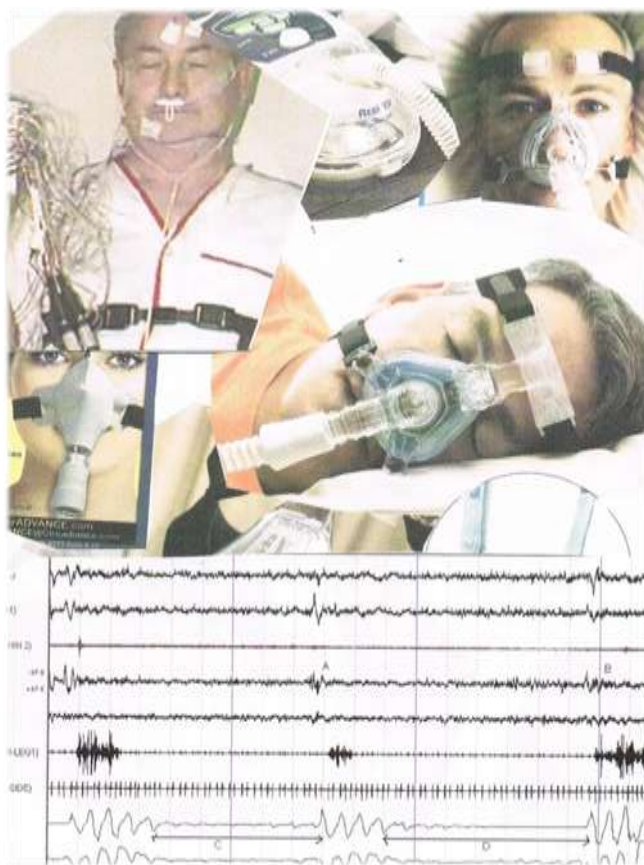




SLEEP TECHNOLOGY FOR POLYSOMNOGRAPHY

Career Studies Certificate
School of Nursing and Allied Health

INFORMATION PACKAGE



“J. Sargeant Reynolds Community College is an equal opportunity, affirmative action institution providing access to educational and employment opportunities without regard to age, race, color, national origin, gender, religion, sexual orientation, veteran’s status, political affiliation or disability.”

Revised: November 2011

Dear Future Student:

Thank you for your interest in the Sleep Technology for Polysomnography Program. This college-level Career Studies Certificate Program offers a path to a rewarding career in an allied health field in approximately two semesters. To provide greater accessibility and student convenience the courses are currently offered in an online format. Please note, however, there are hands-on lab experiences required in conjunction with a clinical internship at an accredited sleep facility. The combination of online lectures, hands-on practice and clinical internship allows students the opportunity to develop the skills and knowledge necessary to become a professional Sleep Technologist.

J. Sargeant Reynolds is proud to offer this exciting and challenging career opportunity. To learn more about the Sleep Technology for Polysomnography program please read the information contained in the pages that follow. If you have additional questions, please feel free to contact me. I look forward to assisting you as you consider entry into the program.

Sincerely,
Michelle Sartelle
Program Head
Sleep Technology for Polysomnography
msartelle@reynolds.edu
804-523-5012

What does a sleep technologist do?

AAST Definition of a Sleep Technologist

According to the AAST <http://www.aastweb.org>

The American Association of Sleep Technologists is the national membership organization representing sleep technologists. Trained in Sleep Technology and relevant aspects of Sleep Medicine, sleep technologists assist in the evaluation and follow-up care of patients with sleep disorders as identified in the current *International Classification of Sleep Disorders*. Sleep Technology is recognized as a separate and distinct allied health profession. The scope of practice of sleep technologists enables them to work in sleep centers, laboratories for sleep related breathing disorders, home environments, and non-facility-based settings under the direction of the sleep specialist.

Credentialed by the Board of Registered Polysomnographic Technologists, sleep technologists assist sleep specialists in the clinical assessment, physiological monitoring and testing, diagnosis, management, and prevention of sleep related disorders with the use of various diagnostic and therapeutic tools providing care to patients of all ages. These tools include but are not limited to polysomnograph, positive airway pressure devices, oximeter, capnograph, actigraph, nocturnal oxygen, screening devices, and questionnaires.

For more information about sleep technology and the scope of practice visit <http://www.aastweb.org/SleepTechnologist.aspx>

Career Opportunities

This is a rapidly growing field with high demand across the country for of Registered Polysomnographic Technologists (RPSGT).

Certification

Eligibility for the PSG registry examination administered by the Board of Registered Polysomnographic Technologists includes four pathways: 1) 18-months of PSG experience, 2) 6 months of PSG experience combined with work experience as a credentialed health professional, 3) 9 months of experience and completion of an AASM A-Step program; and 4) graduation from an accredited CAAHEP or CoARC PSG program

Accreditation

JSRCC Sleep Technology for Polysomnography program is accredited by:
CAAHEP, 1361 Park Street, Clearwater, L 33756, 727-210-2350

www.caahep.org



Sleep Technology for Polysomnography

Career Studies Certificate

Offered as distance learning only

Purpose: This program is designed to prepare individuals, in conjunction with a physician, to perform and interpret sleep studies. The sleep technologist provides comprehensive clinical evaluations and interventions to assist patients in attaining more healthful sleep.

Occupational Objectives: Employment as a sleep technologist in a sleep disorder center, hospitals, and/or clinic/office settings.

Admission Requirements: General college curricular admission

Additional Admission Requirements:

1. Submit a completed application by June 1st for a fall start or January 30th for a summer start
2. A complete application includes:
 - A personal letter stating why you are interested in the Polysomnography Program.
 - Official College or High School transcripts
 - GPA - A minimum grade point average of 2.5 is required. The GPA is based on a four-point grading system and reflects at least 12 college credit hours. A GED or high school GPA will be used if students have attempted less than 12 college hours.
 - Placement tests:
 - Math – Complete mathematics placement test with a placement of MTH 3 or higher. Students who do not place into MTH 3 or higher must successfully complete MTH 2.
 - Reading and Writing – College level proficiency in reading and writing demonstrated by 1) submission of official college transcripts indicating completion of a college level composition course (ENG 111) or 2) Passing scores on the Reading and Writing placement test, placing student into ENG 111.

Application Review Process

Applications to the Polysomnography Technologist Program will be selected based on the following criteria.

1. Sleep lab employer sponsorship (students sponsored by a sleep lab employer)
2. The number of students accepted is based on the number of clinical seats at the clinical facility and instructors. Applying students are required to select preferred clinical sites. If the number of applicants for any clinical site is larger than the number of clinical seats, an applicant lottery will be used to fill available seats. Students living outside of the Richmond Metropolitan Service Area (MSA) will have a priority placement within their geographic service area. For example, if a student lives in the Danville, he/she will have a priority in the Danville site over a student living in the Richmond service area.
3. A personal or phone interview is required with the program head for final acceptance into the program

Program Registration Process

After acceptance into the program a student must:

1. Attend a mandatory orientation prior to the first semester. Non- attendance may result in losing placement in the program.
2. Demonstrate successful completion or proof of a current Basic Life Support Healthcare Provider CPR card. JSRCC offers CPR courses (HLT 105) or you can use a community provider.
3. Submit a completed health form provided by the program during the mandatory orientation session and proof of immunizations are required before beginning clinical courses. Applicants must be free of any physical or mental condition which may adversely affect their performance.
4. Complete the CORI (Criminal Offender Record), at the student's expense.
5. Complete drug testing, if required by the clinical affiliate, at the student's expense.

Progression Policy

1. Students will abide by the admission and curriculum requirements of the Sleep Technology for Polysomnography Program at the time of admission.
2. Once enrolled, all polysomnography courses must be completed in the proper sequence as shown in the catalog and degree plan, or must have the approval of the Program Head.
3. Final grades below a "B" in a Polysomnography course or a "C" in any other academic course will result in the student not progressing in the program. Student will have to repeat the course along with the co-requisite courses in order to progress and graduate.
4. Unsatisfactory clinical performance will jeopardize clinical placement. This determination is made by the Clinical Instructor and the Program Head. Action may be taken at any time during the semester or at the end of the semester.
5. In the event a student is dismissed from a clinical affiliate, the student may not continue progressive courses.
6. Only two (2) attempts in any polysomnography course will be permitted without program head approval. An attempt is defined as a course in which a final grade of C, D, F or a withdraw is received.
7. A student requiring hospitalization or sustaining an injury while in the program will be required to obtain a written statement from his/her physician on official letterhead verifying his/her health status is adequate to participate in the clinical environment. A student may not be allowed to return to the clinical area if he/she is on medications which may interfere with his/her ability to perform required skills.

Students must complete the program within two (2) years after initial acceptance

Curriculum

Course Title	LEC. HRS.	LAB. HRS.	CRS. CRE.
ITE 115 Intro to Computer Applications and Concepts	3	0	3
NAS 150 Human Biology	3	0	3
HLT 143 Medical Terminology I	3	0	3
PSG 195 Introduction to Sleep	1	0	1
PSG 101 Polysomnography I	3	0	3
PSG 190 Coordinated Internship	0	10	2
PSG 103 Polysomnography Record Evaluation	3	0	3
PSG164 Polysomnography Clinical Procedures I	0	16	4
PSG 295 Anatomy and Physiology of Sleep Disorders	4	0	4
PSG 295 Sleep Registry Review	1	0	1
	21	26	27

Total Minimum Credits for CSC in Sleep Technology for Polysomnography

27

All courses are offered online with internships at clinical sites.

All courses are offered online with internships at clinical sites. This recommended sequence assumes there are no development course requirements and that the student will start and attend sequential through two semesters, including summers.

Essential Functions Skills Requirement

Students entering the Sleep Technology program must possess:

- 1) *Sufficient eyesight* to include close vision, distance vision, color vision, peripheral vision, depth perception and ability to adjust focus.
- 2) *Sufficient hearing* to communicate with patients and members of health care delivery team, monitor patients using electronic equipment, and hear necessary sounds during operation of equipment.
- 3) *Satisfactory speaking, reading and writing skills* to effectively communicate in English in a timely manner.
- 4) *Sufficient gross and fine motor coordination* to exhibit excellent eye-hand coordination and dexterity so as to manipulate equipment. This requires the ability to grasp, handle, hold, cut, push, and feel and the ability to perceive attributes of objects such as size, shape, temperature, or texture by means of receptors in the skin, particularly those of the fingertips.
- 5) *Satisfactory physical strength and endurance* required to stand for an extended period of time. Must be able to regularly lift and/or move up to 10 pounds. Sitting, walking, bending, reaching, kneeling and crawling motions are also requirements of most positions.
- 6) *Satisfactory intellectual, emotional, and psychological health and functioning* to ensure patient safety and to exercise independent judgment and discretion in performing assigned tasks. Time management of multiple priorities, multiple stimuli, and within fast paced environments are also required. Must be able to integrate multiple abstract concepts and express them in a comprehensive and concise manner. Must be adaptable to performing under high stress when confronted with an emergency.

Clinical facilities used by the program may mandate additional requirements for students that include up to date immunizations, dress codes and conformance with professional standards as well as drug screening.. Students will be informed prior to beginning the clinical rotations of any additional requirements.

Background Checks (CORI)

Background checks are required of all students prior to orientation. Details concerning cost and vendor use will be provided prior to clinical rotations. **Applicants who do not pass the background check will not be allowed to enroll in clinicals.** If you are aware of any potential problems in your background, you must discuss this with the Program Director prior to acceptance into the program. Failure to do so may result in failure to graduate from the program.

**Sleep Technology for Polysomnography
Application for JSRCC career studies certificate**

Please complete the following information: Due January 30th or June 1st

Applicant's Name:	Mailing Address:
Home Phone:	JSRCC Emplid #:
Cell Phone:	Email:
Work Phone:	

Prerequisites	Placement criteria met if course not taken		Grade Received if course taken	Name of Institution where course taken	Official Transcript requested?
College English	Y	N			
Math 2 or higher /equivalent	Y	N			

Circle any degrees awarded and provide the following information:

A.A.S	B.S or B.A.	Master's
Date:	Date:	Date:
College:	College:	College:
GPA:	GPA:	GPA:

CPR (BLS) yes no If yes date taken:

Documentation attached: Yes No

Unofficial Transcript Attached (required): Yes No

*Attach a separate sheet with a letter stating why you are interested in the sleep technology for polysomnography program.

Signature: _____ Date: _____

Program Head Use Only:

ESSENTIAL FUNCTIONS ACKNOWLEDGEMENT FORM

J. Sargeant Reynolds Community College

Sleep Technology for Polysomnography

I, _____, acknowledge that I have read the Essential Functions listed in the Sleep Technology for Polysomnography Applicants packet.

(Check all that apply)

- ___ 1) *Sufficient eyesight* to include close vision, distance vision, color vision, peripheral vision, depth perception and ability to adjust focus.
- ___ 2) *Sufficient hearing* to communicate with patients and members of health care delivery team, monitor patients using electronic equipment, and hear necessary sounds during operation of equipment
- ___ 3) *Satisfactory speaking, reading and writing skills* to effectively communicate in English in a timely manner.
- ___ 4) *Sufficient gross and fine motor coordination* to exhibit excellent eye-hand coordination and dexterity so as to manipulate equipment. Requires the ability to grasp, handle, hold, cut, push, and feel. Requires the ability to perceive attributes of objects such as size, shape, temperature, or texture by means of receptors in the skin, particularly those of the fingertips.
- ___ 5) *Satisfactory physical strength and endurance* required to stand for an extended period of time. Must be able to regularly lift and/or move up to 10 pounds. Sitting, walking, bending, reaching, kneeling and crawling motions are also requirements of most positions.
- ___ 6) *Satisfactory intellectual, emotional, and psychological health and functioning* to ensure patient safety and to exercise independent judgment and discretion in performing assigned tasks. Time management of multiple priorities, multiple stimuli, and fast paced environments are also required. Must be able to integrate multiple abstract concepts and express them in a comprehensive and concise manner. Must be adaptable to performing under high stress when confronted with an emergency.

If any of the above Essential Functions may present difficulty in my attainment of the job skills, I have included a description below on this form.

Applicant Signature

Date

Program Head Signature

Date

Clinical Choices for Sleep Technology for Polysomnography

Using the list below, please indicate your preferred choice for a clinical site.

* Be aware that, if more students choose a site than slots available, students living within that service area based on resident zip code will be placed first, then a lottery system will be used to determine clinical placement.

*Students will be assigned the same site for fall and spring.

*Clinical sites cannot be changed without program head approval.

You may choose as many areas as you would be willing to attend:

- Richmond
- Charlottesville
- Danville
- Williamsburg
- Harrisonburg
- Fredericksburg
- Suffolk
- Roanoke/Salem (pending)
- Winchester (pending)
- Northern Virginia (pending)