



PROGRAM REQUIREMENTS

www.cvtc.edu - 1-800-547-2882

START DATE(S): January	EFFECTIVE: JANUARY 2010
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CENTRAL SERVICE TECHNICIAN: Program Outcomes

Technical Diploma

Course Number	Course Title	Hrs./Week	Credits	Prerequisite(s)/Comments
	<u>January Semester</u>			
103-102	Microsoft Office Suite	3	2	
534-300	Fundamentals of Central Service Technician (T,L) <i>[1st 8 week]</i>	12	3	<u>Program student</u>
534-302	Central Service Technician Clinical (C) <i>[2nd 8 weeks]</i>	24	1	<u>Program student. 501-101, 103-102, 534-300, 806-301 or concurrent</u>
501-101	Medical Terminology (T)	3	3	
806-189	Basic Anatomy (T) OR	3	3	
509-302	Human Body in Health & Disease (T) OR	6	3	<u>501-101 or concurrent with a minimum grade of "C" or better</u>
806-177	General Anatomy and Physiology (T, L)	5	4	<u>High School Chemistry with a "C" or better</u>
806-301	Basic Microbiology (T, L)	4	2	
Total Semester Hrs./Week and Total Credits		34-36	14-15 cr.	

TOTAL CREDITS REQUIRED =14

A GRADE OF "C" OR BETTER IS REQUIRED IN ALL COURSES

If a student does not enroll in any courses at CVTC for two or more consecutive semesters, the student will be required to reapply with Admissions. Students must abide by any changes in admission requirements and degree requirements

T = Theory/Lecture

L = Lab

C = Clinical

Central Service Technician Tips

If working towards the Surgical Technologist program, you should take 806-177 General Anatomy and Physiology instead of 806-145 Human Body: Health and Disease

Physical Exam and Criminal Background Forms Requirement

The Admissions Office will mail specific physical exam forms to you prior to core course program entry. The completed exam forms must be on file **three weeks prior** to entering the core courses of your program. The program director will return your criminal background forms to you when you enter the core courses.

A copy of your physical exam form and criminal background check must be in your clinical file.

Clinical Sites

Clinical sites used in this program include Luther Hospital and Sacred Heart Hospital in Eau Claire, St. Joseph's Hospital in Chippewa Falls, Lakeview Medical Center in Rice Lake, Eau Claire and Rice Lake Marshfield Clinic Surgery Centers.

Certification

Upon completion of clinical hour requirements, the students completing this certificate may take the International Association for Healthcare Materials Management's "Central Service Technician" certification exam. The primary objective of the certification program is to promote the education of healthcare sterile processing and distribution personnel through certification to ensure safe and effective levels of practice to protect the public.

Pre-Program Status Students

1. What is a pre-program status student?

A pre-program status student may be taking courses before actual entry into the program core courses if any of the following apply:

- program core courses are filled to capacity
- you wish to begin General Studies and elective courses before program core courses
- you are completing academic requirements

2. Can students “speed up” their program and finish ahead of time by beginning as a pre-program status student?

- You are not able to finish your program ahead of time because your program core courses must be taken sequentially and involve many prerequisites.

3. What are the advantages of beginning with a pre-program status?

- You can finish many required courses before you take the highly demanding program core courses and may have a decreased credit load each semester.
- You develop important study skills, time management, and test-taking skills as you “ease into” the program with a lighter load of credits.
- You can take *890-161 College Success Strategies*, a course which prepares you to get good grades by teaching note-taking, test-taking techniques, study skills, and time management.

4. What do you, as a pre-program student, have to watch for?

- You must estimate how long you will need to wait before beginning your program core courses. As this cannot be predicted exactly, you must make your best guess as you plan which courses to finish before you begin program core courses.
- You may wish to spread your courses out in such a way that you will not “run short” of credits during your time at CVTC. In some cases, health insurance eligibility may depend upon full-time student status.

5. Who should take the Central Service Technician Certificate?

- Dental office employees
- Medical clinic employees
- Staff currently working in a hospital central services or surgical area. Completion of the Central Service Technician program will be a benefit to individuals by allowing them to sit for the International Certification exam much sooner than if they trained on the job.