Surgical Technologist and Surgical/Sterile Processing Technician (TS-C)

Pre-Admissions Clinical Handbook &

Disclaimer

To set up our students for success in the MedCerts Surgical Technologist program and the **Tech in Surgery-Certified (TS-C)** certification, students are required to have a secured clinical sponsorship prior to enrollment. The clinical requirements are defined by the **National Center for Competency Testing (NCCT)** and when combined with successful passing of the TS-C certification exam, validates the competencies required to earn the award of certification.

Preface

Completion of the MedCerts program will allow you to sit for the National Center for Competency Testing (NCCT) Tech in Surgery-Certified (TS-C) certification. The NCCT certification has requisite clinical components that will take place outside of MedCerts and will require some additional guidance. To ensure you have all the necessary tools and knowledge to be successful, the Student Success and Career Services teams at MedCerts have put together this Pre-Admissions Clinical Handbook. We encourage you to take full advantage of this handbook and all its contents.

Inside you will find:

- Surgical Technologist Program Admission Requirements
- Suggestions for locating clinical sites
- Guidance for requesting MedCerts sponsorship and much more

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MedCerts and the Pathway to Certification

Surgical Technologist Program Admissions Requirements

For the **ST-3000: Surgical Technologist** and the **ST-9000: Surgical/Sterile Processing Technician** programs ONLY – Applicants to these programs must meet the following requirements:

Employer/Clinical Sponsorship: Applicants to these programs MUST provide verification that an Employer or Clinical Site has agreed to accept the applicant in efforts to fulfill "surgical case" requirements required for Tech in Surgery (TS-C) certification. The minimum required surgical cases may be performed during the term of enrollment, or after completion of the MedCerts program. MedCerts will provide resources such as recorded webinars, handbooks, and documentation on best practices for securing a site. The MedCerts Clinical Team is available to answer questions from Employers/Clinical Sites if needed. MedCerts cannot guarantee any form of placement whether permanent or temporary. Ultimately, it is the applicant's responsibility to identify the site, secure a qualified contact, and submit required information to MedCerts PRIOR TO ENROLLMENT.

The **MedCerts Student Clinical Site Information Form** must be submitted (https://info.medcerts.com/clinical-site) to MedCerts prior to enrollment. This web form identifies who has committed to host the graduate to perform the surgical cases (scrubs) as a full-time or part-time employee, extern, or apprentice, which are required to attain TS-C certification. Upon receipt of the web form, a representative from MedCerts will contact the site to provide additional details including case documentation requirements.

Clinical Details and Clinical Case Documentation

Within 2 years of earning the TS-C, the certified technician is required to complete case documentation and report to NCCT (National Center for Competency Testing).

Clinical Skill Competencies: Case documentation requires a ***minimum of 125 surgical cases*** including a minimum of 30 scrubs in general surgery (with a maximum of 50) and a minimum of 75 scrubs in at least 3 (three) of the following areas:

-Gynecology	-Obstetrics	-Orthopedic
-Genitourinary	-Thoracic	-Plastic/Reconstructive
-Cardiovascular	-Ophthalmology	- Diagnostic Scopes (max 15)
-Neurosurgery	-Peripheral Vascular	- Other_____

At least 90 of the 125 cases must be 1*st* scrub cases.

Certification Exam Details

Target Certification: Tech in Surgery- Certified (TS-C)

Professionals who earn the NCCT (National Center for Competency Testing) designation have demonstrated the clinical skills and knowledge required for maintaining asepsis during surgery, anticipating the surgeon's needs, and remaining attentive throughout all aspects of the surgical procedure, ensuring a safe environment for the patient.

Issuing Authority: NCCT Accreditation: Accredited by the National Center for Competency Testing

Exam Questions: 175 Questions

Passing Score: 70%

Exam Time: 4 Hours

MedCerts Assistance

If required by the site, MedCerts will sponsor students who successfully locate and secure a clinical site, although not all clinical sites require site sponsorship. Sponsorship guidelines and procedures can be found in the Clinical Site Sponsorship & Process section of this handbook.

Clinical Overview

Identifying a Clinical Site

Clinical site opportunities can be either unpaid volunteer positions or paid employment positions, depending on the site and their needs. Some healthcare facilities may prefer to hire you and give you the supervision you need to complete your clinical requirements upon employment.

The following are some recommendations from the MedCerts Career Services team that you can utilize as you begin the process of locating and securing your clinical site:

- Search online job websites (Ex: Indeed, ZipRecruiter, LinkedIn, nhanow.com) to find sites that may offer paid positions that would allow you to complete your clinical requirements.

- Network with friends and family to see if they have any connections to healthcare facilities.

- Reach out to healthcare professionals. They have connections to a variety of facilities and may be able to refer you to their colleagues.

- Utilize social networking platforms (social media, Twitter, Facebook) to let people know that you're looking for a clinical site to complete your hands-on certification requirements

Steps to Securing a Clinical Site

Step 1: Create a list of potential clinical sites in your area. Clinical requirements can be completed at one of many different medical locations, such as, but not limited to **medical offices, outpatient clinics, and hospitals.**

Step 2: Contact potential sites and inquire about clinical opportunities. You may have the most success reaching the supervisor or manager if you call the site, but you can also try to send an email.

Step 3: If the site is willing to host you, check to see if they require MedCerts sponsorship. Be sure to gather contact information for the site supervisor or manager (Name, email, phone number, address of site).

Step 4: Once you have secured a site, please complete the Clinical Site Information Form.

Approaching Clinical Sites/Employers

Be well-prepared and treat this like you would a job search.

• Develop and polish your resume. Writing a resume may sound daunting, but these Tips for Writing a Standout Resume will help you to get started.

• Identify the appropriate department and person to approach, which may include the education department, volunteer department, or someone in human resources.

• Prepare customized cover letters for each site you approach. A cover letter is a way to briefly introduce yourself to the employer and share your goals. The letter is a chance to demonstrate your professionalism and clarify your clinical requirements.

• Email or hand deliver your resume and cover letter.

• Communicate promptly and professionally with the site.

• Dress professionally for the meeting or interview (Look your best!)

Clinical Site Sponsorship & Process

Some clinical sites may require "sponsorship" from MedCerts, which often includes a signed Affiliation Agreement and Certificate of Insurance. MedCerts can reach out to the site on your behalf once this Clinical Site Information Form has been completed.

MedCerts reserves the right to approve or deny site requests. The site is required to meet minimum clinical requirements as set forth in the previous Clinical Details and Clinical Case Documentation section. MedCerts also reserves the right to deny sponsorship for a clinical site, if it is determined that the site is not able to meet the minimum clinical requirements.

To request sponsorship, the Clinical Site Information Form must be completed. A member of the MedCerts' Career Services team will review the site information to determine if the location is suitable to meet your clinical requirements. You will be notified of the decision, and if sponsorship is required, the Clinical Coordinator will arrange this with the site supervisor.

State-Specific Requirements

Some states require completion of a program delivered by a regionally or nationally accredited institution, require completion of a CAAHEP accredited program or require a certification (NBSTSA) that MedCerts graduates will not be eligible to achieve. Please visit our State Restriction Map for more detailed information.

MedCerts' Professional Standards & Policies

Students are expected to adhere to MedCerts' professional standards as set forth in this section, as well as the standards set forth by the clinical site, at all times throughout the duration of a student's time at the clinical site. Students found

violating these standards may be subject to disciplinary action to the severity of termination from the clinical site and dismissal from their MedCerts program. Please review our Student Code of Conduct.

Criminal Background Checks, Drug Screening, & Other Policies

Some clinical sites may require screening prior to placement. **Students are responsible for all required screening(s) and applicable fee(s).** The requirements and types of screening are dependent on the requirements of the site. Potential fees, which vary per state, include but are not limited to, a background check, drug screening, Basic Life Support (BLS) for Healthcare Providers (CPR) certification, TB (Tuberculosis) tests, and required immunizations. Students should speak with their clinical site for more information about potential screening(s), additional requirements, and applicable fee(s).

MedCerts does not perform criminal background checks, nor do we test students for illicit drug use. Please be advised that the student's drug, criminal, or immunization status may prevent future employment as a healthcare or IT (Information Technology) professional. Clinical sites, employers, and State Boards, or other regulatory boards have regulations about drug use and criminal backgrounds. Regulatory boards, clinical sites, employers, and other organizations that may require these screenings for placement, and adverse results may prohibit you from completing the clinical requirements. The student understands that MedCerts does not hold any control over the drug, immunization, criminal, or background screening processes or policies held by any organization outside of MedCerts.