



Collin College
Surgical Assisting Program
Advanced Technical Certificate
Admission Packet

About Our Program

Thank you for your interest in the Advanced Technical Certificate Surgical Assisting Program at Collin College. This admission packet is designed to answer questions about the program, admission procedures, required courses and provide the Program Application Form.

The Advanced Technical Certificate in Surgical Assisting is a one year program that begins in the summer semester and continues in the fall and spring semesters. Classes are offered at the McKinney Campus and online. Enrollment is limited and competitive. Admission to Collin College does not guarantee admission to the Surgical Assisting Program. Upon successful completion of the program the student is awarded an Advanced Technical Certificate in Surgical Assisting and is eligible to sit for the national Certified Surgical First Assist (CSFA) exam.

Curriculum

Once admitted, students complete 34 semester credit hours in prescribed courses. Both general education and specialty courses may have defined prerequisites set by either the college or the program. Progression in the Surgical Assisting Program requires passing specialty and core curriculum courses with a C or better in didactic courses and a B or better in the clinical courses. Students are advised to consult the website for the Curriculum Plan.

Admission Criteria

This Advanced Technical Certificate is designed for Surgical Technologists and requires a current certification as a Certified Surgical Technologist (CST) from a CAAHEP accredited program, an Associate's Degree or higher, and a minimum of two years' experience as a working CST.

In addition, Certified Surgical Technologists with a minimum of two years' experience who apply and do not possess a minimum of an Associate's Degree will be responsible for passing a comprehensive exam of skills and content knowledge. Upon successful completion of the comprehensive exam along with the successful completion of the AAS Prerequisite courses, students will receive an AAS Surgical Technology. These AAS Surgical Technology students are eligible for admission into the Surgical Assisting Advanced Technical Certification Program.

Application Admission Requirements

1. Submission of a completed Collin College admission application. Students should be aware that admission to the college does not guarantee admission to the Surgical Assisting Program. Applications for the Surgical Assisting Program will not be considered for students who have not completed a college admission application.
2. Submission of official college transcript noting the achievement of an Associate's Degree or higher **or** submission of official college transcript indicating interest in the Bridge Opportunity for Certified Surgical Technologists. **If applicable**, copies of current CST certifications and current AST membership must be submitted to the Director of the Surgical Assisting Program.
3. Overall GPA of 2.5 from all college courses completed.
4. Completed and signed Surgical Assisting Program Application Form by the specified deadline: **4:00 PM, on the 2nd Friday of March**, in the Health Science Building, room H201.
5. Submit a **handwritten**, well-developed, one to two page essay discussing why Surgical Assisting has been selected as a career choice and why attendance at the Collin College program is desired. Submit this essay with your application form.
6. Respond via email to the three question survey that will be emailed to you upon receipt of your program application to the program.
7. Be prepared to participate in an interview with Program staff. Applicants may be scheduled for an interview after the application deadline.
8. Register and pay, \$45, in the Castle Branch Immunization. Once registered, upload documents to CASTLE BRANCH of all immunizations recommended by the Department of State Health Services (<http://www.dshs.state.tx.us/>) OR <http://www.dshs.state.tx.us/immunize/default.sht>
 - a. Tetanus, diphtheria, pertussis – primary series or booster within the last 10 years
 - b. MMR – 2 doses of MMR or Titer (recommended)
 - c. Varicella – 2 doses of Vaccine or a positive Titer (recommended)
 - d. Hepatitis B – three doses documented or TiterInstructions will be provided upon receipt of program application.
9. Upload a copy of your personal health insurance card, front and back. **Information regarding obtaining Medical Malpractice insurance will be discussed at orientation and later uploaded to CASTLE BRANCH.**

10. Upload a copy of your current American Heart Association (AHA) BLS card, front and back to CASTLE BRANCH.
11. Agree to a criminal background check. Findings from the background check that do not meet clinical affiliation specifications will result in the student not being admitted to the program.
12. Request two letters of reference from employers or teachers (not friends or family) that can attest to your character and aptitude in a healthcare career. These letters may be mailed directly by whoever writes them to:

Attn: Program Director, Surgical Assisting Program
Division of Health Sciences and Emergency Services
Collin College
2200 W. University Dr., H210
McKinney, Texas, 75071-8001.

Letters of recommendation may also be emailed to the Program Director, Donna R Smith, at drsmith@collin.edu.

Once admitted to the program:

1. During the fall semester, submit written proof of a Quantiferon Gold, IGRA or T-spot TB **BLOOD** test only. If the TB Blood test is positive, a negative chest x-ray within the last 5 years must be submitted. Also, you will be instructed when to take the Flu shot, as that should **not** be done before October.
2. Be in good health and furnish the physical examination document. Forms will be provided by the Surgical Assisting Program once the student is accepted into the program.
3. Participate in assessment of Core Performance Standards document as defined by College policy and be reviewed by the ACCESS department if accommodations are necessary. (To review Core Performance Standards, see the Surgical Assisting Web Site)
4. Pass a drug screen, at the student's expense, when requested by the program. Positive drug screens can result in students not being admitted to the program.
5. Information regarding the purchase of school approved uniforms with Collin College. Surgical Assisting patch inserts for the sleeves will be discussed at orientation.

NOTE: Students interested in admission to the program for Summer Semester should see their physician and begin immunizations 4 months prior to the beginning of the semester.

Specific program requirements and program admission requirements and acceptance criteria are subject to change at any time and without notice. It is the applicant's responsibility to keep informed of current program requirements.

Deadline

The Deadline for submitting an application for admission to the Summer Semester cohort start is **4:00 p.m. on the 2nd Friday of March**. Applications may be mailed or hand delivered to the Health Science Office in H201 on the Central Park Campus, Cary A. Israel Health Sciences Building.

The Application Form can be mailed to: Surgical Assisting Program Director
2200 W. University Drive, H210,
McKinney, Texas, 75071-8001

Accreditation

The Collin College Surgical Assisting Program has received accreditation by the Commission on Accreditation of Allied Health Programs (CAAHEP), www.caahep.org.



CAAHEP
25400 U.S. Highway 19 North
Suite 158
Clearwater, FL, 33763
(727) 210-2350

The Collin College Surgical Assisting Program has been reviewed by the Accreditation Review Committee on Education in Surgical Technology and Surgical Assisting (ARC-STSA). www.arcstsa.org



ARC-STSA
6 West Dry Creek
Suite 110
Littleton, CO 80120-80
(303) 694-9262

The program will follow the Core Curriculum for Surgical Assisting, 4th Edition as established by the Association of Surgical Assistants (ASA). Graduates of this program are entitled to an Advanced Technical Certificate Surgical Assisting and are eligible to sit for the national Certified Surgical First Assist (CSFA) certification examination administered by the National Board of Surgical Technology and Surgical Assisting (NBSTSA). Those students passing the certification exam are allowed to use the title Certified.

For more information please visit:

AST website: www.ast.org

ASA website: www.surgicalassistant.org