-to-BS degree completion track. All listed courses are required from a regionally accredited post-secondary academic institution, and must fulfill all college requirements regarding acceptance of transfer credit. If in doubt of the suitability of the following prerequisite courses, please contact the CHP Welcome Center.

<b>Area/Typical Course Title</b>	<b>Minimum Semester Credit</b>
<b>SCIENCE* **</b>	
Human Anatomy & Physiology ***	8
Microbiology	4
Chemistry	4
Physics	<u>4</u>
	20
<b>MATHEMATICS</b>	
College Algebra or Higher Level Mathematics	3
Applied Statistics	<u>3</u>
	6
<b>COMMUNICATIONS</b>	
Speech	3
<b>LIBERAL ARTS</b>	
English Composition	6
American History or U.S. Government	3
Medical Terminology	<u>3</u>
	12
<b>FINE ARTS</b>	
Fine Arts	3
<b>HUMANITIES</b>	
Humanities	3
<b>SOCIAL SCIENCES</b>	
Introduction to Psychology	3
Introduction to Sociology	<u>3</u>
	6
<b>ELECTIVES</b>	
	<u>2</u>
<b>TOTAL</b>	<b>55</b>

\*Science courses must be suitable for science or health professions majors and include a laboratory.

\*\*Students admitted to the part-time track must complete the Human Anatomy and Physiology course requirements as described above by the date of registration at UAMS. In addition, completion of at least one of the three other science courses is required.

\*\*\*Anatomy and physiology courses must cover all body systems and include accompanying laboratory sections.

A final grade of "C" or better is required in each of the above courses. Documentation of successful completion is required by the date of registration for the first semester.

Actual course titles may vary among institutions. Consult the department for preprofessional counseling.

Fulfillment of the preprofessional curriculum does not in itself ensure admittance into the professional program (please see Application Procedures and Deadlines).

\*\*\*\*A course in Medical Terminology may be waived for RRT-to-BS applicants.

## CURRICULUM

The following 65 credits are required in the traditional program two-year track (full-time):

		<u>Year 1</u>	
Course #	Title		Credits
<b>Fall</b>			
RES 3113	Equipment and Techniques I Laboratory	1	
RES 3115	Basic Assessment and Diagnosis Laboratory	1	
RES 3116	Pharmacology I	1	
RES 3117	Clinical Practicum I	1	
RES 3314	Basic Assessment and Diagnosis	3	
RES 3411	Cardiopulmonary Anatomy and Physiology	4	
RES 3412	Equipment and Techniques I	<u>4</u>	
		15	
<b>Spring</b>			
RES 3128	Pulmonary Function Testing	1	
RES 3223	Equipment and Techniques II Laboratory	2	
RES 3226	Clinical Practicum II	2	
RES 3322	Equipment and Techniques II	3	
RES 3327	Neonatal Cardiopulmonary Care	3	
RES 3421	Cardio-Respiratory Disorders	<u>4</u>	
		15	
<b>Summer</b>			
RES 3132	Pharmacology II	1	
RES 3231	Clinical Internship I	2	
RES 4133	Patient and Family Centered Care	1	
RES 4330	Research and Evaluation	<u>3</u>	
		7	
		<u>Year 2</u>	
<b>Fall</b>			
RES 4241	Advanced Assessment and Diagnosis	2	
RES 4243	Pediatric Cardiopulmonary Care	2	
RES 4342	Critical Care Practices	3	
RES 4445	Clinical Practicum III	4	
RES 4V40	Legal and Ethical Issues in Health Care	1	
RES 4V44	Scholarship Project	<u>1</u>	
		13	
<b>Spring</b>			
RES 4146	Respiratory Care Education	1	
RES 4250	Integration Project	2	
RES 4255	Respiratory Care Seminar	2	
RES 4355	Leadership and Management	3	
RES 4356	Clinical Internship II	3	
RES 4452	Disease Management	<u>4</u>	
		15	
<b>TOTAL</b>			<b>65</b>

A grade of "D" or "F" or a mark of "U" or "NC" in a professional course is not acceptable for progression to the next semester, nor is it acceptable for graduation if it occurs in the last semester of the program.

The following 65-66 credits are required in the traditional program three-year track (part-time):

		<u>Year 1</u>	
Course #	Title		Credits
<b>Fall</b>			
RES 3116	Pharmacology I		1
RES 3314	Basic Assessment and Diagnosis		3
RES 3411	Cardiopulmonary Anatomy and Physiology		<u>4</u>
			8
<b>Spring</b>			
RES 3124	Introduction to Clinical Practice (optional)		1
RES 3128	Pulmonary Function Testing		1
RES 3421	Cardio-Respiratory Disorders		<u>4</u>
			5-6
<b>Summer</b>			
RES 3132	Pharmacology II		<u>1</u>
			1
		<u>Year 2</u>	
<b>Fall</b>			
RES 3113	Equipment and Techniques I Laboratory		1
RES 3115	Basic Assessment and Diagnosis Laboratory		1
RES 3117	Clinical Practicum I		1
RES 3412	Equipment and Techniques I		<u>4</u>
			7
<b>Spring</b>			
RES 3223	Equipment and Techniques II Laboratory		2
RES 3226	Clinical Practicum II		2
RES 3322	Equipment and Techniques II		3
RES 3327	Neonatal Cardiopulmonary Care		<u>3</u>
			10
<b>Summer</b>			
RES 3231	Clinical Internship I		2
RES 4133	Patient and Family Centered Care		1
RES 4330	Research and Evaluation		<u>3</u>
			6
		<u>Year 3</u>	
<b>Fall</b>			
RES 4241	Advanced Assessment and Diagnosis		2
RES 4243	Pediatric Cardiopulmonary Care		2
RES 4342	Critical Care Practices		3
RES 4445	Clinical Practicum III		4
RES 4V40	Legal and Ethical Issues in Health Care		1
RES 4V44	Scholarship Project		<u>1</u>
			13
<b>Spring</b>			
RES 4146	Respiratory Care Education		1
RES 4250	Integration Project		2
RES 4255	Respiratory Care Seminar		2
RES 4355	Leadership and Management		3
RES 4356	Clinical Internship II		3
RES 4452	Disease Management		<u>4</u>
			15
<b>TOTAL</b>			<b>65-66</b>

A grade of "D" or "F" or a mark of "U" or "NC" in a professional course is not acceptable for progression to the next semester, nor is it acceptable for graduation if it occurs in the last semester of the program.

The following 29-36 credits are required in the non-traditional RRT-to-BS degree completion clinical track:

<b>Course #</b>	<b>Title</b>	<b>Credits</b>
<b>Summer</b>		
RES 3231	Clinical Internship I	2
RES 4131	Patient Care Simulations	1
RES 4133	Patient and Family Centered Care	1
RES 4330	Research and Evaluation	3
		<u>7</u>
<b>Fall</b>		
RES 4146	Respiratory Care Education (fall or spring)	1
RES 4243	Pediatric Cardiopulmonary Care*	0-2
RES 4342	Critical Care Practices*	0-3
RES 4V40	Legal and Ethical Issues in Health Care	1-2
RES 4V44	Scholarship Project	1-2
RES 4V45	Clinical Practicum III*	2-4
		<u>10-14</u>
<b>Spring</b>		
RES 3327	Neonatal Cardiopulmonary Care*	0-3
RES 4250	Integration Project	2
RES 4355	Leadership and Management	3
RES 4356	Clinical Internship II	3
RES 4452	Disease Management	4
		<u>12-15</u>
<b>TOTAL</b>		<b>29-36</b>

\*A portion or full course may be waived with documentation of appropriate certification, credential or clinical experience. Contact the program for details.

The following 26-28 credits are required in the non-traditional RRT-to-BS degree completion thesis track. The track may be completed on a full-time or part-time basis.

<b><u>Year 1</u></b>		
<b>Course #</b>	<b>Title</b>	<b>Credits</b>
<b>Summer</b>		
RES 4133	Patient and Family Centered Care	1
RES 4330	Research and Evaluation	3
		<u>4</u>
<b>Fall</b>		
RES 4146	Respiratory Care Education (or spring)	1
RES 4237	Literature Review	2
RES 4V40	Legal and Ethical Issues in Health Care	1-2
RES 4V44	Scholarship Project	1-2
		<u>5-7</u>
<b>Spring</b>		
RES 4250	Integration Project	2
RES 4258	Bachelor's Thesis Proposal	2
RES 4355	Leadership and Management	3
RES 4452	Disease Management	4
		<u>11</u>
<b><u>Year 2</u></b>		
<b>Summer</b>		
RES 4652	Bachelor's Thesis	6
		<u>6</u>
<b>TOTAL</b>		<b>26-28</b>

## PROGRAM POLICIES

The following program specific policies and procedures can be found in the student handbook on the program [website](#):

- Affiliate Health Services
- Attendance/Tardiness
- Clinical Affiliates
- Clinical Policies and Procedures Handbook
- Completions of Degree Requirements
- Computerized Examinations
- Counseling
- Criminal Background Checks and Drug Testing
- Dress Code
- Grading
- Email Accounts
- Employment
- Equipment
- Laptop and PowerPoint Use
- Service, Service-Learning and Professional Development Requirements
- Student Conduct
- Use of Calculators and Cell Phones During Examinations

## PROGRAM COSTS

The total cost of the five semester program can be found on the college [website](#).

Health Insurance is required. Unless otherwise insured, cost of student health insurance varies with plan selected. Information on the student health insurance plans is available at the Campus Life and Student Support Center [website](#).

# SURGICAL TECHNOLOGY – ASSOCIATE OF SCIENCE DEGREE

## Department of Respiratory and Surgical Technologies

### Surgical Technology [Website](#)

#### CHP Welcome Center

College of Health Professions  
University of Arkansas for Medical Sciences  
4301 West Markham Street, #619  
Little Rock, AR 72205

Telephone: (501) 686-5730

Email: [CHPWelcomeCenter@uams.edu](mailto:CHPWelcomeCenter@uams.edu)

### THE PROGRAM

The surgical technology program is a full or part-time day program with one cohort of 16 students beginning each fall semester. The full-time program consists of 2 semesters (fall/spring) with a summer session. The part-time program consists of 4 semesters (2 fall/2 spring) with a summer session. The program is located in Little Rock. Graduates receive an Associate of Science in Surgical Technology.

Successful completion of all program requirements qualifies the student to sit for the national certification exam. Successful completion of the program does not itself ensure certification. The program's mission, goals, and competencies/learning outcomes can be found on the department website.

The program consists of 39 credits of prerequisites course work and 31 credits in the surgical technology curriculum for a total of 70 credits.

### ACCREDITATION

The program is accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP), 1361 Park Street, Clearwater, Florida 33756. Telephone: (727) 210-2350. Website: [www.caahep.org](http://www.caahep.org).

### APPLICATION PROCEDURES

All application materials must be received by **May 31** to be considered for admission. No applications will be reviewed after this date. Applicants must provide:

1. **Application for Admission:** The application is required and is available on the [CHP website](#).
2. **Application Fee:** A non-refundable application fee of \$40.00 is required and must accompany the application.
3. **Official Transcripts:** Arrange for each college and university you have attended to mail an official transcript directly to the CHP Welcome Center. A cGPA of at least 2.0 is required to be considered for admission.
4. **Interview:** Qualified applicants are contacted after receipt of transcripts and the CHP application form to arrange interviews.

5. **Testing Results:** Writing, reading, and mathematical skills are evaluated at the time of interview by using the Nelson-Denny and a basic math examination.
6. **TOEFL scores as applicable.** See International Applicants in the Admissions/Academic Information section of this catalog.

### ADMISSION FACTORS

Admission to the surgical technology program is competitive and based on the following factors:

- Academic achievement
- Reading and mathematics aptitude
- Written and oral communication

### PREREQUISITES

The following 39 credits are required from a regionally accredited college or university and must fulfill all College requirements regarding acceptance of transfer credit. If in doubt of the suitability of the following prerequisite courses, please contact the CHP Welcome Center.

Area/Typical Course Title	Minimum Credits
<b>SCIENCE*</b>	
Human Anatomy & Physiology	8
Microbiology	<u>4</u>
	12
<b>MATHEMATICS</b>	
College Algebra or Higher Level Mathematics	3
<b>LIBERAL ARTS</b>	
English Composition	6
American History or National Government	<u>3</u>
	9
<b>FINE ARTS/HUMANITIES</b>	
Fine Arts/Humanities	9
<b>SOCIAL SCIENCES</b>	
Psychology	3
Sociology	<u>3</u>
	<u>6</u>
<b>TOTAL</b>	<b>39</b>

\*Science courses must be suitable for science or health professions majors and include a laboratory.

A final grade of "C" or better is required in each of the above courses. Documentation of successful completion is required by the date of registration for the first semester.

Fulfillment of the prerequisite curriculum does not in itself ensure admittance into the professional program (please see Application Procedures and Deadlines).

on the student health insurance plans is available at the Campus Life and Student Support Center [website](#).

## CURRICULUM

The following 31 credits are required in the program.

<b>Course</b>	<b>Title</b>	<b>Semester Credit</b>
<b>Fall</b>		
SUT 2211	Basic Operating Room Techniques I Laboratory	2
SUT 2215	Clinical Practicum I	2
SUT 2312	Medical Terminology	3
SUT 2313	Surgical Pathophysiology	3
SUT 2510	Basic Operating Room Techniques	<u>5</u>
		15
<b>Spring</b>		
SUT 2221	Pharmacology for the Surgical Technologist	2
SUT 2222	Perioperative Practice	2
SUT 2425	Clinical Practicum II	4
SUT 2520	Advanced Operating Room Techniques	<u>5</u>
		13
<b>Summer</b>		
SUT 2123	Professional Certifications Seminar	1
SUT 2231	Clinical Practicum III	<u>2</u>
		3
<b>TOTAL</b>		<b>31</b>

A grade of "D" or "F" or a mark of "U" or "NC" in a professional course is not acceptable for progression to the next semester, nor is it acceptable for graduation if it occurs in the last semester of the program.

**Part-Time Professional Curriculum:** A two-year program option is available. In order to be eligible, students must have completed 21 credits in mathematics, sciences, and social sciences prior to enrolling in the program. The remaining 18 credits must be successfully completed and documented by an official college/university transcript prior to registration for the second professional year. The part-time curriculum is five semesters in length (fall, spring, fall, spring, and summer).

## PROGRAM POLICIES

The following program policies and procedures can be found in the student handbook on the program [website](#):

- Attendance Policy
- Dress Code
- Grading Scales
- Professional Development
- Use of Calculators and Cell Phones

## PROGRAM COSTS

The total cost for the three semester program can be found on the college [website](#).

Health Insurance is required. Unless otherwise insured, cost of student health insurance varies with plan selected. Information

# COURSE DESCRIPTIONS

## AUDIOLOGY

The first number listed for courses is for the UAMS College of Health Professions; the second (in parenthesis) is for the University of Arkansas at Little Rock.

### **AUD 5013 (7360)—Research Methods in Communication Disorders**

Introduction to research methodologies in audiology and speech pathology. Includes prospectus development, funding sources, data collection and analysis, and professional research writing and editing in communicative disorders and/or speech sciences. (3 Credits, Lecture)

### **AUD 5023 (7380)—Basic Diagnostic Audiology**

Principles and techniques for basic audiologic evaluation, including pure tone testing, speech audiometry, and the clinical application of masking, immittance, and otoacoustic emissions. Relevant calibration issues will also be discussed. (3 Credits, Lecture/Laboratory)

### **AUD 5033 (7330)—Educational Audiology**

The delivery of audiology services to a school-based population. Includes the development, management, and utilization of hearing and middle ear system screening programs, classroom acoustics, selection and fitting of classroom-based amplification, and federal laws associated with children who have special needs. (3 Credits, Lecture)

### **AUD 5041 (7181)—Clinical Laboratory**

Lab instruction in clinical procedures and methods for evaluation and treatment of clients and care, maintenance and use of technology in audiology clinical practice. Perform evaluation and rehabilitation procedures under faculty supervision. (1 Credit, Laboratory)

### **AUD 5043 (7331)—Anatomy and Physiology of the Auditory and Vestibular Systems I**

Detailed information of the anatomy, physiology, electrophysiology, and neurophysiology of the auditory and vestibular systems. (3 Credits, Lecture)

### **AUD 5053 (7332)—Acoustics and Psychoacoustics**

Basic information regarding the physics of sound, the measurement of sound and an introduction to the psychoacoustic basis of hearing and its clinical applications. (3 Credits, Lecture/Laboratory)

### **AUD 5063 (7333)—Auditory Processing**

Theoretical overview, differential assessment, and treatment of adults and children with auditory processing disorders (APD). Intended to blend theoretical knowledge with practical clinical methods and techniques. Prerequisites: AUD 5023 (7380). (3 Credits, Lecture)

### **AUD 5073 (7381)—Advanced Diagnostic Audiology**

Principles of and techniques for advanced audiometric evaluation, including speech audiometry, reflex decay, audiometric special tests and otoacoustic emissions. Report writing and making appropriate recommendations will also be discussed. (3 Credits, Lecture/Laboratory)

### **AUD 5083 (7382)—Clinical Electrophysiology**

Principles and techniques in the use of evoked potentials to assess auditory function. Includes case studies and analysis of waveforms. Lecture and laboratory. (3 Credits, Lecture/Laboratory)

### **AUD 5103 (7383)—Medical Audiology**

Introduction to the major pathologies of the auditory and vestibular systems, as well as medical/surgical treatment of those pathologies. Audiologic assessment and management of the disorders will also be discussed. Prerequisites: AUD 5023 (7380) and AUD 5043 (7331). (3 Credits, Lecture)

### **AUD 5113 (7321)—Instrumentation in Audiology & Speech Pathology**

Introduction to basic principles of electronics and electrical safety and to proper use and care of equipment used in the evaluation and treatment of the auditory and vestibular systems. (3 Credits, Lecture/Laboratory)

### **AUD 5123 (7335)—Advanced Psychoacoustics**

Advanced information regarding how listeners with normal hearing and those with hearing loss process sound. Topics include: loudness, frequency selectivity, temporal processing, pitch perception, space perception, object/pattern perception, speech perception, experimental design, and signal detection theory. Prerequisites: AUD 5053 (7332). (3 Credits, Lecture/Laboratory)

### **AUD 5132 (7222)—Speech Perception**

Production and perception of speech sounds and the prosodic features of speech. Several theories of speech perception presented and discussed, and the effects of hearing loss on speech production and perception explored. (3 Credits, Lecture)

### **AUD 5133 (7367)—Infant-Toddler Communication: Development-Assessment**

Investigates prelinguistic/early linguistic communication and feeding/swallowing development. Multidisciplinary assessment and intervention for infants and toddlers (birth to five) with special needs and their families. Current formal and informal assessment tools and techniques, current intervention strategies, enhancing the therapeutic process across environments, utilizing team collaboration, and facilitating parent-infant interaction. (3 Credits, Lecture)

### **AUD 5143 (7323)—Advanced Electrophysiology**

Principles and techniques in the use of mid- and late-evoked potentials to assess auditory function. Prerequisite: AUD 5083 (7382). (3 Credits, Lecture/Laboratory)

### **AUD 5152 (7261)—Organization and Administration**

Organization, administration and accreditation of school, university, and community programs. Private practice and billing procedures. Various and alternative career opportunities including corporate speech pathology practice. Issues related to medicaid, medicare and other third party payers, as well as current legislation. Governmental and professional practice issues. (3 Credits, Lecture)

### **AUD 5153 (7334)—Pediatric Audiology**

Normal auditory development and theoretical, clinical, and practical issues involved in screening, assessment, and management of children with hearing loss. Prerequisite: AUD 5023 (7380). (3 Credits, Lecture/Laboratory)

### **AUD 5162 (7224)—Genetics of Hearing Loss**

Basic information on the genetic basis of hearing loss and an overview of syndromic and non-syndromic hearing losses. Strategies for referral to genetic counselors and other health care professionals will be included. Prerequisite: AUD 5103 (7383). (3 Credits, Lecture)

### **AUD 5163 (7320)—Auditory Based Speech/Language Intervention**

Auditory-based speech and language intervention with infants and toddlers who are deaf and hard of hearing. Emphasis is on the principles of the normal development sequence of the listening skills, assessment of skills obtained within the hierarchy, and intervention aimed at teaching skills not yet acquired. Auditory based intervention for infants and toddlers requires family participation; therefore, learning styles of parents and caregivers will be discussed. (3 Credits, Lecture)

**AUD 5173 (7365)—Counseling in Communication Disorders**

Principles of counseling for working with persons with communication disorders and their families throughout the life span. Students will review major theories of counseling and will select those most useful for the various settings and practices of audiology and speech pathology. (3 Credits, Lecture)

**AUD 5183 (7326)—Outcomes Research and Evidence-Based Practice**

Principles of outcomes research, and the levels of evidence supporting clinical practice. Students will understand the principles of critical evaluation of diagnostic procedures and critical evaluation of the evidence for treatment efficacy and effectiveness as well as the importance of practice guidelines that define best practices. (3 Credits, Lecture)

**AUD 5192 (7230)—Cultural Competence in Audiology**

Knowledge and skills needed by audiologists to provide culturally competent services to diverse clients. Sources of diversity and application of concepts to the field of audiology will be discussed. (3 Credits, Lecture)

**AUD 5193 (7336)—Anatomy and Physiology of the Auditory and Vestibular Systems II**

Continuation of the first anatomy and physiology course with greater focus on skull anatomy and on peripheral and central nervous system embryology, neuroanatomy, and neurophysiology. Prerequisite: AUD 5043 (7331). (3 Credits, Lecture/Laboratory)

**AUD 520V (7087)—Topics in Audiology**

Graduate seminar with emphasis on topics related to clinical or rehabilitative audiology. May be repeated for additional credit not to exceed 6 hours total. Prerequisite: Consent of instructor. (3 Credits, Lecture)

**AUD 5212 (7227)—Hearing Conservation**

Noise measurement, OSHA requirements, occupational noise management, recreational audiology, and designing and implementing hearing conservation programs for adults and children. Prerequisites: AUD 5023 (7380); AUD 5112 (7221). (3 Credits, Lecture)

**AUD 5222 (7228)—Professional Issues in Audiology & Speech Pathology**

Personal and professional ethical values and their applications to dilemmas encountered in the clinical practices of audiology and speech pathology will be explored with students. Preferred practices and criteria for quality services will be topics for discussion. (3 Credits, Lecture)

**AUD 5223 (7384)—Amplification**

Effective use of hearing aids and auditory training equipment. Includes their component parts, electroacoustic analysis, hearing aid orientation/counseling, and approaches to hearing aid evaluation. Prerequisite: AUD 5023 (7380). (3 Credits, Lecture/Laboratory)

**AUD 5232 (7229)—Audiology: Practice Management**

Roles of audiologists in meeting the needs of the communicatively impaired. Students will understand preferred practices, criteria for quality services and quality improvement through the evaluation of service delivery models and exploration of the laws affecting service delivery in health care and educational settings. (3 Credits, Lecture)

**AUD 5233 (7385)—Pediatric Amplification and Intervention**

Advanced strategies specific to pediatric hearing assessment, applicable technologies and management utilizing a family centered approach to intervention.

**AUD 5243 (7386)—Audiologic Rehabilitation: Adult**

Principles of audiologic rehabilitation for adults, including diagnosis, counseling, use of amplification and other assistive devices, and communication strategies. Various models of audiologic rehabilitation will be presented. Prerequisite: AUD 5023 (7380). (3 Credits, Lecture)

**AUD 5253 (7351)—Amplification II**

Advanced study of amplification systems, including strategies to assess benefit and satisfaction, binaural/bilateral considerations, alternatives to conventional hearing aids, and speech perception issues related to hearing loss. Prerequisite: AUD 5223 (7384). (3 Credits, Lecture/Laboratory)

**AUD 5263 (7350)—Evaluation & Treatment of the Balance System**

Basic information on the evaluation and treatment of balance disorders. Topics: anatomy and physiology of the vestibular, oculomotor, and proprioceptive systems; clinical tests of electronystagmography, dynamic posturography, and rotary chair. Medical and surgical treatments and rehabilitation strategies for vestibular/balance pathologies. Prerequisite: AUD 5043 (7331). (3 Credits, Lecture/Laboratory)

**AUD 5273 (7325)—Implant Device Technology**

Overview of history of cochlear implants, corporation technology in the cochlear-implant industry, and contemporary speech processing strategies for cochlear implants. Discussion of surgeries, audiological evaluation procedures used pre- and post-operatively, patient performance, counseling, and current research topics. Prerequisite: AUD 5223 (7384). (3 Credits, Lecture/Laboratory)

**AUD 5282 (7282)—Learning Disabilities**

An introduction to the characteristics, definitions, etiologies, assessment, and therapeutic procedures in the treatment of children diagnosed with learning disabilities. Emphasis placed on the scope of practice for speech-language pathologists and audiologists in the due process procedures for these children. (3 Credits, Lecture)

**AUD 5283 (7371)—Gerontology in Audiology**

Basic information on the aging process and a discussion of how the aging process affects people with hearing loss. The cognitive, physical, and social aspects of aging will be discussed. (3 Credits, Lecture)

**AUD 530V (7000)—Independent Study**

Prerequisites: graduate standing and consent of instructor. Directed readings in audiology and/or speech/language pathology, individual discussion with a faculty member. (1-3 hours) May be repeated for up to 6 hours credit. (Variable Credit, Independent Study)

**AUD 5313 (BIOM 5013)—Biometrical Methods**

Introductory topics in descriptive biostatistics and epidemiology, database principles, basic probability, diagnostic test statistics, tests of hypotheses, sample-size estimation, power of tests, frequency cross-tabulations, correlation, non-parametric tests, regression, randomization, multiple comparisons of means and analysis of variance for one and two-factor experiments. Prerequisite: Consent of instructor. (3 Credits, Lecture)

**AUD 5352 (7263)—Sociolinguistics**

The linguistic structure of language, nature, and forms of symbolic behavior. Human uses of symbols from various groups and socio-economic levels, particularly in communication. Prerequisite: Courses in phonetics and normal language acquisition. (2 Credits, Lecture)



**AUD 536V (7094)—Directed Research**

Research or individual investigation for graduate students. Credits earned may be applied toward meeting degree requirements if the program approves and if a letter grade is given. Repeated registration is permitted. (*Variable Credit, Independent Study*)

**AUD 540V (7091)—Audiology Practicum**

Applied, supervised practicum experiences for graduate students that encompass the breadth of the current scope of practice with both adults and children from culturally diverse backgrounds. Repeated registration is permitted. (*Variable Credit, Independent Study*)

**AUD 546V (7091)—Clinical Externship**

Full-time, applied, supervised practicum experience for graduate students in residence, encompassing the broad scope of diagnostic and rehabilitative audiology clinical practice (4-9 hours). Repeated registration is permitted. (*Variable Credit, Independent Study*)

## CLINICAL NUTRITION

### **NUTR 4123—Biochemistry in Nutrition**

In this online course, students will gain an understanding of the basic concepts of biochemistry which is essential for their career in any area of nutrition. This includes: an understanding of the major biomolecules affecting nutrition and found in living organisms, the control and regulation of protein structure and function, enzyme kinetics, nucleic acid, lipids and membrane transport, biochemical evolution and carbohydrates and metabolism. Prerequisites: working knowledge of basic chemistry and basic nutrition or consent of faculty. (3 credits, Online)

### **NUTR 5032—Assessment of Nutritional Status**

A study of nutritional assessment systems and methodology including the latest technology in dietary, biochemical, anthropometric, and clinical evaluation. Emphasis placed on the design of systems, the interpretation of indices for all age groups in health and disease, and the application of data in nutrition counseling and consultation. Prerequisites: undergraduate courses in biochemistry, anatomy, physiology, nutrition, food science or equivalents. (2 Credits, Lecture and Online)

### **NUTR 5033—Advanced Clinical Nutrition**

Integration of principles of biochemistry, physiology, pathology, anatomy, psychology, anthropology, epidemiology, nutrition and food science into therapeutic use of foods and nutrients in disease prevention and treatment through a case-oriented approach. Prerequisites: Biochemistry, Diet in Disease, Nutrition, Anatomy and Physiology, or consent. NUTR 5333 in the Dietetic Internship program may be substituted for this course. (3 Credits, Lecture and Online)

### **NUTR 5043—Diet and/or Cancer Prevention**

Focused on clinical and preclinical studies that address how dietary related factors, such as nutrients, bioactive food components and obesity, influence cancer development and cover major mechanisms by which dietary factors modify cancer risk. Prerequisites: A previous course in nutrition, biology, biochemistry, or physiology, and consent of faculty. (3 Credits, Lecture)

### **NUTR 5063—Medical Nutrition Therapy**

Online course introducing nutrition as a medical specialty from the perspective of disease prevention and treatment including assessment, patient interviewing strategies, medical terminology, nutrition care plan techniques, and prevention strategies. Prerequisites: a course in nutrition and inorganic biochemistry or equivalent, and consent of faculty. (3 Credits, Online)

### **NUTR 509V—Independent Study in Clinical Nutrition (1-6)**

This option may be used by students seeking to define a thesis topic or to pose a research question about a specific aspect of clinical nutrition. The student will prepare a written report following designated guidelines. (Variable Credits, Research)

### **NUTR 5102—Management Principles in Dietetics**

Application of current higher level management skills in clinical nutrition and dietetics. Emphasis on incorporation of latest technological developments, management theories, and future trends in legal aspects, cost analysis, personnel and resource management, quality control, and reimbursements. (2 Credits, Lecture)

### **NUTR 5103—Nutrition and Metabolism: Macronutrients**

Reviews cell function, including acid-base balance, utilization of macronutrients in metabolic processes, and roles of specific nutrients in human metabolism. Relationship of physiology and organ system functions to nutrition is addressed. Alterations in metabolic processes caused by specific diseases will be discussed. (3 Credits, Lecture and Online)

### **NUTR 5112—Nutrition Counseling**

Provides an understanding of the methods, strategies, and evaluation of nutrition and diet counseling to modify eating habits for health promotion and increase compliance with therapeutic regimens. Consideration of learning styles, nutritional anthropology, and effective application of instructional technology in the health care setting. Prerequisite: NUTR 5033 or equivalent; and consent of faculty. (2 Credits, Lecture)

### **NUTR 5122—Principles of Advanced Nutrition Support**

Advanced study in the art and science of nutrition support explored through a comprehensive review of the literature; discussion of the biochemical, psychological, and medical aspects of nutrition support; and application of principles in clinical practice through case study presentation. Students participate in the literature analysis and case discussions. Prerequisites: NUTR 5033 or equivalent, NUTR 5103 or equivalent, NUTR 5032 or equivalent, and consent of faculty. (2 Credits, Lecture)

### **NUTR 5143—Nutrition Research and Statistical Methods**

A study of research designs, statistics, and data collection methods used in nutrition research. Emphasis on planning metabolic, epidemiological, education, and clinical studies including food composition and nutritional assessment surveys with basic and advanced statistical applications. Prerequisite: Graduate level course in Statistics and consent of faculty. (3 Credits, Lecture and Online)

### **NUTR 5153—Nutrition and Metabolism Micronutrients (II)**

Reviews the roles of vitamins, minerals, and trace elements in metabolic processes and their roles in human metabolism. Alterations in metabolic processes caused by specific vitamin deficiency diseases will be discussed. Metabolism of common drugs and drug-nutrient interactions will be reviewed. Prerequisite: NUTR 5103 or equivalent. (3 Credits, Lecture)

### **NUTR 5161—Advanced Nutrition Seminar**

Graduate seminar of important current research in clinical nutrition to reflect content, application to clinical practice, and study parameters and design. Students will read original papers, write critiques, and make presentations for discussion. (1 Credit, Lecture)

### **NUTR 5203—Geriatric Nutrition**

Examines the relationships between nutrition and physiologic aging. The impact of aging on nutritional requirements, effects of chronic and acute disease, effects of nutrition on the aging process, and nutrition programs for older adults are explored. Students will actively analyze and discuss research literature. Prerequisite: graduate courses in metabolism, nutrition assessment, and advanced clinical nutrition and consent of faculty. (3 Credits, Lecture and Online)

### **NUTR 5213—Pediatric Nutrition**

Describes the relationship of growth and development to nutrient requirements from infancy to adolescence. The assessment of feeding practices, food habits, and nutritional status in growth problems, health and disease will be discussed. Nutritional interventions and therapies for specific conditions will be planned. Prerequisites: NUTR 5103, NUTR 5153, NUTR 5033, NUTR 5333, and consent of faculty. (3 Credits, Lecture and Online)

**NUTR 5223—Nutrition in Health Promotion, Wellness, and Athletics**

Describes the application of advanced principles of normal and preventive nutrition in health and fitness, physical performance, disease prevention, and health promotion in dietetic practice. It relates clinical research in exercise physiology to decision-making in wellness and sports nutrition counseling. Prerequisites: NUTR 5103, NUTR 5153, NUTR 5033, NUTR 5133, and consent of faculty. (3 Credits, Lecture and Online)

**NUTR 5243—Community Nutrition**

This course will provide students with a framework to approach, analyze, and work with community nutrition problems. Needs of different populations and various resources within the community will be discussed. The course will cover areas such as community needs assessment, nutrition education, public policy, grant writing, and communication skills needed for various audiences. Prerequisites include either NUTR 5103 or NUTR 5153 or NUTR 5333 or consent of the faculty. Off-site activities will be necessary to fulfill the requirements for this course. (3 Credits, Lecture and Online)

**NUTR 523V—Advanced Clinical Practicum (I-III)**

Based on individual needs and prior clinical experiences, the student may elect an area of advanced clinical nutrition practice for in-depth experiences after determining the goals, objectives, and major experiences desired. A total of three semester credits (3 SC) are required. Prerequisites: NUTR 5033, NUTR 5032, NUTR 5112, and NUTR 5203 or equivalent, and consent of faculty. (3 Credits, Research)

**NUTR 5333—Advanced Clinical Dietetics**

Integration of scientific principles of nutrition and food science into the use of foods and nutrients in disease prevention and treatment in accordance with clinical competencies for the entry-level dietitian. Co-requisite: Admission to Dietetic Internship. Consent of instructor. (3 credits, Lecture)

**NUTR 551V—Special Topics in Clinical Nutrition**

Advanced work in selected topics of current interest and investigation in clinical nutrition. Topics may include new research and guidelines in the use of nutrition or selected nutrients to prevent or treat a specific disease state, such as diabetes, digestive diseases, osteoporosis, obesity, or cardiovascular diseases. (1-3 Credits, Lecture)

**NUTR 600V—Master's Thesis in Clinical Nutrition**

Under supervision of graduate faculty, an original research study will be designed and conducted with written thesis following graduate college guidelines. Prerequisite: consent of faculty. (6 Credits, Research)

**NUTR 601V—Clinical Nutrition Special Project**

A capstone research project under direction of faculty advisor and project committee. Prerequisite: completion of, or concurrent enrollment in, all core courses in Clinical Nutrition. Corequisite: approval of project advisor. A grade of "R" is given until requirements of all three hours are met. (Variable Credits, Research)

**NUTR 608V—Research in Nutrition (1-10) (I, II, S)**

Students will participate in a research project under the supervision of a faculty member. (3 Credits, Research)

## COMMUNICATION SCIENCES AND DISORDERS

### – M.S.

The first number listed for courses is the UAMS listing; the second (in parenthesis) is the University of Arkansas at Little Rock listing.

#### **CSD 5013 (7360)—Research Methods in Communication Disorders**

Introduction to research methodologies in audiology and speech pathology. Includes prospectus development, funding sources, data collection and analysis, and professional research writing and editing in communicative disorders and/or speech sciences. (3 Credits, Lecture)

#### **CSD 5042 (7294)—Augmentative and Alternative Communication**

Theory, design, and organization of nonverbal communication systems. Emphasis on considerations for choosing specific devices for particular clients. Includes manual, graphic, electronic, and mechanical systems. (2 Credits, Lecture)

#### **CSD 5073 (7366)—Advanced Anatomy and Physiology for Speech**

Investigates the anatomy and physiology of speech and language. Topics include respiration, phonation, articulation, and neurological control of speech and language, and embryological development of the speech structures. (3 Credits, Lecture)

#### **CSD 5093 (7371)—Neurogenic Language Disorders**

Assessment procedures and intervention techniques for acquired neurogenic language disorders in adults. Covers language disorders secondary to cerebrovascular accident, traumatic brain injury, and dementia. (3 Credits, Lecture)

#### **CSD 5113 (7364)—Language Assessment and Therapy**

Acquisition of first language competence in relationship to language behavior. Includes the phonological, morphological, syntactical, and semantic components of language. Language deviations-emphasis on symptomology, etiology, evaluation, and therapy. Language testing and therapy explored in the second half of the course. (3 Credits, Lecture)

#### **CSD 5122 (7270)—Fluency Disorders**

Procedures, theories, and therapeutic techniques in the treatment of various types and degrees of stuttering and cluttering in adults and children. (2 Credits, Lecture)

#### **CSD 5133 (7367)—Infant-Toddler Communication: Development-Assessment**

Investigates prelinguistic/early linguistic communication and feeding/swallowing development. Multidisciplinary assessment and intervention for infants and toddlers (birth to five) with special needs and their families. Current formal and informal assessment tools and techniques, current intervention strategies, enhancing the therapeutic process across environments, utilizing team collaboration, and facilitating parent-infant interaction. (3 Credits, Lecture)

#### **CSD 513V (7093)—Topics in Speech-Language Pathology**

A seminar offered for special projects or topics related to procedures and instrumentation, theoretical foundations, assessment, clinical, or rehabilitative speech-language pathology. May be repeated for additional credit not to exceed nine (9) semester credit hours. (Variable Credit, Lecture)

#### **CSD 5142 (7263)—Sociolinguistics**

The linguistic structure of language, nature, and forms of symbolic behavior. Human uses of symbols from various groups and socio-economic levels, particularly in communication. Prerequisite: Courses in phonetics and normal language acquisition. (2 Credits, Lecture)

#### **CSD 5152 (7261)—Organization and Administration**

Organization, administration and accreditation of school, university, and community programs. Private practice and billing procedures. Various and alternative career opportunities including corporate speech pathology practice. Issues related to medicaid, medicare and other third party payers, as well as current legislation. Governmental and professional practice issues. (2 Credits, Lecture)

#### **CSD 5163 (7320)—Auditory Based Speech/Language Intervention**

Auditory-based speech and language intervention with infants and toddlers who are deaf and/or hard of hearing. Emphasis is on the principles of the normal developmental sequence of listening skills, assessment of skills obtained within the hierarchy, and intervention aimed at teaching skills not yet acquired. Auditory based intervention for infants and toddlers requires family participation; therefore, learning styles of parents and caregivers will be discussed. (3 Credits, Lecture)

#### **CSD 5173 (7365)—Counseling in Communication Disorders**

Principles of counseling for working with persons with communication disorders and their families throughout the lifespan. Students review major theories of counseling and select those most useful for the various settings and practices of audiology and speech pathology. Students demonstrate their understanding of the counseling process through case presentations. (3 Credits, Lecture)

#### **CSD 5183 (7372)—Advanced Articulation Disorders**

Advanced study of functional and organic articulation disorders, variables related to articulation, assessment and diagnosis of articulation disorders, and therapeutic procedures. (3 Credits, Lecture)

#### **ASP 5192 (7273)—Neurogenic Speech Disorders**

Assessment procedures and intervention techniques for acquired neurogenic speech disorders in adults, especially dysarthria and verbal and oral apraxia. (2 Credits, Lecture)

#### **CSD 5213 (7368)—Dysphagia**

Examines normal oral, pharyngeal, and esophageal swallowing function in adults and children including neurology, physiology, and the effects of aging. Swallowing disorders discussed with an emphasis on oral and pharyngeal function. Various methods of evaluation, as well as current management and treatment options. (3 Credits, Lecture)

#### **CSD 5233 (7385)—Audiologic Rehabilitation: Children**

Audiometric evaluation procedures and the habilitation/rehabilitation of infants and children with hearing loss. Emphasis is placed on the determination of appropriate remediation, language and speech therapy, auditory training, and counseling parents for home programming. (3 Credits, Lecture)

#### **CSD 5243 (7386)—Audiologic Rehabilitation: Adult**

Principles of audiologic rehabilitation for adults, including diagnosis, counseling, use of amplification and other assistive devices, and communication strategies. Various models of audiologic rehabilitation presented. (3 Credits, Lecture)

#### **CSD 5253 (7377)—Voice Disorders**

Assessment procedures and rehabilitative techniques for voice disorders in children and adults. Instrumental and behavioral approaches, as well as medical and/or surgical treatment approaches. A team approach to care is emphasized. (3 Credits, Lecture)

**CSD 5262 (7275)—Craniofacial Speech Disorders**

Provides an understanding of speech disorders often associated with craniofacial differences. Information presented on craniofacial development, relevant anatomy and physiology, as well as procedures for evaluation (both behavioral and instrumental) and treatment of craniofacial speech disorders. A team approach to care is emphasized. (2 Credits, Lecture)

**CSD 5273 (7396)—Advanced Differential Diagnosis of Speech and Language Disorders**

Advanced study in differential diagnosis of speech and language disorders of children and adults. Proficiency in the use and interpretation of standardized assessment procedures. Prerequisite: an under-graduate course in diagnostic methods or its equivalent. (3 Credits, Lecture)

**CSD 5282 (7282)—Learning Disabilities**

An introduction to the characteristics, definitions, etiologies, assessment, and therapeutic procedures in the treatment of children diagnosed with learning disabilities. Emphasis placed on the scope of practice for speech-language pathologists and audiologists in the due process procedures for these children. (2 Credits, Lecture)

**CSD 5293 (7392)—Multicultural Issues**

Systematic analysis of cultural similarities and differences. Examine cultural differences, verbal and nonverbal, in the clinical setting. (3 Credits, Lecture)

**CSD 530V (7193)—Independent Study in Communication Disorders**

Prerequisites: Consent of the instructor. Directed readings in audiology and/or speech/language pathology, individual discussion with a faculty member. May be repeated for up to six (6) hours of credit. Offered as needed. (Variable Credit, Lecture/Laboratory)

**CSD 536V (7092)—Independent Research**

Research or individual investigation for graduate students. Credits earned may be applied toward meeting degree requirements if the program approves and if a letter grade is given. Repeated registration is permitted. Prerequisite: ASP 5013. (Variable Credit, Laboratory)

**CSD 540V (7091)—Practicum**

Applied, supervised practicum experiences for graduate students that encompass the full current scope of practice with both adults and children from culturally diverse backgrounds. (Variable Credit, Clinic)

**CSD 600V (8000)—Thesis**

Thesis students must register for a total of 6 semester hours; one (1) to six (6) credit hours per semester. Prerequisite: ASP 5013. (6 Credits, Laboratory)

## COMMUNICATION SCIENCES AND DISORDERS - PH.D.

### **ASP 6003 (8300)—Advanced Research Methods**

Introduces theory, principals and practices of research design in communication sciences and disorders. Emphasis on methodology of collecting, organizing, analyzing and presenting both qualitative and quantitative data. Topics will include: research questions and problems, literature and background review, group and single-subject research design, data organization and manipulation, scientific writing, and the publication and presentation process. (3 Credits, Lecture)

### **ASP 6023 (8302)—Doctoral Seminar in Speech**

Engages students in the exploration and evaluation of current research, practice, and technology related to speech development and disorders. Content reflects recent developments in the literature and specific interests of participants. Relevant topics may include motor speech disorders, speech science, physiological and neurophysiological bases of speech production, voice, dysphagia, fluency, articulation, phonology, phonological theory, craniofacial anomalies, gerontology, AAC. (3 Credits, Lecture)

### **ASP 604V (8104)—Research Project**

This course covers skills necessary to complete a research project consisting of a research question, review of the literature, methodology, data collection, data analysis and written report. (1 Credit, Lecture)

### **ASP 6052 (8205)—Grant Writing Pedagogy**

Covers strategies for identifying funding agencies appropriate for research and special programs. Emphasis will be on techniques for writing grant proposals for both private and public funding. (2 Credits, Lecture)

### **ASP 6062 (8206)—Supervision Pedagogy**

Familiarizes students with the art and science of clinical teaching, supervision of clinical services, management of clinical programs, and instruction in communication disorders. Emphasis on clinical problem solving, maximizing student and client feedback, supervisory conferencing, evaluating student and client performance, clinical scheduling/record keeping, and clinical and program efficacy. (2 Credits, Lecture)

### **ASP 6091 (8109)—Grant Writing Internship**

Involves the student in the development, completion, and submission of a grant proposal to a private or public funding agency. (1 Credit, Lecture)

### **ASP 6033 (8303)—Doctoral Seminar in Language**

Engages students in the exploration and evaluation of current research, practice, and technology related to language development and disorders. Content reflects recent developments in the literature and specific interests of participants. Topics may include child language development and specific developmental disorders, neurophysiological bases of language and communication, neurogenic cognitive-linguistic disorders, AAC, multicultural issues, gerontology. (3 Credits, Seminar)

### **ASP 6072 (8207)—Teaching Pedagogy**

Introduces students to principles and practices of course development and teaching skills in communication sciences and disorders. Emphasizes understanding and integrating course content, targeted levels of learning, specific objectives, instructional strategies, and assessment to enhance the learning experience. Additional topics include motivating students, attributes of good teaching, professional development in teaching, distance education, and team/interdisciplinary teaching. (2 Credits, Lecture)

### **ASP 6083 (8305)—Multicultural Issues**

This course will engage students in discussions of multicultural and linguistic variables that must be recognized and applied in teaching, research, and clinical supervision in the field of speech-language pathology and audiology. (3 Credits, Lecture)

### **ASP 610V (8110)—Teaching Internship**

Provides students with supervised experience in academic instruction. (Variable Credit, Internship)

### **ASP 611V (8111)—Supervision Internship**

Provides students with supervised experience in clinical supervision and instruction. (Variable Credit, Internship)

### **ASP 6013 (8301)—Doctoral Seminar in Hearing**

Engages students in the exploration and evaluation of current research and practice related to hearing science, hearing disorders, evaluation and remediation. Content reflects recent developments in the literature and specific interests of participants. Topics may include the anatomical basis of hearing science, acoustics and instrumentation, psychoacoustics, physiological acoustics, physiological evaluation of hearing, hearing conservation, amplification, and aural habilitation and rehabilitation. (3 Credits, Seminar)

### **ASP 700V (9199-9999)—Dissertation**

Completion of an original research project in collaboration with the dissertation advisor and committee. Successful completion of an oral defense to the dissertation committee. Continual enrollment is required until all related requirements are completed. (Variable Credit, Independent Study)

## **CYTOTECHNOLOGY**

### **CYTO 4126—Molecular Diagnostics Laboratory**

Laboratory for Molecular Diagnostics 4225. Emphasis on basic molecular techniques such as DNA extraction and quantitation, restriction enzyme digestion, polymerase chain reaction, and agarose gel electrophoresis. (1 Credit, Laboratory)

### **CYTO 4221—Laboratory Operations**

Principles of management, supervision, and laboratory safety. A seminar and practicum approach will be utilized with an emphasis on problem-solving and ethical practice as related to cytopathology. (2 Credits, Lecture)

### **CYTO 4225—Molecular Diagnostics**

Explores the use of molecular techniques for the diagnosis of disease. Includes tests for genetic disorders (both inherited and acquired); infectious diseases, such as HIV and hepatitis C; tissue histocompatibility for organ transplants; and human identity testing. (2 Credits, Lecture)

### **CYTO 4313—Gynecological Cytopathology II**

Histopathology and cytopathology of endometrial hyperplasia; adenocarcinoma of the endocervix and endometrium; benign and malignant lesions of the tubes, ovaries, vulva, and vagina. Radiation biology, irradiation and chemotherapy induced atypia. Prerequisite: CYTO 4412. (3 Credits, Lecture and Laboratory)

### **CYTO 4331—Comprehensive Cytotechnology**

Discussions of the cytology of all major body sites, includes computer image reviews. Emphasis on preparation for comprehensive examinations in cytotechnology. (3 Credits, Lecture)

### **CYTO 4411—Introduction to Cytotechnology**

Introduction to cell morphology, cell cycle, and principles of cytopreparation. Emphasis on the anatomy, histology, and cytopathology of the female genital tract under normal conditions. (4 Credits, Lecture and Laboratory)

### **CYTO 4412—Gynecological Cytopathology I**

Histopathology and cytopathology of inflammation, benign proliferative reactions, pre-malignant lesions, carcinoma in situ, microinvasive, and invasive squamous carcinoma. Prerequisite: CYTO 4411. (4 Credits, Lecture and Laboratory)

### **CYTO 4424—Cytology Internship I**

Supervised clinical internship within an accredited cytology laboratory with an emphasis on pre-screening cytopathology specimens from all body sites. Students may also participate in observing fine needle aspiration biopsies. Prerequisite: CYTO 4623. (4 Credits, Clinical)

### **CYTO 4531—Cytology Internship II**

Supervised clinical internship within an accredited cytology laboratory with an emphasis on pre-screening cytopathology specimens from all body sites. Students may also participate in observing fine needle aspiration biopsies. Prerequisite: CYTO 4424. (5 Credits, Clinical)

### **CYTO 4614—Non-Gynecological Cytopathology I: Respiratory, Gastrointestinal, and Urinary Tracts**

Cytopathology of respiratory, gastrointestinal, and urinary tracts. Includes methods of obtaining and processing specimens, microbiology, and the role of cytology in evaluating lung, gastrointestinal tract, and urinary tract diseases. Continuation of cytopreparation in prescreening of the female genital tract. Prerequisite: CYTO 4313. (6 Credits, Lecture and Laboratory)

### **CYTO 4623—Non-Gynecological Cytopathology II: Body Fluids and Fine Needle Aspirates**

Cytopathology of body fluids and fine needle aspirations from multiple body sites. Emphasis on anatomy, histology, and methods of specimen procurement, cytopreparation techniques, and histopathologic correlations. Prerequisite: CYTO 4614. (6 Credits, Lecture and Laboratory)

## DENTAL HYGIENE

### DHY 2116—Oral Embryology and Histology

Development and composition of tissues of the oral cavity and related structures. (1 Credit, Lecture)

### DHY 2215—Oral Anatomy

Anatomy of dental structures. (2 Credits, Lecture/Laboratory)

### DHY 2217—Dental Radiography I

Introduction to radiographic essentials. Emphasis on safety precautions, paralleling technique, and processing of exposed film. (2 Credits, Lecture/Laboratory)

### DHY 2223—Dental Radiography II

History and development of radiography, biological effects of exposure, extraoral techniques, and interpretation of processed film. Prerequisite: DHY 2217. (2 Credits, Lecture/Laboratory)

### DHY 2311—Chemistry for Biological Sciences

Introduction to organic and biochemistry. Provides a foundation for anatomy, physiology, nutrition, pathology, microbiology, and pharmacology. (3 Credits, Lecture)

### DHY 2312—Dental Hygiene Theory

Orientation to preclinical procedures. Emphasis on prevention of disease transmission, examination techniques, medical histories, etiology of plaque, calculus, and periodontal disease. (3 Credits, Lecture)

### DHY 2314—Human Anatomy and Physiology I

Functions of the major organ systems. Emphasis on physiology, microanatomy, and macroanatomy. (3 Credits, Lecture)

### DHY 2322—Oral Medicine

Patient interviews, medical/dental history, clinical oral examination. Includes recognition and description of disease processes and oral pathology. Emphasis on microbiology and the role of microorganisms in the disease process. (3 Credits, Lecture)

### DHY 2327—Dental Materials

Restorative and impression materials and abrasive agents. Includes physical properties and manipulation variables. (3 Credits, Lecture/Laboratory)

### DHY 2413—Dental Hygiene Preclinic

Orientation and clinical application of instruments and practical experience in performing the oral prophylaxis. (4 Credits, Lecture/Laboratory)

### DHY 2425—Human Anatomy and Physiology II

Continuation of Human Anatomy and Physiology I. Includes anatomy of the head and neck with emphasis on osteology, neurology, and the circulatory system. (4 Credits, Lecture)

### DHY 2521—Dental Hygiene Clinic I

Clinical application of dental hygiene techniques. Emphasis on patient medical history, aseptic techniques, patient assessment procedures, instrumentation, patient management, professional behavior, and instrument sharpening. Prerequisite: DHY 2312, 2413, 2217. (5 Credits, Lecture/Laboratory)

### DHY 3145—Dental Hygiene Clinic—Summer

Provides for continuous clinical experience to enhance skills and promote clinical competence. Offered in summer term only. (1 Credit, Clinic)

### DHY 3233—Nutrition

Introduction to the science of nutrition and its oral relevance. Emphasis on preventive dentistry and counseling for dental disease prevention. (2 Credits, Lecture)

### DHY 3246—Local Anesthesia

Introduces principles related to local anesthetic injections and provides for the clinical application of techniques. Reviews related anatomical, neuro-physiological, and pharmacological considerations. Prevention and treatment of local and systemic complications of local anesthesia are stressed. (2 Credits, Lecture/Laboratory)

### DHY 3332—Pharmacology

Physiologic effects of medications. Emphasis on drugs used by the dental profession. (3 Credits, Lecture)

### DHY 3334—Pathology

Basic concepts of pathology. Includes inflammation, immunology, changes due to microorganisms, neoplasms, nutrition, and hormonal influence. (3 Credits, Lecture)

### DHY 3335—Periodontology

Periodontal diseases and the role of the dental hygienist in their diagnosis, prevention, and treatment. (3 Credits, Lecture)

### DHY 3342—Management of Patients with Special Needs

Management techniques for geriatric, chronically ill and handicapped individuals. Includes topics and demonstrations related to head and neck cancer. (3 Credits, Lecture)

### DHY 3343—Practice Management

Dental hygiene and its relationship to the practice of dentistry. Emphasis on procedures for patient management, recall, and record keeping. Includes ethical issues and the American Dental Hygienists Association Code of Ethics as well as jurisprudence topics. (3 Credits, Lecture)

### DHY 3344—Dental Health Education and Community Dentistry

Dental health education and public health. Emphasis on the role of the hygienist in promoting dental health in the private office and community, education methods, biostatistics, and epidemiology. (3 Credits, Lecture)

### DHY 3531—Dental Hygiene Clinic II

Continuation of Summer Clinic. Includes increased competency in instrumentation and patient management skills on periodontally involved patients. Prerequisite: DHY 2521, DHY 2223, and DHY 3145. (5 Credits, Lecture/Clinic)

### DHY 3541—Dental Hygiene Clinic III

Continuation of Dental Hygiene Clinic II. Includes increased competency in the use of cures on periodontally involved patients, root planing, subgingival curettage, use of the ultrasonic scaler, and time management. Prerequisite: DHY 2223, DHY 3531. (5 Credits, Lecture/Clinic)



## DIAGNOSTIC MEDICAL SONOGRAPHY

### **DMS 2310—Basic Patient Care**

Discussion of common patient care theories, procedures, and techniques emphasizing the physical and psychological wellness of the patient during diagnostic imaging procedures. Ethical and legal principles are included. (3 Credits, Online)

### **DMS 3132—Applied Sonographic Procedures: Abdomen, Obstetrics & Gynecology, Physics and Instrumentation**

This is an elementary applications course emphasizing sonographic procedures in abdominal, obstetric and gynecologic imaging, including physics and instrumentation. A study of general sectional anatomy of the transverse, longitudinal, and coronal planes with an emphasis on the organs of sonographic interest. Selected pathology of these organs will be discussed. The control, operation and use of sonographic equipment to acquire images in these examinations will be explained. (3 Credits, Lecture)

### **DMS 3211—Sectional Anatomy**

A study of sectional anatomy of the transverse, longitudinal, and coronal planes are included with an emphasis on the organs of sonographic interest. Correlation with other imaging procedures will be emphasized. (2 Credits, Lecture)

### **DMS 3221—Gynecologic Sonography**

Gynecological anatomy and physiology are the foci of this course. Laboratory tests, signs and symptoms of gynecologic disease will be discussed. Scanning techniques and protocols will be included. (2 Credits, Lecture)

### **DMS 3222—Advanced Physics**

Lectures and related demonstrations covering advanced areas of ultrasonic propagation principles, transducer parameters, interactive properties of ultrasound with human tissues, possible biologic effects, advanced equipment types, instrumentation, and quality control procedures. An introduction to Doppler physics is included. (2 Credits, Lecture)

### **DMS 3312—Introductory Physics**

Lectures and related laboratory exercises covering the areas of ultrasonic propagation principles, transducer parameters, interactive properties of ultrasound with human tissues, possible biologic effects, basic equipment types, instrumentation, and quality control procedures. (3 Credits, Lecture)

### **DMS 3313—Abdominal Sonography**

Clinical applications in the abdomen include a review of gross abdominal anatomy, physiology, and pathology of every organ imaged in the abdomen. Pertinent laboratory tests as well as signs and symptoms related to disease processes of each organ will be discussed. Basic scanning techniques and protocols will be included. (3 Credits, Lecture)

### **DMS 3321—Sonographic Applications: Obstetrics**

Normal maternal changes and fetal development throughout gestation are reviewed. Embryonic and fetal measurements, anatomy, and anomalies of the first, second and third trimesters are studied. Scanning techniques and protocols are included. (3 Credits, Lecture)

### **DMS 3514—Clinical Practicum I**

Supervised clinical experience emphasizing sonographic procedures of the abdomen. (5 Credits, Clinic)

### **DMS 3541—Clinical Practicum III**

Continuation of clinical course work at the intermediate skill level. Prerequisite: DMS 3824. (5 Credits, Clinical)

### **DMS 3824—Clinical Practicum II**

Supervised clinical experience at an intermediate level emphasizing sonographic procedures of the gynecologic system. Prerequisite: DMS 3514. (8 Credits, Clinical)

### **DMS 4241—Advanced Obstetrics, Genetics, and Pathology**

Advanced topics in obstetrical sonography and fetal disease, including an introduction to genetics and the range of pathologies related to genetics and teratogenesis. (2 Credits, Online)

### **DMS 4242—Sonographic Conference**

Specialists in the field will present special lectures focusing on specific organs or disease entities. Historical and new developments in techniques or applications of ultrasound and safety are discussed. (2 Credits, Lecture)

### **DMS 4251—Cardiovascular Pathophysiology**

An advanced study of the structure, function, and pathologies of vascular and cardiac anatomy of sonographic interest. (2 Credits, Online)

### **DMS 4261—Current Issues in Health Care**

A discussion of the moral, ethical, economical, and legal issues that confront sonographers as they practice in the dynamic health care environment. (2 Credits, Online)

### **DMS 4300—Introduction to Health Care Management**

This course is an introduction to the functions of management in health care organizations. The concepts of management, supervision, and leadership are included. (3 Credits, Online)

### **DMS 4301—Health Care Systems in America**

This course is an introduction to the health care services provided within the United States of America. The evolution, structure, financing, and regulation of the nation's health care institutions will be covered. In addition, ethics and legal issues in medicine will be discussed. (3 Credits, Online)

### **DMS 4303—Neurosonography**

This course is a study of fetal/pediatric brain and spinal cord anatomy. Anomalies of the fetal/pediatric brain and spinal cord are discussed. Scanning techniques and protocols used to diagnose pathology in these structures are also included. (3 Credits, Online)

### **DMS 4342—Introductory Cardiac and Vascular Sonography**

This course is an introductory study of the vascular and cardiac anatomy of sonographic interest and includes terminology and ECG interpretation. (3 Credits, Online)

### **DMS 4352—Doppler Sonography & Advanced Hemodynamics**

A discussion of Doppler sonography that includes basic ultrasound physics and instrumentation, continuous-wave Doppler, pulsed Doppler, and duplex-triplex scanning with emphasis on the analysis of Doppler spectral waveforms and interpreting color Doppler images. An in-depth analysis of normal cardiac and vascular hemodynamics and the effects of pathology on the flow of blood within the heart and throughout the vascular circulation are presented. (3 Credits, Online)

### **DMS 4353—Intermediate Vascular Sonography**

This intermediate-level vascular course includes arterial and venous anatomy, vascular imaging protocols, basic scanning techniques, and transducer manipulation. B-Mode imaging, color flow image interpretation, and spectral Doppler waveform analysis will be discussed. Vascular disease and its effect on blood flow will be covered. (3 Credits, Online)

### **DMS 4354—Intermediate Cardiac Sonography**

Cardiac anatomy, physiology, and hemodynamics will be the focus of this course. Laboratory tests, and signs and symptoms of cardiac disease will be discussed. Scanning techniques and protocols for pediatric and adult procedures will be included. (3 Credits, Online)

**DMS 4363—Advanced Vascular Sonography**

Advanced study of vascular anatomy and physiology are the foci of this course. Symptoms of venous and arterial diseases are discussed. Scanning techniques and protocols used to diagnose vascular pathology are also included. (3 Credits, Online)

**DMS 4364—Advanced Cardiac Sonography**

Hemodynamics, cardiovascular principles, cardiac Doppler and the related physics, physiology and pathophysiology will be the focus of this course. (3 Credits, Online)

**DMS 4843—Clinical Practicum IV**

Supervised clinical experience at the intermediate level emphasizing adult cardiac and vascular examination procedures. Prerequisite: DMS 3541. (8 Credits, Clinical)

**DMS 4854—Clinical Practicum V**

Advanced practice supervised clinical experience emphasizing vascular or cardiac sonographic procedures. Prerequisite: DMS 4843. (8 Credits, Clinical)

## **DIETETIC INTERNSHIP**

### **NUTR 5073—Practicum in Clinical Dietetics**

Supervised learning experience in clinical dietetics designed to meet specific objectives and achieve identified clinical nutrition competencies. Experiences scheduled in a variety of health care and community settings. This course is an elective in the MSCN program and a required core course in the internship program. *(3 Credits, Clinical)*

### **NUTR 5083—Practicum in Administrative Dietetics**

Supervised learning experiences in administrative dietetics to meet specific objectives and achieve identified management competencies. Experiences scheduled in a variety of units within health care facilities. This course is an elective in the MSCN program and a required core course in the internship program. *(3 Credits, Clinical)*

### **NUTR 5112—Nutrition Counseling**

Provides an understanding of the methods, strategies, and evaluation of nutrition and diet counseling to modify eating habits for health promotion and increase compliance with therapeutic regimens. Consideration of learning styles, nutritional anthropology, and instructional technology effectively applied in the health care setting. Prerequisite: NUTR 5033 or NUTR 5333: Advanced Clinical Nutrition or equivalent; and consent of faculty. *(2 Credits, Lecture and Laboratory)*

### **NUTR 5161—Advanced Nutrition Seminar**

Graduate seminar of important current research in clinical nutrition to reflect content, application to clinical practice, and study parameters and design. Students will read original papers, write critiques, and make presentations for discussion. *(1 Credit, Seminar)*

### **NUTR 5333—Advanced Clinical Dietetics**

Integration of scientific principles of nutrition and food science into the use of foods and nutrients in disease prevention and treatment in accordance with clinical competencies for the entry-level dietitian. Corequisite: admission to Dietetic Internship and consent of faculty. *(3 Credits, Lecture)*

## EMERGENCY MEDICAL SCIENCES

### EMS 1122—EKG Interpretation

This course covers cardiac anatomy and physiology with particular attention to cardiac electrical activity and the interpretation of electrocardiograms. (1 Credit, Lecture and Online)

### EMS 1201—Patient Assessment

History taking, physical examination techniques, patient assessment in the field, clinical decision making, communications, and documentation. Emphasis on detecting, defining, and describing normal and pathological conditions. (2 Credits, Lecture and Online)

### EMS 1210—Clinical Preparation

Prepares the student to care for patients in the clinical area by teaching the principles of intravenous access, medication administration, and airway management. (2 Credits, Lecture and Laboratory)

### EMS 1211, 1222, 1233—Clinical Practicum I, II, and III

Supervised rotations through selected clinical and field areas. Emphasis on developing and improving skills which reinforce classroom instruction. (2 Credits, Clinical)

### EMS 1291—Emergency Medical Responder

Prepares individuals to function as Emergency Medical Responders. The Emergency Medical Responder is an integral part of the Emergency Medical Services System and is usually the first to arrive at the scene in emergency situations. The Emergency Medical Responder uses a limited amount of equipment to perform initial assessment and intervention and is trained to assist other EMS providers. This level of provider is not intended to be utilized as the minimum staffing for an ambulance. (2 Credits, Lecture)

### EMS1320—Pharmacology

Addresses the basic principles of pharmacology, including the history of pharmacology; drug regulation, nomenclature, and classification; and pathophysiological principles of drug uptake, utilization, and elimination in the body. This course will also cover basic medical terminology. (3 Credits, Online and Lecture)

### EMS 1334—Life Span Development

Recognition, pathophysiology, and management of emergencies among gynecologic, obstetric, neonatal, pediatric, and geriatric patients. (3 Credits, Online and Lecture)

### EMS 1340—Trauma Management

Trauma systems, mechanism of injury, pathophysiology, management, and treatment of traumatic injuries including hemorrhage, burns, thoracic trauma, soft tissue injury, head injury, spinal injury, abdominal injury, and musculoskeletal injury. (3 Credits, Online and Lecture)

### EMS 1410—Medical Emergencies I

Recognition, pathophysiology, and management of patients with respiratory, neurologic, endocrine, anaphylactic, non-traumatic abdominal, and urologic emergencies. (4 Credits, Online and Lecture)

### EMS 1602—Introduction to Emergency Medical Technology

This course includes all of the skills necessary for the individual to provide emergency medical care at a basic life support level with an ambulance service or in another specialized area. Completing this course fulfills all of the requirements for the students to challenge the Arkansas and National Registry of Emergency Medical Technicians certification examination. (6 Credits, Lecture)

### EMS 2159—Paramedic Competencies

This capstone course combines preparation and evaluation of significant entry level paramedic competencies including psychomotor and cognitive skills. Emphasis is placed on all psychomotor skills and cognitive aspects of the national professional credentialing examination. (1 Credit, Laboratory)

### EMS 2210—Foundations of the Paramedic

A study of the roles and responsibilities within an EMS system, the importance of personal wellness, implementation of injury prevention activities, understanding legal issues, ethics, and principles of therapeutic communications. (2 Credits, Online and Lecture)

### EMS 2220—Pathophysiology

Application of the general concepts of pathophysiology for the assessment and management of emergency patients. Pharmacological interventions are emphasized. (2 Credits, Online and Lecture)

### EMS 2250—Assessment Based Management

Integration of assessment findings in order to formulate a field impression and implement a treatment plan for those with common physical, mental, and social complaints, chronic care problems, and financial challenges; abuse victims; and assault victims. (2 Credits, Online and Lecture)

### EMS 2310—Medical Emergencies II

Recognition, pathophysiology, and management of patients with toxicologic, substance abuse, hematologic, environmental, infectious, psychiatric, and behavioral emergencies. (2 Credits, Online and Lecture)

### EMS 2431—Paramedic Field Internship

Supervised experience in prehospital care settings. Emphasis on the application of previous course work in the field environment. (4 Credits, Online and Lecture)

### EMS 2501—Cardiovascular Care

Utilization of the assessment findings to formulate a field impression, to implement and evaluate the management plan for the patient experiencing a cardiac emergency. Includes Advanced Cardiac Life Support (ACLS) didactic. (5 Credits, Online and Lecture)

### EMS 3301—Foundations of Emergency Medical Services

An overview of EMS as related through a review of the historical development through the modern day implementation. Includes an overview of federal rules and regulations as well as the planning and operations of typical EMS configurations systems including, methods of service and funding options. (3 Credits, Online)

### EMS 3302—EMS Operations Management

This course focuses on the role that operations management plays in the service industry through an emphasis on the principles and methodologies applicable to solving problems within the industry. (3 Credits, Online)

### EMS 3303—Leadership Development

A comprehensive view of the historical development of leadership theories and models and how they can be applied to emergency services. (3 Credits, Online)

### EMS 3304—Community Paramedic

This course introduces a new direction and expanded role for EMS. The community paramedic adapts to the specific needs and resources of each community more broadly in the areas of primary care, public health, disease management, mental health, and dental care. This course emphasizes the role, advocacy, outreach, and community assessment for the community paramedic. Includes

Modules 1 & 2 of Community Paramedic curriculum. (3 Credits, Online)

**EMS 4301—Human Resources Management**

A general overview of the basic concepts and methods of human resources relevant in making decisions within any organization.

**EMS 4303—Foundations of Health Professions Education**

Introduction to the methods and materials of community, and professional staff education; project development is required. This course satisfies all requirements toward Arkansas licensure as an EMS Professional Educator. This course does require some actual face to face classroom interaction. (Prerequisite as an Arkansas EMT for two consecutive years). (3 Credits, Online)

**EMS 4304—Safety & Risk Management**

A discussion of the laws and regulations that governs the prevention and control of employee safety and health and the management techniques involved. (3 Credits, Online)

**EMS 4305—Special Operations**

Discusses the role that EMS providers play in special operations events such as mass casualty incidents, fire rehabilitation, extended operations, wilderness EMS, sporting events, technical rescues, hazardous materials, tactical events, and terrorism. (3 Credits, Online)

**EMS 4306—Community Paramedic Strategies**

This course emphasizes the strategies to identify community health needs, developing strategies to meet those needs and building community capacity. Includes Modules 3 & 4 of Community Paramedic Curriculum. (Prerequisite EMS 3304) (3 Credits, Online)

**EMS 4307—Current Topics in EMS**

This seminar course is designed to discuss current problems in EMS systems. Particular attention will be paid to evidence-based clinical medicine, EMS management issues, and public perceptions of EMS. (3 Credits, Online)

**EMS 4308 – Directed Internship**

An internship & capstone experience in which the student serves as an apprentice within any organization that impacts the field of EMS. Suggested organizations include EMS providers, aeromedical EMS providers, a state or county Emergency Management agencies, Medicare or Medicaid governing agencies, industrial health settings, etc. The student will also complete an individual project in a specific EMS area under the guidance and supervision of a faculty member. (3 Credits, Practicum)

**EMS 4316—Community Paramedic Practicum**

Directed clinical experiences in community health areas. (Pre or Corequisite EMS 4306 and credentialed as a paramedic or advanced level healthcare professional) (3 Credits, Clinical)

**EMS 4320—Critical Care Paramedic Practicum**

Directed field and clinical experiences for the critical care paramedic. (Pre or Corequisite EMS 4610 and credentialed as a paramedic or advanced level healthcare professional) (3 Credits, Clinical)

**EMS 4330—Introduction to Research (RES 4330)**

An introduction to the methods of scientific research to include research design and statistical analysis. Critical review of the components of research reports will be performed to include definition of the problem, review of the literature, research design, data analysis, and results. (3 Credits, Online)

**EMS 4610—Critical Care Paramedic**

This advanced course involves the complicated technological care for emergent patients with complex multisystem problems. Significant patient care experience as a paramedic or advanced level healthcare professional is required. (6 Credits, Online and Lecture)

In addition to regular course work, the following seminars and special workshops are offered occasionally to professionals in the field as continuing education course work: EMT Refresher, EMT-1 Refresher, Paramedic Refresher, CPR Refresher, CPR Instructor, and EMT Instructor.

## GENETIC COUNSELING

### **GENC 5002—Introduction to Molecular Genetics**

Background in the principles of medical and molecular genetics, such as Mendelian inheritance patterns, and familiarizing the student with the genetic techniques and services now being provided in clinical medicine. The course will also assist students in developing the problem-solving skills required to extract and utilize genetic information from patients and families. Acceptance into the Genetic Counseling program is the prerequisite. (2 Credits, Lecture)

### **GENC 5011—Clinical Genetics Field Placement I**

Rotation through individual outpatient genetic clinics or laboratories to lay a foundation for a student's more active participation in later clinical genetic counseling. (1 Credit, Clinical)

### **GENC 5013—Psychosocial Genetic Counseling/Family Theory**

An overview of the psychological and sociological impact that genetic disease and birth defects have on affected individuals, families, and society at large. The theories of psychosocial counseling that represent the core of the profession will be explored. In addition, the students will examine their own beliefs and backgrounds, and understand how these may impact their ability to provide genetic counseling. Prerequisite for this course is acceptance into the program. (3 Credits, Lecture)

### **GENC 5021—Clinical Genetics Field Placement II**

Continuation of GENC 5011's rotation through individual outpatient genetic clinics or laboratories to lay a foundation for a student's more active participation in later clinical genetic counseling. Rotations in the second semester of the first year specifically ask the students to analyze information presented in outpatient clinic rotations by genetic health care providers, to observe clinical practice agendas in the rotations, and to acquire familiarity with case management and the genetics evaluation process. (1 Credit, Clinical)

### **GENC 5023—Topics in Genetic Counseling I**

An introduction to the profession of genetic counseling. It will provide students with information necessary to function in that role in a variety of settings. Teaching will include lectures, observations, role playing, and special independent and group assignments. Topics include: history of the profession, obtaining accurate family histories/recording accurate pedigrees, multicultural sensitivity, advocacy, client decision-making, constructing an overall genetic counseling session, and reviewing societal and public policy issues particularly relevant to human genetics and genetic counseling. (3 Credits, Lecture and Online)

### **GENC 5042—Medical Genetics**

Instruction in Mendelian Inheritance, atypical patterns of inheritance of human disease, the pathogenesis of genetic conditions and birth defects, the importance of the field of genetics in clinical medicine, including the basics of genetic screening, testing, and treatment. In addition, the role of chromosomes in heredity will be introduced and human hereditary disease mechanisms will be discussed in detail. (2 Credits, Lecture)

### **GENC 5052—Writing and Critical Analysis**

A course in scientific writing, medical documentation and critical analysis of both the medical literature and lay articles/patient information as it pertains to genetic counseling. Prerequisite: acceptance into the program. (2 Credits, Lecture and Online)

### **GENC 5062—Human Embryology**

This course will cover in detail normal and abnormal human development, as well as placental anomalies, as required by the American Board of Genetic Counseling. The approach will explore why and when congenital malformations occur. (2 Credits, Lecture)

### **GENC 5141—Research Methods in Genetic Counseling**

Introduction to research methodologies in genetic counseling. Students focus on developing research questions; reviewing the literature; methodology, and data analysis plans for their independent research or thesis project; and writing and submitting an IRB proposal. Prerequisites: successful completion of GENC 5052 Writing & Critical Analysis, acceptance in the program, a research advisor, and a research topic. (1 Credit, Lecture)

### **GENC 5142—Human Cytogenetics**

Graduate instruction in all aspects of human cytogenetics including chromosomal anomalies, rearrangements, uniparental disomy, and epigenetics, with particular relevance to the genetic counseling profession. The course content will include human chromosome structure, behavior, nomenclature, clinical chromosomal abnormalities, as well as current cytogenetic laboratory methods covering both their capabilities and their limitations. (2 Credits, Lecture)

### **GENC 5153—Counseling/Interviewing**

Exploration of the basic concepts of group and family therapy as foundation for the facilitation of genetic counseling management of the clients' healthcare needs in a holistic, efficacious, and timely manner. A major emphasis in this course provides students, through practice, with a knowledge base to intervene with families who may be experiencing the stress of a genetic diagnosis. (3 Credits, Lecture)

### **GENC 5162—Human Population Genetics**

The basics of genetic epidemiology and population genetics, including interpretation of large-scale, population based genetic studies. The course will introduce and teach students to use probability theory, Hardy-Weinberg equilibrium, segregation and linkage analysis, and the Bayesian Theorem. (2 Credits, Lecture)

### **GENC 5171—Prenatal Diagnosis**

Prenatal genetic counseling techniques and prenatal diagnostic procedures will be introduced, discussed, and demonstrated. Observation in a prenatal diagnosis clinic will be required. (1 Credit, Lecture)

### **GENC 5181—Teratology**

The course will present an overview of teratology. Information on known and potential human teratogens will be provided. Students will become familiar with major teratogen references and databases, and will practice strategies for informing patients and providers about teratogen information. (1 Credit, Lecture)

### **GENC 5182—Systems Disorders for the Genetic Counselor**

This course will provide the student with an understanding of genetic disorders as they present with malformations in multiple body systems. It will cover the natural history and diagnosis of disorders. Students will develop an understanding of the variation in presentation of birth defects and genetic conditions. (2 Credits, Lecture)

### **GENC 5192—Dysmorphology and Common Syndromes**

Information on the genetic, clinical, and diagnostic testing bases of a variety of genetic syndromes. Information on normal and abnormal human development and the study of dysmorphology. Acceptance into the program is the prerequisite, as is successful completion of GENC 5002 and GENC 5042. (2 Credits, Lecture)

**GENC 5232—Topics in Genetic Counseling II**

Instruction specific to the profession of genetic counseling. Topics include: awareness of available genetic services for appropriate patients including clinical, education, and psychosocial support; methods of genetic outreach in rural areas including telemedicine; clinical skill development utilizing difficult clinical cases; and other professional genetic counseling issues, expanding upon the counseling theory and techniques introduced in previous semesters and clinical clerkships. (2 Credits, Lecture and Online)

**GENC 5242—Cancer Genetics**

The genetic basis of inherited cancer and cancer syndromes, with an overview of the development and treatment of these cancers. In addition, exploration of cancer genetics, patient education, and psychosocial adjustment to presymptomatic testing. (2 Credits, Lecture)

**GENC 5252—Genetic Counseling Ethics**

Methods of ethical case analysis through lecture, demonstrations, and problem-based learning. Focus will be placed on cases/situations that genetic counselors will encounter in everyday employment and other professional areas. (2 Credits, Lecture)

**GENC 5262—Metabolic Genetics**

Information on inborn errors of metabolism: diagnosis, biochemical characteristics, inheritance, and treatment options. (2 Credits, Lecture)

**GENC 5312—Public Health Genomics**

This course introduces the learner to the concept of genetic disease as a public health concern. Students will have the ability to participate in one of the following: a genetic support group, advisory committee, disease registry, or similar group or program. Prerequisite for this course is acceptance into the program. (2 Credits, Lecture and Online)

**GENC 5322—Medical Genetics II**

An overview of epigenetics, the genetics of the immune system and genetic bases of autoimmune disorders, such as diabetes and lupus, will be explored. A portion of this course will also be devoted to a new field of research (pharmacogenetics) involving treatment of disease with specific combinations of drug therapies based on patient genotypes. In addition, it will include hereditary immunodeficiencies and psychiatric genetics. (2 Credits, Lecture)

**GENC 5411—Genetic Laboratory Practicum**

Instruction and laboratory rotations specific to the profession of genetic counseling. Providing the graduate student with practical experience in the UAMS molecular cytogenetics laboratory, the UAMS molecular laboratory, as well as a weekly semester long seminar in genetic laboratory testing. (1 Credit, Lecture)

**GENC 5513—Genetics Clinical Practicum I**

Provide students with practical experience performing genetic counseling for patients/families referred to a prenatal diagnosis program for a variety of reasons. These include advanced maternal age, abnormal maternal serum screening, abnormal ultrasound findings, teratogen exposures, chronic maternal disease, and infertility issues. Students will observe and counsel patients under the supervision of trained genetic counselors and maternal-fetal medicine specialists. (3 Credits, Clinicals)

**GENC 5613—Genetics Clinical Practicum II**

Provide the student with practical experience performing genetic counseling in both pediatric and adult genetics clinics for patients and families referred for a variety of reasons, including family history of inherited or genetic diseases and/or chromosomal abnormalities, abnormal newborn screening results, and evaluation for features of specific syndromes. Students will observe and provide counseling under trained genetic counselors, medical geneticists, and other appropriate medical specialists. (3 Credits, Clinical)

**GENC 5713—Genetics Clinical Practicum III**

Provide the student with practical experience in providing patients and families with genetic counseling for a variety of genetic diseases in multidisciplinary adult specialty clinics, such as sickle cell disease clinic, hemophilia clinic, cystic fibrosis clinic, and Huntington's disease clinic. (3 Credits, Clinical)

**GENC 5813—Genetics Clinical Practicum IV**

Provide the student with practical experience in providing patients/families with genetic counseling for a variety of cancer disorders and cancer syndromes. The student will observe and/or counsel these patients under the direct supervision of trained genetic counselors, oncologists, and medical geneticists. (3 Credits, Clinical)

**GENC 6152—Research Project I**

Independent study for non-thesis genetic counseling students. Students focus on data collection and drafting their research manuscript. Pre-requisite: successful completion of GENC 5141 Research Methods in Genetic Counseling, acceptance in the program and an IRB proposal that is either in-review or approved. (2 Credits, Independent Study)

**GENC 6162—Research Project II**

Independent study for non-thesis genetic counseling students. Students focus on data collection, data analysis, finalizing their research manuscript and present an oral public presentation of their research. Prerequisite: successful completion of either GENC 6152 Research Project I or GENC 617V Thesis. (2 Credits, Independent Study)

**GENC 617V—Thesis in Genetic Counseling**

Independent study for thesis genetic counseling students. Thesis students must register for a total of six semester hours; one to three semester hours per semester. Prerequisite: successful completion of the entire Genetic Counseling program first year curriculum including GENC 5141 Research Methods in Genetic Counseling. (6 Credits, Independent Study)

## HEALTH INFORMATION MANAGEMENT

### **HIM 1101—Clinical Laboratory I**

The student will be given the opportunity to correlate the didactic experience of previous courses with on-site and on-campus laboratory learning experience. (1 Credit, Clinical)

### **HIM 1102—Clinical Laboratory II**

The student will be given the opportunity to correlate the didactic experience of previous courses with on-site and on-campus laboratory learning experience. (1 Credit, Clinical)

### **HIM 1103—Professional Issues Seminar**

Introduction to the HIM profession, ethics, and professional organizations. Concepts of professionalism. Overview of basic skills required for the profession. Group and team building processes. (1 Credit, Lecture)

### **HIM 1202—Registry Principles & Practice**

Introduction to basic registry operations which include hospital registries and central registries, basics of staging and classification systems used in cancer registries, overview of the survey process, procedures, requirements and standards of a registry and accreditation. Topics are: statistics, reporting, data sets, data editing, quality control, case-finding principles, cancer committees, cancer conferences, agency reporting, legal issues, and confidentiality. (2 Credits, Lecture)

### **HIM 1203—Epidemiology**

Introduction to the basic principles and methods of epidemiologic research and practice - presents an overview of the history and theoretical basis of epidemiology; measures of morbidity and mortality; disease transmission and risk; major epidemiologic study designs; measures of association; sources of error including bias, confounding, and interaction; evaluation of screening tests, inference, and causality. (2 Credits, Lecture)

### **HIM 1301—Medical Terminology**

Introduction to the language of medicine. Emphasis is on terminology of all anatomical body systems, roots of words, suffixes, prefixes, and correlation with basic anatomy and physiology classes. (3 Credits, Lecture)

### **HIM 1304—Pathophysiology with Pharmacology**

Common pathological conditions of the organ systems and the drugs of choice used in their treatment. (3 Credits, Lecture)

### **HIM 1307—Applied Systems**

Application of methods for implementing and managing health information systems in acute and ambulatory health care environments. (3 Credits, Lecture)

### **HIM 1308—Health Record Systems and Issues**

Basic concepts and functions in health information management to include development, storage, and maintenance of the health record in the health care delivery systems environment. (3 Credits, Lecture)

### **HIM 1309—ICD-10-CM/PCS Coding & Classification System**

Introduction to the ICD-10-CM/PCS system for coding developed by CMS. Includes a brief history of its development and characteristics, and basic information. Emphasis is on the structure, characteristics and applications in detail to include procedures in the medical and surgical sections and ancillary sections. Also included are ICD-10-PCS definitions and coding guidelines of all seven characters: section, body system, root operation, body part, approach, device, and qualifiers. (3 Credits, Lecture)

### **HIM 2101—Clinical Practice**

The student will be given the opportunity to correlate the didactic experience of previous advanced courses with on-site and on-campus laboratory learning experience. (1 Credit, Clinical)

### **HIM 2102—Problem Solving Seminar**

Examination of the latest trends in health information management. Use of case studies for problem solving responses to management and supervisory issues. (1 Credit, Lecture)

### **HIM 2201—Legal and Ethical Issues**

The health record as a confidential legal document; legal principles, policies, regulations and standards for the control and use of health information. The basic structure of the federal and state court system. Definition and application of professional ethics and consideration of contemporary legal and ethical issues. (2 Credits, Lecture)

### **HIM 2202—Registry Professional Practice**

Directed practice provides hands-on experience in all aspects of registry operations. Supervised practice in a hospital registry includes skill and understanding in registry management, data collection and abstracting, coding and staging, follow-up, data utilization and reporting, computer applications, and quality assessment. The clinical rotations include 11 hours of directed practice each week during the 15-week semester. (2 Credits, Clinical)

### **HIM 2203—Preceptorship**

The student will be given the opportunity to correlate the didactic experiences of previous and concurrent courses with on-site and on-campus laboratory learning experiences. Application of operational management theory and orientation to all aspects of practice as a supervisor of a health information department component in a hospital, long term care or ambulatory setting. Includes student project(s). (2 Credits, Clinical)

### **HIM 2301—Quality in Health Care**

Purpose, philosophy and processes of improving organizational performance through quality assessment, credentialing, utilization management, and risk management. Use of quality improvement tools for case review, data collection, data display, and data analysis. (3 Credits, Lecture)

### **HIM 2302—Expanded Coding (CPT-4)**

Introduction to nomenclature and classification systems with instruction in coding procedures with the CPT/HCPCS system. Coding data quality issues and methodology are introduced and related to the reimbursement system. (3 Credits, Lecture)

### **HIM 2303—Data Management and Statistics**

Computation and interpretation of health care statistics. Report generation, data display and data analysis. (3 Credits, Lecture)

### **HIM 2304—Supervisory Management**

Supervisory principles of a health care information service. Review of specific human resource management functions including communication, motivation, and supervision. Review of budgets, staffing schedules, policies, procedures, and productivity. Analysis of case study examples from health information departments, in the inpatient, ambulatory, and physician office environments. (3 Credits, Lecture)

### **HIM 2305—Intermediate Coding & Reimbursement**

Application of advanced guidelines of ICD-9-CM, CPT/HCPCS, and coding in the prospective payment and managed care environments for acute and ambulatory care reimbursement. (3 Credits, Lecture)



**HIM 2401—Staging & Classification**

Introduction to basic staging and classification systems to include hospital and central registries. Course covers the Facility Oncology Registry Data Standards (FORDS), International Classification of Diseases for Oncology, Third Edition (ICD-O-3), American Joint Committee on Cancer Staging Manual (TNM staging); Surveillance, Epidemiology, and End Results (SEER) Extent of Disease (EOD); and SEER Summary Staging Manual 2000. An overview of the principles and rules governing the classification system and each staging system to meet requirements and standards of a hospital and central registry are presented. *(4 Credits, Lecture)*

## MEDICAL DOSIMETRY

### **MED 4102—Clinical Orientation for Medical Dosimetry**

This course introduces all clinical aspects of radiation therapy including patient admission, consultation, case review, CT simulation, treatment planning, patient immobilization, setup ventilation, quality assurance, weekly charting, and case follow up. Principles of radiation health and safety and professional responsibilities of the medical dosimetrist will be discussed and practiced. (1 Credit, Clinical)

### **MED 4203—Practicum I**

Both lectures and “hands-on” exercises will be included to help students develop sufficient skills in using and administering radiation therapy planning systems. Basic planning techniques will also be taught. (2 Credits, Clinical)

### **MED 4301—Cross-Sectional Anatomy for Medical Dosimetry**

Fundamentals of acquisition and interpretation of cross-sectional anatomy from CT and MRI for all anatomical systems. (3 Credits, Online)

### **MED 4303—Medical Dosimetry Physics**

The course will review and expand upon the physics that govern the use of radiation in medicine as were discussed in the courses, RTH-Radiation Therapy Physics I, II. (3 Credits, Lecture)

### **MED 4304—Treatment Planning**

Application of physics and anatomical principles in developing and understanding a manual and computer-based treatment plan for patients with lesions at different anatomical treatment sites. (3 Credits, Lecture and Laboratory)

### **MED 4305—Special Programs in Dosimetry**

Discussion of special procedures in radiation therapy, such as intensity modulated radiation therapy, total skin irradiation, and tomotherapy as it pertains to treatment planning. (3 Credits, Lecture)

### **MED 4306—Research/Special Topics**

Directed research and bibliography search on a current investigational topic in medical dosimetry. (3 Credits, Directed Research)

### **MED 4404—Practicum II**

Assigned exercises organized by treatment site and procedure type will be carried out under the direct supervision of an assigned advisor. These will be both simulated and real case assignments. The student will rotate to different facilities for the completion of the tasks. (4 Credits, Clinical)

### **MED 4405—Practicum III**

Assigned exercises organized by treatment site and procedure type will be carried out under the direct supervision of an assigned advisor. These will be both simulated and real case assignments. The student will rotate to different facilities for the completion of the tasks. (4 Credits, Clinical)

### **MED 5501—Medical Dosimetry Internship I**

### **MED 5502—Medical Dosimetry Internship II**

This course enables the medical dosimetry graduate to gain practical experience in the clinical environment as a medical dosimetry intern. The Medical Dosimetry Certification Board (MDCB) requires a minimum of 840 hours of professional experience (35 hours per week for six months) prior to taking the certification examination. The intern and his/her preceptor collaborate to identify the experiences necessary to meet the national certification examination requirements. Interns enrolled in a post-graduation clinical internship

who become employed as dosimetrists prior to completing the course may request to complete the remaining internship hours for the course as an employee with his/her employer, in accordance with MDCB policy. (5 Credits, Clinical)

## MEDICAL LABORATORY SCIENCES

### **MET 3110—Body Fluids Laboratory**

Laboratory sessions are designed to introduce basic laboratory techniques including but not limited to safety, phlebotomy, pipetting and the use of basic instruments as well as techniques for the analysis of urine, cerebrospinal and other body fluids. (1 Credit, Laboratory)

### **MET 3113—Current Topics in Medical Laboratory Sciences**

A course, which provides a discussion of current issues in medical laboratory science that include but not are limited to ethics, regulations, research, and credentialing. The course will also provide a discussion of teamwork, leadership, and interpersonal skills needed by health care professionals. Prerequisite: Admission to the medical laboratory science professional program. (1 Credit, Lecture)

### **MET 4214—Parasitology and Virology**

Pathogenic parasites and viruses are covered. Emphasis is on the identification of parasites and the clinical significance of viruses. Epidemiology is included as appropriate. (2 Credits, Lecture and Laboratory)

### **MET 4116—Immunohematology Laboratory**

Laboratory for Immunohematology 4316. Emphasis is on testing methods to assure the safe and effective transfusion of blood components. Includes techniques to manage maternal and neonatal blood incompatibilities. (1 Credit, Laboratory)

### **MET 4117—Molecular Diagnostics Laboratory**

Laboratory for Molecular Diagnostics 4217. Emphasis on basic molecular techniques such as DNA extraction and quantitation, restriction enzyme digestion, polymerase chain reaction and agarose gel electrophoresis. (1 Credit, Laboratory)

### **MET 4120—Phlebotomy (Lecture, Laboratory, and Internship)**

Lectures emphasize theory regarding blood collection procedures, and laboratory sessions introduce basic techniques for the collection of blood samples including venipuncture and capillary puncture. Clinical internship consists of supervised practice in the collection of blood samples. (1 Credit, Laboratory)

### **MET 4134—Laboratory Medicine Seminar**

Presentation of laboratory medicine topics by each student and attendance at laboratory seminars presented by others. Requires guided individual investigations. (1 Credit, Laboratory)

### **MET 4135—Laboratory Medicine Case Studies Seminar**

Presentation of laboratory medicine case studies to correlate the student's didactic knowledge with the clinical experience. (1 Credit, Laboratory)

### **MET 4138—Laboratory Management**

Focuses on knowledge and techniques needed to identify and resolve basic management problems in the laboratory. Topics include basic management concepts, diversity, educational methodologies, laboratory information systems, personnel issues, policies and procedures, finances and budgeting, and compliance. (1 Credit, Lecture)

### **MET 4145—Immunology Clinical Internship**

Clinical application of theory and techniques in affiliated institutions. Prerequisites: Admission into the Medical Technology program, successful completion of Clinical Internship I. (1 Credit, Clinical)

### **MET 4200—Internship Preparation**

Provides a general overview of clinical internship and internship expectations. Laboratory cases emphasize the application of theoretical knowledge to clinical practice. Laboratory sessions provide a review of major psychomotor techniques in preparation for clinical internships. (2 Credits, Lecture and Laboratory)

### **MET 4212—Hematology Laboratory**

Laboratory for Hematology 4312. Emphasis on quantitative and qualitative techniques to evaluate the number, function and morphology of blood cells in bone marrow and peripheral blood. Includes testing methods to diagnose and monitor treatment for hematologic and hemostatic disorders. (2 Credits, Laboratory)

### **MET 4215—Clinical Microbiology Laboratory**

Laboratory for the Clinical Microbiology course. Emphasis is on the laboratory procedures for isolating, culturing, and identifying microorganisms. (2 Credits, Laboratory)

### **MET 4217—Molecular Diagnostics**

Explores the use of molecular techniques for the diagnosis of disease. Includes tests for genetic disorders (both inherited and acquired); infectious diseases, such as HIV and hepatitis C; tissue histocompatibility for organ transplants; and human identity testing. (2 Credits, Lecture)

### **MET 4223—Body Fluids**

Theory and techniques of analyzing urine, cerebrospinal, synovial, amniotic, and other body fluids. Correlates chemical, cellular, and micro-biological findings in normal and disease states. (3 Credits, Lecture)

### **MET 4311—Immunology**

Introduction to the mechanisms of normal and abnormal immune response. Emphasis on laboratory diagnosis by agglutination, precipitation, immunofluorescence and enzyme immunoassay. (3 Credits, Lecture)

### **MET 4312—Hematology**

Normal and abnormal hematopoiesis and hemostasis. Emphasis on recognizing alterations correlating with diagnosis and treatment. Includes quantitation techniques and morphologic evaluation and function of blood cells in bone marrow and peripheral blood. (3 Credits, Lecture)

### **MET 4315—Clinical Microbiology**

Pathogenic microorganisms are covered. Emphasis is on isolation, cultivation, and identification. Fundamental microbiology, epidemiology and pathogenesis are also included as appropriate. (3 Credits, Lecture)

### **MET 4316—Immunohematology**

Study of the immunochemical reactivity of blood antigens and antibodies, blood grouping, and compatibility testing. Includes basic problems relating to hemolytic disease of the newborn and component therapy. (3 Credits, Lecture)

### **MET 4332—Hematology Internship**

Supervised clinical internship in the area of hematology/coagulation. Emphasis on manual and automated techniques and development of professional behavior. Includes diagnostic correlations, quality assurance, and management practices. (3 Credits, Clinical)

### **MET 4335—Microbiology Internship**

Supervised practical experience in the microbiology laboratory. Emphasis on principles, procedures, and quality assurance. Includes management practices and development of professional behavior. (3 Credits, Clinical)

**MET 4514—Clinical Chemistry**

Detection and quantitation of metabolic compounds of major clinical significance in the diagnosis and treatment of disease. Emphasis on principles of analysis and diagnostic significance on biological constituents. *(5 Credits, Lecture)*

**MET 4314—Chemistry Internship**

Supervised clinical internship in the areas of chemistry and urinalysis. Emphasis on automated techniques, quality control, diagnostic correlations, management practices, and development of professional behavior. Practical application of course work in the area of urinalysis. Emphasis on principles, procedures, and quality assurance. *(3 Credits, Clinical)*

**MET 4341—Blood Bank Internship**

Supervised practical experience in the blood bank laboratory and immunology/serology. Emphasis on principles, procedures, and quality assurance. Includes management practices and development of professional behavior. *(3 Credits, Clinical)*

## **NUCLEAR MEDICINE ADVANCED ASSOCIATE**

### **MIS 5311—Patient Assessment**

Assessment of health status emphasizing cultural, ethnic, and age differences. Focuses on taking patient histories, inspection, palpation, percussion, and auscultation. Body systems and functional health patterns are used to organize data and to develop clinical pathways in medical imaging. (3 Credits, Lecture)

### **MIS 5315—Statistics & Research Methods**

Introduction to research designs, epidemiology, probability, test statistics, sample size, power, correlations, non-parametric tests, regression, and analysis of variance. (3 Credits, Lecture)

### **MIS 5321—Clinical Pharmacology**

Study of pharmacodynamics, medication administration, drug categories, and implications in patient care. Emphasizes pharmaceuticals frequently used in medical imaging. (3 Credits, Lecture)

### **MIS 5342—Fusion and Hybrid Technologies**

The principles and applications of imaging technologies that are complementary to and/or merged with nuclear medicine technology will be presented. Instruction in cross-sectional anatomy will be a significant component of this course. (3 Credits, Lecture)

### **MIS 5413-N—Clinical Internship I**

NMAA track emphasizes general nuclear medicine imaging procedures of the pulmonary, endocrine, and skeletal systems. (4 Credits, Clinical)

### **MIS 5423-N—Clinical Internship II**

NMAA track emphasizes therapeutic and PET imaging procedures. (4 Credits, Clinical)

### **MIS 6341-N—Pathophysiology and Clinical Correlation**

Application of the concepts of pathophysiology for the assessment and management of medical imaging patients. Emphasizes the characteristic manifestations, pattern recognition, and image assessment of pathologies observed in medical images specific to the program track selected. (3 Credits, Lecture)

### **MIS 6351—Health Care Systems in America**

Analysis of the health care services provided within the United States. The evolution, structure, financing, and regulation of the nation's health care institutions will be covered. In addition, ethics and legal issues related to the health professions will be studied. (3 Credits, Lecture)

### **MIS 6433-N—Clinical Internship III**

NMAA track emphasizes general nuclear medicine imaging procedures of the gastrointestinal, genitourinary, and neurological systems. (4 Credits, Clinical)

### **MIS 6443-N—Clinical Internship IV**

NMAA track emphasizes cardiac imaging procedures and stress testing. (4 Credits, Clinical)

### **MIS 6453-N—Clinical Internship V**

NMAA track emphasizes administrative procedures and specialized modalities. (4 Credits, Clinical)

### **MIS 6V31—Research Project I**

Practical experience in conducting research. A written plan describing the project's objectives and goals must be approved by the student's research mentor and program director prior to implementation. The student will submit the completed project for consideration to be published in a peer reviewed journal or to be presented at a professional meeting as a poster or lecture. A minimum of 3 SC in MIS 6V31 or in MIS 6V42 is required for program completion. (1-3 Credits, Lecture)

### **MIS 6V42—Research Project II (optional)**

A minimum of 3 SC in this research project course is required for program completion. The research project courses may be taken for up to 6 SC. (1-3 Credits, Lecture)

## NUCLEAR MEDICINE IMAGING SCIENCES

### **NMIS 4115—Radiopharmacy I**

Radiopharmaceutical preparation for diagnostic use to include quality control. Chemical, physical, and biological properties of radiopharmaceuticals will be examined. (1 Credit, Lecture)

### **NMIS 4116—Journal Review and Research Methods**

Critical evaluation of medical scientific literature to include statistical evaluation methods and presentation techniques. (1 Credit, Lecture)

### **NMIS 4211—Introduction to Nuclear Medicine**

Survey course for all phases of nuclear medicine technology. (2 Credits, Lecture)

### **NMIS 4213—Nuclear Physics**

Presents concepts and physical properties governing the atom to include systems and units of measurement, atomic and nuclear structure, particulate and electro-magnetic radiation. (2 Credits, Lecture)

### **NMIS 4214—Instrumentation I**

Operational principles of radiation detection equipment to include statistical applications and quality control. (2 Credits, Lecture)

### **NMIS 4221—Health Physics**

Legal, biological, and administrative aspects of radiation protection in nuclear medicine. Emphasis on practical means of minimizing radiation exposure to the patient, nuclear medicine staff, and the general public. Prerequisite: NMIS 4213. (2 Credits, Lecture)

### **NMIS 4223—Instrumentation II**

Advanced application of radiation detection theory and instrumentation. Prerequisite: NMIS 4214. (2 Credits, Lecture)

### **NMIS 4224—Radiation Biology**

A study of the interactions of ionizing radiation with human tissues and the potential biological effects resulting from such interactions. (2 Credits, Lecture)

### **NMIS 4225—Radiopharmacy II**

Radiopharmaceutical preparation for diagnostic use, to include quality control. Chemical, physical, and biological properties of radiopharmaceuticals will be examined. Prerequisite: NMIS 4115. (2 Credits, Lecture)

### **NMIS 4242—CT Physics and Instrumentation**

A study of the physics and instrumentation of computed tomography, computed tomographic image formation, and radiation dose and safety concerns. (2 Credits, Lecture)

### **NMIS 4302—Interdisciplinary Diagnostic Cardiac Imaging**

This course provides the student with an understanding of the major modalities for the diagnostic imaging of the human heart. Included are overviews of the methods, effectiveness, advantages and disadvantages of echocardiography, nuclear medicine, magnetic resonance, computerized tomography, and cardiac catheterization for the diagnosis of heart disease. (3 Credits, Lecture/Elective)

### **NMIS 4303—Clinical Pharmacology**

A study of pharmacodynamics, medication administration, drug categories, and implications in patient care. Emphasizes pharmaceuticals frequently used in medical imaging. (3 Credits, Lecture/Elective)

### **NMIS 4312—Clinical Procedures and Diagnosis I**

Current uses of radiopharmaceuticals for organ visualization and function with evaluation of results for diagnostic value. Emphasis placed on in vivo procedures. (3 Credits, Lecture)

### **NMIS 4322—Clinical Procedures and Diagnosis II**

Continued study of application of radiopharmaceuticals for diagnostic use. In vitro and therapeutic procedures are introduced. Prerequisite: NMIS 4312. (3 Credits, Lecture)

### **NMIS 4431—Clinical Internship III\***

Continuation of clinical course work at the advanced level. Prerequisite: NMIS 4524. (4 Credits, Clinical)

### **NMIS 4517—Clinical Internship I\***

Practical application of course work presented in the classroom. Students are assigned educational experiences in clinical imaging, radioimmunoassay, and radiopharmaceutical preparation. (5 Credits, Clinical)

### **NMIS 4524—Clinical Internship II\***

Continuation of clinical course work at the intermediate level. Prerequisite: NMIS 4517. (5 Credits, Clinical)

### **NMIS 4V41—Clinical Internship IV\***

Based on individual needs and prior clinical experiences, the student may elect to continue clinical course work at the advanced level. Prerequisite: consent of the faculty. (1-4 Credits, Clinical/Elective)

\*This course is offered on a satisfactory/unsatisfactory marking basis.

## OPHTHALMIC MEDICAL TECHNOLOGY

### OPH 3101—Clinical Skills Lab I

Focus on ophthalmic exam protocol; subsequent clinical skills lab courses are aimed at developing ophthalmic clinical skills in a logical progression with increasing levels of complexity. (1 Credit, Laboratory)

### OPH 3105—Clinical Skills Lab II

This course will familiarize students with various ophthalmic equipment and testing protocols emphasizing concepts underlying construction of equipment; proper usage of the equipment, focus on lensmeter, tonometry, retinoscopy, and refractometry concepts and skills. (1 Credit, Laboratory)

### OPH 3106—Clinical Skills Laboratory III

Continuation of previous clinical laboratory course in order to develop and enhance clinical skills focusing on the areas of advanced refractometry techniques, advanced retinoscopy techniques, and basic Goldmann perimetry. (1 Credit, Laboratory)

### OPH 3201—General Medical Knowledge & Terminology

Provides the student instruction in basic medical terminology, a general overview of human anatomy and physiology, and systemic illnesses. (2 Credits, Lecture)

### OPH 3202—Introduction to Ophthalmic Technology, Medical Law, and Ethics

Introduces the student to ophthalmic technology, including the role of the ophthalmic technologist, duties and responsibilities of the technologist, basic ocular examination techniques, measurement of visual acuities, basic lensometry, identification and usage of ophthalmic equipment, maintenance of ophthalmic examination lanes and special testing areas, and ethics: medical-legal aspects of ophthalmology. (2 Credits, Lecture)

### OPH 3203—Ocular Anatomy & Physiology

Provides the student a detailed knowledge of the normal anatomy and physiology of the eye and orbit. (2 Credits, Lecture)

### OPH 3204—Optics I

Introduces the human eye as an optical system by discussing physiology of image formation, optical relationships of eye structures, accommodation and effects of aging, refractive errors, astigmatism, prisms and Prentice's Rule, magnification, and basics of refractometry. (2 Credits, Lecture)

### OPH 3206—Optics II

Introduces principles of physical optics in which light is treated as a form of energy and part of the electromagnetic spectrum. Examines wave and particle theory, polarization, interference, fluorescence, and lasers. Students use ray tracing to examine refraction, reflection, diffraction, dispersion, vergence lenses and mirrors. The object-image relationships, magnification, and graphical analysis of simple and thick lens systems will also be discussed. (2 Credits, Lecture)

### OPH 3207—Contact Lenses/Opticianry

Familiarizes the student with contact lenses including types, fitting procedures, care and storage procedures, indications for use, complications and patient instruction, spectacle dispensing, ordering, and verification. (2 Credits, Lecture)

### OPH 3208—Ophthalmic Pharmacology

Detailed exploration of the various ophthalmic pharmaceuticals, indications for their use, sites of action, side effects, proper instillation of agents, and various abbreviations used for medications and their schedules. (2 Credits, Lecture)

### OPH 3209—Ocular Motility I

Acquaints the student with normal and abnormal binocular vision, including evaluation of motor and sensory status. (2 Credits, Lecture)

### OPH 3412—Clinical Practicum III

Continues to develop clinical skills and build on previous clinical courses. The student will begin to gain more specialized skills. New skills will be demonstrated and supervised by one or more members of the faculty. Clinical applications and classroom portions of the course will coincide where possible. Return demonstrations will be required at various times during this course. (4 Credits, Clinic)

### OPH 3510—Clinical Practicum I

Introduction to procedures for care of ophthalmology patients. Students observe techniques in various specialty clinics performed by a faculty member. Many procedures will be observed, but emphasis will be on basic skills needed to begin patient examination. When possible, clinical applications will coincide with the classroom portions of the course. Students will be introduced to appropriate equipment and instruments for patient examination, assigned examination rooms to maintain, taught basic procedures for information gathering in an examination, and become contributing members of the health care team. (5 Credits, Clinic)

### OPH 3611—Clinical Practicum II

Continuation of Clinical Rotation I, with further instruction in patient care and examination techniques. The course will build on the newly acquired basic skills as well as introduce new skills to be learned. More specific examination techniques will be observed, discussed, and return demonstrations given for these more advanced tasks. Students will begin to greet patients and start examinations. Clinical applications will reflect, where possible, the classroom portions of the course. (6 Credits, Clinic)

### OPH 4101—Clinical Skills Laboratory IV

Continue to develop clinical skills including familiarizing the student with advanced protocols required for performing the following ophthalmic tests and procedures: advanced tonometry, ophthalmic photography and angiography, advanced Goldmann perimetry. (1 Credit, Laboratory)

### OPH 4108—CPR

Teaches student cardiopulmonary resuscitation for certification by the American Red Cross. (1 Credit, Lecture)

### OPH 4201—Ocular Motility II: Abnormalities of Binocular Vision

Continuation of Motility I, and acquaints the student with advanced motility problems. The diagnosis and treatment of amblyopia are also studied. (2 Credits, Lecture)

### OPH 4202—Survey of Eye Diseases

Familiarizes the student with pathophysiological conditions of the globe and orbital region, encompassing both the more common conditions as well as some of the more unusual diseases. (2 Credits, Lecture)

### OPH 4204—Ophthalmic Photography & Angiography

Familiarizes the student with the more common forms of ophthalmic photography, and includes lectures and hands-on training in fluorescein angiography, fundus and external photography, and slit-lamp biomicrography. (2 Credits, Lecture)

### OPH 4205—Ocular Emergencies & Oculoplastics

Familiarizes students with varying degrees of ocular emergencies, triage of patients, immediate interventions, long-term complications, and preventative measures. Familiarizes the student with various aspects of oculoplastics including surgical interventions. (2 Credits, Lecture)

**OPH 4207—Advanced Concepts in Ophthalmology**

This course will use journals and ophthalmic literature to introduce students to on-going research in clinical and surgical ophthalmology, and re-introduce important ophthalmic concepts to enable the student to become more effective in assisting ophthalmologists deliver eye care to patients. *(2 Credits, Lecture)*

**OPH 4303—Special Testing**

Familiarizes the student with special testing procedures not normally accomplished during routine ophthalmic examinations. *(3 Credits, Lecture)*

**OPH 4306—Special Topics**

Introduces student to concepts of billing and coding, and management and supervision of allied health personnel. Additional topics may be added as new techniques, protocols, and treatments emerge. *(3 Credits, Lecture)*

**OPH 4309—Ophthalmic Surgical Assisting**

Prepares the student to serve as a sterile scrub assistant, sterile first assistant, and circulator for the more common ophthalmic surgical procedures. Students will also learn about various ophthalmic surgical procedures. *(3 Credits, Lecture)*

**OPH 4412—Clinical Practicum VI**

The final course in patient care experiences. Students are expected to act as full members of the health care team in all clinical areas. Students will use this semester to advance their skills across the discipline. *(4 Credits, Clinic)*

**OPH 4510—Clinical Practicum IV**

Continuation of previous clinical experiences completed in the junior year. Students will begin to develop autonomy in patient care, and basic skills will become more advanced. New tasks will be demonstrated first by a member of the faculty, followed by student performance. When possible, classroom portions will coincide with clinical experiences in this course. *(5 Credits, Clinic)*

**OPH 4511—Clinical Practicum V**

Continuation of previous clinical experiences in patient care. The student will be required to perform at a high level of competence in all phases of ophthalmic technology. Classroom instruction will decrease, as most of this material will already have been presented. Emphasis will be placed on advanced supervision techniques, specialized testing techniques, and autonomy. *(5 Credits, Clinic)*



## PHYSICIAN ASSISTANT

### PAS 5111–Professional Issues I

Application-based introduction to concepts of physician assistant profession. Topics to include history of physician assistant profession, physician assistant organizations, accreditation, the health care team, documentation, oral presentations, professionalism, and ethical issues. (1 Credit, Lecture)

### PAS 5112–Professional Issues II

Continuation of professional issues in physician assistant profession. Topics include documentation, safety, patient education, disease prevention, cultural issues, ethical issues and specific health care settings. (1 Credit, Lecture)

### PAS 5113–Professional Issues III

Continuation of professional issues in physician assistant profession. Topics include documentation, health care systems and policy, patient education, cultural issues, ethical issues and specific health care settings. (1 Credit, Lecture)

### PAS 5114–Professional Issues IV

Continuation of professional issues in physician assistant profession. Topics include practice and prescriptive laws, reimbursement, malpractice, certification and licensure, health care resources, HIPAA guidelines, and specific health care settings. (1 Credit, Lecture)

### PAS 5121–Clinical Reasoning I

Introduction to critical thinking and application of medical knowledge and skills in a case-based small group setting. Emphasis this semester will be on eliciting appropriate medical histories, determining appropriate physical examination techniques to perform, and formulating a differential diagnosis. Cases will correlate with topics covered in the Physical Assessment course. (1 Credit, Facilitation)

### PAS 5122–Clinical Reasoning II

Continuation of the utilization of critical thinking skills and application of medical knowledge through small-group case discussions. Focus will shift from medical history taking and physical examination to placing more emphasis on laboratory and diagnostic test ordering/interpretation and patient management. Cases will correlate with topics covered in the Principles of Medicine I course. (1 Credit, Facilitation)

### PAS 5123–Clinical Reasoning III

Continuation of the utilization of critical thinking skills and application of medical knowledge through weekly small-group case discussions. Emphasis on laboratory and diagnostic test ordering/interpretation and patient management. Cases will correlate to topics being covered in the Principles of Medicine II course. (1 Credit, Facilitation)

### PAS 5131–Patient Communication I

Course emphasizes interviewing techniques and interpersonal communication skills across the life span with emphasis on cultural diversity issues. Standardized patients will be utilized to enhance student interviewing skills. (1 Credit, Lecture)

### PAS 5132–Patient Communication II

Course builds on concepts covered in Patient Communication I with emphasis on interviewing techniques and interpersonal communication skills across the life span and emphasis on cultural diversity issues. Standardized patients will be utilized to enhance student interviewing skills. (1 Credit, Lecture)

### PAS 5143–Clinical Nutrition

Study of the nutritional care of the primary care patient with topics including geriatric, pediatric, diabetic, renal and cardiac patients and pregnant and lactating patients. Course also covers vitamin and mineral deficiencies, proper dieting, nutritional supplements, herbal supplements, nutritional medical disorders, enteral and parenteral nutrition, and patient nutritional assessment. (1 Credit, Lecture)

### PAS 5144–Medical Genetics

Introduction to medical genetics. Topics include rules of inheritance, human pedigrees, chromosomal abnormalities, genetic disease, genetic screening and counseling, and genetic pharmacotherapy. (1 Credit, Lecture)

### PAS 5233–Medical Ethics

Introduction to ethical issues that occur in clinical medicine. Topics include informed consent, confidentiality, nonmaleficence and beneficence, patient decision-making capacity, futile intervention, advance directives, end-of-life issues, assisted suicide, abortion, human research, and health care provider issues. Special topics in surgery, pediatrics and women's health are also covered. (2 Credits, Lecture)

### PAS 5252–Pharmacotherapy I

Addresses the pharmacotherapeutic principles of specific medications utilized in disease management. Course includes drug identification, indications, contraindications, adverse effects, drug interactions, cost, routes of administration, therapeutic monitoring, patient education and pertinent mechanism of action of specific drugs. Course topics will correlate with topics being presented in Principles of Medicine I course. (2 Credits, Lecture)

### PAS 5253–Pharmacotherapy II

Addresses the pharmacotherapeutic principles of specific medications utilized in disease management. Course includes drug identification, indications, contraindications, adverse effects, drug interactions, cost, routes of administration, therapeutic monitoring, patient education, and pertinent mechanism of action of specific drugs. Course topics will correlate with topics being presented in Principles of Medicine II course. (2 Credits, Lecture)

### PAS 5273–Surgical Medicine

Course involves the evaluation, diagnosis, and management of the surgical patient. The course addresses pre and post-op management, common surgical procedures and complications, indications and contraindications, surgical techniques and instruments, sterile technique, operating room protocol, anesthesia, and an introduction to the surgical subspecialties. (2 Credits, Lecture)

### PAS 5281–Introduction to Evidence Based Medicine

Introduction to utilizing the best available evidence in current medicine in addition to clinical experience to more effectively manage patients. Topics will include a brief overview of clinical epidemiology, research design, biostatistics, formulating a clinical question, database searching, and interpretation of medical literature. (2 Credits, Lecture)

### PAS 5282–Foundations of Evidence Based Medicine

Study of utilizing the best available evidence in current medicine in addition to clinical experience to more effectively manage patients. Course builds on the foundation established in first EBM course and utilizes a journal club approach to emphasize the application of EBM principles. (2 Credits, Lecture)

### PAS 5342–Clinical Physiology

Study of the physiological function of the cell and organ systems with introduction to pathophysiology of disease in the systems. Systems include cardiovascular, respiratory, digestive, urinary,

reproductive, nervous, musculoskeletal, special senses, lymphatic, endocrine and integument. Course topics will correlate with the topics presented in PA Gross Anatomy. (3 Credits, Lecture)

#### **PAS 5351–Clinical Pharmacology**

Study of the physiologic and biochemical aspects of the major classes of pharmacological agents. Brief overview of pharmacokinetic and pharmacodynamic principles of pharmacology. Major concepts involve drug classification, mechanism of action, absorption, distribution, metabolism, elimination, and dose-response relationships of the different drug classes. Major drug interactions and adverse effects of specific classes will be covered. (3 Credits, Lecture)

#### **PAS 5361–Diagnostic Assessment I**

Study of ordering and interpreting laboratory, imaging and diagnostic tests utilized in current medical practice. Course includes indications, contraindications, precautions, complications, techniques, cost-effectiveness, patient preparation, and ordering and interpretation of specific labs and tests. Course will correlate with the topics being addressed in Principles of Medicine I course. (3 Credits, Lecture)

#### **PAS 5362–Diagnostic Assessment II**

Study of ordering and interpreting laboratory, imaging and diagnostic tests utilized in current medical practice. Course includes indications, contraindications, precautions, complications, techniques, cost-effectiveness, patient preparation, and ordering and interpretation of specific labs and tests. Course will correlate to the topics being addressed in Principles of Medicine II course. (3 Credits, Lecture)

#### **PAS 5371–Behavioral Medicine**

Study of psychological and behavioral medical conditions. Course addresses the signs and symptoms, etiology, diagnosis, differential diagnosis, and treatment of behavioral disorders. Also includes conducting a psychiatric interview, classifying disorders, substance abuse, eating disorders, sleep disorders, abuse and neglect, death and dying, childhood disorders, psychological testing, psychological therapy, and pharmacological agents. (3 Credits, Lecture)

#### **PAS 5372–Emergency Medicine**

Presentation, diagnosis, and management of trauma and acute care patients who present to the emergency department. Topics involve multiple trauma, shock, wound management, environmental injuries, toxicology, orthopedic injuries, acute general medical and surgical diseases, pain control, emergency procedures, bioterrorism, and disaster medicine. Course also covers emergent conditions in cardiology, respiratory, pediatrics, gynecology, obstetrics, endocrinology, and hematology and oncology. (3 Credits, Lecture)

#### **PAS 5394–Principles of Medicine III**

An advanced medicine course that emphasizes pediatric, geriatric and rehabilitative medicine. Pediatric and geriatric modules emphasize etiology, signs and symptoms, differential diagnosis, diagnosis, prognosis, and management of medical conditions specific for the life-span. The rehabilitative module involves an overview of rehabilitative medicine, assistive devices, gait assessment, and stroke and cardiac rehabilitation. Laboratory includes infant evaluation, child evaluation, geriatric evaluation, functional assessment, and the use of assistive devices. (3 Credits, Lecture and Laboratory)

#### **PAS 5441–PA Gross Anatomy**

Study of basic gross and functional anatomy in an organ-system approach. Course covers cardiovascular, respiratory, digestive, urinary, reproductive, nervous, musculoskeletal, special senses, lymphatic, endocrine and integument systems by lecture, laboratory

and independent learning activities. The laboratory utilizes anatomical models, histology slides, prosected cadavers, radiographic images, and virtual anatomy software. (4 Credits, Lecture and Laboratory)

#### **PAS 5591–Physical Assessment**

An introduction to clinical medicine. Course includes eliciting a medical history; performing physical examination; reviewing anatomy, physiology and pathophysiology of common diseases; and differentiating between normal and abnormal physical exam findings. A physical examination skills laboratory will be held weekly to permit students to practice history and physical exam techniques. Students will also experience patient encounters throughout the semester in which they will elicit a medical history from patients in an inpatient or outpatient setting and then appropriately document and orally present the patient findings. (5 Credits, Lecture and Laboratory)

#### **PAS 5892–Principles of Medicine I**

Foundational principles of clinical medicine covered in a discipline based approach. Each module will review anatomy and physiology of specific systems. Instruction will cover pathophysiology, etiology, incidence, signs and symptoms, differential diagnosis, diagnostic techniques, diagnosis, prognosis, and management of specific common diseases.

This course will include a brief overview of the microbiological and immunological aspects of medicine. Topics will include normal flora, organism classification and transmission, and pathogenesis of infection of microbial pathogens, cell-mediated and humeral immunity, hypersensitivity reactions, and immune-mediated diseases. A weekly clinical procedural laboratory will correlate with the medical topic being covered in the lectures. Students will experience clinical patient encounters in outpatient or inpatient settings several times during the semester and then appropriately document and orally present the patient findings. (8 Credits, Lecture and Laboratory)

#### **PAS 5893–Principles of Medicine II**

Foundational principles of clinical medicine covered in a discipline-based approach. Each module will review anatomy and physiology of specific systems. Instruction will cover pathophysiology, etiology, incidence, signs and symptoms, differential diagnosis, diagnostic techniques, diagnosis, prognosis, and management of specific diseases. A weekly procedural laboratory will correlate with the discipline topic being covered in the lectures. Students will experience clinical patient encounters in outpatient or inpatient settings several times during the semester and then appropriately document and orally present the patient findings. (8 Credits, Lecture and Laboratory)

#### **PAS 6101–Summative Evaluation**

PA students will complete a one week comprehensive review and evaluation of expected physician assistant knowledge and skills. A combination of written examinations, clinical procedural skills testing, objective structured clinical examinations (OSCEs) and diagnostic interpretation will be utilized. Grading system will be satisfactory/unsatisfactory. (1 Credit, Lecture)

#### **PAS 6201–Capstone Project**

Course focuses on applying evidence-based medicine principles to a patient case study or original research. The emphasis of the project will be on formulating a clinical question, summarizing background information about the medical topic, conducting an extensive literature search about the topic, and critiquing journal articles on the topic. The goal of the project is to answer the clinical question utilizing current research and guidelines, and then apply it to the

patient case or research. This is partially an independent study course with required written assignments due at scheduled intervals throughout the clinical curriculum phase of the program. The course will conclude with a classroom portion in which an oral presentation of the project utilizing Power Point, a written EBM paper, and a written journal article for potential submission will be required for course completion. (2 Credits, Lecture)

#### **PAS 6321–Elective Rotation I**

PA Student will be permitted to select an area/ discipline of medicine in which he/she desires to gain additional clinical experience. A list of elective clinical rotation settings will be provided to the student including the general core rotations and then subspecialty areas of medicine and surgery. (3 Credits, Clinical)

#### **PAS 6322–Elective Rotation II**

PA Student will be permitted to select a second area/ discipline of medicine in which he/she desires to gain additional clinical experience. A list of elective clinical rotation settings will be provided to the student including the general core rotations and then subspecialty areas of medicine and surgery. (3 Credits, Clinical)

#### **PAS 6511–Family Practice Rotation**

Clinical experience focuses on the clinical aspects of family practice/ primary care. Students will participate in history taking, performing physical exams, developing differential diagnoses, formulating diagnoses, designing prevention and management plans, and documenting common medical conditions observed in the family practice setting. Students will have exposure to a variety of primary care procedures. Emphasis will be placed on caring for patients across the life-span. (5 Credits, Clinical)

#### **PAS 6512–Internal Medicine Outpatient Rotation**

Clinical experience that focuses on outpatient adult care medicine. Students will participate in performing complete outpatient history and physical exams and problem-focused history and physical exams, developing problem lists, identifying the clinical presentation of chronic and acute medical disorders, developing differential diagnoses, formulating diagnoses, ordering and interpreting diagnostic tests, and designing management plans for chronic and complex medical problems. (5 Credits, Clinical)

#### **PA 6513–Internal Medicine Inpatient Rotation**

Clinical experience focuses on the evaluation, diagnosis, and management of acute and chronic inpatient medical conditions. Students will perform complete inpatient history and physical exams, assist with consultations, and evaluate and manage hospitalized patients from admission to discharge. Students will be taught how to perform and interpret diagnostic tests commonly utilized in inpatient medicine and to perform common clinical hospital procedures. Students will also be involved with inpatient hospital documentation to include the admission summary, history and physical examination, daily progress note, consultation note, and discharge summary. (5 Credits, Clinical)

#### **PAS 6514–Pediatric Medicine Rotation**

Clinical experience in an outpatient and inpatient (if available) pediatric setting. Students will participate in the care of patients ranging from neonates to adolescents through well-child and sick-child office visits. Focus of experience is recognizing the clinical presentation of common pediatric medical problems, developing differential diagnoses, formulating diagnoses, and designing management plans for these patients. Other areas of focus include clinical application of drug dosing, immunizations, growth and developmental milestones, common diagnostic procedures, nutritional assessment, and documentation and communication with parents and pediatric patients. (5 Credits, Clinical)

#### **PA 6515–Women’s Health Rotation**

Clinical experience in outpatient women’s healthcare. Emphasis will be on eliciting and performing the gynecological history and physical examination, screening techniques, diagnostic procedures, management plans, and contraceptive counseling and management. Focus will also be on pre-natal and post-natal care, menstrual abnormalities, infertility, sexuality issues, menopause, and sexually transmitted diseases. (5 Credits, Clinical)

#### **PAS 6516–General Surgery Rotation**

Emphasis on the clinical evaluation, diagnosis and surgical management of patients in the general surgery setting. Students will participate in pre-operative and post-operative patient care, outpatient evaluation of surgical candidates, surgical inpatient management, assisting with surgical techniques and cases, and documentation specific to surgical patients. Students will be exposed to common surgical procedures and the description, indications, contraindications, and complications of each. Students will also participate in interpreting diagnostic tests utilized in the general surgical environment and in understanding operating room protocol. (5 Credits, Clinical)

#### **PAS 6517–Emergency Medicine Rotation**

Clinical evaluation, diagnosis and management of acute medical and trauma conditions that present to the emergency department. Students will participate in triaging patients, performing problem-focused history and physical examinations, developing differential diagnoses, formulating diagnoses, and designing management plans for patients presenting to an emergency setting. Focus will also be on performing emergency procedures, recognizing life-threatening medical conditions, assisting with resuscitation efforts, and interpreting diagnostic tests specific to the emergency medicine setting. (5 Credits, Clinical)

#### **PAS 6518–Behavioral Medicine Rotation**

Clinical experience that introduces students to a variety of behavioral medicine and psychological conditions in an outpatient and/or inpatient setting. Students will participate in psychiatric interviews and physical examinations, individual and group psychological counseling, development of management strategies for the psychiatric patient, and interpretation of diagnostic and psychological testing. Focus of experience will be in recognizing psychiatric medical conditions through clinical presentation and the psychiatric interview. (5 Credits, Clinical)

#### **PAS 6519–Orthopedic Medicine Rotation**

Clinical experience that focuses on chronic, acute, and emergent musculoskeletal conditions that present to the orthopedic setting. Students will participate in clinical outpatient, surgical outpatient, surgical inpatient, consultation, and operating room orthopedics. Focus of experience is to enable student to recognize the clinical presentation of common general orthopedic conditions, order and interpret orthopedic diagnostic tests, and perform specific orthopedic procedures. (5 Credits, Clinical)

#### **PAS 6520–Geriatric Medicine Rotation**

Clinical experience that focuses on all aspects of geriatric medicine including outpatient, inpatient, and nursing home settings. Students will participate in diagnosing and managing acute and chronic medical conditions specific to the geriatric population, recognizing polypharmacy, and performing functional assessments. (5 Credits, Clinical)

## **RADIOLOGIC IMAGING SCIENCES**

### **RAD 2123—Radiographic Procedures I Laboratory**

Laboratory session to accompany Radiographic Procedures I. Guided practice in principles of radiographic positioning. (1 Credit, Laboratory)

### **RAD 2125—Radiographic Exposure Laboratory**

Laboratory session to accompany Radiographic Exposure. Guided practice in radiographic equipment manipulation. (1 Credit, Laboratory)

### **RAD 2133—Radiographic Procedures II Laboratory**

Laboratory session to accompany Radiographic Procedures II. Guided practice in principles of radiographic positioning. (1 Credit, Laboratory)

### **RAD 2212—Radiologic Anatomy**

An investigation of human anatomy of the skeletal, gastrointestinal, genitourinary, cardiovascular, and central nervous systems as demonstrated on radiologic images. (2 Credits, Lecture)

### **RAD 2226—Clinical Practicum I**

Supervised clinical experience emphasizing radiographic procedures of the chest, abdomen, and extremities. (2 Credits, Clinical)

### **RAD 2234—Radiologic Imaging**

A study of the physical aspects of advanced imaging systems such as automatic exposure devices, fluoroscopic systems, tomography, computed tomography, and magnetic resonance imaging. The use of computers in radiology is emphasized. (2 Credits, Online)

### **RAD 2321—Basic Patient Care**

A discussion of common patient care theories, procedures, and techniques emphasizing the physical and psychological wellness of the patient during diagnostic imaging procedures. Ethical and legal principles and a laboratory session are included. (3 Credits, Online and Laboratory)

### **RAD 2322—Radiographic Procedures I**

A study of radiographic positioning of the chest, abdomen, extremities, and vertebral column. (3 Credits, Online)

### **RAD 2324—Radiographic Exposure**

A study of radiographic density, contrast, detail, and distortion; radiographic film, screens, and accessory imaging equipment; factors affecting technique selection; and automatic processing. (3 Credits, Online)

### **RAD 2331—Radiation Physics**

A study of the instrumentation of radiographic equipment, x-ray tubes, the production of x-rays, properties of electromagnetic radiation, and x-ray interactions. (3 Credits, Online)

### **RAD 2332—Radiographic Procedures II**

A study of radiographic positioning of the cranium, gastrointestinal structures, and genitourinary structures. (3 Credits, Online)

### **RAD 2335—Clinical Practicum II**

Supervised clinical experience emphasizing radiographic procedures of the extremities and vertebral column. (3 Credits, Online)

### **RAD 3213—Radiographic Sectional Anatomy**

A study of human sectional anatomy in transverse, longitudinal, and coronal planes with an emphasis on the organs of interest in Computed Tomography and Magnetic Resonance Imaging. (2 Credits, Online)

### **RAD 3253—Radiographic Procedures III**

A study of alternate radiographic projections, pediatric radiography, geriatric radiography, and trauma radiographic procedures. (2 Credits, Online)

### **RAD 3262—Quality Management**

A study of the principles and practices of radiologic quality control with an emphasis on image assessment. (2 Credits, Online)

### **RAD 3351—Special Imaging Procedures**

A study of advanced radiologic procedures of the skeletal, cardiovascular, genitourinary, and gastrointestinal systems emphasizing pharmacology, the use of radiologic contrast media, and the equipment used during these procedures. (3 Credits, Online)

### **RAD 3352—Radiation Protection and Radiobiology**

A study of the principles and practices of the safe application of radiation and of the responses of biological systems to irradiation. (3 Credits, Online)

### **RAD 3461—Radiologic Pathology**

A study of disease processes emphasizing major organ-related and multiple system disease from a clinical and radiologic standpoint. (4 Credits, Online)

### **RAD 3554—Clinical Practicum IV**

Supervised clinical experience emphasizing pediatric and trauma radiographic procedures and the refinement of radiographic skills in orthopedic, gastrointestinal, and genitourinary procedures. (5 Credits, Clinical)

### **RAD 3641—Clinical Practicum III**

Supervised clinical experience emphasizing radiographic procedures of the cranium, gastrointestinal system, and genitourinary system. (6 Credits, Clinical)

### **RAD 3663—Clinical Practicum V**

Supervised clinical experience emphasizing geriatric and advanced skeletal, cardiovascular, genitourinary, and gastrointestinal radiographic procedures; an introduction to various imaging modalities; and the demonstration of competency on all required clinical skills. (6 Credits, Clinical)

### **RIS 4377—Cardiac Interventional I**

Advanced cardiac angiographic procedures performed using angiographic equipment. This course includes an in-depth study of cardiac imaging equipment, the use of sterile technique and supplies, the study of pharmacology, vascular access, cardiac anatomy and cardiac hemodynamics. (3 Credits, Online)

### **RIS 4378—Cardiac Interventional II**

Advanced cardiac angiographic procedures performed using angiographic equipment. This course includes an in-depth study of cardiac anatomy, cardiac hemodynamics, diagnostic cardiac catheterization, cardiac interventional procedures, cardiac pathologies, and a brief introduction to electrophysiology. (3 Credits, Online)

### **RIS 4381—Geriatric Imaging**

Investigation of the phenomena of aging, including selected biological, medical, and psychosocial issues. Methods of radiography are emphasized. (3 Credits, Online)

### **RIS 4382—Advanced Patient Care**

A study of advanced patient care skills emphasizing the cardiovascular and respiratory systems. (3 Credits, Online)

**RIS 4383—Mammography I**

A study of patient care, mammographic positioning, and technical aspects involved in producing quality radiographs. The principles of mammography, anatomy and physiology of the breast, psychological aspects, image evaluation, pathological conditions, protection, and quality control are included. (3 Credits, Online)

**RIS 4384—Mammography II**

This course focuses on advanced mammographic imaging, diagnostic procedures, and breast cancer treatments. Emphasis is placed upon current and upcoming technologies, quality control, and patient care during intensive situations. (3 Credits, Online)

**RIS 4386—Physics of Computed Tomography**

A study of the instrumentation of computed tomography, computed tomographic image formation, and radiation dose and safety concerns. (3 Credits, Online)

**RIS 4387—Computed Tomographic Procedures**

A study of computed tomographic procedures of the head, neck, vertebral column, chest, extremities, abdomen, and pelvis. Anatomy, positioning, scanning procedures, post-processing procedures, and patient care are emphasized. (3 Credits, Online)

**RIS 4391—Advanced Quality Management**

The focus of this course is on comprehensive quality management for the radiation sciences including radiography, mammography, digital imaging, ultrasound, nuclear medicine, CT, and MRI. Advanced concepts, current quality management theory, accreditation, and audit documentation are covered. (3 Credits, Online)

**RIS 4392—Physics of Magnetic Resonance Imaging**

A study of the instrumentation of magnetic resonance imaging, magnetic resonance image formation, and magnetic field safety concerns. (3 Credits, Online)

**RIS 4393—Magnetic Resonance Imaging Procedures**

A study of magnetic resonance imaging procedures of the head, neck, vertebral column, chest, extremities, abdomen, and pelvis. Anatomy, positioning, scanning procedures, post-processing procedures, and patient care are emphasized. (3 Credits, Online)

**RIS 4394—Current Issues in Health Care**

An emphasis on the critical evaluation of ethical, legal, and economic problems associated with health care delivery. (3 Credits, Online)

**RIS 4395—Vascular Interventional I**

Advanced vascular angiographic procedures performed using angiographic equipment. This course includes an in-depth study of vascular imaging equipment, cerebral angiography, abdominal visceral angiography, and upper and lower extremity angiography. (3 Credits, Online)

**RIS 4396—Vascular Interventional II**

Advanced vascular angiographic procedures performed using angiographic equipment. This course includes an in-depth study of pulmonary and thoracic angiography, cardiac catheterization, the venous system, and non-vascular special procedures. (3 Credits, Online)

**RIS 4398—Managerial Leadership**

Basic principles and practices necessary for effective supervision and leadership in a health care environment. Includes principles and practices in human resource management in health care settings. (3 Credits, Online)

**RIS 4399—Research in the Radiologic Sciences**

An introduction to research in the radiologic sciences, including literature review, research design, methodology, data collection, scientific writing, and research publications. (3 Credits, Online)

**RIS 4579—Cardiac Interventional Practicum**

Supervised clinical experience in cardiovascular interventional imaging. (5 Credits, Clinical)

**RIS 4585—Mammography Practicum**

Supervised clinical experience in mammography. (5 Credits, Clinical)

**RIS 4588—CT Practicum**

Supervised clinical experience in computed tomography. (5 Credits, Clinical)

**RIS 4594—MRI Practicum**

Supervised clinical experience in magnetic resonance imaging. (5 Credits, Clinical)

**RIS 4597—Vascular Interventional Practicum**

Supervised clinical experience in vascular interventional imaging. (5 Credits, Clinical)

## **RADIOLOGIST ASSISTANT**

### **MIS 5261-R—Pathophysiology and Clinical Correlation I**

Application of the concepts of pathophysiology for the assessment and management of medical imaging patients. Emphasis is placed on physiologic processes that contribute to understanding disease manifestation. An overview of cell function and growth, body defenses, tissue oxygenation, respiratory function, ventilation and its failure, and image correlation focusing on chest and thoracic imaging pathology is included. Moreover, presentation of lymphatic, vascular, and genitourinary functioning is addressed with correlation of imaging findings of representative pathology. (2 Credits, Online)

### **MIS 5262-R—Pathophysiology and Clinical Correlation II**

Application of the concepts of pathophysiology for the assessment and management of medical imaging patients. Emphasis is placed on physiologic processes that contribute to understanding disease manifestation. An overview of endocrine, metabolic, and nutritional functions, and associated imaging manifestations of disease are addressed. Neurological processes as well as neuromuscular and musculoskeletal morphology are evaluated with correlation of medical imaging techniques demonstrating pathology. Finally, an overview of skin diseases and an investigation of concepts in pediatric and geriatric imaging as they correlate with radiologic appearance of disease are covered. (2 Credits, Online)

### **MIS 5281—Geriatric Imaging**

Investigation of the phenomena of aging, including selected biological, medical, and psychosocial issues. Methods of radiography are emphasized. (2 Credits, Online)

### **MIS 5311—Patient Assessment**

Assessment of health status emphasizing cultural, ethnic, and age differences. Focuses on taking patient histories, inspection, palpation, percussion, and auscultation. Body systems and functional health patterns are used to organize data and to develop clinical pathways in medical imaging. (3 Credits, Online, Laboratory)

### **MIS 5315—Statistics & Research Methods**

Introduction to research designs, epidemiology, probability, test statistics, sample size, power, correlations, non-parametric tests, regression, and analysis of variance. (3 Credits, Online)

### **MIS 5321—Clinical Pharmacology**

Study of pharmacodynamics, medication administration, drug categories, and implications in patient care. Emphasizes pharmaceuticals frequently used in medical imaging. (3 Credits, Online)

### **MIS 5413-R—Clinical Internship I**

The focus of this clinical internship course is on thoracic and abdominal imaging procedures. Radiologist Assistant (RA) interns are required to document a minimum of 260 clock hours, excluding breaks, in the clinical setting for the clinical internship course. Sixty-five of these 260 hours must be devoted to observing the radiologists' interpretations of images. (4 Credits, Online)

### **MIS 5423-R—CLINICAL INTERNSHIP II**

The focus of this clinical internship course is on musculoskeletal imaging procedures. Radiologist Assistant (RA) interns are required to document a minimum of 260 clock hours, excluding breaks, in the clinical setting for the clinical internship course. Sixty-five of these 260 hours must be devoted to observing the radiologists' interpretations of images. (4 Credits, Online)

### **MIS 6351—Health Care Systems in America**

Analysis of the health care services provided within the United States of America. The evolution, structure, financing, and regulation of the nation's health care institutions will be covered. In addition, ethics and legal issues related to the health professions will be studied. (3 Credits, Online)

### **MIS 6433-R—Clinical Internship III**

The focus of this clinical internship course is on gastrointestinal and genitourinary imaging procedures. Radiologist Assistant (RA) interns are required to document a minimum of 260 clock hours, excluding breaks, in the clinical setting for the clinical internship course. Sixty-five of these 260 hours must be devoted to observing the radiologists' interpretations of images. (4 Credits, Online)

### **MIS 6443-R—Clinical Internship IV**

RA track emphasizes invasive imaging procedures. (4 Credits, Online)

### **MIS 6453-R—Clinical Internship V**

RA track emphasizes specialized modalities. (4 Credits, Online)

### **MIS 6V31—Research Project I**

Practical experience in conducting research. A written plan describing the project's objectives and goals must be approved by the student's research mentor and program director prior to implementation. The student will submit the completed project for consideration to be published in a peer reviewed journal or to be presented at a professional meeting as a poster or lecture. A minimum of 3 SC is required for program completion. (Variable Credits, Online)

### **MIS 6V42—Research Project II (optional)**

A minimum of 3 SC in this research project course is required for program completion. This course may be taken for up to 6 SC. (Variable Credits, Online)

## RESPIRATORY CARE

### RES 3113—Equipment and Techniques I Laboratory

Respiratory care equipment function, maintenance, and use; guided practice prior to clinical experiences. (1 Credit, Laboratory)

### RES 3115—Basic Assessment and Diagnosis Laboratory

Cardio-respiratory assessment and diagnostic equipment function, maintenance and use; guided practice prior to clinical experience. (1 Credit, Laboratory)

### RES 3116—Pharmacology I

Practical and clinical pharmacology related to inhaled drugs administered by the respiratory therapist. (1 Credit, Lecture)

### RES 3117—Clinical Practicum I

Supervised clinical experience in basic respiratory care procedures and practices. (1 Credit, Clinical)

### RES 3124—Introduction to Clinical Practice

Review and application of practical and clinical pharmacology and basic cardio-respiratory assessment and an introduction to therapeutic and diagnostic procedures commonly used in respiratory care practice. The course will include clinical observation of therapeutic and diagnostic procedures and discussion of case studies. (Elective course. Spring semester only.) (1 Credit, Lecture)

### RES 3128—Pulmonary Function Testing

The Registered Respiratory Therapist (RRT) is expected to understand pulmonary function testing (PFT) methods, perform PFT procedures, interpret PFT result, and analyze data related to pulmonary function lab quality control and quality assurance. This course is designed to prepare students for clinical experience with PFT performance, PFT interpretation, use of PFT results in patient care management, an understanding of quality control/quality assurance methods used in the PFT lab. (1 Credit, Lecture)

### RES 3223—Equipment and Techniques II Laboratory

Critical respiratory care equipment and function, maintenance and use; guided practice prior to clinical experiences. (2 Credits, Laboratory)

### RES 3226—Clinical Practicum II

Continuation of Clinical Practicum I; includes an introduction to critical respiratory care procedures and practice. (2 Credits, Clinical)

### RES 3132—Pharmacology II

A continuation of Pharmacology I. Emphasis will be placed on non-steroidal, anti-asthmatic and anti-infective drugs as well as sedatives, analgesics, neuromuscular blocking agents, and cardiac drugs. (1 Credit, Online)

### RES 3231—Clinical Internship I

Concentrated clinical experiences in critical and non-critical respiratory care procedures and practices. (2 Credits, Clinical)

### RES 3314—Basic Assessment and Diagnosis

Basic cardio-respiratory assessment and diagnostic procedures and practice. (3 Credits, Lecture)

### RES 3322—Equipment and Techniques II

Cardio-respiratory Care of critically ill patients with emphasis on mechanical ventilation and physiologic monitoring. (3 Credits, Lecture)

### RES 3327—Neonatal Cardiopulmonary Care

Study of neonatal respiratory care with emphasis on: physiology, cardiopulmonary disorders, assessment, evaluation, monitoring, and modalities of treatment. The laboratory will focus on neonatal critical care equipment function, maintenance, and use and guided practice prior to clinical experiences. Neonatal Resuscitation Program (NRP) certification required. (2 Credits, Lecture)

### RES 3411—Cardiopulmonary Anatomy and Physiology

Emphasis on the respiratory, cardiac, and renal systems. (4 Credits, Lecture)

### RES 3412—Equipment and Techniques I

Respiratory Care procedures and equipment; emphasis on basic respiratory care procedures and practice. (4 Credits, Lecture)

### RES 3421—Cardio-Respiratory Disorders

Study of common respiratory and cardiac disorders. (4 Credits, Lecture)

### RES 4131—Patient Simulations

Course description pending. (1 Credit, Laboratory)

### RES 4133—Patient and Family Centered Care

Course description pending. (1 Credit, Online and Laboratory)

### RES 4146—Respiratory Care Education

Course description pending. (1 Credit, Internet)

### RES 4241—Advanced Assessment and Diagnosis

Advanced cardiopulmonary assessment and diagnostic procedures and practices. (2 Credits, Lecture)

### RES 4243—Pediatric Cardiopulmonary Care

Study of pediatric respiratory care with emphasis on: physiology, cardiopulmonary disorders, assessment evaluation, monitoring, and modalities of treatment. The laboratory will focus on pediatric critical care equipment function, maintenance and use and guided practice prior to clinical experiences. Pediatric Advanced Life Support (PALS) certification required. (2 Credits, Lecture)

### RES 4250—Integration Project

Integration of respiratory care course work, focused on a case study. (2 Credits, Independent Study)

### RES 4255—Respiratory Care Seminar

Review of respiratory care as it pertains to credentialing examination administered by the National Board for Respiratory Care (NBRC) and other agencies that offer specialty credentials of interest to the respiratory therapist. (2 Credits, Lecture)

### RES 4257—Literature Review

Discussion of advanced theory and application of cardio-respiratory care as found in the professional literature. Prerequisite: RES 4330. (2 Credits, Independent Study)

### RES 4258—Bachelor's Thesis Proposal

Planning the Bachelor's thesis practicum, research project, or scholarly activity. Prerequisites include RES 4330 and 4257. (2 Credits, Independent Study)

### RES 4330—Research and Evaluation

An introduction to the methods of scientific research and evaluation. (3 Credits, Online)

### RES 4342—Critical Care Practices

Special techniques, case studies and pathological complications associated with the critically ill patient; emphasis on the care of the cardiac and trauma patient. (3 Credits, Lecture)

**RES 4355—Leadership and Management**

Basic concepts, principles, and practices necessary for effective supervision and leadership in a health care environment. (3 Credits, Online)

**RES 4356—Clinical Internship II**

Continuation of Clinical Practicum III; includes alternate care site and additional critical care practices and procedures. (3 Credits, Clinical)

**RES 4445—Clinical Practicum III**

A continuation of Clinical Practicum II; includes neonatal and diagnostic procedures and practices. (4 Credits, Clinical)

**RES 4452—Disease Management**

Introduction to chronic disease management. (3 Credits, Online)

**RES 4652—Bachelor's Thesis**

The Bachelor's thesis is implemented, evaluated, and evidenced-based recommendations are disseminated. Prerequisite: RES 4258. (6 Credits, Independent Study)

**RES 4V40—Legal and Ethical Issues in Health Care**

Course description pending. (1 Credit, Online)

**RES 4V44—Scholarship Project**

An introduction to the application of scientific research methods. (1-2 Credits, Independent Study)



## **SURGICAL TECHNOLOGY**

### **SUT 2123—Professional Certifications Seminar**

Preparation for the Certification Examination for the Surgical Technology profession. *(1 Credit, Lecture)*

### **SUT 2211—Basic Operating Room Techniques I Laboratory**

Fundamental procedures of perioperative patient care. Guided practice prior to clinical experiences. Must be taken concurrently with SUT 2510: Basic Operating Room Techniques and successful completion is pre-requisite to SUT 2215: Clinical Practicum I. *(2 Credits, Laboratory)*

### **SUT 2215—Clinical Practicum I**

Supervised clinical experience in the application of basic patient care procedures, safe practice, and beginning skills of sterilization/disinfection and aseptic technique. Prerequisite: Successful completion of competency evaluation in SUT 2211. *(2 Credits, Clinic)*

### **SUT 2221—Pharmacology for the Surgical Technologist**

Introduction to the classification, actions, and uses of drugs. Emphasis on drugs associated with various surgical, obstetrical, and emergency care procedures. Includes calculation of dosages and drug preparation. *(2 Credits, Lecture)*

### **SUT 2222—Perioperative Practice**

An overview of surgical technology as a health care profession. Explores standards of care, criteria for professional growth, psychological aspects of the patient including social and cultural dimensions, and the ethical and legal issues surrounding the profession. *(2 Credits, Lecture)*

### **SUT 2231—Clinical Practicum III**

Four (4) week clinical course work in all subspecialty areas of the operating room at the advanced level. Prerequisites: SUT 2215, SUT 2425. *(2 Credits, Clinic)*

### **SUT 2312—Medical Terminology**

Introduction to commonly used medical abbreviations and terminology used in the health care setting. Includes prefixes, suffixes, and root words. *(3 Credits, Lecture)*

### **SUT 2313—Surgical Pathophysiology**

Emphasis on the anatomical structures of those body regions in which surgery is most commonly performed and the diseases related to the surgical patient. *(3 Credits, Lecture)*

### **SUT 2425—Clinical Practicum II**

Supervised clinical experience in the application of basic, intermediate, and advanced surgical procedures, and a continuation of aseptic technique and sterilization/disinfection skills. *(4 Credits, Clinic)*

### **SUT 2510—Basic Operating Room Techniques**

Orientation to surgical technology with emphasis on the fundamental principles of basic patient care concepts, asepsis and the surgical environment, and basic case preparation and procedures before, during and after a surgical procedure. Classroom. *(5 Credits, Lecture)*

### **SUT 2520—Advanced Operating Room Techniques**

Emphasis placed on specialty surgical procedures and instrumentation. *(5 Credits, Lecture)*

## CHP INTERDISCIPLINARY COURSES

In addition to the discipline-specific courses described on the preceding pages, the College offers courses open to more than one discipline. The health professions, though different in many ways, share areas of common content and interest. The CHP interdisciplinary courses were developed on the premise that sharing learning experiences promotes mutual understanding and respect among various disciplines and promotes collaboration in health care delivery, develops a common language among health professionals, and develops a common philosophical framework for sharing of values.

### **CHP 3101—Legal and Ethical Issues for Allied Health Professionals**

Problems related to ethical dilemmas in health care commonly seen in the professional work place.

### **CHP 3102—Health Care Management Issues for Allied Health Professionals**

Problems related to management and ethics commonly seen in the professional work place.

### **CHP 3200—Management in the Allied Health Professions**

Organizational theory, basic concepts, principles, and practices in human resources management. Includes formal and informal structure, planning, decision process, motivation, and leadership.

### **CHP 3201—Ethics for Allied Health Professionals**

Introduction to the ethical and legal issues encountered by allied health professionals.

### **CHP 4100—Teaching in the Health Related Professions**

An examination of basic educational principles and methods appropriate for instruction in the health related professions. Students will be introduced to the basic elements of teaching and will apply them in completing assignments. This course is available to students in the Imaging and Radiation Sciences Department who are Teaching Associates. It is taken in conjunction with a companion course in one of the divisions of that department; permission to enroll in CHP 4100 must be granted by the instructor of the companion course. Some examples of companion courses are: DMS 4301—Health Care Systems in America; NMIS—4221 Health Physics; RIS 4398—Managerial Leadership.

### **CHP 4203—Health and Contemporary Affairs**

This course will explore current developments in world health and their economics, sociological, political, and environmental implications.

### **CHP 4300—Teaching in the Health Related Professions**

An examination of various educational principles and methods appropriate for instruction in the health related professions. Particular emphasis will be placed on the competency based approach to instruction.

### **CHP 4V01—Topics in the Health Related Professions**

An examination of selected problems or issues affecting the health related professions. (1–3 SC).

### **CHP 4V02—Independent Study in the Health Related Professions**

Guided investigation of a topic selected in consultation with the instructor. Open to students of superior ability who seek special research in the field (1–3 SC).

### **CHP 5100—Teaching in the Health Related Professions**

An examination of basic educational principles and methods appropriate for instruction in the health related professions. Students will be introduced to the basic elements of teaching and

will apply them in completing assignments including a capstone project. This course is available to students in the Imaging and Radiation Sciences Department who want to become Teaching Associates. It is taken in conjunction with a companion course in one of the divisions of that department; permission to enroll in CHP 5100 must be granted by the instructor of the companion course. Some examples of companion courses are: MIS 5281—Geriatric Imaging; MIS 6351—Healthcare Systems; MIS 5321—Clinical Pharmacology.

## UAMS INTERDISCIPLINARY COURSES

### **PhPr 5285—Death and Dying**

In an interdisciplinary format, the course prepares the student to manage end-of-life care, particularly through (1) exploring personal issues related to mortality; (2) learning roles of participants in such care; (3) developing communication skills needed for caregiving; (4) examining ethical issues related to death; and (5) examining economic and social aspects of funeral practices.

### **ASP 5352—Communicating with Older Adults**

An interdisciplinary course that will focus on the theory, art, and science of successful communication with older adults and provide students an opportunity to learn skills that will optimize their communications with peers, older adults, and caregivers through classroom exercises and clinical skills lab participation.

# ADMINISTRATION AND FACULTY/STAFF

## ADMINISTRATION

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*Chief Executive Officer and Vice Chancellor for Clinical Programs*

## FACULTY/STAFF LISTINGS

The following abbreviations indicate a faculty member's primary appointment or employment if outside the College: ACH, Arkansas Children's Hospital; ADH, Arkansas Department of Health; ADE, Arkansas Department of Education; AHEC, Area Health Education Center; ARC, Arkansas Red Cross; BH, Baptist Health; CARTI, Central Arkansas Radiation Therapy Institute; CAVHS, Central Arkansas Veterans Healthcare System; DHHS, Department of Health and Human Services; JRMC, Jefferson Regional Medical Center; LRAFB, Little Rock Air Force Base; MP, Merck Pharmaceuticals; PR Private Practice; RMH, Rebsamen Memorial Hospital; SI, Syncor International; STJ, St. Joseph Mercy Medical Center; SVIMC, St. Vincent Infirmary Medical Center; and UAMS, University of Arkansas for Medical Sciences.

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