

Surgical Technology Selective Application Form

STEP 1: SUBMIT A GENERAL ADMISSIONS APPLICATION TO MASSBAY

If this is your first time applying to MassBay, please complete and submit a [MassBay General Admissions Application](#). Ensure that you have selected your intended major as Surgical Technology. If you are a current or former student, please contact the Office of Admissions (781-239-2500; admissions@massbay.edu) prior to submitting a new MassBay General Admissions Application. Upon acceptance into MassBay, you will be admitted as a General Sciences – Associate in Science student working toward meeting the admission requirements for Surgical Technology.

STEP 2: COMPLETE ALL ADMISSIONS REQUIREMENTS

You must attend a mandatory information session for this program. Please register by visiting the [MassBay Information Sessions webpage \(www.massbay.edu/infosessions\)](http://www.massbay.edu/infosessions).

You must complete all admission requirements as outlined in this Surgical Technology () selective application form. Once you have fulfilled all items as indicated, submit your completed form to the Office of Admissions. It is the applicant's responsibility for assuring that the form is complete and submitted by the program deadline. If any of the required items are incomplete or missing at time of submission, your application may not be considered for admission into the program. *All Health Sciences students must meet their intended major's admission requirements to be considered for admission into the program.* Acceptance of applications may be discontinued without notice.

STEP 3: COMPLETE ADMISSION CHECKLIST

Name:

MassBay ID:

Contact Phone:

Email:

The applicant must complete each item on this form to be considered for the Surgical Technology program. Your selection of each required criteria confirms that you have met each requirement.

By submitting this application, you understand that:

- the priority deadline is February 15, 2024;
- new applications are accepted until May 30, 2024, or until program is full; and
- applications will be reviewed by an Admissions Committee prior to receiving a decision letter

Please indicate how you have met the following admission requirements.

1. Confirmation of attendance to Surgical Technology information session

Yes, I have attended a mandatory information session



2. Mathematics

**Achievement of a grade of "C" or higher in an appropriate Math course is required. Priority consideration given to students who have completed college algebra or higher.*

Completion of College Algebra

3. English

**Achievement of a grade of "C" or higher in an appropriate English course is required. Priority consideration given to students who have completed English I or higher.*

Completion of English I

4. Reading Assessment Test

**Submission of high school final transcript from an accredited US high school bearing a cumulative GPA of 2.7 or higher and a graduation date within 10 years of program start.*

I have achieved a Reading Assessment Test score of 246 or higher

5. Anatomy & Physiology

**Achievement of a grade of "C" or higher in A&P I and A&P II courses within 5 years of evaluation is required. Priority consideration given to students who have completed all core science courses.*

Completion of BI 215: Anatomy & Physiology I

6. Official transcripts from all colleges/universities previously attended

**If you are currently enrolled in courses or have completed additional coursework, you are required to submit a final transcript. Please provide a list of all previous institutions you have attended below.*

7. Please confirm that your mailing address is correct in Bay Navigator

**It is the applicant's responsibility to update contact information via Bay Navigator.*



8. Please confirm that you have read the Surgical Technology program immunization and related health requirements (found below)





MassBay Community College Important Program Information

Science Course 5-Year Limit

Science courses used in the evaluative process must have been completed within 5-years of the date of the application checklist deadline to which the applicant is applying. Please contact the [Office of Admissions](https://www.massbay.edu/admissions/contact) (<https://www.massbay.edu/admissions/contact>) or [Academic & Transfer Advising](https://www.massbay.edu/academics/advising) (<https://www.massbay.edu/academics/advising>) for additional information.

Evaluation Information

Priority for Surgical Technology admission is given to students who have already completed all core science courses as well as college level algebra. Applicants are differentiated first by the highest pre-requisite grade point average (GPA) with a strong consideration of the student's cumulative GPA.

Acceptance & Program Expectations

Upon acceptance into the program, all students being offered a seat will receive an Intent to Enroll form. Applicants are required to return this form approximately two weeks after it is received. All students accepting a seat in the program are required to attend a Mandatory Orientation in the first week of November, or thereabouts, during which time you will receive program specific information. The program anticipates accepting approximately 13 students for Fall 2024. The decision options in response to your completed application are: accepted into the program, denied admission to the program, or waitlisted to the program. Admission decisions are sent via email and U.S. Postal to the mailing address on file in Bay Navigator.

Background Checks.

All MassBay Health Sciences program students whose course-work or clinical placement requires direct access to children, elderly, patients, disabled or other at-risk populations, must submit to a Massachusetts criminal offender records inquiry (CORI) and Sexual Offender Records Inquiry (SORI) and a national inquiry through National County Records Search. The purpose of the background checks are to ensure public safety and avoid unacceptable risk to vulnerable populations. If any background check report is returned with a finding(s), it may or may not prohibit progression in a Health Sciences Program.

Accommodations for Students with Disabilities

MassBay is dedicated to providing equal access for each student who self-discloses a disability and requests accommodations through the Accessibility Resources Center. For assistance submitting documentation and for the outcomes of your review, please contact [The Accessibility Resources Center](https://www.massbay.edu/facilities/accessibility) (<https://www.massbay.edu/facilities/accessibility>).

Licensure

Acceptance or enrollment into the program does not guarantee a student will pass the certification examinations prepared by the American Registry of Surgical Technologists (ARRT), or become a Surgical Technologist. For more information visit [American Registry of Surgical Technologists \(ARRT\)](https://www.arrt.org/) (<https://www.arrt.org/>).



MassBay Community College COVID-19 Vaccination Requirement

COVID-19 Vaccination Requirement

Effective January 2022, Massachusetts Community College students, faculty, and staff must be fully vaccinated against COVID-19 and submit verification of their fully vaccinated status to the College absent an approved reasonable accommodation. Visit <https://vaxfinder.mass.gov> to find the location closest to you to receive your free vaccine.

There is a two-step process for students enrolled in face-to-face classes to gain access to the MassBay campus for the spring 2022 semester:

Step 1: Upload your proof of COVID vaccination document. How-to: www.massbay.edu/immunization.

Step 2: Download MassBayGo, our mobile app. Search MassBay Community College in your App Store to find it. You will use the My Campus Pass tile to enter MassBay buildings.

Additional COVID-19 precautions being taken include:

- Face coverings are required at all times in our buildings. The only time face coverings can be temporarily removed is to take sips from a beverage or when actively eating.
- Three feet of social distance is required wherever possible. Signage and floor clings will be prominent to facilitate distancing; classrooms will spread chairs three feet apart; common areas will be oriented to prevent gatherings in close proximity.
- Restricted Access. The campuses are closed to the public, and only previously cleared MassBay students, faculty, staff, or vendors will be allowed on campus.
- Cap on the number of students in each classroom. MassBay is limiting the number of enrolled students in classes to 18 or less to ensure all students and faculty can maintain three feet of distance in all our in-use classrooms.
- Voluntary Testing. Students, faculty, or staff may request a test kit once a week. More information on how to obtain a test kit will be available early in the semester.

For more information, please visit <https://www.massbay.edu/corona/campus-expectations>.



MassBay Community College

Health Sciences Program Immunization & Related Health Requirements

Health Sciences students are required to keep their immunization and tuberculosis surveillance status up-to-date by following the guidelines set forth by the Centers for Disease Control and Prevention (CDC) for health care personnel.

BEFORE beginning the program, the following immunizations or documentation of immune status and tuberculosis (TB) screening are required for all Health Sciences students who have contact with clients, patients or blood/body fluids as part of their usual training responsibilities.

Hepatitis B - One of the following is required to verify Hepatitis B immunity:

- A positive antibody titer* (physician verification of results required) if you've previously received the three vaccinations *or*
- Three (3) vaccinations (0, one month, and five months apart) AND a positive antibody titer* (physician verification of results required) taken 1 - 2 months after the 3rd vaccination.

*It is acceptable to attend clinical ONLY IF you have verified three vaccinations and are waiting to receive the titer unless the clinical affiliating agency to which you are assigned specifically requires a Hepatitis B titer.**

Tuberculosis (TB) - One of the following is required to verify the initial requirement:

- Two-step TB Skin test (1 - 3 weeks apart) or
- QuantiFERON or T-Spot (IGRA blood tests for use in diagnosing TB) lab report or physician verification of results or
- Chest X-ray - If you have a positive TB Skin test or IGRA blood test result, you must submit documentation of a clear (negative) chest x-ray (lab report or physician verification of results required) dated within past 5 years, AND a negative symptom review check from your healthcare provider dated within the past year (required annually thereafter).

If utilizing the Two-step TB skin test (1 – 3 weeks apart):

- Step I is PPD “implant” is injected into the forearm then, In 2 - 3 s, this must then be “read” as negative and document Tuberculosis (TB) - One of the following is required to verify the initial requirement: d by a clinician;
- Step II occurs within 3 weeks of completing Step I when student returns to the clinician’s office for a second “implant”, and then returns 2 - 3 s after to have this implant read and documented as negative by the clinician.

* Once student has completed both steps I and II with a negative result, only a single (1-step) TB implant is required annually.

Tetanus & Diphtheria (Td) or Tetanus/Diphtheria/acellular Pertussis (Tdap) - Documentation of a Tdap within the past 10 years or a Td booster within the past 2 years is required.

Measles, Mumps, Rubella (MMR) 2-Dose Vaccine or Titers* - There must be documentation of either a positive antibody titer for all 3 components OR documentation of each vaccination component. If titer is negative or equivocal, 1 booster plus a new titer is required.

Varicella 2-Dose Vaccine or Titer* - There must be documentation of either a positive antibody titer for Varicella OR documentation of vaccination. If titer is negative or equivocal, 1 booster plus a new titer is required.



Seasonal Influenza vaccine (when available) – Submit documentation of a flu shot administered during the current flu season OR a declination waiver. The waiver form can be found on your Certified Background account and through the Division of Health Sciences. Waiver criteria may vary according to the Health Sciences program and supporting documentation may be required. It is highly recommended to take the Flu vaccination as early as possible, but not later than October 15th. Students who cannot be immunized for the flu will be required to wear a mask in clinical settings. Programs will require students to submit documentation of vaccination (or meet the waiver requirements) each year because it is required by their practicum or clinical placement sites.

Report of Physical Examination & Immunization Record - This form (available for download under your CastleBranch account and found on the Division of Health Sciences' pages of the MassBay website) requires the student's signature authorizing the release of immunization information to clinical affiliating agencies. It also requires your physician to fill in confirmation of immunizations you've received and your physical exam results within the past year.

**Titers are laboratory blood tests to determine immunity to specific diseases. They are not immunizations.*

Certified Background/Profile - To track the health requirements of our students, we use an online document tracking system from CastleBranch, a third party company that facilitates both the storage and review of all health records associated with MassBay's health program students. Certified Background/Profile will send you email "alerts" when documentation is missing, incomplete, overdue or in need of updating. Authorized Division of Health Sciences staff refer to Certified Background/Profile data to determine whether a student is in compliance with all requirements to attend clinical. MassBay's Division of Health Sciences does not accept, review, or maintain student health records. Additionally, submission of medical records to MassBay's Office of Student Development as a student in General Health Studies does not fulfill requirements for Health Sciences students. If you are accepted into the program, you will be required to create a CastleBranch account which is where you will maintain all of your health and immunization records.

Other Related Requirements

CPR Certification – The CPR certification that is acceptable for health students is the "Basic Life Support for Health Care Providers" from the American Heart Association (AHA), the American Red Cross, or the equivalent from the Military Training Network or the National Safety Council. Students are responsible for taking a class to complete this certification, with the exception of Emergency Medical Technician (EMT) and Central Processing Technology (CPT) students. Student provides a front & back signed copy of the card the American Heart Association wallet-sized card that identifies him/her as CPR certified. Certificate of American Red Cross course completion is acceptable in lieu of wallet-sized card.

Technical Standards - Students must meet certain physical demands of performance so that they can successfully progress in their course work and ultimately graduate. This form (available for download under your CastleBranch account) is completed & signed by the student.

Acknowledgement of Student Handbook Form – This form (available for download under your CastleBranch account) is completed by the student and signed. The MassBay Health Sciences program Handbooks are updated each academic year and the final version will be available for review in the fall. Students are responsible for reviewing and understanding any changes made to their respective program Handbook during the entire time student is enrolled.

Background Check – A national county records search is also conducted through CastleBranch. All MassBay health sciences program students whose course-work or clinical placement requires direct access to children, elderly, patients, disabled or other at-risk populations, must submit to a Massachusetts criminal offender records



inquiry (CORI) and Sexual Offender Records Inquiry (SORI) and National CORI / SORI inquiry through National County Records Search. The purpose of the background checks are to ensure public safety and avoid unacceptable risk to vulnerable populations. The student must complete the CORI and SORI forms (provided at orientation) to authorize a search of records for past criminal or sexual offenses.

Additional Notes: Students who refuse to be vaccinated due to religious or medical reasons should discuss their particular circumstances with the program Chairperson BEFORE applying.

CONFIRMATION STATEMENT

I confirm that I have read, reviewed, and understand the information provided in this checklist, including the health and background check requirements/deadlines included in the following pages (see below). By providing my signature below, I certify that I have met the admission requirements for consideration into the Surgical Technology Program.

Signature

Date