



**Course Syllabus: Clinical Education I**  
**College of Health Sciences & Human Services**  
**RADS 4114 Summer 2026**

**Contact Information**

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**Course Description**

Clinical experiences are unpaid external learning experiences. It is a method of instruction providing detailed education, training and work-based experience, and direct patient/client care at an affiliated clinical site. Students are rotated through the different work areas to observe and participate in the operation of the Imaging Department. Diagnostic radiographs are performed under the supervision of a qualified radiologic technologist. On-campus, lectures include radiologic pathology, film critique, and quality assurance.

**Student Learning Outcomes**

By the conclusion of the course, the successful student should be expected to:

- Apply didactic knowledge in a patient-centered professional environment.
- Communicate effectively with patients, families, colleagues, and physicians.
- Analyze physician orders of diagnostic imaging exams.
- Document pertinent patient history and examination details.
- Assess patient needs and capabilities to the extent of exam performance.
- Produce diagnostic images to aid in the diagnosis of patients.
- Demonstrate a professional attitude, appearance, and initiative.

**Textbook & Instructional Materials**

- Clinical Handbook
- Trajecsys Enrollment

- ISBN: 9780323544634, Workbook for Radiographic Image Analysis, 5th Ed., Elsevier Science & Technology books
- Personalized anatomic markers (at least 2 sets)

### **Student Handbook**

Refer to: [Student Handbook](#)

#### **Course Evaluation Methods**

<b># of Graded Course Elements</b>	<b>Graded Course Elements</b>	<b>Percentage</b>
2	Professional Development Evaluations &	35%
1	Image Critique	10%
1	Good/Bad Image Presentation	10%
1	Submission of assigned documents	5%
1	Clinical Competencies	25%
3	Clinical Journals	10%
2	Repeat Log/Analysis	2.5%
9	Trajecsys Logs	2.5%

<b>Letter Grade</b>	<b>Percentage Score</b>
A	89.5+
B	79.5-89.4
C	74.5-79.4
F	<74.5

#### **Professional Development Evaluations**

Professional development evaluations will be completed by your Clinical Preceptor and submitted monthly during the semester for grading.

#### **Clinical Image Analysis**

Clinical Image Analysis will be completed by your Clinical Preceptor and submitted at the end of the semester for grading.

#### **Good/Bad Image Presentation**

Each student will present their good/bad image assignment to the class at seminar. The presentation should include all identifiable anatomy for both images in addition to the image evaluation criteria.

Submit in D2L dropbox. Rubric available in D2L.

### **Assigned Documents**

- Orientation Checklist completed in Trajecsys
- Room Familiarization completed in Trajecsys
- Clinical Schedule entered into Trajecsys

### **Clinical Competencies**

A minimum of 7 competencies must be met to progress to the next clinical semester. Less than the minimum will result in course failure. Additional exams will be applied to the next clinical semester. Your clinical competency grade will be based on the following scale:

- 7-8 = 75
- 9-10 = 80
- 11-12 = 85
- 13-14 = 90
- 15-16 = 95
- 16 + = 100

### **Clinical Journals**

The discussion board can be accessed through the course navigation bar on the home page in D2L. Each discussion posting or section will have the prompt or topic of the assignment with the due dates. Each student will be required to post on D2L three (3) separate journal entries during the course of the semester. Each student will also be required to comment on two (2) other student entries for each journal assignment. Totaling six (6) reply entries for the semester. Note: All journals entries and responses close at 11:59 pm. Rubric available on D2L.

### **Repeat Logs/Analysis**

Repeat logs will be presented at comp checks. A grade will be determined by initials for all repeats and signatures on all documents. Points may be deducted for unusually large numbers on repeat percentage and missing signatures. Rubric available on D2L.

### **Trajecsys Logs**

Exam logs will be evaluated each week. All exams performed regardless of participation level must be entered. Points may be deducted but not limited to missing exams or technologist names. Rubric available on D2L.

### **Important Dates**

Last Day to drop with a grade of "W:" July 22, 2026 by 4:00 PM [Academic Calendar](#).

Refer to: [Drops, Withdrawals & Void](#)

## **Attendance**

**Holidays:** Students will be allowed off any University holidays. If a holiday is on a weekday, that day will be considered the "day off" for the week. They will NOT get an additional day off that week.

**Seminar Dates:** August 6 & 7. Students will receive 8 hours of clinical credit for days of seminar attendance.

**Clinical Hours:** Students are required to attend 32 hours of clinical each week of the semester. Schedules are assigned by the affiliated facility Clinical Preceptors (CP). A maximum of ten (10) hours per day during weekday hours during the day shift (5:00 am – 7:00 pm) will be assigned.

Students are allowed a maximum of two (2) clinical absences per semester. The student must contact the clinical instructor at the hospital and the clinical faculty at least one hour before the student is due to start the assigned shift if possible. If illness or injury necessitates absences in excess of two, the student must submit a physician's note and receipt of service from the care provider to be excused. Excused absences may be made up within two weeks of the physician's release to work. Excessive absences (more than 2) will result in a reduction of the final clinical grade.

Time missed as a result of tardiness should be made up at the end of the assigned shift on the same day. Three tardies within one semester will result in a reduction of the final clinical grade in addition to the deduction on the Professional Development Evaluation.

## **Instructor Class Policies**

**Dress Code** for clinical is stated the Clinical Handbook.

**Conduct/Honesty/Honor System:** In particular, academic dishonesty, however small, creates a breach in academic integrity. A student's participation in this course comes with the expectation that their work will be completed in full observance of the MSU code of Student Conduct and Clinical Policies and Procedures as stated in Clinical Handbook.

**Cell Phone Policy:** No cell phones are permitted at the clinical site during assigned clinical time. Students must leave it in a locker, purse, backpack, or other assigned secure area. It should be checked on breaks only.

## **Academic Misconduct Policy & Procedures**

**Academic Dishonesty:** Cheating, collusion, and plagiarism (the act of using source material of other persons, either published or unpublished, without following the accepted techniques of crediting, or the submission for credit of work not the individuals to whom credit is given). Additional guidelines on

procedures in these matters may be found in the Office of Student Conduct. [Office of Student Conduct](#)

### **Assignments**

It is expected that all required assignments and discussion question responses are completed and submitted by their specified due dates.

As a general rule, late assignments will not be accepted. Unplanned circumstances do happen. Please communicate with your instructor about such circumstances by email *prior to the assignment due date*. On some occasions, following acceptable documentation to authenticate your circumstance, your instructor will issue an extension prior to a due date.

Discussions will not be given extensions, due to the fact that other students rely on timely discussion posts in order to complete their own work and late posts impact your peers' learning. Late discussion posts submitted after the close of a module week will not be accepted or graded as they prevent fellow students from considering your post and offering constructive feedback prior to the due date.

A common rationale for late work is “computer issues”. Be proactive and create a contingency plan that will allow you to complete your work in the event of a computer meltdown, internet outage, or unplanned travel. “Problems with D2L” is not an acceptable excuse when turning in written assignments.

All assignment submissions made by students in D2L are considered final submissions. It is the student’s responsibility to ensure that the correct and complete file has been uploaded. If a student submits an incorrect document, an incomplete draft, or any unintended version, the assignment will be graded as submitted. Students are strongly encouraged to double-check their upload before finalizing the submission.

Additionally, Apple file formats such as .pages or Keynote files will not be accepted. All submissions must be uploaded in Microsoft Office formats—such as .doc, .docx, .ppt, or .xlsx—or as otherwise specified in the assignment instructions.

There can be no email submissions of graded course work, since the MSU administrative team or any external reviewer cannot see any email communication from students.

## **Artificial Intelligence (AI) Usage Policy**

In this course, the use of Generative AI tools (such as ChatGPT, Claude, Gemini, etc.) is permitted with specific limitations to ensure academic integrity and the development of critical research skills.

**Research & Sourcing:** You may use AI tools for preliminary research and topic exploration. However, to ensure the validity and scholarly weight of your work.

**Writing & Content:** The use of AI in the writing process is strictly limited to spelling and grammar correction. AI tools are not permitted to generate text, arguments, analysis, or the bulk content of any assignment, including research papers, posters, and discussion board posts.

**Verification:** To maintain the integrity in your work, you must be prepared to provide all sources used upon request.

**Consequences:** Failure to adhere to these guidelines will be treated as a violation of academic integrity. A violation will result in a grade of zero for the assignment. Egregious cases of academic dishonesty involving AI may result in a failing grade (F) for the course.

## **Academic Integrity & Plagiarism**

All work submitted in this course must uphold the standards of academic integrity. Plagiarism includes, but is not limited to:

- Submitting work (in whole or in part) that was written by someone else
- Reusing text generated by another student or a group without proper attribution
- Copying or lightly rewording content from published or online sources
- Using AI-generated text without instructor permission or citation (if relevant to your course)

Any instance of plagiarism—intentional or unintentional—may result in a failing grade on the assignment and may be reported according to university policy.

## **Group Work Policy**

Collaborative work is encouraged when designated as such. Working together can include brainstorming, discussing approaches, dividing tasks, and reviewing one another's ideas. However, all written submissions must be composed in your own words, even if the ideas originated during group discussion.

The following rules apply to group-permitted assignments:

- You may discuss concepts, share resources, and solve problems together.
- You *may not* submit identical or nearly identical wording, phrasing, sentences, or paragraphs as another student, even within the same group.
- Each student is responsible for producing an individually written, original response unless the assignment explicitly requires a single group-authored submission.
- If collaboration is allowed, you must list the names of the students you collaborated with.

### **Violations**

Submitting group work with matching or very similar text will be treated as a form of plagiarism. All students involved may receive academic penalties, regardless of intent. A violation will result in a grade of zero for the assignment.

### **Services for Students with Disabilities**

In accordance with Section 504 of the Federal Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, Midwestern State University endeavors to make reasonable accommodations to ensure equal opportunity for qualified persons with disabilities to participate in all educational, social, and recreational programs and activities. After notification of acceptance, students requiring accommodations should make application for such assistance through Disability Support Services, located in the Clark Student Center, Room 168, (940) 397-4140. Current documentation of a disability will be required in order to provide appropriate services, and each request will be individually reviewed. For more details, please go to [Disability Support Services](#).

### **College Policies**

*Campus Carry Rules/Policies*

Refer to: [Campus Carry Rules and Policies](#)

*Smoking/Tobacco Policy*

College policy strictly prohibits the use of tobacco products in any building owned or operated by WATC. Adult students may smoke only in the outside designated-smoking areas at each location.

*Alcohol and Drug Policy*

To comply with the Drug Free Schools and Communities Act of 1989 and subsequent amendments, students and employees of Midwestern State are informed that strictly enforced policies are in place which prohibits the unlawful possession, use or distribution of any illicit drugs, including alcohol, on university property or as part of any university-sponsored activity. Students and employees

are also subject to all applicable legal sanctions under local, state and federal law for any offenses involving illicit drugs on University property or at University-sponsored activities.

### *Campus Carry*

Effective August 1, 2016, the Campus Carry law (Senate Bill 11) allows those licensed individuals to carry a concealed handgun in buildings on public university campuses, except in locations the University establishes has prohibited. The new Constitutional Carry law does not change this process. Concealed carry still requires a License to Carry permit, and openly carrying handguns is not allowed on college campuses. For more information, visit [Campus Carry](#).

### *Active Shooter*

The safety and security of our campus is the responsibility of everyone in our community. Each of us has an obligation to be prepared to appropriately respond to threats to our campus, such as an active aggressor. Please review the information provided by MSU Police Department regarding the options and strategies we can all use to stay safe during difficult situations. For more information, visit [MSUReady – Active Shooter](#). Students are encouraged to watch the video entitled “*Run. Hide. Fight.*” which may be electronically accessed via the University police department’s webpage: [“Run. Hide. Fight.”](#)

### **Administrative Process**

Unresolved issues related to this course should be first addressed between the student and the course instructor. If there is no resolution, students must follow this sequence:

1. Department Chair: Dr. Lynette Watts (940) 397.4833
2. College Dean: Dr. Jeff Killion (940) 397.4594
3. Dean of Students: Matthew Park (940) 397.7500

### **Grade Appeal Process**

Students who wish to appeal a grade should consult the Midwestern State University [MSU Catalog](#)

**\*Notice:** Changes in the course syllabus, procedure, assignments, and schedule may be made at the discretion of the instructor.

## **Tentative Course Schedule**

***\*All assignments are due by 11:59pm CST on the indicated due date\****

<b>Date</b>	<b>Activities/Assignments/Exams</b>
June 1	First Day of Clinical
June 7	Trajecsys Logs & Clinical Schedule Due
June 12	Orientation Checklist, Room Familiarization, & Journal 1 Post Due
June 14	Trajecsys Logs Due
June 19	Juneteenth Holiday—No Additional Days Off This Week
June 21	Journal 1 Response Post, Trajecsys Logs Due
June 28	Trajecsys Logs Due
July 4	Independence Day Holiday—No Additional Days Off This Week
July 5	Journal 2 Post, Trajecsys Logs Due
July 12	Journal 2 Response Post, Trajecsys Logs Due
July 19	Journal 3 Post, Trajecsys Logs Due
July 26	Journal 3 Response Post, Trajecsys Logs Due
August 4	Last Day of Clinical
August 5	Repeat Logs, Repeat Analysis, & Trajecsys Logs Due
August 6 & 7	Good & Bad Image Presentation Due; Student Seminar