NCTC
SURGICAL
TECHNOLOGY

Program Information Packet



Surgical Technology Program 2027-2028

Welcome,

We are pleased that you are inquiring about the North Central Texas College Surgical Technology Program. Our goal and NCTC Surgical Tech program's expectation statement is: "To prepare entry-level Surgical Technologists who are competent in the cognitive (knowledge), psychomotor (skills), and affective (behavior) learning domains to enter the profession."

Enclosed is information about the admission requirements and process, Associate degree outline, program curriculum, technical standards, immunizations required, estimated tuition, and employment policy for our program.

Information Sessions are offered online in two formats: online video that can be accessed anytime or Live info sessions that are offered in the spring semester through WebEx. Attendance of an Information Session is highly suggested to clarify any questions. These information sessions cover information that will help you to apply correctly and to succeed in the program. To register for a Surgical Technology information session please click on the link under Attend Information Sessions on the Surgical Technology Program's page https://www.nctc.edu/surgical- tech

Attached is the curriculum for the AAS in Surgical Technology Degree. All ST students will be required to finish with an AAS at the completion of the program. All courses must be done prior to the completion of the Surgical Technology Program, or it may jeopardize your graduation requirements. All non SRGT courses must be completed by August of your program year. For example, if you are admitted to the 2027-2028 class, all non SRGT courses must be done by the end of August 2027. While in the program, additional classes can be a burden and our students will be expected to maintain a 75 or above in all courses or they will be removed from the program.

Right now, you should begin to get your immunizations, gather your shot records and get the required titers if you are interested in *any* health science program. Anyone interested in healthcare is required by the Center for Disease Control (CDC) to be immunized for certain diseases.

Surgical Technology is a wonderful program for those that enjoy critical thinking, working with your hands and like a challenge. If you are unsure about which Allied Health program might be the best fit for you or have more questions about admissions, contact any of the advisors at Meet Your Advisors at www.nctc.edu/advising.

If you have other questions, I will be happy to hear from you at kmcduffie@nctc.edu or you may contact the Surgical Technology Clinical Coordinator Dawnie Maples, dmaples@nctc.edu, 940-252-4997. Please let us know if we can help you in any other way.

Sincerely,

Kim McDuffie, CST, FAST, BS

Program Director
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kmcduffie@nctc.edu

MISSION STATEMENT

The mission of the Surgical Technology Program at North Central Texas College is to provide the highest quality education to students who will function successfully as Surgical Technologists within a sterile environment and an ever-changing healthcare technology.

North Central Texas College does not discriminate on the basis of race, color, national origin, gender, religion, age or disability in employment or the provision of service.

Admission Requirements

POLICY

In addition to the admission requirements of North Central Texas College, the student must meet qualifications for admission into the Surgical Technology Program. The Surgical Technology program does not discriminate against any person on the basis of sex, race, color, national origin, or age, in admission, treatment, or participation in its programs, services and activities.

PROCEDURE

The applicant must:

1) Fill out an online application for admission to NCTC. Complete the admissions process into NCTC.
   - Contact financial aid at 940-498-6294 if financial assistance is needed.
   - Contact the Admissions Office in Gainesville for specific international student requirements if an international student. A social security number is required.
2) Register and complete pre-requisite courses. Meet with your advisor and begin registering for the pre-requisite and general academic courses if needed. See the Surgical Technology Degree Requirements. All prerequisite courses must be completed before the start of the surgical technology program and must achieve a "C" or better.
3) Attend an Information Session to obtain additional information about the Surgical Technology Program. These are done either LIVE at a scheduled time once a semester or recorded so you can view when you want to. Once you attend an information session, we email you direct instructions on how to apply.
4) Apply for the Surgical Technology Program. Log in to MyNCTC and complete the ONLINE application. Paper applications are not accepted. Complete as much as possible of the application initially. Your application will remain open until all items are attached (pre-requisite grades and titer proof). The application is **not complete** nor will be considered until all supporting documents are received. If you are not sure if a attachment is correct, please reach out to clarify with us.
5) Applicants applying for reentry into program must meet current cycle requirements including current degree plan, and application requirements. Students may re-enter the program one time only. Any previous surgical courses must be repeated to guarantee proper retention of knowledge and skills learned.
6) Acceptance into the program is limited to a **max of 24 students**. Acceptance is based on a point system. Students scoring the **highest total admission points** will be admitted to the AAS Surgical Technology program. Applicants will be ranked according to the priority points total.
   - See Point System.
   - Selection will be made by July 1 of the start year.
7) Students will be notified by e-mail regarding their status: acceptance, alternate or rejection.
8) Students who are admitted into the program must also complete the following before orientation:
   - Must pass a criminal background check.
     - Criminal background checks will be completed on all students upon acceptance to the program.

The following histories will disqualify an individual from consideration for clinical rotations and therefore admissions to the program:

- Felony convictions,
- Misdemeanor convictions or felony deferred adjudications involving crimes against persons (personal or sexual abuse),
- Misdemeanor convictions related to moral turpitude (prostitution, public lewdness/exposure, etc.
- Felony deferred adjudications for the sale, possession, distribution, or transfer of narcotics or controlled substances,
- Registered sex offenders.

- Must pass a physical examination from their private physician, NP, PA.
- Must be CPR certified for the **American Heart Association Provider Basic Life Support.**
- Must show proof of health insurance.
- Must provide physical documentation of completed immunization and titer requirements.
- Must be at least 18 years old on the first day of class.

9) Students will also be subject to the following during the program:
   - Must pass a urine drug screen before the first day of clinicals and at any point during the program.
   - All vaccines and CPR certification must stay updated for the duration of the program.

Surgical Technology Admission Point System

Application Submitted	
100%	1
Not complete	0
Points Given:	

GPA Score	
3.6-4.0	4
3.2-3.59	3
2.8-3.19	2
2.4-2.79	1
0-2.39	0
Points Given:	

A&P I	
A	3
B	2
C	1
Points Given:	

A&P II	
A	3
B	2
C	1
Points Given:	

Med Term	
A	3
B	2
C	1
Points Given:	

Micro	
A	3
B	2
C	1
Points Given:	

Psych	
A	3
B	2
C	1
Points Give:	

Associate classes (English, Creative Arts Core, Math)	
All 3 complete	3
2 complete	2
1 complete	1
Points Given:	

Titers	
All 3 Titers (Hep B, MMR, Varicella WITH Immunity)	5
All 3 Titers (Hep B, MMR, Varicella WITH Non-responders)	5
All 3 (Hep B, MMR, Varicella non immune w/ booster)	4
All 3 (Hep B, MMR, Varicella non immune)	2
Less than 3 Titers	1
No titers	0
Points Given:	

TB	
QuantiFERON Gold complete w/ one year	2
2 Skin tests completed w/ one year	2
1 skin tests	1
No TB	0
Points Given	

Tdap	
Within last 10 years	1
Do not have	0
Points Given:	

Bonus Area	
CPR BLS AHA	1
Attended Info Session	1
Points Given:	

Max Points	**33**
Points Received:	

*Only GPAs from transcripts submitted by the student on the application will count towards Overall GPA
*If attended multiple schools, you will need to submit multiple transcripts for the GPAs to count

2027-2028

AAS Surgical Technology Degree Plan

1st and 2nd Semester Pre-Requisite Courses:

- Pre-requisites science courses MUST be completed for admission into the program.
- Acceptance can be pending upon completion of classes by August of the acceptance year.

Prefix	Number	Course Name	Credit Hours
BIOL	2401	Anatomy and Physiology I	4
BIOL	2402	Anatomy and Physiology II	4
BIOL	2420	Microbiology	4
ENGL	1301	Composition I	3
HITT	1305	Medical Terminology	3
MATH	1342 or 1314	Elementary Statistics or College Algebra	3
PSYC	2314	Lifespan Growth and Development	3
Creative Arts Core	X3XX	Humanities/ Arts Appreciation Elective	3
ARTS	1301	or Art Appreciation	3
MUSI	1306	or Music Appreciation	3
		TOTAL	**27**

3rd, 4th, 5th Semester Surgical Technology Courses:

- The following courses can NOT be completed until admission into the program.
- Each semesters courses must be completed with a C or better before moving to the next semester.
- Failure to pass with a C or better will lead to dismissal from the program.

Prefix	Number	Course Name	Credit Hours
3rd Semester			
SRGT	1505	Introduction to Surgical Technology	5
SRGT	1509	Fundamentals of Perioperative Concepts & Techniques	5
SRGT	1361	CLINICAL – Surgical/Operating Room Technologist – INTRODUCTORY	3
		TOTAL	**13**

Prefix	Number	Course Name	Credit Hours
4th Semester			
SRGT	1441	Surgical Procedures I	4

SRGT	1442	Surgical Procedures II	4
SRGT	1661	CLINICAL – Surgical/Operating Room Technologist – INTERMEDIATE	6
		TOTAL	**14**

Prefix	Number	Course Name	Credit Hours
5th Semester			
SRGT	1662	CLINICAL – Surgical/Operating Room Technologist – ADVANCE	6
		TOTAL	**6**

Tentative Semester Schedules

Semester	Day	Tentative Scheduled Time	Location
Fall Week 1 thru 7	Monday	8:00 am-11:00am (Lab) 12:00pm-3:00pm (Lab)	Gainesville 2424
	Tuesday	8:00am-11:00am (Lecture) 12:00pm-3:00pm (Lecture)	Gainesville 2424
	Wednesday	8:00 am-11:00am (Lab) 12:00pm-3:00pm (Lab)	Gainesville 2424
Fall Week 8 thru 16	Tuesday	8:00am-11:00am (Lecture) 12:00pm-3:00pm (Lecture)	Gainesville 2424
	Clinical/Lab	Monday/Friday Rotation 6:30 am - 3:00 pm (M/F Clinical) 8:00am-3:00pm (W Lab)	Wednesday/Thursday Rotation 6:30 am - 3:00 pm (W/Th Clinical) 8:00am-3:00pm (M Lab)
Spring	Tuesday	8:00am-11:00am (Lecture) 12:00pm-3:00pm (Lecture)	Gainesville 2424
	Clinical/Lab	Monday/Friday Rotation 6:30 am - 3:00 pm (M/F Clinical) 8:00am-3:00pm (W Lab)	Wednesday/Thursday Rotation 6:30 am - 3:00 pm (W/Th Clinical) 8:00am-3:00pm (M Lab)
Summer	Monday-Friday	6:30 am - 3:00 pm (Clinical) Exact clinical days vary. A minimum of 3 days/week	Clinical Site

Clinical Assignment

Students are expected to attend clinical on each assigned clinical day. Each clinical course has a required number of hours that must be completed. Clinical placement is determined by instructor. Instructor will determine clinical placement on ability to perform skills, personality of student and clinical site and geographical location. Clinicals days are scheduled on Monday, Friday rotation or a Wednesday- Thursday rotations and can change based on clinical site requests.

Surgical Technology Curriculum

The curriculum is organized into the areas recommended in the *Core Curriculum for Surgical Technology* published by the Association of Surgical Technologists, Inc. Each course syllabus will include the Desired Outcome, the Performance Objectives and will contain a Content Outline. The learning objectives will address the cognitive, affective, and psychomotor domains of learning as conceived by Bloom and will be reflected in the objectives throughout the curriculum.

- **Medical Terminology** will address pronunciation and spelling, basic word structure, abbreviations and symbols, and the body systems.
- **Anatomy and Physiology** will address the organization of the human body and human tissues, organs, and systems.
- **Introduction to Surgical Technology** will cover orientation to surgical technology with emphasis on health care facilities, hospital organization and management, job description of the surgical technologist, surgical team members, aspects of the physical environment of a surgical suite, interdepartmental relations, communication skills, development of surgery, and ethical, moral, and legal responsibilities.
- **Fundamentals of Perioperative Concepts and Techniques** introduces the student to microbiology and wound healing, the process of infection, general and immunological defense mechanisms, principles of sanitation, sterilization, and disinfection.
- **Surgical Procedures I and II** will address pharmacology, patient care concepts, and surgical procedures.
- **Clinical – Surgical/Operating Room Technician (Introductory, Intermediate, and Advanced)** will provide the student clinical opportunities to apply what they have learned in the classroom. The clinical component allows the student to practice the skills, decision making, and social-emotional attributes that make up competent performance.

Technical Standards

Students should be able to perform these essential functions with or without reasonable accommodation, such as the help of compensatory techniques and/or assistive devices*.

1. Critical thinking ability sufficient for clinical/placement judgment
2. Interpersonal abilities sufficient to interact with individuals, families, and groups from a variety of social, emotional, cultural, and intellectual backgrounds.
3. Communication abilities sufficient for effective interaction with others in expressive and written English, including computer literacy.
4. Remain continuously on task for several hours while standing, sitting, walking, lifting (minimum of 35lbs), bending, and/or transporting patients/clients.
5. Physical abilities sufficient to move from area to area and maneuver in small spaces; full range of motion, manual and finger dexterity, and hand-eye coordination.
6. Gross and fine motor abilities sufficient to provide safe and effective patient/client care and to operate

equipment.

7. Ability to reach and operate overhead equipment.
8. Auditory ability sufficient to access essential patient information.
9. Normal or corrected visual ability sufficient for patient/client assessment.
10. Olfactory senses (smell) sufficient for maintaining environmental safety.
11. Ability to present professional appearance and attitude, implement measures to maintain personal physical and mental health and emotional stability.

*Applicants are highly encouraged to self-identify their accommodation needs. It is important to note that in order to successfully progress through the surgical technology curriculum and function as a practicing surgical technologist upon graduation, an individual must be able to perform certain physical activities that include vocal, visual, auditory, lifting and dexterity requirements. Early contact by individuals with an accommodation need will enable the program director to carefully consider each request on a case-by-case basis.

Health and Safety Policies

Students enrolled in the Surgical Technology program of NCTC spend a great deal of time in critical care areas of the program's affiliations and are therefore exposed to blood-borne pathogens and other dangerous health hazards, such as x-rays and anesthetic gases. These policy guidelines were created to outline those work-related hazards and to offer specific methods to protect the student during clinical instruction in the operating room suite. Guidelines are also offered for student responsibilities concerning health-related policies for the program.

Surgical Technology students will take responsibility for maintenance of their health to enhance their educational experience. In addition, surgical technology students will meet the requirements of clinical agencies and regulating agencies of the State of Texas.

Titers, Immunizations and Physical

Prior to admission into the program, we require proof of titers verifying immunization for HepB, MMR and Varicella. Titers are a blood draw that verifies your body created the immunity to these diseases. We also request proof of immunization to Tdap prior to admission into the program. Once accepted, students are required to provide a completed physical examination form that we provide. Students are also required to continue to follow the immunization requirements for students enrolled in health-related career education courses as set forth by the Texas Department of Health during the program**. Immunizations are not optional in the Surgical Technology program**. If a student has documentation of an allergy to a vaccine like in the influenza shot, an allergy form may be filled out. For non-responders (students who continuously have negative titers after initial series and boosters) a non-responder form may be requested. Please note, **clinical sites reserve the right not to accept students with negative titer (non-response) or documented allergy. If a clinical site cannot be found for the student, the student may be removed from the program.**

Immunizations

Type	Name	Time Frame	Notes
Influenza	Flu Shot	September after program start	Need proof of shot
Tetanus-Diphtheria-Pertussis	TDaP	Every 10 years- prior to application due date, and booster if expired	Documented shot and booster every 10 years. Must stay current while in program.
Meningococcal B	MengB	Prior to application due date.	For applicants 22 years and younger.

Titers

MMR	Titer (Blood)	Prior to application due date	If negative: get booster, wait 30 days and retest. If still negative: fill out non-responder form (two pages)
Hep B	Titer (Blood)	Prior to application due date	If negative: get booster, wait 30 days and retest. If still negative: fill out non-responder form (two pages)
Varicella	Titer (Blood)	Prior to application due date	If negative: get booster, wait 30 days and retest. If still negative: fill out non-responder form (two pages)

Tests

Physical Exam	NCTC Health Science Physical Form	Completed after admissions, before orientation	Must be our forms that you will receive after acceptance.
TB	PDD Skin Test x 2	30 days apart Must be current the year of application.	Tests are good for 12 months. Must redo if expires before program ends. If skin test is positive, student must have a clear chest x-ray and must be cleared by physician to start program.
	or		
	QuantiFERON GOLD x1	Must be current the year of application.	If test is positive, student must have a clear chest x-ray and must be cleared by physician to start program.

The majority of clinical affiliates have stopped requiring Covid vaccines, but we still have a few that still request it. **Clinical Sites (Hospitals) may require additional tests or immunizations prior to clinical start.

Surgical Technology Program Projected Expenses (2027-2028)

(All estimates are approximate only. Differences in tuition will depend on In-County, In-State, Out of State tuition rates, needed immunizations, and differences in vehicles maintenance and costs along with other individual circumstances.)

Expenses	Due Date	$$$	Pay to	Notes
Transcripts	When applying to NCTC	Varies with School	Previous schools	ALL past transcripts are required for registration
Tuition In-District (Includes Gen Use and Student Services fees)	Beginning of each semester	$112/Sem Hour for Cooke County Residents	NCTC Business Office	Sem 1 =13 hrs Sem 2 = 14 hrs Sem 3 = 6 hrs
Tuition In-District - Branch Campus (Includes Gen Use and Student Services fees)	Beginning of each semester	$132 /Sem Hour for Graham ISD residents	NCTC Business Office	Sem 1 =13 hrs Sem 2 = 14 hrs Sem 3 = 6 hrs
Tuition Other (Includes Gen Use and Student Services fees)	Beginning of each semester	$212/Sem Hour In-State $317/Sem Hour Out of State	NCTC Business Office	Sem 1 =13 hrs Sem 2 = 14 hrs Sem 3 = 6 hrs
Criminal background check & 10 panel drug screen	Prior to orientation	Appx $85	SurPath	Paid by student after acceptance into program, before Orientation.
Malpractice Insurance	Part of Fall tuition fees	Appx. $25	Included in fees paid to NCTC Business Office	Malpractice Insurance
AST student membership and review book	Part of Spring tuition fees (Pass through Fee)	Appx. $120	Included in fees paid to NCTC Business Office	AST membership and study guide
NBSTSA Testing Fee	Part of Spring tuition (Pass through Fee)	Approx. $220	Included in fees paid to NCTC Business Office	NBSTSA testing fee paid to take the national exam
Books	Part of Fall & Spring tuition fees (Pass through Fee)	Appx. $350	Included in fees paid to NCTC Business Office	Includes ebooks and Mindtap access for the whole year
Trajecsys	Part of Fall (Pass through Fee)	$100	Included in fees paid to NCTC Business Office	Caselog/Clinical time recording
Jomi Videos	Part of Fall tuition (Pass through Fee)	$150	Included in fees paid to NCTC Business Office	Surgical videos used in lab & clinical course
Periop-sim	Part of Fall tuition (Pass through Fee)	$240	Included in fees paid to NCTC Business Office	Lab/clinical training
Board Vitals	Part of Spring tuition (Pass through Fee)	$100	Included in fees paid to NCTC Business Office	CST test prep

Professional Portfolio	End of Second Semester	$5-$10	Student's choice	3 ring binder, clear plastic page protectors, subject dividers
Feed the Clinical Site	End of each semester	Varies with student and clinical site	Student's choice	Cookies, candy, etc. -you choose
Parking, Gas and car maintenance	Throughout the year	Varies	Student's choice	Not optional
Scrubs	First day of class	Varies	NCTC bookstore	Minimum of 2 sets, 3 preferred, one Scrub Jacket
Scrub Hats/Caps	By week 6	$15-$25 each	NCTC bookstore	Minimum of 2
Surgical Tech patches	First day of class	Appx. $5.00 each	NCTC Bookstore	One for each uniform top or warm- up jacket
Shoes-Lab and OR	First day of class	Need to have comfortable shoes	Student's choice	Leather for Safety; No clogs, backless, open toe or mesh shoes;
AHA BLS CPR Certification	First day of class	$30-$65	Student's choice	Must be American Heart Association, Healthcare Provider, Basic Life Support (BLS)
Accident/Heath Insurance	First day of class	VARIES	Student Choice	Must have proof by first day of class and maintain thru the program
History & Physical Exam	Prior to Orientation	VARIES	MD/PA/NP	Use NCTC Health & Physical Form

Immunizations				
Flu	September after program start	VARIES	MD/PA/NP/Pharmacy	Annual See Immunization Requirements for more information
MMR	Application Due Date	VARIES	MD/PA/NP/Pharmacy	See Immunization Requirements for more information
Varicella	Application Due Date	VARIES	MD/PA/NP/Pharmacy	See Immunization Requirements for more information
HEP B	Application Due Date	VARIES	MD/PA/NP/Pharmacy	See Immunization Requirements for more information
Meningitis	Application Due Date	VARIES	MD/PA/NP/Pharmacy	If 22 or under. See Immunization Requirements
TDaP	Application Due Date	VARIES	MD/PA/NP/Pharmacy	Every 10 years See Immunization Requirements

Titers, Labs, and other tests:				
Titer MMR	Application Due Date	VARIES	MD/PA/NP/LAB	See Immunization Requirements for more information
Titer HEP B	Application Due Date	VARIES	MD/PA/NP/LAB	See Immunization Requirements for more information
Titer Varicella	Application Due Date	VARIES	MD/PA/NP/LAB	See Immunization Requirements for more information
TB Test	Application Due Date	VARIES	MD/PA/NP/LAB	See Immunization Requirements for more information

*** Please note that tuition and fees may increase at any time**

Texas Workforce students: Please consult your counselor ASAP regarding these expenses and required documentation. The estimated cost of the Surgical Technology Program portion of degree In-District is $6,720-$10,000

EMPLOYMENT OF SURGICAL TECHNOLOGY STUDENTS

POLICY

The North Central Texas College Surgical Technology Program is committed to excellence and that surgical technologists are appropriately prepared for the services they are rendering.

PURPOSE

The role of the surgical technology student accepting employment in hospital or health agencies should be clearly defined.

PROCEDURE:

Students should not portray themselves as Surgical Technologists (ST) while enrolled in the program.

1. North Central Texas College undergraduate surgical technology students who accept positions in which they receive compensation for their employment are not functioning as students in the Surgical Technology program but as paid employees. Students enrolled in the Surgical Technology program employed by a hospital cannot work independently within the sterile field while on the time clock as the employee.

2. Students are advised to familiarize themselves with policies of the employing institution so that they will recognize the full scope of their responsibility. North Central Texas College undergraduate surgical technology students who accept positions for pay must recognize that they may be held legally liable for their actions.

3. North Central Texas College is not responsible for students when the student is clocked in and reimbursed as paid employee or paid student intern at a clinical site.

4. The performance of students when working for compensation is the legal responsibility of the employing agency and the individual student and will not be used as the official evaluation for the Surgical Technology Program.

5. The student is responsible for maintaining the required grade point average and should consider the demands of employment upon the student's time and energies.

    - Courses are structured to require a minimum of two (2) hours of preparation for each class hour and laboratory hour.
    - In order to meet the demands of the course work, it is recommended that students do not exceed 20 hours employment each week.

6. The clinical component of the program shall be educational in nature.

7. The student shall not be substituted for paid staff personnel during the clinical component of the program and must have a preceptor present at all times.

Responsible Person	**Action**
Student	1. Accepts full responsibility for his/her actions when accepting positions for pay.
Employing Agency	1. Assumes legal responsibility for the performance of students accepting positions for pay in their agency.