



**Summer 2018**

**Program Information and Registration Packet:**

**Operating Room Patient Care Technician  
(ORPCT 1001)**

[http://www.cod.edu/programs/operating\\_room\\_patient\\_care\\_technician/index.aspx](http://www.cod.edu/programs/operating_room_patient_care_technician/index.aspx)

If you are an F-1 International Student, you must receive prior approval from the International Student Advisor in the [International Student Admissions Office](#), SSC 2225 prior to registration.

In addition to knowing the information in this packet, **attendance at an Operating Room Patient Care Technician Advising Session is required**. The advising session times, dates and locations for this program can be found on the [Health Sciences Admissions](#) website under Advising Sessions.

# **OPERATING ROOM PATIENT CARE TECHNICIAN COURSE/CERTIFICATE OVERVIEW**

## **Career Definition:**

Students will be introduced to the operating room patient care team and discover how to assist in providing quality surgical patient care. Students will focus on the role of the operating room patient care technician team, scope of practice, and specific duties of the operating room patient care technician.

## **Program Overview:**

Students will be introduced to the operating room patient care team and discover how to assist in providing quality surgical patient care. Students will focus on the role of the operating room patient care technician team, scope of practice, and specific duties of the operating room patient care technician.

The Operating Room Patient Care Technician (ORPCT) certificate is designed to prepare Patient Care Technicians (PCT).

## **Certificate Requirements**

ORPCT 1001 Operating Room Patient Care Technician Principles **5 credit hours**

SURGT 1000 Ethical Considerations in the Health Care Industry **3 credit hours**

**Total Credits Required: 8 credit hours**

## **Program Outcomes:**

Upon successful completion of the course the student should be able to do the following:

1. Identify the members of the surgical team
2. List the tasks of an operating room patient care technician
3. Interpret a surgery schedule
4. Summarize medical terms used in the operating room
5. Describe the growth requirements for microorganisms
6. Describe signs and symptoms of infection
7. Summarize the importance of complying with Standard Precautions
8. List some common pathogens
9. Compare and contrast the difference between medical and surgical asepsis in the operating room environment
10. Summarize the importance of frequent handwashing
11. Describe the proper attire for operating room patient care technicians inside and outside of the surgical suite
12. Identify traffic patterns for restricted, semi-restricted, and non-restricted areas of the operating room
13. Describe general cleaning and disinfection of the operating room
14. List major sources of contamination in the surgical suite
15. Demonstrate how to do the surgical hand scrub and the patient surgical skin/shave preparation
16. Demonstrate both the open and closed method of donning surgical gloves
17. Describe the layout of a typical operating room
18. Identify standard operating room furniture, equipment, and their purposes
19. Summarize the safety hazards and methods of prevention that an operating room patient care technician may encounter while on the job
20. Demonstrate proper technique in transporting patients to the operating room
21. List common surgical subspecialties and needs for each of these specialties
22. Identify emergencies that may occur in the operating room and some expectations associated with each of these emergencies
23. Demonstrate proper preparation of operating rooms and case carts
24. Demonstrate opening the sterile field and supplies
25. List common hospital codes and the role of the operating room patient care technician in each of these codes

**Opportunities for Employment:**

Students will be able to seek employment in a facility that has an operating room such as surgery center, hospital operating room, and obstetrics unit.

**Opportunities for Advancement:**

This class will provide students with exposure into the perioperative arena, which will let them experience various different roles within this field. An excellent career ladder approach for these students would be, surgical technology and surgical assisting. Students may also find they would like to explore anesthesia technology or perioperative nursing.

**Helpful Academic Skills or Experiences:**

Students must also have completed or be concurrently enrolled in SURGT 1000 (Ethical Considerations in the Health Care Industry) with a grade of 'C' or better.

Essential functions include:

[http://www.cod.edu/academics/divisions/health\\_sciences/pdf/essentialfunctions.pdf](http://www.cod.edu/academics/divisions/health_sciences/pdf/essentialfunctions.pdf)

**Non-Discrimination Statement**

The College prohibits discrimination in its admissions, employment, and educational programs or activities on the basis of race, color, sex, religion, creed, national origin, age, ancestry, marital status, sexual orientation, gender identity and expression, arrest record, military status or unfavorable military discharge, citizenship status, and physical or mental disability. The College will protect an individual's right to express their viewpoint or opinion, so long as it does not violate State or Federal law and is not detrimental to the College.

This Policy against discrimination applies throughout all College environments, whether on campus, at work assignments off campus, at College-sponsored social functions, or otherwise.

Procedures to facilitate the College's prohibition of discrimination will be promulgated consistent with the Policy. (Board Policy 20-5).

**Student E-Mail Policy**

College of DuPage will send all official communications to you through your official COD email (dupage.edu). You will no longer be able to use a preferred email account. You do have the option to forward these communications to a personal email account if you wish.

Check out your COD email to get the message about:

- Official COD communications
- Financial aid communications
- Petition to graduate
- Transfer credit evaluation
- Prerequisite proof Sensitive
- FERPA-related communications
- Transcript order Important messages from instructors

<http://www.cod.edu/academics/email.aspx>

***“All application documents delivered to the College of DuPage pertaining to a health sciences admissions file become the property of the College of DuPage and will not be returned to applicants. This includes but is not limited to transcripts, letters of recommendation, clinical evaluation forms or outside test reports.”***

## **REGISTRATION REQUIREMENTS**

The following are **REGISTRATION REQUIREMENTS** for the Operating Room Patient Care Technician Course. These Registration requirements are a part of your **PACKET**. Your packet must be complete in order to be considered for **REGISTRATION** and allowed to **REGISTER** for the course.

***NOTE: Admission Committees for all Health Science programs has the right to deny admission to any applicant that they feel is unable to fulfill these essential functions as described.***

Use this **Registration Requirements checklist** to assure that you have everything you need to complete your packet.

- 1. Attend an Operating Room Patient Care Technician **advising session**. This is confirmed at the Advising session and information is forwarded to the Registration office. Please allow 3 business days for notification before attempting to register. A current advising session schedule can be obtained on the [Health Sciences Admissions website](#).
- 2. Complete the [College of DuPage General Admissions Application](#) online. There is a non-refundable \$20 general admissions fee due upon submission. If you have previously attended College of DuPage, you can omit this step. **This application is for general admissions to College of DuPage only; it is not an application to the Diagnostic Medical Imaging Radiography program.**
- 3. If you are an F-1 International Student, you must receive prior approval from the International Student Advisor in the [International Student Admissions Office](#), SSC 2225 prior to registration.
- 4. Concurrent enrollment or successful completion of **SURGT 1000** (Ethical Considerations in the Health Care Industry) with a grade of 'C' or better.
- 5. Completion of the **Registration Permit for the Operating Room Patient Care Technician Course** (see the last page of this packet). **NOTE: You are also acknowledging receipt of the Health Sciences Programs Policy for Professional Conduct on this application form.** The policy can be found by clicking the [Policy for Professional Conduct Link](#).
  - ONLY when all items noted in #1 to 5 above are completed can you submit the Registration Permit for the Operating Room Patient Care Technician (ORPCT) course.
  - A **\$50 non-refundable 'Permit to Register fee'** must be paid at the Cashier's Office, BIC 2525 or (630) 942-2206 after you have completed steps 1-5 above.
  - The completed ORPCT registration permit **MUST** be submitted to the Registration office, SSC 2221 for verification. \*Permit hours are between 8 a.m. and 7 p.m. Mondays to Thursday and 8 a.m. and 5 p.m. on Friday. You can also submit your permit form via FAX to (630) 942-2878 or email to [registration\\_forms@cod.edu](mailto:registration_forms@cod.edu).
  - Permit forms are accepted until the ORPCT 1001 course fills.
  - Once your application is deemed to be complete and you have paid the \$50 registration fee, you will be allowed to register for your selected course section.

**REGISTRATION PERMIT FORM – Operating Room Patient Care Technician (ORPCT) Course**

**PLEASE RETURN THIS TO:**

College of DuPage  
**Registration Office, SSC 2221**  
 425 Fawell Blvd., Glen Ellyn, IL 60137  
 TEL (630) 942-2377, FAX (630) 942-2878 or registration\_forms@cod.edu

**Semester (circle one):** Spring                  Summer                  Fall                  **Print Year:** \_\_\_\_\_

<b>LEGAL NAME</b>				
	Last	First	M.I.	Student ID#

<b>ADDRESS</b>				
	Street	City	State	Zip

<b>S.S. #</b>	_____ - _____ - _____	<b>BIRTHDATE (MM/DD/YYYY)</b>	
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**A Social Security Number is required for registration**

<b>TELEPHONE</b>	(home)	(cell)
<b>EMAIL</b>		

Are you an F-1 International Student? \_\_\_\_\_ Are you authorized to work in the U.S.A.? \_\_\_\_\_  
 (If yes, you must speak with the International Student Advisor prior to registration)

International Student Advisor Approval: \_\_\_\_\_

Why are you interested in registering for this class?

\_\_\_\_\_

\_\_\_\_\_

Have you ever been expelled or dismissed from any post-secondary institution for behavioral or disciplinary reason? \_\_\_\_\_ Yes  
 \_\_\_\_\_ No

I acknowledge receipt of the [Health Sciences Programs Policy for Professional Conduct](#). I have read and understand the statement and agree to abide by the standards set forth therein. I understand that failure to abide by the Policy for Professional Conduct may result in my suspension or dismissal from the program in which I am enrolled. I understand that I will not receive a refund of tuition, fees or for books, supplies or equipment purchased should I be dismissed from the program for violating this policy.

I give my permission to the registration office and the coordinator of the program to which I am applying to request adviser copies of my College of DuPage transcript for registration and retention purposes.

\_\_\_\_\_  
 Signature

\_\_\_\_\_  
 Date

**For Registration Use Only**

Advising \_\_\_\_\_ SURGT 1000 \_\_\_\_\_ \$50 Fee Paid \_\_\_\_\_ SSN on file \_\_\_\_\_

Permit verified and issued by: \_\_\_\_\_ Date: \_\_\_\_\_