Thank you for your interest in the Surgical Technologist Program at Uintah Basin Technical College (UBTech).

**This packet includes materials needed to start the application process:**

- Application Form
- Verification Form for Direct Patient Care
- Criteria Used for Allotment of Points

**Items to be aware of:**

- All Official Transcripts must be included or your application may not be accepted. We require an official (unopened) transcript of your college credits, as well as verification of High School graduation or GED.
  - Request Official Transcripts from all schools attended, except High School, include a copy of your high school diploma or GED certificate. **Do not open** these transcripts. They should be mailed directly to UBTech Surgical Technologist Program at 1100 East Lagoon St. Roosevelt, UT 84066.
  - For any schools attended outside of Utah, you **must** provide a copy of the course description.

- **Placement testing** must be completed in the UBTech testing center. An appointment is required. Call Trinity Long at the Vernal campus (435) 725-7103 or Holly Mickelson at the Roosevelt campus (435) 722-6914 to schedule your appointment.

- Program entrance is guided by point value. (See criteria below; Appendix A)

- It is preferable if students have a printer and a laptop or tablet or similar device that is internet capable and equipped with Windows 8 or a newer operating system as well as Microsoft Word.

- Healthcare can be physically and emotionally demanding; if accepted, you will be required to submit a statement from your primary care provider attesting to your ability to safely carry out Surgical Technician duties.
• **Immunizations are required per facility protocol before clinical/externship.**
  o Proof of two MMR vaccinations or a therapeutic titer
  o Varicella: History of the disease, positive titer or proof of two vaccinations
  o Documentation of a three dose Hepatitis B vaccination series or a reactive titer
  o Current TB skin test (within the current school year)
  o Annual Influenza vaccination
  o DTaP within the previous 5 years

***An individual with severe or life-threatening allergy that prevents them from receiving one or more of these immunizations must provide documentation from their primary care provider. Ultimately, the decision to allow such an individual to engage in direct patient care rests with the administrator of the clinical facility. This policy is in place for the protection of students and patients alike.

• A criminal background check and urine drug screen will be performed upon acceptance to the program. Successfully passing both of these are required for continuation of the program.
  o If you have ever been convicted of a crime, or have ever entered a guilty plea to a misdemeanor or a felony, we encourage you to contact the Division of Occupational and Professional Licensing at 160 East 300 South PO Box 146741 Salt Lake City, Utah 84114.

• Complete all portions of all pages indicated in the packet and submit them online through the form uploader at: [http://www.ubtech.edu/avada_portfolio/surgical-technologist/](http://www.ubtech.edu/avada_portfolio/surgical-technologist/)

• Please call (435) 725-7139, or email baileeb@ubtech.edu with any questions regarding the application process.
UBTech Surgical Technologist

Program Application Form

Date ___________________ Full Legal Name ______________________________________

Place of Birth ________________________________ Date of Birth _____________________

(city/county/state/country)

Home Phone ________________________ Cell Phone ________________________________

Full Mailing Address ___________________________________________________________

Email Address ________________________________________________________________

List High School, Colleges, and Universities you attended:

<table>
<thead>
<tr>
<th>Name of School</th>
<th>City and State</th>
<th>Degree Earned</th>
<th>Dates Attended</th>
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List any honors and/or special awards you received:

______________________________________________________________________________
______________________________________________________________________________
______________________________________________________________________________
______________________________________________________________________________

Work Experience beginning with most recent: If none, write ‘none’.

<table>
<thead>
<tr>
<th>Position</th>
<th>Dates Employed</th>
<th>Company City/State</th>
<th>Supervisor Phone Number</th>
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</table>
UBTech Surgical Technologist Program

Verification Form for Direct Patient Care

This form is to be completed in order to verify at least 1000 hours of direct patient in the previous 12 months. If you have not been employed or volunteered in a direct patient care role, do not complete this form.

Applicant- complete this portion:

Name of Applicant _________________________________________________

Name of Company__________________________________________________

Address of Company ________________________________________________

Dates of Employment________________________________________________

Name of Direct Supervisor ___________________________________________

Direct Care Position Job Title _________________________________________

To be completed by direct supervisor:

I verify that the person named above has completed at least 1000 hours of direct patient care in the previous 12 months while working under my supervision.

Print Name: ________________________________________________________

Signature: __________________________________________________________

Title ____________________

Date ____________________
UBTech Surgical Technologist Program

Appendix A: Criteria Used for Allotment of Points

**Application Points:**

<table>
<thead>
<tr>
<th>Points Possible</th>
<th>Points Earned</th>
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<tbody>
<tr>
<td>Resident of Tri-County area</td>
<td>1</td>
</tr>
<tr>
<td>Accepted student who declined last year</td>
<td>2</td>
</tr>
<tr>
<td>Previous years’ alternate list</td>
<td>1</td>
</tr>
<tr>
<td>Nursing Assistant UBTech Graduate*</td>
<td>1</td>
</tr>
<tr>
<td>Practical Nursing UBTech Graduate*</td>
<td>1</td>
</tr>
<tr>
<td>Medical Assistant UBTech Graduate*</td>
<td>1</td>
</tr>
<tr>
<td>Faculty Interview</td>
<td>5</td>
</tr>
<tr>
<td>Student Essay</td>
<td>5</td>
</tr>
<tr>
<td><strong>Verification of 1000 hours direct patient care employment or volunteer service in the previous 12 months</strong></td>
<td>3</td>
</tr>
<tr>
<td><strong>Total Points Earned</strong></td>
<td></td>
</tr>
</tbody>
</table>

*Note that only one of these is eligible for points- for example, an applicant who completed both the certified nursing assistant course and the pharmacy technician courses at UBTech would be awarded one point, not three points.

**(Verification of 1000 hours is not a requirement for admission to the program)**