

WEBSITE COMPLIANCE CHECKLIST

I. General Information	
Program Name	Amarillo College
JRCERT Program Number	0890
Program website URL	https://www.actx.edu/radiation/

Use the table below to assure the program is in compliance with **Objectives I.1** and **I.6** of the JRCERT 2021 **Standards**. For each required published policy, procedure, or relevant information, include a direct link to either the program's or sponsoring institution's website.

II. Website Links	
Required published program and/or sponsoring institution information	Direct link to information on program or institution website. If the information is within the student handbook, please include the page number with the link.
Admission and Transfer of Credit Policies	<p>Institution admission information/policies: https://catalog.actx.edu/content.php?catoid=21&navoid=959</p> <p>Program Admission/application/acceptance information:</p> <ul style="list-style-type: none"> Basic program web page application materials page: https://www.actx.edu/radiation/application-materials (can scroll down to find application packet or refer to direct url listed below and click on Radiation therapy application Packet Fall 2023: Below is the Program Department application procedures, copied/pasted from the above described program application packet (again, the whole of the program application packet is found at the URL above): https://drive.google.com/file/d/1Oy887lhqnDTYAESFMuNMbMZo-PLIyhji/view?usp=sharing <p>Institution Transfer of Credit policy (scroll up slightly): https://catalog.actx.edu/content.php?catoid=21&navoid=944&hl=transfer&returnto=search#trans</p>
Tuition, fees, and refunds	<p>Tuition & Fees: https://www.actx.edu/business-services/tuition-basic-fees</p> <p>Refund policy: https://www.actx.edu/business-services/refund-policy</p>

Graduation requirements	<p>Institution (must scroll down a bit to “Graduation” heading): https://catalog.actx.edu/content.php?catoid=21&navoid=948#Academic_Information</p> <p>Program web site (Scroll down just a bit until you reach “graduation requirements”: https://www.actx.edu/radiation/about-our-program</p> <p>Also the following copied/pasted from the program student handbook: https://drive.google.com/file/d/1G_DfRuRK9bTrwHO5GBQx4azVaPi-rStf/view?usp=sharing</p>
Grading system	<p>All didactic courses have the same grading system/scale, and is found in the course syllabus. Sample: current Oncology II Class (Scroll down or, more quickly, do a search (Command + F) for the word “grading”): https://www.actx.edu/syllabus/syllabus_view.php?id=36965</p> <p>Practicum (clinical) grading system found in each practicum course syllabus. All practicum courses have the same grading system (Scroll down or, more quickly, do a search (Command + F) for the word “grading criteria”): https://www.actx.edu/syllabus/syllabus_view.php?id=36967</p>
Program mission statement, goals, and student learning outcomes**	<p>Program Web site (scroll down just a bit): https://www.actx.edu/radiation/jrcert-data</p> <p>And the following copied/pasted from the Program Student Handbook (detailed mission/goals/learning outcomes): https://drive.google.com/file/d/1aL4aOIL29yX1ThgH3cQulK3DyfC0xZTG/view?usp=sharing</p>
Accreditation status**	<p>2nd short paragraph at: https://www.actx.edu/radiation/about-our-program</p>
Articulation agreement(s)	<p>None</p>
Academic calendar	<p>https://www.actx.edu/index.php?module=calendar&sch_id=4&view=grid</p>
Clinical obligations	<p>General clinical obligations can be found on the program website at https://www.actx.edu/radiation/about-our-program Scroll down to “clinical obligations”</p> <p>Practicum (clinical) syllabus for more general obligations: https://www.actx.edu/syllabus/syllabus_view.php?id=36967</p> <p>And, of course, the entirety of the 30+page Student Clinical Handbook reviews all aspect of the clinical experience (handbook not cited here as per JRCERT recommendations to not include entire handbooks)</p> <p>Insurance certificate at bottom of https://www.actx.edu/radiation/about-our-program</p>
Grievance policy and/or procedures	<p>Excerpt from the Radiation Therapy Program STUDENT HANDBOOK: https://drive.google.com/file/d/1BbohitrBByxe1qTvuQqswrq0fbbe!5E/view?usp=sharing</p> <p>Institution: https://catalog.actx.edu/content.php?catoid=22&navoid=1015#Academic_Information</p>

Institution Name: Amarillo College

Program Type: Radiation Therapy

Degree Type: Associates Degree

Program Effectiveness Data

The following is the most current program effectiveness data. Our programmatic accreditation agency, the Joint Review Committee on Education in Radiologic Technology (JRCERT), defines and publishes this information. The information can be found directly on the [JRCERT webpage](https://www.jrcert.org/).

Credentialing Examination: The number of students who pass, on the first attempt, the American Registry of Radiologic Technologists (ARRT) certification examination, or an unrestricted state licensing examination, compared with the number of graduates who take the examination within six months of graduation. The five-year average benchmark established by the JRCERT is 75%.

Credentialing Examination Rate	number passed on 1 st attempt divided by number attempted within 6 months of graduation
Year	Results
Year 1 - 2017	7 of 7 - 100%
Year 2 - 2018	10 of 11 - 91%
Year 3 - 2019	10 of 13 - 77%
Year 4 - 2020	9 of 9 - 100%
Year 5 - 2021	8 of 9 - 90%
Program 5-Year Average	44 of 49 - 89%

Job Placement: The number of graduates employed in the radiologic sciences compared to the number of graduates actively seeking employment in the radiologic sciences within twelve months of graduating. The five-year average benchmark established by the JRCERT is 75%.

Job Placement Rate	number employed divided by number actively seeking employment within 12 months of graduation
Year	Results
Year 1 - 2017	6 of 6 - 100%
Year 2 - 2018	11 of 11 - 100%
Year 3 - 2019	6 of 6 - 100%
Year 4 - 2020	9 of 9 - 100%
Year 5 - 2021	10 of 10 - 100%
Program 5-Year Average	42 of 42 - 100%

Program Completion: The number of students who complete the program within the stated program length. The annual benchmark established by the program is .

Program Completion Rate	number graduated divided by number started the program
Year	Results
Year 1 - 2021	10 of 12
Annual Completion Rate	83%

If any item is not applicable, please indicate as such in the link section.

**These items must be listed directly on the program's home webpage. All other required information is acceptable via the sponsoring institution's webpage, program webpage, or the student handbook. If the above information is included in the student handbook, the handbook must be accessible via the program's home webpage.

GLOSSARY OF TERMS

Academic calendar: the official institutional/program document that, at a minimum, identifies specific start and end dates for each term, holidays recognized by the sponsoring institution, and breaks.

Accreditation status: a statement of the program's current standing with the JRCERT. Per JRCERT Policies 10.000 and 10.700, accreditation status is categorized as one of the following: Accredited, Probationary Accreditation, and Administrative Probationary Accreditation. The program must also identify its current length of accreditation award (i.e., 8-year, 5-year, 3-year, probation). The JRCERT publishes each program's current accreditation status at www.jrcert.org.

Articulation agreement: A formal partnership between two (2) or more institutions of higher education. Typically, this type of agree is formed between a hospital-based program and a community college or a community college and a four (4) year academic institution with the goal of creating a seamless transfer process for students.

Clinical obligations: relevant requirements for completion of a clinical course including, but not limited to, background checks, drug screening, travel to geographically dispersed clinical settings, evening and/or weekend clinical assignments, and documentation of professional liability.

Grievance policy and/or procedure: a grievance is defined as a claim by a student that there has been a violation, misinterpretation, or inequitable application of any existing policy, procedure, or regulation. The program must have a policy/procedure to provide individuals an avenue to pursue grievances. If the institutional policy/procedure is to be followed, this must be clearly identified and provided to students. The policy/procedure must outline the steps for formal resolution of any grievance. The final step in the process must not include any individual(s) directly associated with the program (e.g., program director, clinical coordinator, faculty, administrator). The procedure must assure timely resolution. The program must maintain a record of all formal grievances and their resolution. Records must be retained in accordance with the institution's/program's retention policies/procedures. Additionally, the program must have a procedure to address any complaints apart from those that require invoking the grievance procedure (e.g., cleanliness of classroom). The program must determine if a pattern of any grievance or complaint exists that could negatively affect the quality of the educational program.

Program effectiveness outcomes/data: the specific program outcomes established by the JRCERT. The JRCERT has developed the following definitions and criteria related to program effectiveness outcomes:

Credentialing examination pass rate: the number of graduates who pass, on first attempt, the American Registry of Radiologic Technologists (ARRT) certification examination, or an unrestricted state licensing examination, compared with the number of graduates who take the examination within six months of graduation.

Job placement rate: the number of graduates employed in the radiologic sciences compared to the number of graduates actively seeking employment in the radiologic sciences. The JRCERT has defined not actively seeking employment as: 1) graduate fails to communicate with program officials regarding employment status after multiple attempts, 2) graduate is unwilling to seek employment that requires relocation, 3) graduate is unwilling to accept employment due to salary or hours, 4) graduate is on active military duty, and/or 5) graduate is continuing education.

Program completion rate: the number of students who complete the program within the stated program length. The program specifies the entry point (e.g., required orientation date, final drop/add date, final date to drop with 100% tuition refund, official class roster date, etc.) used in calculating the program's completion rate. When calculating the total number of students enrolled in the program (denominator), programs need not consider graduates who attrite due to nonacademic reasons such as: 1) financial, medical/mental health, or family reasons, 2) military deployment, 3) a change in major/course of study, and/or 4) other reasons an institution may classify as a nonacademic withdrawal.