



COLLEGE of
CENTRAL
FLORIDA
-an equal opportunity college-

**SURGICAL SERVICES PROGRAM
2024-2025 INFORMATION PACKET
Application Window: May 1-30, 2024**

The Surgical Services program* is a 64-college-credit program leading to an Associate Science degree in Surgical Services. This program is accredited by the Commission on Accreditation of Allied Health Educational Programs, CAAHEP.

Commission on Accreditation of Allied Health Education Programs

9355 113th St. N #7709

Seminole, FL 33775

Telephone: 727-210-2350; Fax: 727-210-2354

www.caahep.org

All graduates of the Surgical Services program are eligible to take the National Certification Examination at the end of the program and earn the title of Certified Surgical Technologist. This is a limited access program.

The Certified Surgical Technologist, CST, is a key member of the surgical team who anticipates the needs of surgeons and passes instruments, sutures, and sponges during surgery in an efficient manner. Under the supervision of the surgeon, a CST may be involved in holding retractors or instruments, sponging or suctioning the operative site, or cutting suture material. A CST must be able to perform under pressure in stressful and emergency situations, have a strong sense of responsibility, considerable patience, manual dexterity and physical stamina, and a desire to help people return to good health. A CST ensures that the operating room environment is safe, that equipment functions properly, and that the operative procedure is conducted under sterile conditions that maximize patient safety.

Although CST's primarily work in hospital operating rooms as a sterile member of the surgical team, other job opportunities include work in cardiac catheterization labs, labor and delivery units, endoscopy departments, and ambulatory care centers. Employment opportunities exist in management roles in surgical services and sterile processing departments. In addition to working in a hospital setting, CSTs are employed directly by surgeons as "private scrubs" and/or surgical first assistants. Combining a broad educational background with a specialized focus, CSTs may work in medical sales, product development, research, and traveling medical agencies.

After completion of general education courses (pre-requisites), this program consists of a fall semester, spring semester and a nine-week summer session. The program core courses begin every August and ends in July. The program curriculum is a balance of theoretical and technical courses with supervised clinical practicum at area hospitals as well as some hospitals out of town. Students will complete a minimum of 120 surgical cases. Students will complete 30 cases in general surgery, with 20 of those cases in the first scrub role. Students will also complete 90 cases in various surgical specialties, with 60 of those in the first scrub role, and evenly, but not necessarily equally, distributed between a minimum of four surgical specialties.

The program goal is "to prepare entry-level surgical technologists who are competent in the cognitive (knowledge), psychomotor (skills), and effective (behavior) learning domains to enter the profession."

The United States Department of Labor states that Surgical Technology is a growing profession nationwide. Salaries range from \$31,000 to \$64,000.

Uvonda Wilkerson, MA, BAS, CST
Program Director

CF VISION

To be the first choice for quality higher education in our community.

CF MISSION

College of Central Florida provides access to high quality, high value baccalaureate degrees, associate degrees, certificates and diplomas, and promotes the economic, social and cultural development of our community.

Information and procedures contained in this packet may be subject to change without notice. The information in this document is informational only and not intended to be contractual in nature.

HEALTH SCIENCES IMPORTANT TELEPHONE NUMBERS

College of Central Florida
3001 S.W. College Road, Ocala, FL 34474-4415
352-854-2322

Surgical Services Program Manager – Uvonda Wilkerson, MA, BAS, CST, ext. 1271
Allied Health Sciences Building 6, Room 115, wilkersu@cf.edu

Surgical Services Clinical Coordinator – Jessica McKown, CST, ext. 1713
Allied Health Sciences Building 6, Room 117, mckownj@cf.edu

Staff Assistant – Sherrion Clarke, ext. 1274
Allied Health Sciences Building 6, Room 103, clarkes@cf.edu

Staff Assistant – Jennifer Singleton, ext. 1717
Allied Health Sciences Building 6, singleje@cf.edu

Health Sciences Academic Advisor – Deyanira Garcia, ext. 1617
Bryant Student Union (Building 5), Room 201U, garciad@cf.edu

Bryant Student Union, Building 5:
CF Admissions Office, ext. 1307
CF Testing Center, ext. 1564
CF Financial Aid Office, ext. 1335

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Limited-Access Program

This is a limited-access program. While any student meeting the minimum criteria is encouraged to apply, not all applicants may be accepted.

DEGREE CURRICULUM

General Education Courses

Fall

ENC 1101	Freshman Composition Skills I	3
MGF 1106	Liberal Arts Mathematics	3
POS 2041 or AMH 2020	American National Government or United States History Since 1877 <i>(Students must take and pass Civics Literacy Exam by application deadline.)</i>	3
BSC 2085*	Human Anatomy and Physiology I	3
BSC 2085L*	Human Anatomy and Physiology I Lab	1

Spring

HUM 1020	Introduction to the Humanities	3
BSC 2086*	Human Anatomy and Physiology II	3
BSC 2086L*	Human Anatomy and Physiology II Lab	1
HSC 2531	Medical Terminology	3

All general education courses listed above (prerequisites) must be successfully completed before beginning the first semester of the program. Students must be enrolled in the general education courses at the time of application. Proof of registration is required at the time of application.

*The sciences BSC 2085/L and BSC 2086/L must be more recent than seven years at the time of starting the program's first semester. For science courses older than seven years, applicants may choose to: 1) Retake the course(s) **or** 2) Pass an appropriate exam administered by the Science Department. If the applicant chooses to take an exam, he or she must make the arrangements with the Science Department. Exam is \$100 per course.

Surgical Services Courses

Fall

STS 1302	Introduction to Surgical Technology	6
STS 1307	Operating Room Techniques with Instrumentation	3
STS 1308	Perioperative Patient Care Concepts	3
STS 1327C	Principles and Practices of Surgical Technology with Lab	4
STS 1340	Pharmacology and Anesthesia	2

Spring

STS 2323	Surgical Procedures I	3
STS 2324	Surgical Procedures II	3
STS 2944	Clinical Practice I	7

Summer

STS 2329*	Advanced Surgical Techniques, Procedures and Professional Skills	4
STS 2945	Clinical Practice II	6

*Students must also meet the CF requirement for computer competency. This competency is met by completing STS2329.

GENERAL POINTS OF INFORMATION

1. All Surgical Services students are required to have liability and accident insurance. The cost of this insurance will be included with the first semester tuition and coverage will be in effect for the entire program. See program requirements for student health insurance.
2. CF and all clinical affiliates are drug free environments. Students may be required at any time to prove that they are drug free by submitting to a drug test anytime there is reasonable cause. Illegal use, possession and/or misuse of drugs are reasons for immediate dismissal from the program. See program requirements for student substance screening.
3. It is necessary that you have reliable transportation to the assigned hospitals and clinical facilities. Clinical experiences will be offered at the following:

Advent Health (Ocala)
HCA Florida Ocala Hospital (Ocala)
HCA Florida West Marion Hospital (Ocala)
Shands at University of Florida Hospital (Gainesville)
UF Health Leesburg Hospital (Leesburg)
UF Health The Villages Hospital (Villages)
HCA Florida Citrus Hospital (Inverness)
Bravera Health Seven Rivers (Crystal River)
TLC Outpatient Surgery and Laser Center (Lady Lake)

4. This program consists of a fall semester, spring semester and an eight-week summer session. It begins in August and ends in July. Schedule for classes and/or clinicals are Monday-Friday:

(Fall) August	9 a.m.-4 p.m.
(Fall) Skills Lab	3-9 p.m.
(Spring) January-April (Lecture)	9 a.m.-4 p.m.
(Summer) May-June (Lecture)	9 a.m.-4 p.m.
Clinical Hours (Spring and Summer)	6:30 a.m.-3:15 p.m.

The program calendar follows the CF calendar. Please refer to the CF Academic Calendar.

5. This is a **full-time** program. CF does **not** recommend that students work during this program.
6. Applications for scholarships and financial aid are available in Enrollment Services, Bryant Student Union, or you can complete your Free Application for Federal Student Aid online at www.fafsa.ed.gov. This should be done at least six months before entering the program, or by March of each year. Applicants to the Surgical Services program should **not** apply for Student Employment/Federal Work Study when they fill out the FAFSA.
7. This is a limited-access program. If you are not accepted into the August 2024 class, and wish to apply in the future, you must complete another information session and re-apply to the program.

***Surgical Technologists – Making a difference in the operating room, one patient at a time.
—Author unknown***

PERFORMANCE STANDARDS FOR SURGICAL TECHNOLOGY

ISSUE	STANDARD	EXAMPLES
Critical Thinking	Critical thinking sufficient for clinical judgment.	Handle multiple priorities and apply reasoning and evaluation skills. Concentrate for prolonged periods of time in a sterile environment.
Interpersonal	Interpersonal abilities sufficient to interact with individuals, families, and groups from a variety of social, emotional, cultural, and intellectual backgrounds.	Display patience, empathy and concern for others. Deal with fear and hostility in a calm manner. Work with others in stressful situations.
Communication	Communication abilities sufficient for interaction with others in verbal and written form.	Communicate needs in a prompt, clear and concise manner. In the sterile role, communicate the identity of items such as drugs, implants, and special instrumentation. Accurately document pertinent information.
Mobility	Physical abilities sufficient to move from room to room and maneuver in small spaces.	Respond promptly to the surgeon's/patient's needs, manipulate equipment, lift a minimum of 30 pounds, exert a sustained force of 20 pounds, push/pull mobile equipment weighing up to 300 pounds, stand in sterile scrub attire for prolonged periods (sometimes wearing a 12-20 pound lead apron underneath the gown), walk an equivalent of five miles per day.
Motor Skills	Gross and fine motor abilities sufficient to safely and effectively perform surgical technology skills.	Ability to grasp, hold, grip, seize, turn or otherwise work with hands. Accurately and safely pass sharps and instruments. Examples include working with fingers to thread or load delicate suture needles, assembling air powered drills and mixing bone cement.
Hearing	Auditory ability sufficient for observation and assessment necessary in surgical technology.	Detect and evaluate the sounds of advanced surgical equipment such as gas, video and cardiac monitors, power-driven tools, fire alarms, etc.
Visual	Visual ability sufficient for observation and assessment necessary in surgical technology.	Observe and monitor patients, assist in surgery in full and dimmed light. Visual near acuity of 20 inches or less with clarity.
Tactile	Tactile ability sufficient for physical assessment and handling of tissues.	Perceive attributes of an object via touch. Palpate and handle tissue/organs with gentle accuracy as instructed.

** Pregnancy Advisory: If you are pregnant or planning a pregnancy (while enrolled in the program) please advise the Surgical Services Program Faculty for further pregnancy information and/or requirements.*

**COLLEGE OF CENTRAL FLORIDA HEALTH SCIENCES
ESTIMATED COST OF THE SURGICAL SERVICES PROGRAM***

TUITION (64 credits)

\$ 112.92 per college credit (in state)	\$7,226.88
\$ 438.20 per college credit (out of state)	\$28,044.80

SURGICAL SERVICES PROGRAM:

PROGRAM ADMISSION EXPENSES

College application fee	30.00
Wonderlic	15.00
Clinical Compliance	38.00
Physical examination (varies)	50.00
Immunizations (varies)	400.00
Substance screening	29.00
CPR	60.00
Eye examination	50.00
Federal and local background checks	<u>95.00</u>
Total	\$777.00

SEMESTER I (FALL)

Dosimeter Badge	39.90
Lab Coat, goggles and cord, scrub pants and shirt, shoes (varies)	150.00
Books, manual and handbook (varies)	400.00
Lab Fees	194.18
Miscellaneous supplies	<u>10.00</u>
Total	\$784.08

SEMESTER II (SPRING)

Miscellaneous supplies	10.00
Lab fees	<u>257.00</u>
Clinical Facility Parking Fees	200.00
Total	\$467.00

SEMESTER III (SUMMER)

Miscellaneous supplies	10.00
Lab Fees	<u>10.00</u>
Total	\$20.00

Estimated Expenses \$2,048.08

In-State Tuition	\$7,226.88	Out-of-State Tuition	\$28,044.80
Estimated Expenses	<u>\$2,048.08</u>	Estimated Expenses	<u>\$ 2,048.08</u>
	\$9,274.96		\$30,092.88

* All the above are estimated costs for 2022-2023 academic year and are subject to change. Liability (\$12.50) and accident (\$9.95) insurance will be included in the total fee bill for semester I. The summer session lab fees include the cost of the National Certification Exam and a one-year membership with the Association of Surgical Technologist (AST).

APPLICATION REQUIREMENTS

The required process for **applying** to the Surgical Services program is as follows:

1. **Mandatory Information Session**

All applicants must complete a mandatory information session within 12 months of application to the program. This session is devoted to giving in-depth information about the Surgical Services program. The date of completion of the information session must be documented on the program application.

2. **Application to College of Central Florida**

All applicants to the Surgical Services program must submit the College of Central Florida application and be accepted to CF as a student in good standing. www.cf.edu/apply.

- Designate **1491 (Associate in Arts) as the program code with 1355 (Surgical Services-Health Sciences) as the intended pathway.** (Applicants with an A.A. or higher degree use 9240, College Graduate to A.S. Limited Access Health Sciences.)
- CF students who have not been enrolled for more than one year must submit a college Readmission Application before enrollment in any courses can be done. There is no fee for a Readmission Application. Acceptance to the college does not guarantee acceptance to the nursing program.

All applicants must have applied and been admitted to the college. The online application and fee (\$30) are submitted to the Admissions Office. Please note: This is a limited-access program and acceptance to the college does not assure acceptance to the Surgical Services program. Applicants must have a high school diploma or GED.

It is the applicants' responsibility to have official transcripts submitted to the Admissions Office at CF:

- a. Graduation from high school or GED
- b. College and/or vocational transcripts and testing must be on file with CF
- c. Military or other schooling (if applicable)

3. **General Education Coursework**

Students applying to the program must be completing the required general education courses at the time of application to the program. Students must have a minimum 2.5 GPA in the required courses and an overall college GPA of 2.0. If a student has not taken any college coursework, the PERT test is required to begin college-level classes. Students must also take and pass the Civics Literacy Exam by the application deadline.

4. **Wonderlic Exam**

All students applying must complete the Wonderlic test and obtain a minimum score of 18 or above. Students will need to contact the Academic Advisor to verify they are ready to take the Wonderlic exam. Registration is now required in advance for the all exams. Registration is done at <https://onetesting.net/campus/ocala-testing>. For any additional questions, contact the **CF Testing Center** at 352-854-2322, ext. 1395, for the Ocala Campus, ext. 6168 for the Citrus Campus, or ext. 2100 for the Jack Wilkinson Levy Campus. Attach scores to your Surgical Services application. Scores are valid for two years from date test was taken. Multiple attempts are allowed.

5. **Pre-Application Academic Advising and Admission Calculation Sheet**

All students wishing to apply to the Surgical Services Program must be fully admitted to CF. One admitted, applicants must meet with an academic advisor prior to submitting program application. The academic advisor will review the application and supporting documentation to ensure the applicant is eligible to apply. Once the advisor acknowledges the applicant has meet the minimum requirements, the advisor will then sign the program calculations sheet. The applicant will submit program application, calculations sheet and all supporting documents, only after the academic advisor has provided approval. Applications without a signed calculations sheet will not be considered for entry into the program.

A points system is used to select students for admission to the Surgical Services program. Those students with the highest total number of points, as listed on the calculations sheet, will be selected to fill the class. Specific information on related areas that qualify for points is found on the Admissions Calculations Sheet. In the event there is a tie in points, applications with the earliest submissions date will be used as the deciding factor. Download program Admissions Calculations sheet at https://pr.cf.edu/files/AA-HS-ST3_Surgical_Technology_Program_Admission_Calculation.pdf

6. **Application to the 2024-2025 Surgical Services Program**

Applications will be accepted from May 1, 2024 through May 30, 2024, at 4:30 p.m. All applications must be complete with all requested documentation attached. If an applicant is not admitted to the upcoming August class, he/she will need to re-apply and complete an Information Session for the year of application. The application must be submitted by email to clarkes@cf.edu or wilkerson@cf.edu, or by mail to CF Surgical Services Program, 3001 S.W. College Road, Building 6, Ocala, FL 34474-4415. Do not send a copy of your driver's license with your application. Points for county of residency will be based on the address listed on the Surgical Technology application. Download program application at https://pr.cf.edu/files/AA-HS-ST2_Surgical_Technology_Program_Application.pdf.

Health Sciences programs are restricted to applicants who have met specific requirements. Data provided is informational only and not intended to be contractual in nature. Information is subject to change without notice. This is a limited access program. Acceptance to the college does not assure acceptance to the Surgical Technology program.

Students must be 18 years of age on or before August 1 of each year of application.

THE SELECTION PROCESS

No applications will be accepted after the deadline of **May 30, 2024**. The following selection criteria are used by the Surgical Services Admissions Committee to decide which applicants will receive an invitation to the program.

Applications will be dated as they are received provided the application is complete with all necessary documentation attached. Applicants will be ranked according to the points earned. The applicants with the highest accumulated points will be selected to fill the seats in the Surgical Services program. In the event of more than one applicant with the same number of points, the date of the application will be used as a deciding factor.

All applicants will be notified of status by U.S. mail on or before June 30. Any applicant having not received notification of pending status may contact the Surgical Services program after June 30.

PROGRAM REQUIREMENTS

All applicants receiving notification of having been selected to fill a seat in the Surgical Services program must complete the following and all forms required will be enclosed with an acceptance letter.

1. **Acknowledgment of Acceptance Form** – All selected applicants must return their acceptance form to the Surgical Services office by the required date indicating accepting/declining your seat in the program.
2. **Mandatory Orientation** – All applicants accepted into the Surgical Services Program are required to attend an orientation session prior to the start of the program. The orientation will provide more in-depth information regarding the program, all program requirements and expectations, schedules, uniform/scrub

requirements, and a review of the program handbook. Time, date and location of this session will be enclosed in the acceptance letter.

3. **Health Forms** – All accepted applicants must submit the Health Sciences Health forms and Eye Exam form by the date indicated in the acceptance letter. No student will be admitted without the forms completed. The **physical exam** and **immunization record** must remain current during the program. (Estimated costs: Eye Exam \$50, Physical Exam \$50, Immunizations \$400 dependent on students' record of immunizations)
4. **Background Check** – All Health Sciences students must have a federal criminal background check. Individuals with a felony history may not be eligible for admission to Health Sciences programs. Instructions will be included with the acceptance letter. (Estimated cost: \$95.)
5. **Substance Screening** – Students must be substance screened. Information on substance screening will be included in the acceptance letter. (Estimated cost: \$29.)
6. **Health Insurance** – Surgical Services students must attach proof of having health insurance, or sign an Acknowledgement of Student Financial Responsibility form. More information will be included in the orientation packet.
7. **CPR Certification** - All students accepted into the Surgical Services Program must submit a Basic Life Support (Cardiopulmonary Resuscitation [CPR]) Certification for Healthcare Providers. Students must have a current Basic Life Support for Health Care Providers Certification, and it must remain active throughout the program. The program only accepts the American Heart Association Basic Life Support for the Health Care Provider card. You will be offered the opportunity to take the certification course, through CF, once accepted into the program. After receiving your acceptance letter, information will be provided for the class, as a group, to take the certification course. If you currently have an active American Heart Association BLS CPR certification for Healthcare Providers AND it does not expire before the end of the program year in which you are applying, you are NOT required to retake the course.

SURGICAL SERVICES APPLICANT CHECKLIST

Application Window: May 1 through May 30, 2024

It is the responsibility of the applicant to be sure that all necessary documentation is included with your application. Before submitting your application to the Surgical Services program, be sure the following steps have all been completed:

- Application to CF has been submitted to the Admission Office, Bryant Student Union, Building 5 (\$30 fee)
- Official transcripts from High School or GED, and college/vocational/military have been sent to the Admissions Department at CF.
- Complete Surgical Services application.
- Copy of Wonderlic exam with minimum score of 18.
- Admission Calculation Sheet completed and attached to the Surgical Services application.
- Copy of degree audit with required prerequisite courses completed with a “C”, “IP” or higher and 2.5 GPA. Student must also have an overall college GPA of 2.0
- Copy of any certification/license is attached to the calculation sheet if being claimed as point(s).
- Copy of documented work experience on agency letterhead with supervisor’s signature attached to the calculation sheet if being claimed as point(s). Work experience must involve direct patient care. Veterinary tech or assistant does qualify as work experience.
- Copy of driver's license or state issued identification card.
- Submit completed Surgical Services application with all necessary documentation to: College of Central Florida, Surgical Services Program, 3001 S.W. College Road, Building 6, Ocala, FL 34474-4415, or send via email to clarkes@cf.edu or wilkersu@cf.edu.
- All applicants must attend at least one on-campus Surgical Services information session within one year of applying to the program.

“I may not always have the recognition I deserve, but in my hands, you will always have my dedication, commitment and passion to serve — I am a Surgical Technologist.”
— Author unknown