Department of Clinical & Diagnostic Sciences
Nuclear Medicine Technology Program 2013-2014
# TABLE OF CONTENTS

## INTRODUCTION
- Dean’s Welcome Message
- Overview of the School of Health Professions
- Office of Student Success
- Clinical and Diagnostic Sciences Information

## SECTION 1 - SCHOOL AND UNIVERSITY INFORMATION
- Academic Calendar
- Academic Honor Code (UAB)
- AskIT
- Attendance
- Awards and Honor Societies
- Background Check
- Blackboard Learning System
- BlazerID / BlazerNET / Email
- Bookstores
- Campus Card
- Campus Map
- Counseling Services
- Direction Student Handbook
- Disability Support Services
- Drug Screening
- Emergencies
- Equity and Diversity Office
- Escort Services
- FERPA
- Financial Aid
- Food Services
- Graduate School
- Graduation
- Health Insurance
- Health Services and Medical Clearance
- HIPAA Training
- Institutional Review Board for Human Use (IRB)
- Intellectual Property
- Libraries and Learning Resources Center
- OneStop Student Services
- Parking
- Patient Care Partnership
- Plagiarism and Turn-it-In
- Recreation Center
- Scholarships
- Social Media
- Tuition and Fees
- Weather
- Withdrawal from Course / Program

## SECTION 2 - POLICIES
- School of Health Professions Policies
  - Background Check and Drug Screen
  - Grievance Procedures for Violations of Academic Standards
  - SHP Health Immunization Check
  - Impairment and Substance Abuse
  - Plagiarism
- UAB Policies
  - AIDS and HIV Infection
  - Alcoholic Beverages, Use and Consumption
  - Attendance / Absence (Undergraduate)
  - Body Fluid Exposure
  - Computer and Network Resources (Acceptable Use)
  - Computer Software Copying and Use
  - Drug Free Campus (General Policy)
  - Equal Opportunity and Discriminatory Harassment
  - Ethical Standards in Research and Other Scholarly Activities
  - Firearms, Ammunition, and Other Dangerous Weapons
  - Immunization
  - Nonsmoking
  - Patent (Intellectual Property)
- CDS Policies
  - Academic Progress
  - Attendance and Excused Absences
  - Consensual Romantic Relationships
  - Course Examinations
  - Data Protection and Security
  - Dress Code
  - Food and Drink in the Classroom
  - Grading Policy
  -Incomplete & Deferred Credit Policy
  - Infection Control
  - Liability Insurance
  - Non-Academic Student Conduct
  - Non-Resident Tuition Policy
  - Pregnancy Policy
  - Probation and Dismissal
  - Professional Conduct
  - Remediation and Readmission
  - Student Records Policy

## SECTION 3 - PROGRAM INFORMATION
- Mission
- Goals
- Faculty
- Advisory Board
- Professional Phase Curriculum
- Student Responsibilities
- Program Grading Policies
- Textbook List
- UAB and Program Assessments and Evaluations
- Accreditation
- Student Seizure Protocol
- Closing Notifications
- NMT Code of Ethics
- NMT Drug Testing Policy
- Essential Requirements
- Student Awards & Scholarships
INTRODUCTION

Dean’s Welcome Message

Welcome to the University of Alabama at Birmingham School of Health Professions, one of the nation’s leaders in the health care industry.

We are home to one of the largest health professions schools in the nation with more than 20 programs at the baccalaureate, master’s, and doctoral levels with nearly 2,000 undergraduate and graduate students enrolled. The School of Health Professions is part of UAB’s thriving academic health center. As one of our students, you will have the opportunity to work side-by-side with world-renowned researchers and faculty, utilize the most advanced technologies and experience the most cutting-edge approaches to clinical treatment.

All of our programs are fully accredited by their respective professional organizations, which means you will be eligible for licensure, national certification or registration, and enjoy mobility in the job market. Our first-time student pass exam rate on credentialing exams is an astounding 98 percent.

Several of our programs rank in the nation’s top 30 by U.S. News and World Report including our master’s in Health Administration ranked at number five, entry level Physical Therapy at number 19, Physician Assistant program at number 25 and Occupational Therapy at number 29. We continue to rank at the top of the list in research funding from the National Institutes of Health, and SHP is the only school in the country to house both a NIH-funded Nutrition and Obesity Research Center and a NIH Diabetes Research and Training Center.

What this means to you is that you will graduate with a degree with an esteemed reputation, job opportunities in the health care industry that will continue to grow in the next decade, and a chance for you to make a difference in your field.

Our alumni give advice to current students that’s worth repeating: be a sponge, learn your craft to be a better professional for your patients, be open minded to all future possibilities, and remember to have life balance. I look forward to seeing you grow in your respective field and watch as you become the professional we know you can be in the next few years.

Harold Jones, Ph.D.
Dean
UAB School of Health Professions
Overview of the School of Health Professions

A leader in federally funded research, the UAB School of Health Professions (SHP) is the largest academic institution of its type in the United States and currently boasts several nationally ranked programs. What began in the 1950s as a collection of courses in various paraprofessional disciplines has grown into an internationally recognized center of academic excellence.

The SHP initially took shape in 1969 as UAB gained autonomy within the University of Alabama System. Originally christened the School of Community and Allied Health Resources (SCAHR), the school incorporated the School of Health Services Administration and the Division of Allied Health Sciences from the College of General Studies with parts of the Department of Public Health and Epidemiology from the Medical School. An innovative organization designed to meet the growing needs of the health care industry, the SCAHR was divided into four academic divisions that functioned like regular academic departments: Health Services Administration, Public Health and Environment, Allied Health Sciences, and the Regional Technical Institute for Health Occupations.

Throughout the 1970s, ‘80s, and ‘90s, the school’s offerings were expanded to reflect the changing and growing health care industry. As a result of those changes, SCAHR became SPAH (the School of Public and Allied Health), before becoming SCAH (the School of Community and Allied Health), and then SHRP (the School of Health Related Professions). During that time, the school added several new areas of study including the nationally ranked Nutrition Sciences program.

In 2001, Dr. Harold Jones was recruited to become the school’s dean. Through his visionary leadership and guidance the school has experienced a period of unparalleled success beginning with the school’s reorganization and physical relocation. Up to that point in time, the SHRP’s programs had been housed in various locations throughout the UAB campus but during the spring of 2002, many of the classrooms, laboratories and faculty offices moved into the newly completed School of Health Professions Building (SHPB), the first such building dedicated to housing those programs since their original grouping more than 30 years before. In the summer of 2013, two additional floors were completed to provide additional office and classroom space and a new executive learning center in the SHPB.

Today, the School of Health Professions is comprised of more than 20 programs – at the baccalaureate, master's and doctoral levels – across five academic departments: Clinical and Diagnostic Sciences, Health Services Administration, Nutrition Sciences, Occupational Therapy, and Physical Therapy. The school is housed in three buildings, the Susan Mott Webb Nutrition Sciences Building, the Learning Resource Center Building, and the SHPB.

With more than 2,100 faculty, staff and students, the SHP is one of the six schools comprising the world-renowned UAB Academic Health Center. Students are exposed to vast intellectual and physical resources, state-of-the-art facilities, and progressive research during their academic and clinical education at UAB.

SHP is proud of many accomplishments including:

- U.S. News & World Report ranking of several SHP programs in the nation's top 25
- Total research funding rapidly approaching the $11 million level
- National Institutes of Health research funding at either first or second rank for schools of its type since 1969
- Full programmatic accreditation for all eligible school programs

The School of Health Professions continues to be strong and vibrant, sponsoring health professions programs delivered by nationally-recognized faculty committed to providing "education that will change your world."
Office of Student Success

The SHP Office of Student Success supports UAB’s mission and values with a focus on achievement, collaboration and diversity. Guided by our commitment to student achievement and dedication to excellence, the Office of Student Success provides academic counseling and advising support to all students through a number of programs including:

- Academic and professional advising and counseling
- Peer tutoring services
- ADA accommodations
- Campus resource referral
- Professional development programming

At the Office of Student Success, we understand that undergraduate and graduate studies can be challenging and we provide students with a network of services specifically designed to address those challenges and explore the many opportunities of attending an internationally renowned research university. We have created a series of seminars, available in person and on-line to assist students with:

- Test taking strategies
- Time management
- Resume preparation
- Interview skills and techniques
- Professionalism in health care

Additionally, the Office of Student Success team recognizes that with classes and labs, internships and studying, students’ in the health professions can have particularly demanding schedules. In response we have created a number of programs specifically to address our students’ limited availability:

- The OSS Information Coffee House
- OSS Brown Bag Lunch Seminars
- OSS Virtual Seminars
- OSS’s own, in-office, liaison to the UAB Office of Career Services
- The OSS Finals Week Breakfast Fiesta

The advising and professional team at the Office of Student Success is here to support individual students and student groups, contributing to the University’s strong sense of community. We have an open-door policy and encourage students to connect on a personal basis with advisors and mentors. To that end, students should feel free to drop-by, no appointment needed – but if they prefer, they can call, email or arrange a meeting with one of our advisors through the OSS website. We are here to help students make the most of their UAB experience and will assist in any way we can.

Our Goal is Student Success!

Check us out!

www.uab.edu/shp/home/about-shp/student-services
Clinical and Diagnostic Sciences Information

Welcome
The Department of Clinical and Diagnostic Sciences is comprised of academic programs essential to today’s healthcare system. Our programs provide training for future health care professionals in a variety of disciplines ranging from the diagnosis of illness and disease, the administration of advanced treatment therapies, and the performance of vital roles in surgical suites and in outpatient and inpatient healthcare settings. Graduates of our programs are well poised for a wide variety of job opportunities due to the outstanding education received at UAB.

About the Department
Comprised of seven academic programs, the Department of Clinical & Diagnostic Sciences provides training for tomorrow’s health care professionals from surgical physician assistants, genetic counselors to nuclear medicine technologists. Students receive hands-on training from renowned faculty while using the tools to prepare them for a career in the health care industry.

The accrediting agencies for programs offered by the Department include:

- Accreditation Review Committee on Education Programs for the Physician Assistant, Inc.
- Commission on Accreditation of Allied Health Education Programs in collaboration with
  - Committee on Accreditation for Respiratory Care
- Joint Review Committee on Educational Programs in Nuclear Medicine Technology
- National Accrediting Agency for Clinical Laboratory Sciences
- American Board of Genetic Counseling
SECTION 1 – SCHOOL AND UNIVERSITY INFORMATION

**Academic Calendar**
All dates related to registration, payments of tuition and fees, drop/add dates, other administrative requirements, and official school holidays are recorded on the UAB Academic Calendar available at [www.uab.edu/academiccalendar](http://www.uab.edu/academiccalendar)

**Academic Honor Code (UAB)**
The University expects the highest ethical and professional behaviors from the academic community. The code, including penalties for violations, is published on the UAB website at [http://www.uab.edu/graduate/area-3/online-orientation/227-the-uab-academic-honor-code](http://www.uab.edu/graduate/area-3/online-orientation/227-the-uab-academic-honor-code)

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**The UAB Academic Honor Code**

The University of Alabama at Birmingham expects all members of its academic community to function according to the highest ethical and professional standards. Students, faculty, and the administration of the institution must be involved to ensure this quality of academic conduct. Academic misconduct undermines the purpose of education. Such behavior is a serious violation of the trust that must exist among faculty and students for a university to nurture intellectual growth and development. Academic misconduct can generally be defined as all acts of dishonesty in an academic or related matter. Academic dishonesty includes, but is not limited to, the following categories of behavior:

**Abetting** is helping another student commit an act of academic dishonesty. Allowing someone to copy your quiz answers or use your work as their own are examples of abetting.

**Cheating** is the unauthorized use or attempted use of unauthorized materials, information, study aids, the work of others, or computer-related information.

**Plagiarism** means claiming as your own the ideas, words, data, computer programs, creative compositions, artwork, etc., done by someone else. Examples include improper citation of referenced works, the use of commercially available scholarly papers, failure to cite sources, or copying another person’s ideas.

**Fabrication** means presenting falsified data, citations, or quotations as genuine.

**Misrepresentation** is falsification, alteration, or the misstatement of the contents of documents, academic work, or other materials related to academic matters, including work substantially done for one class as work done for another without receiving prior approval from the instructor.

Violations of the UAB Academic Honor Code are punishable by a range of penalties, from receiving a failing grade on an assignment to an F in the course to dismissal. Any course grade of F for academic misconduct supersedes any other grade or notation for that class. Withdrawal from a course while a possible violation of the Academic Honor Code is under review will not preclude the assignment of a course grade that appropriately reflects the student’s performance prior to withdrawal if the violation is substantiated.
**AskIT**
AskIT is the technology help desk for faculty, staff, and students. AskIT staff provides free support via telephone, email, or in-person. AskIT is physically located in the Center for Teaching and Learning in the Education Building, room 238. You can make contact through the website at [https://ask.it.uab.edu/](https://ask.it.uab.edu/) or by telephone at 205-996-5555. Questions or problems can also be submitted by email to [ASKIT@uab.edu](mailto:ASKIT@uab.edu). You will be asked to supply your BlazerID when you request assistance.

**Attendance**
Class attendance is expected in all SHP programs. Specific program requirements for class, laboratory, and clinical site attendance may be more stringent than those established by the University. Please refer to the program requirements elsewhere in this handbook and in individual course syllabi for program attendance policies. The UAB policy for undergraduates follows. Please note the categories of excused absences; they typically apply to both undergraduates and graduates.

**UAB Attendance and Excused Absence Policy**

The University of Alabama at Birmingham recognizes that the academic success of individual students is related to their class attendance and participation. Each course instructor is responsible for establishing policies concerning class attendance and make-up opportunities. Any such policies, including points for attendance and/or participation, penalties for absences, limits on excused absences, total allowable absences, etc., must be specified in the course syllabus provided to students at the beginning of the course term. Such policies are subject to departmental oversight and may not, by their specific prescriptions, negate or circumvent the accommodations provided below for excused absences.

The University regards certain absences as excused and in those instances requires that instructors provide an accommodation for the student who misses assignments, presentations, examinations, or other academic work of a substantive nature by virtue of these excused absences. Examples include the following:

- Absences due to jury or military duty provided that official documentation has been provided to the instructor in a timely manner in advance.
- Absences of students registered with Disabilities Services for disabilities eligible for “a reasonable number of disability-related absences” provided students give their instructors notice of a disability-related absence in advance or as soon as possible.
- Absences due to participation in university-sponsored activities when the student is representing the university in an official capacity and as a critical participant, provided that the procedures below have been followed:
  - Before the end of the add/drop period, students must provide their instructor a schedule of anticipated excused absences in or with a letter explaining the nature of the expected absences from the director of the unit or department sponsoring the activity.
  - If a change in the schedule occurs, students are responsible for providing their instructors with advance written notification from the sponsoring unit or department.
  - Absences due to other extenuating circumstances that instructors deem excused. Such classification is at the discretion of the instructor and is predicated upon consistent treatment of all students. In these instances, instructors must devise a system for reasonable accommodation including, for example, policies allowing for dropped exams/quizzes, make-up exams, rescheduling of student classroom presentations or early or later submission of written assignments.
Awards and Honor Societies

All students in the School are eligible for consideration for following awards or society memberships.

Alfred W. Sangster Award for Outstanding International Student – One award is made annually to an international student in recognition of academic and non-academic achievements.

Alpha Eta Society – The UAB Chapter of this Society recognizes students registered in the final term of a baccalaureate or graduate health professions program. Inductees must have a cumulative grade point average of 3.0 (4.0 = A), and be in the upper 10% of their program. Nominations are made by program directors in spring and summer terms.

Cecil Clardy Satterfield Award for Humanism in Health Care – One award is made annually to recognize an outstanding student for humanitarianism, professionalism, and commitment to health care. Nominations are coordinated by program directors, but may be made by faculty, students, patients, or preceptors.

Charles Brooks Award for Creativity – One award is made annually in recognition of creative accomplishments such as written publications or artistic contributions which complemented the student’s academic activities. Nominations are made by program directors.

Dean’s Leadership and Service Award – This award is made to a maximum of three outstanding SHP students annually, and recognizes leadership to the School, UAB, and the community. Nominations are made by program directors or faculty.

Phi Kappa Phi – This is the oldest, and most selective, all-discipline honor society in the nation. Membership is by invitation to the top 7.5% of junior students and the top 10% of seniors and graduate students. Nominations are made by program directors.

Who’s Who Among Students in American Colleges and Universities – Membership in this national organization is open to outstanding college juniors, seniors, and graduate students. Criteria include scholarship, leadership, and service to the School and community. Applications should be submitted in spring term to the Office of Student Success.

Please refer to the program section of this handbook for awards and honors available to students in individual programs.

Background Check

By policy, SHP students are required to undergo a background check using the school’s approved vendor, CertifiedBackground, at the time of program admission and again prior to placement in a clinical rotation. Instructions for requesting the background check and appropriate consent forms will be provided to students by their programs. Please refer to the policy section of this handbook for the policy statement.

Blackboard Learning System

The platform used for managing instructional materials online is Blackboard Learn. Blackboard course sites can be accessed through BlazerNET or at www.uab.edu/bblearn. Students should monitor their course sites routinely for communications from faculty and to manage course assignments.
BlazerID / BlazerNET / Email
All students are assigned a unique identification, their BlazerID, which is established by the student at www.uab.edu/blazerid. BlazerNET is the official portal to the UAB information networks. The portal can be accessed from any Internet-accessible computer, on- or off-campus at https://blazernet.uab.edu/cp/home/displaylogin. Your BlazerID is required to access BlazerNET and other campus information resources, such as the UAB email accounts. Your UAB email is the official communication medium and should be monitored routinely.

Bookstores
Two bookstores are located on the UAB campus, both offering a wide variety of products and services to students, including online purchasing and shipping. Both bookstores stock UAB memorabilia and college wear in addition to all required textbooks and course material.

UAB Barnes and Noble Bookstore
Location: Food Fair Building, 6th Avenue South and 14th Street (Relocation during HUC reconstruction)
Hours: M – Th 7:30 a.m. – 6:00 p.m.; Fri 7:30 a.m. – 5:00 p.m.; Sat 10:00 a.m. – 2:00 p.m.; Sun - Closed
Telephone: (205) 996-2665
Email: Through website Contact page   Website: http://uab.bncollege.com

Snoozy's Bookstore
Location: 1321 10th Avenue South
Hours: M – F 7:45 a.m. – 6:00 p.m.; Sat 10:00 a.m. – 2:00 p.m.; Sun - Closed
Telephone: (205) 328-2665     Fax: (205) 933-2229
Email: info@snoozysbookstore.com  Website: www.snoozysbookstore.com.

Campus Card
The UAB ONE Card is the official university identification card. It is used for personal identification, for entry to residence halls, campus events and the recreation center, for library check-out, and other UAB services. It also serves as a declining balance card for the UAB meal plans and for Blazer Bucks accounts. Students should wear the ONE card visible on a clip or lanyard while in the SHP buildings, labs, and classrooms. Additional information is available at https://campuscard.uab.edu.

Campus Map
A downloadable campus map is available at http://www.uab.edu/map/images/Campus%20Map.pdf.

Counseling Services
The Counseling and Wellness Center offers no cost, confidential counseling for UAB students related to physical, emotional, social, intellectual, or spiritual concerns. The Center is located in the Holley-Mears Building, 924 19th Street South. For more information, call 205-934-5816 or visit http://www.uab.edu/handbook/student-services/c-counseling.

Direction Student Handbook
**Disability Support Services**

The UAB Office of Disability Support Services (DSS) is staffed to make UAB’s programs and services accessible to students with disabilities. Students must be registered with DSS and be assessed for type of disability and need for accommodations. It’s best to register with DSS upon application to UAB. A request for assessment and accommodations can be made at any time, but accommodations are not granted retroactively. For more information about DSS, contact the office directly or visit their website.

**Disability Support Services**

1701 9th Ave. South / 9th Avenue Office Bldg. / Birmingham, AL 35294
(205) 934-4205 (Voice)     (205) 934-4248 (TDD)
Fax: (205) 934-8170 Email: dss@uab.edu
Website: [http://www.uab.edu/handbook/student-services/c-disability](http://www.uab.edu/handbook/student-services/c-disability)

**Drug Screening**

By policy, SHP students are required to undergo a routine drug screen using the school’s approved vendor, CertifiedBackground, at the time of program admission and again prior to placement in a clinical rotation. Instructions for requesting the drug screen and appropriate consent forms will be provided to students by their programs. Please refer to the policy section of this handbook for the school and university policy statements related to drug use and substance abuse.

**Emergencies**

Any suspicious or threatening activity should be reported to the UAB Police Department immediately. In addition to calling via a regular telephone, more than 300 emergency blue light telephones connected directly to the police dispatcher are located throughout the campus. Police are staffed 24 hours, seven days a week.

UAB Police Numbers: 911 from a campus phone; 934-3535; 934-HELP (4357); 934-4434.

Emergency situations affecting the campus are communicated to students in several ways:

- Webpage: [www.uab.edu/emergency](http://www.uab.edu/emergency)
- University home web page ([www.uab.edu](http://www.uab.edu))
- Cell phone messages and SMS text – register to receive these notices with the UAB Emergency Notification System (B-ALERT) via [www.uab.edu/balert](http://www.uab.edu/balert); text short code will be 23177 or 63079; cell phone calls will come from 205-975-8000. Store these numbers and codes in your cell as B-ALERT.
- Mass emails – uses the official xxx@uab.edu email system
- Announcements on the BlazerNET portal
- Facebook and Twitter – B-Alert integrates with these media at [www.facebook.com/UABALERT](http://www.facebook.com/UABALERT) and @UABALERT: [www.twitter.com/uabalert](http://www.twitter.com/uabalert)
- Weather and Emergency Hotline: 205-934-2165
**EQUITY AND DIVERSITY OFFICE**
The mission of the UAB Office of Equity and Diversity is to “increase, retain and enhance faculty, student, and staff diversity at all levels of the University and to ensure equity.” UAB defines diversity as “the full range of human difference and potential...”. This administrative office supports faculty recruitment, provides scholarships for graduate and undergraduate students, and promotes programs to enhance the campus diversity experience. The office provides a diversity awareness training program for employees. A key component of this Office is the Commission on the Status of Women, which is charged with assuring the best possible conditions for women who work and study at UAB. Additional information is available at [http://www.uab.edu/equitydiversity/](http://www.uab.edu/equitydiversity/). Dr. Louis Dale is the Vice President responsible for the activities of this Office.

**Escort Services**
The UAB Escort /service provides students and employees with after-dark escort to or from any point on campus, including parking facilities. The escort will accompany the customer to the on-campus destination in a marked vehicle. The service is available Monday through Friday from 5:15 p.m. to 10:15 p.m. After hours calls are directed to the UAB Police department. White escort telephones are located throughout campus, or you may call 205-934-8772. Website: [http://www.uab.edu/handbook/student-services/c-escort-service](http://www.uab.edu/handbook/student-services/c-escort-service)

**FERPA**
The Family Educational Rights and Privacy Act of 1974 provides protection for all educational records related to students enrolled in an educational program. Information about your rights and protection of your records is available at the following sites: [https://sauab.edu/enrollmentservices/ferpa/](https://sauab.edu/enrollmentservices/ferpa/); [https://sauab.edu/enrollmentservices/ferpa/FERPA_students.asp](https://sauab.edu/enrollmentservices/ferpa/FERPA_students.asp). If you have questions or concerns about FERPA issues, you may email FERPA@uab.edu, or contact the SHP Office of Student Success.

**Financial Aid**
The Office of Financial Aid provides students with resources and guidance in seeking 3rd party funding for their college expenses. Students should complete the Free Application for Federal Student Aid (FAFSA), available at [www.fafsa.gov](http://www.fafsa.gov), as the first step. The FAFSA is required to apply for school scholarship as well as loans.

Location:  Ground floor of the Lister Hill Library, University Boulevard (temporary location during reconstruction of the Hill University Center)
Hours:  8:00 a.m. – 5:00 p.m., Monday – Friday
Telephone:  (205) 934-8223
Fax:  (205) 934-8941

**Food Services**
UBA offers seven meal plans for students that are billed to the student account. All students, even commuters, are required to purchase a meal plan. Up to 25% of dining fees not used by the end of the school year are converted to Blazer Bucks, which can be used to shop at campus bookstores, local restaurants, and the campus CVS. Several dining facilities that accept the meal plans are available on campus. Those closest to the SHP buildings include:
• Commons on the Green – located on the Campus Green, just south of 9th Avenue and the Campus Center. Multiple serving stations of various food options, from deli to international to homestyle, are available. Open 7 days a week, offering three meals Monday – Friday, and two meals Saturday and Sunday.
• Einstein’s Bagels – located at the plaza entrance to the Learning Resource Center. Open Monday – Thursday, 8:00 a.m. – 5:00 p.m., and Friday 8:00 a.m. – 3:00 p.m.

There are soda and snack vending machines available in the basement of the Learning Resource Center, on the 6th floor of the Webb Building. Additional information about meal plans and campus dining facilities is available at www.uab.edu/dining.

**Graduate School**
The UAB Graduate School offers doctoral programs in 37 areas, eight post-master’s specialist programs, and master’s level programs in 45 areas. Most graduate programs in SHP are coordinated through the Graduate School and students must adhere to the Graduate School policies and procedures. Graduate School information for current students is available at http://www.uab.edu/graduate/.

**Graduation**
SHP students are encouraged to participate in graduation exercises, held at the end of spring and fall terms. Students must apply for graduation one academic term prior to the expected graduation date. The application for degree can be found at https://www.uab.edu/students/one-stop/item/890-application-for-degree.

**Health Insurance**
All SHP students are required to have adequate health insurance. Registration holds are automatically placed on all student accounts until proof of coverage is provided. Insurance may be purchased through the university, or through another carrier. Proof of insurance coverage from another carrier results in a waiver of billing for university-sponsored insurance. This waiver process must be completed annually. Additional information is available at http://www.uab.edu/studenthealth/insurance-and-waivers.

**Health Services and Medical Clearance**
The University provides prevention, counseling, and treatment services to students through the UAB Student Health Services (SHS) clinic located at 930 20th Street South. The clinic is open from 8:00 a.m. – 5:00 p.m. Monday – Thursday and 8:00 a.m. - 4:30 p.m. on Friday, but is closed between noon and 1:00 p.m. daily. Detailed information about services and operating practices is located on the SHS website at www.uab.edu/studenthealth. Appointments may be scheduled by calling 205-934-3581.

SHP students are required to receive medical clearance at the time of program admission. A secure web-based process using CertifiedBackground, an external vendor, is used to document medical information and immunization records. Each student will have a personal account with CertifiedBackground for storage of required documents. More information is available on the SHS website at http://www.uab.edu/studenthealth/medical-clearance. An instruction sheet and access code are provided to students by programs or the Office of Student Success.
HIPAA Training
The Health Insurance Portability and Accountability Act includes significant requirements for protecting individual privacy of health information. All students in the School of Health Professions must complete an online tutorial and be tested on HIPAA regulations at the time of program admission. A BlazerID is required to access the training site, located at http://www.uab.edu/learningsystem. Students who do not complete the training are reported by name to the Office of Student Success for follow-up with the appropriate program director. Registration holds are placed for failure to complete the training.

Institutional Review Board for Human Use (IRB)
Student researchers must comply with all requirements for protection of human subjects. Detailed information is available on the IRB website (www.uab.edu/irb), including resources and services specifically for students. The brochure “IRB Guidance for Student Research and Class Projects” may be downloaded from this site as a PDF document.

Intellectual Property
Intellectual property refers to an asset that originated conceptually, such as literary and artistic works, inventions, or other creative works. These assets should be protected and used only as the creator intends. A training module defining inventor status, patent criteria, and other intellectual property issues is available at http://www.uab.edu/ethicscenter/educational-materials/rcr-materials/intellectual-property.

Libraries and Learning Resources Center
UAB’s libraries house excellent collections of books, periodical, microforms, and other media. The libraries have online remote access to catalogs and online collections. Customer services are extensive. All facilities have computers available for student use during regular hours of operation.

Birmingham Public Library
In addition to the main library facility, there are 17 branch libraries. The library holdings include print and digital media. Library services are described on the website.

Location: 2100 Park Place
Hours: M – Tu 9:00 a.m. – 8:00 p.m.; W – Sat 9:00 a.m. – 6:00 p.m.; Sun 2:00 p.m. – 6:00 p.m.
Telephone: (205) 226-3600 Website: http://www.bham.lib.al.us/

Learning Resource Center
The Learning Resource Center (LRC) comprises the electronic media center for the School of Health Professions (SHP), the School of Nursing (SON), and the Clinical Simulation and Skills Labs. Some of the services and resources available here include:

- Room reservations
- Packets of articles placed on reserve for various courses
- CD-ROMS, and DVDs for viewing in-house
- Reference books and clinical skills handbooks
- Physical assessment equipment for checkout

http://www.uab.edu/lrc/index.php
Lister Hill Library of the Health Sciences
This is the largest biomedical library in Alabama, and one of the largest in the south. Located across the crosswalk from the School, the LHL has extension libraries in University Hospital and The Kirklin Clinic. Dedicated librarians hold “office hours” in the Learning Resource Center weekly.

Location: 1700 University Boulevard
Hours: M – Th 7:00 a.m. – 9:00 p.m.; Fri 7:00 a.m. – 5:00 p.m.; Sat 9:00 a.m. – 4:00 p.m.; Sun 12:00 p.m. – 8:00 p.m.
Telephone: (205) 934-2230 Website: www.uab.edu/lister/
SHP library liaison is Susan C. Smith, MPA, MLIS, a reference librarian at the Lister Hill Library. She can be contacted by email at susanc@uab.edu, or by phone at 205-934-2230.

Mervyn H. Sterne Library
A collection of more than one million items supporting teaching and research in the arts and humanities, business, education, engineering, natural sciences and mathematics, and social and behavioral sciences.

Location: 913 13th Street South
Hours: M – Th 7:30 a.m. – 2:00 a.m.; Fri 7:30 a.m. – 7:00 p.m. Sat 9:00 a.m. – 5:00 p.m.; Sun 1:00 p.m. – 2:00 a.m.
Telephone: (205) 934-6364 (Reference) (205) 934-4338 (User Services) Website: www.mhsl.uab.edu

Reynolds Historical Library
A collection of rare and important books, manuscripts and artifacts in the medical sciences. The Reynolds historical collection is located on the top floor of the Lister Hill Library.

OneStop Student Services
If you have questions or need assistance with an academic or administrative process, the UAB OneStop is where to go! Advisers will help you solve your problem or do the legwork for you if another UAB resource is needed. OneStop is located in the Residence Life Center, 2nd floor meeting room. You may contact the OneStop office by phone or email at 205-934-4300; 855-UAB-1STP (toll-free); onestop@uab.edu. Additional information is available at http://www.uab.edu/onestop.

Parking
Student vehicles must be registered with UAB Parking and Transportation Services, located at 608 8th Street South. The office is open Monday – Friday from 7:30 a.m. – 4:30 p.m. Parking is allocated on a first-come, first-served basis. Commuter student lots are designated as Lot 15, Deck 12, and Deck 16. Parking fees are established by location, payable by semester or year, and are billed to the student’s account. Additional information is available at http://www.uab.edu/parking/.

Patient Care Partnership
Students in health professions programs learn general information about the health care industry as well as knowledge and skills specific to their chosen profession. The American Hospital Association (AHA) (www.aha.org) is an excellent resource for industry information. One role fulfilled by the AHA is that of patient advocate. The Patient Care Partnership brochure (link below) outlines rights and responsibilities of patients during hospital stays. http://www.aha.org/aha/issues/Communicating-With-Patients/pt-care-partnership.html
**Plagiarism and Turn-it-In**

Plagiarism is academic misconduct that will result in a grade of zero on the plagiarized assignment and may result in dismissal from the School of Health Professions and the University (see DIRECTION Student Handbook or SHP Grievance Procedures for Violations of Academic Standards). All papers submitted for grading in any SHP program may be reviewed using the online plagiarism monitoring software, Turnitin.com. Please note that all documents submitted to Turnitin.com are added to their database of papers that is used to screen future assignments for plagiarism.

**Recreation Center**

The campus Recreation Center, located on University Boulevard at 15th Street, is open to faculty, staff, students, and their families. A valid student identification card or membership card is required for access. Facilities include basketball courts, racquetball courts, weight rooms, swimming pools, exercise rooms, and indoor track. Check the website at [http://www.uab.edu/campusrecreation](http://www.uab.edu/campusrecreation) for information about hours and services.

**Scholarships**

Many programs in the School have scholarships available to students currently enrolled in those programs. Please see the program section of this handbook for that information. The following scholarships are available to students enrolled in any program in the School.

*Dean’s National Alumni Society Scholarship* – Funding from the UAB National Alumni Society for two scholarships per year, one to a graduate student and one to an undergraduate student. One student per program is nominated by the program director for consideration by the School’s Scholarship Committee.

*Ethel M. and Jessie D. Smith Endowed Nursing and Allied Health Scholarship* – Funding for baccalaureate students with GPA 3.0 or above and unmet financial need. Students apply to the UAB Office of Student Financial Aid. Awards are made by the University General Scholarship Committee.

*Lettie Pate Whitehead Foundation Scholarship* – Funding for Christian women students from selected states (AL, FL, GA, LA, MS, NC, SC, TN) enrolled in SHP programs. Award amounts are variable and are based on unmet financial need. Students apply to Mr. Bernard Harris in the SHP Office of Student Success.

*Matthew F. McNulty Jr. Health Services Emergency Loan* – Students enrolled in any SHP program may apply for this low interest loan to address emergencies. Loan amounts are variable based on need. Students apply to Mr. Bernard Harris in the Office of Student Success.

*SHP General Scholarship* – Funding to recruit or retain outstanding students. Awards are based on academic achievement, and unmet financial need. Program directors apply for funding on behalf of qualified students. Awards up to $4500 over the length of the student’s duration in the program are made by the School’s Scholarship Committee.

**Social Media**

Social media such as Facebook and Twitter are useful communication tools, but health professions students should use these forums judiciously. In addition to the School’s official sites listed below, individual programs and student organizations may have networking sites.
The School’s Academic Affairs Committee published the following guidelines related to use of social media:

UAB School of Health Professions
Guidelines for Social Networking

The Academic Affairs Committee proposes the following for social networking vehicles. Online communities like Facebook, MySpace, Flickr and Twitter provide opportunities for faculty, staff, and students to share and explore interests that enrich the higher education learning experience. However, using these mediums with discretion is advised. UAB online community members are expected to act with honesty, integrity, and respect for the rights, privileges, privacy, sensibilities, and property of others.

Professional Use
Only UAB employees authorized by their departments may use social networking Web sites to conduct University business. The authorized employee/position will serve as the point of contact for the web site. In keeping with University policy 1, the authorized employee may post on a social network profile: the University’s name, school, department, and/or unit information, a University email address or University telephone number for contact purposes, or post official department information, resources, calendars, and events. The employee should use care that any personal opinions or opposition to the University either by direct statement or perception not be published.

General Use
The following guidelines are strongly suggested:
1. Use networking sites legally and appropriately. Consider your personal obligation as a citizen of the university. Use proper conduct in your posts regarding the university and your colleagues/fellow students.
2. Consider the use of a student, staff or faculty member to monitor any departmental social pages. All parties need to understand the guidelines presented.
3. Remember, you cannot ensure who does and does not have access to your information. Any text or photo placed online is available to anyone in the world – even if you limit access to your site.
4. Information that you post online may continue to stay on the World Wide Web even after you erase or delete that information from your profiles or blog. Do not post anything that could reflect negatively on you, your family, your friends, and the university.
5. Do not post any confidential or sensitive information online.
6. By agreeing to the terms of use, online communities have your permission to republish your content worldwide and share information with advertisers, third parties, law enforcement, and others.
7. You are legally responsible for your posts on the social networking sites. Be discreet, respectful, and as accurate/factual as you can be in any comments or content you posted online.
8. Potential employers, admissions officers, and scholarship committees often search social networking sites to screen candidates. Your profile will be a part of how others know you.

1 The Official UAB Web Policy >> http://www.uab.edu/brand/web/planning/policies-and-standards
Tuition and fees for the University are published annually under the “Current Students” tab of the UAB website. There are two tuition rates: Alabama resident (in-state) and Non-resident (out-of-state). Currently, non-resident students who register for online course sections pay resident tuition for all lecture-based courses. Non-resident tuition is charged for clinical practicums, independent study courses, and project courses.

SHP programs may have specific fees attached to courses or laboratories. These fees will be addressed in the program section of this handbook. Questions about program-specific fees should be addressed with your program director. Current standard tuition and fees for the School, and links to program cost estimations, are posted at http://www.uab.edu/shp/home/admissions-tuition/tuition/tuition-fees.

Payment deadlines for each semester are published on the official academic calendar and on the UAB website at http://www.uab.edu/whentopay/. Please note that failure to meet payment deadlines can result in administrative withdrawal from courses.

Tuition and fees may be paid through BlazerNET (tutorial available at http://www.uab.edu/images/stuaff/pdf/Making_a_payment_in_BlazerNET.pdf).

Weather
Severe weather situations that may affect the safety of students, faculty, and staff are communicated through the same channels as other emergencies. Severe weather precautions are published at http://www.uab.edu/emergency/severe-weather/precautions. Other information sources include:

- Webpage: www.uab.edu/emergency
- B-ALERT system: Register to email, cell phone, and text notices with the UAB Emergency Notification System via www.uab.edu/balert;
- Hotline: 205-934-2165
- WBHM Radio (90.3 FM): Announcements about University closings or delayed openings are made on the UAB radio station.

Withdrawal from Course / Program
Withdrawal from a course or from your program is an official process and should be discussed with your academic advisor and/or program director. Most programs in the School are full-time and the curriculums are specifically sequenced. Withdrawal from a course may put you at risk for being required to wait for a full year before resuming courses in the program. Course withdrawals are made through the UAB registration system via the Student Resources tab in BlazerNET. Program withdrawal should be made in writing to the program director. Please refer to the program section of this handbook for additional information.
SECTION 2 – POLICIES

SCHOOL OF HEALTH PROFESSIONS POLICIES

BACKGROUND CHECK AND DRUG SCREEN

With the exceptions noted below, students admitted to programs in the School of Health Professions will complete a routine drug screen and criminal background check using the vendor(s) with whom the School has a current agreement for those services. These screens should be completed prior to the conclusion of the voluntary add/drop period of the first term of enrollment. A second routine drug screen and criminal background check using the approved school vendor, or a vendor required by the assigned clinical facility, will be completed prior to placement in a clinical rotation. Any required additional screens, and those desired for waived programs, will be at the discretion of the program. School-negotiated fees for these screens will be the responsibility of the student. **If either the criminal background check and/or drug screen is unfavorable, the student may not be able to complete degree requirements and therefore not be able to graduate from the program.**

Programs Waived from the Policy:
- Master of Science in Health Administration – International Track
- Master of Science in Health Administration – Executive Track
- Master of Science in Occupational Therapy – Post-professional Track
- Graduate Certificate in Low Vision Rehabilitation – Occupational Therapy

Procedure for Criminal Background Check and Drug Screen:
1. Program directors (or designees) provide all accepted students with the Student Instructions form (attached), the Consent to Release of CBC Results form (attached), and the Consent to Release Drug Screen Results form (attached).
2. Students sign and return the consent forms, which are placed in the student’s program file.
3. Students go to the designated website, request the specified background check and drug screen, and pay for the service.
4. Program directors access the secure website to view a student’s background check and drug screen results.
5. Program directors discuss with individual students the implications of any information in their background report or drug screen that might prevent them from being placed in a clinical rotation or that would make them ineligible for professional certification. If such information exists, the student must acknowledge in writing his or her decision to continue in the program’s didactic phase with the understanding that a degree cannot be awarded without completion of required clinical practice.
6. Prior to clinical placement, program directors (or designees) provide students with the Student Instructions form to request a repeat background check and drug screen. If the vendor is specified by the clinical site, instructions are provided to the program director and/or the student by the preceptor.
7. Students go to the designated website, request the specified background check and drug screen, and pay for the service.
8. Program directors access the secure website to view a student’s background check and drug screen results.
9. Program directors discuss with individual students the implications of any information in the background report that might prevent them being placed in a clinical rotation.
10. Program directors (or designees) provide students with necessary contact information to release background check and drug results to their assigned clinical preceptor.
11. Should any clinical site require drug testing or a background check beyond those specified by the School, the student will follow the facility’s procedures for those screens.
UAB School of Health Professions
Consent to Drug Testing and Release of Drug Test Results

For and in consideration of my participation in clinical education experiences, I understand that I will be required to submit to drug testing as a prerequisite to my assignment to a clinical site. I hereby consent to be tested for drugs and consent to the release of any such drug test results to my Program Director; and the subsequent release of such drug test results to the clinical site to which I am assigned.

I understand that any clinical site to which I am assigned has the right to require additional drug testing as a condition of my placement. I hereby consent to any facility-required drug testing and consent to the release of such drug test results to my Program Director.

____________________________________________  __________________________
Student’s Signature     Date

____________________________________________
Signature of parent/ legal guardian
(required only if student is under 19)
UAB School of Health Professions
Consent to Criminal Background Check and Release of Results

For and in consideration of my participation in clinical education experiences, I understand that I will be required to submit to a criminal background check as a prerequisite to my assignment to a clinical site. I hereby consent to have a criminal background check and consent to the release of the results to my Program Director, and the subsequent release of the results to the clinical site to which I am assigned.

I understand that any clinical site to which I am assigned has the right to require additional background checks as a condition of my placement. I hereby consent to any facility-required background check and consent to the release of the results of the check to my Program Director.

____________________________________________  ___________________________
Student’s Signature     Date

_____________________________________
Signature of parent/ legal guardian
(required only if student is under 19)
Student Instructions

CertifiedBackground.com

Background Checks Are Required
This school requires that each student purchase a background check through CertifiedBackground.com.

What is CertifiedBackground.com?
CertifiedBackground.com is a background check service that allows you to purchase your own background check. The results of a background check are posted to the CertifiedBackground.com website in a secure, tamper-proof environment, where the student, as well as the school can view the results.

How do I order my background check?
IT’S EASY!

1. Go to www.CertifiedBackground.com and click on “Students”.
2. In the Package Code box, enter the package code listed below.

Your Package Code is:
AH01
GRIEVANCE PROCEDURES FOR VIOLATIONS OF ACADEMIC STANDARDS
http://www.uab.edu/shp/home/images/PDF/grievance%20procedures.pdf

SHP HEALTH IMMUNIZATION CHECK
http://www.uab.edu/shp/home/admissions-tuition/health-immunization-check

IMPAIRMENT AND SUBSTANCE ABUSE

PLAGIARISM
http://www.uab.edu/shp/home/images/PDF/Plagiarism_Policy.pdf
Please note that all papers submitted for grading in any SHP program may be reviewed using the online plagiarism monitoring software, Turnitin.com. All documents submitted to Turnitin.com are added to their database of papers used to screen future assignments for plagiarism.

UAB POLICIES

AIDS AND HIV INFECTION
http://sppublic.ad.uab.edu/policies/Pages/LibraryDetail.aspx?pID=252

ALCOHOLIC BEVERAGES, USE AND CONSUMPTION
http://sppublic.ad.uab.edu/policies/Pages/LibraryDetail.aspx?pID=71

ATTENDANCE / ABSENCE (UNDERGRADUATE)
http://catalog.uab.edu/undergraduate/academicstudentresources/progresstowardadegree/#enrollment

text

BODY FLUID EXPOSURE
http://www.uab.edu/studenthealth/emergencies/blood-a-body-fluid-exposure

UAB Blood/Body Fluid Exposure Guidelines

Updated 8-24-2012

This guideline outlines recommended actions following any blood/body fluid exposure to a UAB enrolled student or visiting scholar. For purposes of these guidelines, “student” is defined as “any student enrolled in UAB in a clinical, research, or classroom setting.” A “visiting scholar” is any student, graduate student, post-doctoral student, instructor, or practitioner participating in UAB clinical, research, or classroom activities for a short-term period.

Students and scholars may be exposed to blood/body fluids in the course of their clinical and/or research duties at a UAB facility or at a non-UAB facility where a student is involved in a practical experience for credit at UAB. As all blood and body fluids are considered infectious, regardless of the perceived status of the source individual, all students and scholars must follow OSHA guidelines for universal precautions to prevent contact with blood or body fluids in classroom settings and clinical rotation sites. This includes use of gloves, eyewear, and protective clothing, as well as proper care of sharp objects and other precautionary
measures. These guidelines are printed on UAB Medicine safety cards; students should keep a safety card with them and consult it in the event of exposure.

An “exposure” is generally defined as a percutaneous injury (e.g., a needle stick or cut with a sharp object) or contact of mucous membrane or non-intact skin with blood, tissue, or body fluids, whether or not there is visible blood.

In the case of any needlestick injury or other accidental blood/body fluid exposure, students and scholars should immediately take appropriate measures as follows:

- **Remove and properly dispose of all contaminated personal protective equipment.** Wash the exposed area thoroughly with soap and running water. Use antibacterial soap if possible. If blood/body fluid is splashed in the eye or on a mucous membrane, flush the affected area with running water for 15 minutes.
- **Report all exposures to a preceptor or clinical supervisor.**
- **Request that an incident report be filed at the host institution (if applicable) and at UAB.**
- **Gather the following information:**
  o a) Hepatitis and HIV status of the source patient. If a source patient’s serological status is unknown, the student, scholar, or preceptor/clinical supervisor should contact the source patient’s attending physician and request that the physician obtain a specimen for serologic testing. Recommended testing of the source patient includes a **Rapid HIV, HBsAg, and HCV antibody.** Be sure that the hosting institution draws labs from the source patient.
  o b) Baseline serologic evaluation of the student or scholar, including the following:
    o HBV history and vaccination status
    o HCV history
    o Serology for **HBsAg and HBsAb, HIV Antibody, and HCV Antibody**

After taking appropriate immediate measures as outlined above, students or scholars should seek further evaluation and care based on where the incident occurred:

For exposures occurring **on the UAB campus** (UAB Hospital, Kirklin Clinic, UAB outpatient clinics, classrooms, research labs):

- During the day (7:00 a.m. to 5:00 p.m.) go to UAB Employee Health, UAB Spain Wallace 123 (extension 205-934-3675).
- After 5:00 p.m. and on weekends and holidays, call Hospital Paging (205-934-3411) and ask the operator to page the needlestick team member on call, who should then page the needlestick team.
- Continue to communicate with Employee Health regarding all follow-up care.

For exposures occurring **at a non-UAB hospital or clinic:**

- Inquire about the institution’s exposure policy. If the hosting institution or physician’s office offers to provide medical care and recommended testing, have an initial evaluation and follow-up performed there.
- If the hosting institution refuses to provide medical care and recommended testing, report to a local emergency room for initial treatment.
- If the hosting facility provides initial treatment, but refuses to provide long-term follow-up care, gather all serologic results from post-exposure, including the patient’s lab work, and notify UAB Employee Health. UAB Employee Health will provide the long-term follow-up care at no charge.
All students or scholars in a clinical, classroom, and/or research placement will be covered for costs incurred in assessing and/or treating potential or actual exposures. This includes costs incurred for any appropriate services rendered (e.g., ER evaluation, including but not limited to lab work, post-exposure prophylactic therapy, immunizations provided onsite or at follow-up at UAB Employee Health), whether on campus or at a non-UAB hospital or clinic.

For treatment costs incurred outside of a UAB facility, please forward all invoices and/or proof of payment to:

UAB Hospital Employee Health
Suite SW123
619 19th Street South
Birmingham, AL 35249
Phone: 205-934-3675
Fax: 205-975-6900

For questions, UAB Employee Health may be reached by phone at 205-934-3675 during normal business hours or by email at employeehealth@uabmc.edu. This e-mail address is being protected from spambots. You need JavaScript enabled to view it.

**Computer and Network Resources (Acceptable Use)**
http://sppublic.ad.uab.edu/policies/Pages/LibraryDetail.aspx?pID=4

**Computer Software Copying and Use**

**Drug Free Campus (General Policy)**
http://sppublic.ad.uab.edu/policies/Pages/LibraryDetail.aspx?pID=71

**Drug-free Campus Policy for Students -Attachment A**
http://sppublic.ad.uab.edu/policies/Pages/LibraryDetail.aspx?pID=632

**Drug-free Campus Policy for Students -Attachment B**
http://sppublic.ad.uab.edu/policies/Pages/LibraryDetail.aspx?pID=626

**Drug-Free Campus/Workplace Policy-Attachment B.1**
http://sppublic.ad.uab.edu/policies/Pages/LibraryDetail.aspx?pID=627

**Drug-free Campus Policy for Students -Attachment C**
http://sppublic.ad.uab.edu/policies/Pages/LibraryDetail.aspx?pID=628

**Equal Opportunity and Discriminatory Harassment**
http://sppublic.ad.uab.edu/policies/Pages/LibraryDetail.aspx?pID=52

**Ethical Standards in Research and Other Scholarly Activities**
http://sppublic.ad.uab.edu/policies/Pages/LibraryDetail.aspx?pID=263&
FIREARMS, AMMUNITION, AND OTHER DANGEROUS WEAPONS
http://sppublic.ad.uab.edu/policies/Pages/LibraryDetail.aspx?pID=257

IMMUNIZATION
http://sppublic.ad.uab.edu/policies/Pages/LibraryDetail.aspx?pID=86&

NONSMOKING
http://sppublic.ad.uab.edu/policies/Pages/LibraryDetail.aspx?pID=110&

PATENT (INTELLECTUAL PROPERTY)
http://sppublic.ad.uab.edu/policies/Pages/LibraryDetail.aspx?pID=115&

Note: Additional university policies may be located by searching the UAB Policies and Procedures Library available online at http://sppublic.ad.uab.edu/policies/Pages/default.aspx.

CDS POLICIES

ACADEMIC PROGRESS

Academic Progress Review is implemented to promote, assist, and maintain student performance. The main purpose is to provide feedback to students regarding their performance and to identify areas of strength and/or weakness in performance or behavior.

Generally speaking, program faculty and/or the program director may academically counsel students on a semester-by-semester basis to assess progress in the curriculum and to provide students counseling regarding deficiencies as needed. These meetings may be documented and the student may be required to sign the documentation of the academic progress sessions with associated notes placed in the students file.

In cases regarding deficiencies, suggestions and/or action plans may be developed in conjunction with the student so as to provide a plan for reversing the deficiencies by a specified timeframe. Such suggestions and/or action plans will be documented and signed (by both faculty and the student) and will be placed in the students file. If a student does not comply with the suggestions and/or action plan and/or does not meet the deadlines as specified, the student may be dismissed from the program.

ATTENDANCE AND EXCUSED ABSENCE

CDS Attendance Policy
Attendance is mandatory for all classes, lectures, labs, program-related seminars, clinical practice, internships, etc.
Absences are either excused or unexcused and both require timely notification to the course instructor. Students who are absent during clinical practice or an internship must notify both the program clinical practice coordinator/internship coordinator and the clinical practice instructor/clinical internship instructor as soon as possible. Time missed during clinical practice or the internship must be made up and this may result in a delay in graduation.
Below is a list of excused absences recognized by the Department of Clinical and Diagnostic Sciences and
Absences due to jury or military duty, provided that official documentation has been provided to the instructor in a timely manner in advance.

Absences of students registered with Disabilities Services for disabilities eligible for “a reasonable number of disability-related absences” provided students give their instructors notice of a disability-related absence in advance or as soon as possible.

Absences due to participation in university-sponsored activities when the student is representing the university in an official capacity and as a critical participant, provided that the procedures below have been followed:

- Before the end of the add/drop period, students must provide their instructor a schedule of anticipated excused absences in or with a letter explaining the nature of the expected absences from the director of the unit or department sponsoring the activity.
- If a change in the absence schedule occurs, students are responsible for providing their instructors with advance notification from the sponsoring unit or department.

Absences due to other extenuating circumstances that instructors deem excused. Such classification is at the discretion of the instructor and is predicated upon consistent treatment of all students.

Absences due to religious observations provided that students give faculty written notice prior to the drop/add deadline of the term.

In instances resulting in unavoidable absence(s), a student is expected to inform the program office and the affected course instructor in advance of the planned absence. For unforeseen events (car accident or breakdown, injury), the student is expected to notify the program office at the earliest possible time.

Make-up of missed class information or assignments is the student’s responsibility. Make-up of class activities and projects is at the discretion of the course faculty – refer to individual course syllabi for more detailed attendance policies pertaining to the course.

*NOTE: The program cannot guarantee that all work missed for an excused absence can be made up. Some activities (including laboratories) due to their complex, time intensive, and/or cost intensive nature will not be able to be made up. Similarly, when students arrive to laboratories late they risk missing important information/directions that may adversely affect their grade. Instructors are not obligated to repeat directions for students when they are tardy.

Attendance Infractions
For each unexcused absence, there will be a 1% overall grade reduction for that course or lab per absence. Two tardies will equal one unexcused absence. A tardy is considered being more than 10 minutes late to class. Faculty may choose to include attendance and timeliness in grading criteria and may implement a more restrictive attendance policy. The attendance policy for each course will be described in all course syllabi. The Department of Clinical and Diagnostic Sciences also reserves the right to institute an attendance policy for official program/department activities.

Consensual Romantic Relationships
**Course Examinations**

In each course, examinations are given and are of a written, oral, practical, or clinical format. The frequency, scoring, weighing of questions and passing score of each examination will be announced by the instructor for that course.

Unit exams will be given only on the date announced in class. The only excuses that will allow for a make-up exam are: being hospitalized or sick; being in court or jail; or death of an immediate family member. In each instance, the excuse must be verified by a note from a physician, judge, law enforcement officer, or member of the clergy as is appropriate for the occasion.

**Data Protection and Security**


**Dress Code**

Guidelines for professional attire require consideration for patients, visitors, and coworkers, as well as personal safety. Therefore, CDS students are expected to promote a professional image by following these guidelines.

**Clothing:**

- Clothing should be clean, neat, in good repair, and appropriate for the profession.
- Casual or athletic wear such as sweat suits or warm-up pants are not acceptable.
- Shorts are not acceptable.
- Skirt length shall be no shorter than two inches above the top of the knee and may not be tight fitting.
- Undergarments shall be worn and shall not be visible, even when in stretching or bending positions.
- Shoes shall be appropriate for the work environment and compliant with professional attire. Flip flops are not appropriate.
- Caps or head coverings are not acceptable unless they are for religious purposes or are part of a uniform.
- Sunshades (or hand-tinted, non-prescription glasses) shall not be worn unless they are required for medical purposes.
- Identification badges shall be worn at all times.

**Grooming:**

**Piercings**

- Facial and/or body adornments are not permitted other than in the ear lobe.
- No more than two pairs of earrings may be worn. Earrings will be no longer than one inch in diameter or length.

**Hair**

- Hair should be clean and neat.
- Hair may not be dyed unnatural colors and/or have patterns.
- Hair ornaments should be moderate and in good taste.
- Hair should be well-groomed, closely trimmed beards, sideburns, and mustaches are allowed.
Daily Hygiene
• Daily hygiene must include clean teeth, hair, clothes, and body, including use of deodorant.

In addition to these basic guidelines, students are expected to follow any additional provisions of a facilities dress code while in clinical practice.

Dress Code Infractions:

Failure to comply with the above dress code requirements will result in removal from program activities until requirements are met. Students will be counted as absent (unexcused) and will receive a grade of zero for any missed work during that time with no opportunity to make-up the missed work.

*Note- The above Dress Code is a minimum standard set forth by the Department of Clinical and Diagnostic Sciences. Each program and/or course within CDS has the liberty to set forth and enforce a stricter dress code. Similarly, clinics also have their own dress codes that must be followed precisely.

Food and Drink in the Classroom
Food or drinks in laboratories is prohibited. Food and drink in classrooms is allowed at the discretion of faculty.

Grading Policy
In each CDS course, the instructor will announce the grading criteria and publish it in the course syllabus. The following policy relating to the I (incomplete) grade or deferred credit supplements the School of Health Professions’ policy.

Incomplete & Deferred Credit Policy
The awarding of an “I” (incomplete) grade is not done lightly. An “I” will be given only when an emergency or unexpected event prohibits the student from meeting course objectives in a timely manner. A student receiving a grade of “I” (incomplete) must arrange with the instructor to complete the course requirements as soon as possible, and in order to progress within the program the student must arrange to complete the requirements prior to the final day of registration for the next term. A grade of “I” not changed by the instructor by the beginning of the next regular term will automatically convert to an “F.”

Infection Control
Because students are working with patients having low immunities, the clinical supervisor reserves the right to send any student to UAB Student Health Services if the need arises. The clinical supervisor will call UAB Student Health Services and request that the student be sent off duty if he/she has an infection of any kind. The student must then acquire a doctor’s written permission to return to clinical education. Students are required to adhere to the policy of the clinical affiliate for working with patients with local infections or infectious diseases. Students are required to inquire about this policy at the beginning of rotation through a clinical affiliate.

Liability Insurance
Liability insurance is provided by the University for all students registered for clinical education courses. The coverage protects students in any assigned clinical site to which they are assigned as a student.
**Non-Academic Student Conduct**
https://www.uab.edu/students/current-student-life/item/817-non-academic-student-conduct

**Non-Resident Tuition Policy**

**Pregnancy Policy**
All students are encouraged to inform the program director immediately in writing once pregnancy has been confirmed. If students choose not to inform the program of their pregnancy, the program will not consider them pregnant and cannot exercise options that could protect the fetus.

For students who voluntarily disclose pregnancy the program director will discuss factors to be considered in cases of pregnancy with the student based on acceptable professional guidelines.

A student is offered three alternatives after the consultation with the program director. These are:

1. Immediate withdrawal in good standing from the program. Readmission to the program after the pregnancy will be in accordance with the Readmit Policy.
2. Continuation in the program after being given specific instruction regarding safety practices, safety monitoring, and specific clinical and laboratory assignments.
3. Continuation in the program with additional safety monitoring but without modification of assignments.

The student must be able to progress in her educational experiences, both clinical and academic. If the student cannot, she will be strongly advised to withdraw as in alternative number 1.

If there are any questions regarding any aspect of the above statements, please call the Program Director.

**Probation and Dismissal**
Assignment of grades in the didactic curriculum is the responsibility of the individual instructor, and appeal of the grade can be made according to the grade appeal process (refer to the [Grievance Procedures for Violations of Academic Standards](http://www.uab.edu/shp/cds/images/PDF/Policies/shpnon-residenttuitionpolicy.pdf)). The Program Director’s decision will be final. If the Program Director is the course instructor, appeal can be made to the Department Chair. This decision will be final.

Graduate Students admitted in good academic standing who fail to obtain a minimum 3.0 GPA during any semester will be placed on probation. These students must re-establish good academic standing by bringing their overall GPA to at least 3.0 within two subsequent semesters or they will be permanently dismissed from the School of Health Professions and the UAB Graduate School.

**Professional Conduct**
The Department of Clinical & Diagnostic Sciences expects that all students:

1. Attend Class.
2. Be on-time for all commitments (class, clinics, appointments, etc).
3. Thoughtfully complete and submit all assignments by the due date.
4. Use proper grammar in written and oral assignments.
5. Use proper grammar and email etiquette in all emails to faculty, clinics, classmates, etc. Do not use “text speak”.


6. Present an appearance that is not distracting to others and reflects a professional image as defined in the CDS Dress Code.
7. Are courteous in the use of electronic devices: pagers, cell phones, laptops. Your device should be on silent/vibrate when in lecture, lab, and clinic.
8. Treat individuals with respect. Comply with applicable laws, regulations, and policies.
9. Profanity is not allowed at any time.
10. Use confidential information responsibly and do not violate a patient’s rights.
11. Acknowledge and appropriately manage conflicts of interest.
12. Conduct and present yourself in such a manner that reflects the high professional standard set forth by the Department of Clinical and Diagnostic Sciences and the School of Health Professions.

**Remediation and Readmission**

Didactic year students will be eligible for personal leave in the event of individual illness, death or severe illness in an immediate family member, jury duty, military duty, or a similar personal crisis resulting in more than three consecutive days of absence. With the exception of personal illness, students must obtain prior written approval for personal leave from the CDS program and the course instructor. The following rules apply to personal leave, remediation, and withdrawal from the CDS program:

1. Students may be granted up to one week of personal leave.
2. Absences greater than one week may require Remediation or Withdrawal from the Program.
3. Remediation should be completed within the same semester. If this is not possible, an “I” will be reported to indicate that the student has performed satisfactory in the course but, due to unforeseen circumstances, has been unable to finish all course requirements. Students who receive an “I” for a course should note that in many instances, the student will not be allowed to register for the following semester’s courses because many courses in the didactic curriculum have pre-requisites that require successful completion of the previous semester’s courses. Students should also note that because of the limited resources of the program, many courses cannot be repeated until the following year when they are normally scheduled. Students are referred to this manual’s section on “Didactic Course Prerequisites” for a listing of course pre-requisites.
4. Students who return after Remediation or Withdrawal and readmission to the Program will have to demonstrate continued proficiency in the courses they have previously completed in the Program. In most cases, this will be accomplished by sitting-in on these courses and passing a comprehensive exam with a grade of 70% or better. Exam content and timing will be determined by the course instructor. To be re-admitted after dismissal from a CDS program, students will have to present convincing evidence to the faculty and the Graduate School that the reason for the dismissal has been completely resolved and the student is now likely to perform at the level required by the Department of Clinical & Diagnostic Sciences and the Graduate School. Readmission will only occur after a year of absence from the CDS program. The student will be required to register as a new student and complete the entire curriculum from the beginning.
5. To be re-admitted after dismissal from a CDS program, students will have to present convincing evidence to the faculty that the reason for the dismissal has been completely resolved and the student is now likely to perform at the level required by the Department of Clinical & Diagnostic Sciences. Readmission will only occur after a year of absence from the CDS program. The student will be required to register as a new student and complete the entire curriculum from the beginning.
Student Records Policy

The Department of Clinical and Diagnostic Sciences defers to the official UAB Student Records Policy found in, Direction, the student handbook as well as the Graduate School Student Handbook.
SECTION 3 - PROGRAM INFORMATION

MISSION

The UAB Nuclear Medicine Technology Program is dedicated to providing a quality baccalaureate program by offering didactic and clinical coursework in a curriculum that is designed to prepare students to become competent and productive technologists. The program also serves the profession through its offering of continuing education activities and educational products.

GOALS

1. Provide students with the knowledge and skills necessary to secure employment as an entry-level nuclear medicine technologist.
2. Provide students with the knowledge necessary to pass national certification.
3. Provide health care employers with competent graduates.
4. Offer educational activities and materials to the health care community.
5. Provide help for students with future graduate school request.
**FACULTY**

**Norman E. Bolus, MSPH, MPH, CNMT, FSNMMI-TS**

Program Director and Assistant Professor

Department of Clinical & Diagnostic Sciences  
1705 University Blvd., SHPB 446  
Birmingham, AL 35294-1212  
(205) 934-3427  
bolusn@uab.edu

Norman Bolus is the Program Director and an Assistant Professor for the UAB Nuclear Medicine Technology Program. He was in clinical practice for 3 years prior to joining the School of Health Professions. He has served in many capacities for the program as lab instructor, teacher, assistant professor and clinical coordinator before assuming the role of program director in 2007. Mr. Bolus received his undergraduate Bachelor of Science degree in Biology/Chemistry in 1988 and a degree in Nuclear Medicine Technology in 1989 from UAB. He also obtained a Master in Public Health in Occupational Health and Safety from UAB in 1998 and has an additional Master of Science degree from the UAB School of Public Health in Environmental Toxicology. He is an active member of the Society of Nuclear Medicine and is the Editor-in-Chief of the Journal of Nuclear Medicine Technology through 2016.

Courses Taught: Introduction to Clinical Nuclear Medicine, Patient Care, Instrumentation, Radiation Biology, Radiopharmacy, Seminar courses and Correlative Imaging along with assisting in NMT labs.

**Amy Brady, MAED, CNMT**

Teacher  

Department of Clinical and Diagnostic Sciences  
1705 University Blvd, SHPB 462  
Birmingham, AL 35294  
205-996-6597  
amybrady@uab.edu

Amy Brady is the clinical coordinator for the UAB Nuclear Medicine Technology Program. She was in clinical practice for 6 years prior to joining the School of Health Professions. Ms. Brady received her undergraduate Bachelor of Science degree in Biology/Chemistry in 2001 and degree in Nuclear Medicine Technology in 2002 from UAB. She also obtained a Master in Education at UAB in 2013. She is an active and contributing member of the Alabama Society of Nuclear Medicine, Southeast Chapter of the Society of Nuclear Medicine and the Society of Nuclear Medicine.

Courses taught: Clinical Practice I, Clinical Practice II, Clinical Practice III, Patient Care, Instrumentation Lab, Applications of Radiation Protection and Biology, Radiochemistry and Radiopharmacy Lab
Remo George, MS, CNMT

Assistant Professor

Department of Clinical and Diagnostic Sciences
1705 University Blvd, SHPB 452
Birmingham, AL 35294
205-934-7378
remo@uab.edu

Remo George is an Assistant Professor in the UAB Nuclear Medicine Technology Program. He was in clinical practice for over 10 years in Indiana, Michigan & India prior to joining the school of health professions as a faculty member. He has extensive experience in nuclear medicine procedures, radiopharmaceuticals, instrumentation, and PET applications. He is also a U.S. Nuclear Regulatory Commission approved Medical Radiation Safety Officer.

Mr. George received his undergraduate Bachelor of Science degree in Biological sciences (Zoology, Botany & Biochemistry) (1994) and his Master of Science degree in Biophysics (1996), both from Mahatma Gandhi University, India. Thereafter, he went on to obtain his post baccalaureate diploma in Nuclear Medicine Technology from the Radiation Medicine Center at the Bhaba Atomic Research Center, University of Mumbai, India (1998). He is also concurrently working towards a PhD in Biochemistry & Molecular Genetics at the University of Alabama at Birmingham. His research interest is in the use of antisense molecular beacons for the detection and attenuation of latent mycobacteria.

Courses taught: Nuclear Medicine Instrumentation I, Nuclear Medicine Instrumentation II, Nuclear Medicine Procedures I, Nuclear Medicine Procedures II, Radiation Protection & Biology, Regulatory Issues

Liliana Navarrete, MS

Assistant Professor

Department of Clinical and Diagnostic Sciences
1705 University Blvd, SHPB 450
Birmingham, AL 35294
205-934-4168
lilinav@uab.edu

Liliana Navarrete is an assistant professor for the UAB Nuclear Medicine Technology program. She held various teaching and research positions in the higher education sector for over 10 years prior to joining the UAB faculty in 2008. Ms. Navarrete received her B.S. degree in physics from National University of Colombia, Bogota Colombia in 1994. She received M.S. degrees in physics from Kyushu University, Fukuoka Japan in 1998, and from the University of Alabama, Tuscaloosa, Alabama in 2006. She is a member of the American Physics Society and the Health Physics Society.

Courses taught: Physics for Technologist, Medical Radiation Physics, Instrumentation, Physics and Instruments of Nuclear Magnetic Resonance, Survival Spanish for Health Professions, and assists with Instrumentation Lab, Applications of Radiation Protection and Biology, and a Physics Review module for the UAB Nurse Anesthesia program.
ADVISORY BOARD

**Baptist Medical Center-Princeton**
ames Nance, CNMT
701 Princeton Avenue SW, Birmingham, AL 35211

**Birmingham VA Medical Center**
Denois Lockett, RT(N)
700 19th Street South, Birmingham, AL 35233

**Brookwood Diagnostic Cardiology Center**
Cassandra Fuqua
3980 Colonnade Parkway, Birmingham, AL 35243

**Brookwood Medical Center**
Lance Carter, RT, CNMT
2010 Brookwood Medical Center Dr Birmingham, AL 35209

**Cardinal Health**
James Underwood, RPh
1218 3rd Avenue South Birmingham, AL 35233

**Children’s Hospital of Alabama**
Sharon Jordan, CNMT
1600 7th Avenue South Birmingham, AL 35233

**Citizens Baptist Medical Center**
Laura Schneirla, CNMT
604 Stone Street Talladega, AL 35160

**Cullman Regional Medical Center**
Carmen Brown, RT(R), CNMT
PO Box 1108, 1912 AL HWY 157 Cullman, AL 35055

**Decatur Morgan HH Hospital**
Melissa Shryock, CNMT
1201 7th Street SE Decatur, AL 35609

**Heart South Cardiovascular Group, PC**
Loukisha Collins, CNMT, NCT
1022 First Street North, Ste. 500, Alabaster, AL 35007

**ImageSouth PET Center**
Marc Coleman, CNMT, RT(N)
924 Montclair Road, Ste. 108, Birmingham, AL 35213

**Medical West**
Tiffany Jennings, CNMT
US Highway 11 South, Bessemer, AL 35020
Nusonics, Inc.
Susan Hunt, CNMT
Professional Bldg, 701 Princeton Avenue SW, Birmingham, AL 35211

Shelby Baptist Medical Center
Joseph C. Levio, CNMT
US Highway 31 Alabaster, AL 35007

St. Vincent’s East
Crystal J. Garrett, CNMT
50 Medical Park Drive East, Birmingham, AL 35235

The Kirklin Clinic Cardiology Center
Ashley Russell, CNMT
2006 6th Avenue South, Birmingham, AL 35233

The Kirklin Clinic PET Center
Tommy Mahone, CNMT
2000 6th Avenue South, Birmingham, AL 35233

Trinity Medical Center
Richard Croom, RT(R), CNMT
800 Montclair Road, Birmingham, AL 35213

UAB Highlands Medical Center
Shawn Roberts, CNMT
120 11th Ave. South, Birmingham, AL 35205

University of Alabama Hospital
David Kynard, CNMT
619 20th Street South, Birmingham, AL 35233

Walker Baptist Medical Center
Brett Black, CNMT
US Highway 78, PO Box 3547, Jasper, AL 35502

Walker Medical Diagnostics, LLC
Jonathan Harbin, CNMT
1450 Jones Dairy Road, Jasper, AL 35501
NMT CLINICAL SITES

Clinical education is a major component of the nuclear medicine technology professional phase program. This allows the student to get first hand and hands on experience in the clinical setting which allows the students to get real world practical experience as part of their overall education. This enables the student to become an entry level technologist by the time of graduation through completing documented clinical competencies and experiences.

The following Alabama facilities serve as clinical practice sites:

- Baptist Medical Center Princeton, Birmingham
- Brookwood Diagnostic Cardiology Center, Birmingham
- Brookwood Medical Center, Homewood
- Cardinal Health Nuclear Pharmacy, Birmingham
- Children’s Hospital, Birmingham
- Citizens Baptist Medical Center, Talladega
- Cullman Medical Center, Cullman
- Decatur Morgan HH Hospital, Decatur
- Dept. of Veterans Affairs Medical Center, Birmingham
- Heart South Cardiovascular, PC, Alabaster
- Image South PET Center, Birmingham
- Shelby Baptist Medical Center, Alabaster
- St. Vincent’s East, Birmingham
- The Kirklin Clinic – PET, Birmingham
- The Kirklin Clinic – Cardiology, Birmingham
- Trinity Medical Center, Birmingham
- UAB Highlands Hospital, Birmingham
- UAB Medical West, Bessemer
- UAB Hospital, Birmingham
- Walker Baptist Medical Center, Jasper
- Walker Medical Diagnostics, LLC, Jasper
### First Year - Fall

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
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<tr>
<td>AHS 330</td>
<td>Health Care Systems</td>
<td>(3)</td>
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<tr>
<td>NMT 400</td>
<td>Intro to Clinical NMT</td>
<td>(2)</td>
</tr>
<tr>
<td>NMT 404</td>
<td>Patient Care</td>
<td>(2)</td>
</tr>
<tr>
<td>NMT 410</td>
<td>Medical Radiation Physics</td>
<td>(4)</td>
</tr>
<tr>
<td>NMT 431</td>
<td>Nuclear Medicine Procedures I</td>
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Total: 15

### Spring

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<tr>
<td>NMT 421</td>
<td>Instrumentation I</td>
<td>(3)</td>
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<tr>
<td>NMT 421L</td>
<td>Instrumentation Lab</td>
<td>(1)</td>
</tr>
<tr>
<td>NMT 441</td>
<td>Radiation Protection and Biology</td>
<td>(3)</td>
</tr>
<tr>
<td>NMT 442</td>
<td>Applications of Radiation Protection &amp; Biology</td>
<td>(1)</td>
</tr>
<tr>
<td>NMT 443</td>
<td>Regulatory Issues</td>
<td>(2)</td>
</tr>
<tr>
<td>NMT 451</td>
<td>Communication Skills</td>
<td>(1)</td>
</tr>
<tr>
<td>AHS 460</td>
<td>Research Methods</td>
<td>(3)</td>
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Total: 14

### Summer

<table>
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<th>Credits</th>
</tr>
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<tbody>
<tr>
<td>NMT 432</td>
<td>Nuclear Medicine Procedures II</td>
<td>(4)</td>
</tr>
<tr>
<td>NMT 452</td>
<td>Health Law for NMTs</td>
<td>(1)</td>
</tr>
<tr>
<td>NMT 491</td>
<td>Clinical Practice I</td>
<td>(5)</td>
</tr>
<tr>
<td>NMT 405</td>
<td>Cross-sectional Anatomy</td>
<td>(3)</td>
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</table>

Total: 13

### Second Year - Fall

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<thead>
<tr>
<th>Course Code</th>
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<tr>
<td>NMT 422</td>
<td>Instrumentation II</td>
<td>(3)</td>
</tr>
<tr>
<td>NMT 423</td>
<td>Computed Tomography</td>
<td>(3)</td>
</tr>
<tr>
<td>NMT 460</td>
<td>Radiopharmacy &amp; Pharmacology</td>
<td>(2)</td>
</tr>
<tr>
<td>NMT 461</td>
<td>Radiopharmacy &amp; Pharmacology Lab</td>
<td>(1)</td>
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<tr>
<td>NMT 492</td>
<td>Clinical Practice II</td>
<td>(7)</td>
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Total: 16

### Spring

<table>
<thead>
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<th>Course Code</th>
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<tr>
<td>NMT 493</td>
<td>Clinical Practice III</td>
<td>(10)</td>
</tr>
<tr>
<td>NMT 499</td>
<td>Correlative Imaging</td>
<td>(3)</td>
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</tbody>
</table>

Total: 13
Students may choose from two concentrations: Computed Tomography (CT) or Magnetic Resonance Imaging (MRI). Courses for each concentration will begin in the summer term of the first year of the professional phase of the NMT curriculum.

**CT Concentration Courses**

**Summer**

NMT 405 Cross-sectional Anatomy \( (3) \)

**Fall**

NMT 423 Computed Tomography \( (3) \)

**Spring**

NMT 433 Computed Tomography Procedures \( (3) \)

**MRI Concentration Courses**

**Summer**

NMT 405 Cross-sectional Anatomy \( (3) \)

**Fall**

NMT 417 MRI Physics and Instrumentation \( (3) \)

**Spring**

NMT 434 MRI Scanning & Sequence Optimization \( (3) \)

NMT 401 Introduction to MRI Clinic \( (2) \)
Student Responsibilities

- Maintain academic integrity by refraining from cheating. Incidents of cheating among others should be reported if and when it is witnessed.

- Check email on a daily basis.

- Turn off all cell phones and/or beepers prior to beginning class.

- Report to all class meetings on time.

- Bring all course materials to class.

- Assist in maintaining a constructive classroom environment by refraining from inappropriate disruptions or outbursts. Respectful behavior toward instructors, classmates, and guests is expected.

- It is recommended that you join the Society of Nuclear Medicine & Molecular Imaging as a student member.

- It is recommended that you join the Alabama Nuclear Medicine Society as a student member.

- Have access to a computer with MS Office software for participation in on-line work (software available at UA B bookstore at reduced cost to students.)

- Refer to the Student Policies and Procedures Handbook when in need of program and or didactic policy information. Refer to the clinical handbook when in need of information pertaining to clinical education. Failure to meet student responsibilities may lead to counseling, reprimand and/or probation.

Due to the fact that graphing calculators are not allowed to be used on the Nuclear Medicine Technology Certification Board exam, they are not allowed for use in classes within the NMT program. A non-graphing scientific calculator should be used.
Program Grading Policies

A The following grading scale is utilized in all nuclear medicine technology courses with the prefix NMT. It is to be pointed out that this is based on an 8 point scale rather than a 10 point scale.

\[ A = 92 - 100, \ B = 84 - 91, \ C = 75 - 83, \ D = 67 - 74, \ F = < 67 \]

B A current student who receives a “D” or an “F” in any required course while admitted to the nuclear medicine technology program will be dismissed from the program unless there are mediating circumstances. These circumstances must be extreme in order to be considered.

In the case of extreme circumstances, the student will be suspended from the program rather than expelled, and must wait until the next time the course in which the failing grade was made is offered again. The student will then be allowed to take the course again. Under the recommendation of the program director, the student may be required to take remedial courses prior to repeating a nuclear medicine technology course. If the student passes the course, then the student may petition the program director for re-entry into the program. If the class size warrants, the student MAY be allowed to re-enter the program at the discretion of the program director. Re-entry into the nuclear medicine technology program is NOT guaranteed. If the student takes the course again and still fails to make a 75 or greater, the student will be expelled from the program. The student may reapply to the program, and must complete the full application process again and enter the program as a new student. Entry into the program is still not guaranteed, but will be on a competitive basis with the other applicants.

C Cheating: If a student is caught and proven to be cheating, the student is in violation of the UAB Honor Code (found on the Home Page under Course Information) and will be subject to the UAB policies on Academic Misconduct. At the least, the student will receive a zero for the exam or assigned work and will be put on Academic Probation (see Program Policies and Procedures on Academic Misconduct/Probation). If placed on Academic Probation, a second infraction OF ANY KIND will result in dismissal from the program.

D Plagiarism: All papers and assignments must be the original work of that student, or have the work of another in quotation marks with proper reference notations immediately following the direct quote. If a student is proven to have plagiarized another individual’s work, claiming that work as his or her own, the student is in violation of the UAB Honor Code (found on the Home Page under Course Information) and will be subject to the UAB policies on Academic Misconduct.
**Textbook List**

**2013-2015**

The following books must be purchased for use during participation in the program. This list is subject to change.

### FALL

- **NMT 400 and NMT 404**  
  *Intro to Radiography & Patient Care*, 5th Edition  
  Adler & Carlton  
  Saunders  
  978-1437716467

- **NMT 410**  
  *Medical Imaging Physics*  
  Hendee and Ritenour  
  9780471382263

- **NMT 431 & NMT 432**  
  *Nuclear Medicine Technology Procedures and Quick Reference*  
  Pete Shackett  
  Lippincott, Williams & Wilkins  
  0781774500

- **NMT 431 /432 and NMT 421/422**  
  *Nuclear Medicine and PET/CT Technology and Techniques*, 7th Edition  
  Christian & Waterstaram-Rich  
  Mosby-Elsevier  
  9780323071925

- **NMT 431**  
  *Quick and Accurate 12-lead ECG Interpretation*, 4th ed., Dale Davis  
  Lippincott Williams & Wilkins  
  1582553793

- **NMT 431**  
  *Nuclear Cardiac Imaging: Terminology & Technical Aspects*, 2nd ed.  
  Crawford and Husain  
  Society of Nuclear Medicine  
  978932004857

### SPRING

- **NMT 421**  
  *Physics in Nuclear Medicine*, 3rd Edition  
  Sorenson, Phelps, and Cherry  
  072168341X

- **NMT 421/NMT 422**  
  *Nuclear Medicine Instrumentation*, 2nd Edition  
  Prekeges, Jennifer  
  9780763766382 (provided by program- on loan)

- **NMT 421 (See NMT 431)**  
  *Nuclear Medicine and PET/CT Technology and Techniques*, 7th Edition

- **NMT 441**  
  *Essentials of Radiation Biology and Protection*  
  Steve Forshier  
  Delmar  
  0766813304

- **NMT 441**  
  *Radiation Protection in the Health Sciences* (with problem solutions manual), 2nd Edition  
  Noz and Maguire  
  World Scientific

- **NMT 443**  
  *Guide for Diagnostic Nuclear Medicine and Radiopharmaceutical Therapy*  
  Jeffery A. Siegel  
  Society of Nuclear Medicine  
  0972647821

### SUMMER

- **NMT 432 (See NMT 431)**  
  *Quick and Accurate 12-Lead ECG Interpretation*, 4th Edition  
  Dale Davis  
  Lippincott, Williams, and Wilkins Publishing Co  
  1582553793
NMT 432 (See NMT 431)
*Nuclear Medicine Technology Procedures and Quick Reference*

NMT 432
*Nuclear Cardiac Imaging: Terminology & Technical Aspects, 2nd Edition*
Crawford and Husain
Society of Nuclear Medicine
0932004741

NMT 432 (See NMT 431)
*Nuclear Medicine and PET/CT Technology and Techniques, 7th Edition*

NMT 405
*Sectional Anatomy for Imaging Professionals, 2nd Edition*
Lorrie L. Kelly and Connie M. Petersen
Mosby
0323020038

NMT 405
*Workbook of Sectional Anatomy for Imaging Professionals, 2nd Edition*
Lorrie L. Kelly and Connie M. Petersen
Mosby
0323020046

**SECOND YEAR FALL**

NMT 423
*Computed Tomography: Physical Principles, Clinical Applications and Quality Control, 3rd Edition*
Euclid Seeram, W. B. Saunders
9781416028956

NMT 422 (See NMT 431)
*Nuclear Medicine and PET/CT Technology and Techniques, 6th Edition*

NMT 422 (See NMT 432)
*Nuclear Cardiac Imaging: Terminology & Technical Aspects, 1st Edition*
UAB AND PROGRAM ASSESSMENTS AND EVALUATIONS

The student is requested to do several types of assessments throughout their participation within the program. A list of those assessments and a brief explanation are below.

By completing the evaluations of the program, the program can identify areas in need of improvement or enhancement in order to better meet the educational needs of the student.

1. Course / Instructor Evaluation
   - This is done by the student electronically at the completion of each course at the end of each semester.
   - While the student is not required to do the evaluation, the information is vital for the instructor to use to improve the course.
   - The evaluations are anonymous.

2. Student End-of-Term Evaluation
   - This is done at the end of each semester the student is enrolled in the clinic.
   - The student is requested to submit a self assessment of how they perceived their performance was in clinic for that semester.
   - If necessary, a meeting with the student and the program director will be arranged to work out any identified problem areas.

3. Exit Interview
   - This is done at the end of the last semester of the program.
   - The student is requested to do an evaluation of the program's strengths and weaknesses as perceived by the student.
   - The evaluation is anonymous.

Nuclear Medicine Technology Certification Board – UAB NMT Program Results

First Time Taking the Exam Upon Completion of UAB NMT Program Results:

<table>
<thead>
<tr>
<th>Year</th>
<th>UAB NMT Program</th>
<th>National Average for Equivalent Program Graduates</th>
<th>Overall National Average for All Examinees</th>
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<tbody>
<tr>
<td>2011</td>
<td>94.4%</td>
<td>92.5%</td>
<td>91.4%</td>
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<tr>
<td>2010</td>
<td>92.8%</td>
<td>92.4%</td>
<td>88.2%</td>
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<tr>
<td>2009</td>
<td>100%</td>
<td>94.3%</td>
<td>89.9%</td>
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</tbody>
</table>
**Accreditation**

Accreditation: The NMT program is accredited by:
The Joint Review Committee on Educational Programs in Nuclear Medicine Technology (JRCNMT).

**JRCNMT**

2000 W. Danforth Road  
Suite 130, #203  
Edmond, OK 73003  
Ph 405.285.0546  
Fx 405.285.0579  
jrcnmt@coxinet.net  
www.jrcnmt.org

**Credentials Conferred:** Bachelor of Science degree and a certificate of completion are awarded by the University of Alabama at Birmingham

**Board Certification:** Graduates of the program are eligible to apply for the certification examination offered by both the Nuclear Medicine Technology Certification Board (NMTCB) or the American Registry of Radiological Technologists (ARRT)

**Nuclear Medicine Technology Certification Board**

3558 Habersham at Northlake  
Building I  
Tucker, GA 30084

*Photos*

**ARRT**

1255 Northland Drive  
St. Paul, MN 55120

*Photos*
**STUDENT SEIZURE PROTOCOL**

1. If a student has a seizure and comes out of the seizure physically unharmed and appears to be fine after the event:
   - Do not call 911.
   - Do not write up an incident report.
   - Make sure the student is ok.

2. If a student has a seizure and is physically harmed but seems fine otherwise (i.e. a fall occurs, the student bumps their head etc.):
   - Write up the incident as a “not a medical emergency” incident (see item 5 on the attached incident reporting policy).
   - Notify the program director immediately. 205-934-3427 or 205-975-4237
   - Transport the student to student health (930 20th Street South, Room 221) with a medical authorization form. This may be done by faculty or staff.

3. If the student has a seizure and is unresponsive or alert but not coherent:
   - Call 911.
   - Write up the incident as a “major medical injury” (See item one on the attached incident reporting policy).
   - Accompany the student to the ER to present the completed medical authorization form. This may be done by faculty or staff.
   - Notify the program director immediately.

If this were to occur a medical authorization form and incident report form would need to be completed.

**CLOSING NOTIFICATIONS**

Your safety should always take precedence to official closings. To find out if class cancellation occurs due to bad weather (snow and ice) on an assigned class day use the following official sources:

- UAB radio station WBHM 90.3.
- The UAB Web site at [www.uab.edu](http://www.uab.edu)
- BlazerNet at [www.blazernet.uab.edu](http://www.blazernet.uab.edu)
- The UAB inclement Weather Hotline at 205-934-2165
NMT Code of Ethics

Nuclear Medicine Technologists, as Certificants of the health care profession, must strive as individuals and as a group to maintain the highest of ethical standards.

The Principles (SNMTS Code of Ethics) listed below are not laws, but standards of conduct to be used as ethical guidelines by nuclear medical technologists. These Principles were adopted by the Technologist Section and the Society of Nuclear Medicine at the 2004 Annual Meeting. They are standards of conduct to be used as a quick guide by nuclear medicine technologists.

Principle 1: The Nuclear Medicine Technologist will provide services with compassion and respect for the dignity of the individual and with the intent to provide the highest quality of patient care.

Principle 2: The Nuclear Medicine Technologist will provide care without discrimination regarding the nature of the illness or disease, gender, race, religion, sexual preference or socioeconomic status of the patient.

Principle 3: The Nuclear Medicine Technologist will maintain strict patient confidentiality in accordance with state and federal regulations.

Principle 4: The Nuclear Medicine Technologist will comply with the laws, regulations, and policies governing the practice of nuclear medicine.

Principle 5: The Nuclear Medicine Technologist will continually strive to improve their knowledge and technical skills.

Principle 6: The Nuclear Medicine Technologist will not engage in fraud, deception, or criminal activities.

Principle 7: The Nuclear Medicine Technologist will be an advocate for their profession.

NMT Drug Testing Policy

In addition to the SHP Drug Testing Policy, the NMT program reserves the right to test any NMT student, with cause, at any time while they are enrolled the program under the direction of either the Program Director or Clinical Coordinator.
ESSENTIAL REQUIREMENTS

The following skills are needed by applicants to the Nuclear Medicine Technology Program. Applicants and students should possess these abilities, or with the help of compensatory techniques and/or assistive devices, be able to demonstrate the ability to become proficient.

Manual dexterity: Use of extremities for patient care purposes

- wrists (both) grasping pulling twisting
- hands (both) fingering holding (rotation)
- arms (both) pushing extending cutting

Sensation: palpation auscultation percussion capable of hearing voices of normal range in the presence of background noise

Visual Perception: depth acuity (corrected to 20/40) ability to distinguish shades of gray/color

Physical strength: to support another person to position another person to transfer/ambulate with walker, cane, crutches, bed, wheelchair to stand for long periods of time to perform CPR; resuscitation to walk at a rapid pace for eight hours to lift 10-15 pounds

Ability to operate and maintain equipment (eg., nuclear medicine instrumentation, ventilator, electronic monitor, etc.)

Interpersonal skills: able to function (consult, negotiate, share) as part of a team able to use oral communication skills able to respond to others’ requests willing to accept direction and supervision

Perform duties while under stress.
**Student Awards & Scholarships**

**Scholarships**

Once the student is admitted to the Nuclear Medicine Technology Program, the student becomes eligible to apply for specific scholarships offered by the School of Health Professions as well as scholarships offered through the Society of Nuclear Medicine (SNM), and the Alabama Society of Nuclear Medicine (ASNM).

**Society of Nuclear Medicine & Molecular Imaging (SNM)**

The Society of Nuclear has various student and professional scholarships available. Applications can be found on the SNM website: [www.snm.org](http://www.snm.org). To apply the student must be a member of the SNM. There are student memberships available.

**Alabama Society of Nuclear Medicine (SNM)**

The Alabama Society of Nuclear also has various student and professional scholarships available. Applications can be found on the ASNM website: [www.alabamanucmed.org](http://www.alabamanucmed.org). To apply the student must be a member of the ASNM.

**Michael Thompson Scholarship Fund**

**Professor Emeritus Michael Alford Thompson**, Professor of Medical Physics for 27 years at the University of Alabama at Birmingham (UAB) School of Health Professions, suddenly and unexpectedly passed away on January 2, 2009 at the age of 59. He retired in 2007 from the faculty of the UAB Nuclear Medicine Technology Program after suffering with Parkinson’s disease for 7 years. His 30 year career at UAB began in 1977 as a Radiation Safety Monitor in the Occupational Health Safety Office. He transferred to the School of Health Professions in April of 1980 and began utilizing teaching experience he obtained at Francis Marion College in Florence, South Carolina, where he taught Physics and Mathematics from 1974-1977. In May 1986, just six short years after joining the faculty, he was honored with the School of Health Professions highest faculty award, the Joseph F. Volker Outstanding Faculty Award. He received the President’s Excellence in Teaching Award in May of 1993 and twice (1995 and 1997) was a finalist for the highest faculty award given by UAB, The Ellen Gregg Ingalls / UAB National Alumni Award.

These faculty awards are a testament to Michael Thompson’s reputation as an outstanding educator. Numerous former students were led to the field of Health Physics through Professor Thompson’s efforts. He continuously promoted the field and would personally hand out application forms to students he thought had any interest in health physics. As a long-time member he would sign off on the applications and personally mail them into the society. Many former students went on from the UAB NMT Program to pursue a Health Physics degree at Georgia Tech with recommendations provided by Professor Thompson.

In addition to being an outstanding educator for the School of Health Professions and promoter of the field of health physics, Professor Thompson created and marketed many educational materials through the years. His Principles of Radiation Protection Video Series has been sold internationally. His most recent undertaking has been educational PowerPoint CD packages which have included topics on nuclear instrumentation, radiologic physics, radioactive decay processes, and radiation protection. In 1994, he led the effort for publication of a text book for radiography entitled “Principles of Imaging Science and Protection” from the W.B. Saunders Company.
Professor Emeritus Michael Thompson was beloved by the many students he taught over his 30 year career and will be remembered for being a kind, gentle, and generous person who gave all he could to his students to help them in the learning process. Being a talented educator and a dedicated professor devoted to lifelong learning, he will be greatly missed by all who were fortunate enough to be his students.

In an effort to honor the contributions Professor Thompson made during his career at UAB, the NMT Program will establish a student scholarship in his name as a lasting remembrance of Professor Emeritus Michael Thompson.