

# RADIATION THERAPY (RT)

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## DEGREES/PROGRAMS OFFERED

### 4-Year BSc

## INTRODUCTION

Radiation Therapists are Medical Radiation Technologists (MRTs) who specialize in the planning, simulation and delivery of radiation treatments to patients who have diseases such as cancer. Therapists also perform patient assessments and provide education and emotional support to patients throughout the course of their treatment. The Radiation Therapy program is a Joint Diploma/Degree program between The University of Winnipeg and CancerCare Manitoba (CCMB). The Department of Physics is the administrative link from the University to the School of Radiation Therapy (RT) at CCMB. Similar in nature to the Education program; the study of RT at The University of Winnipeg blends theoretical knowledge with clinical practice in order to prepare students for a professional career in health care. Students in the RT program take courses from a variety of disciplines such as history, philosophy, biology, sociology and psychology alongside courses that focus on radiation science and patient care.

Radiation Therapy is a limited enrolment program. Students must first complete a qualifying year of studies and then apply specifically for the program; eight or fewer students are accepted each year into Year 2. Early in the program students are provided with the opportunity of working with radiation therapists and patients in the clinical setting. This enables students to begin the transition from university student to professionals early in their university career. Upon completion of the Diploma level, students are eligible to write the national certification examination administered by the Canadian Association of Medical Radiation Technologists (CAMRT). The degree level of education in conjunction with the University provides a more competitive advantage in the job market for graduates in Canada and internationally. The program also provides opportunities for interested students to participate in clinical research.

- Space in the Radiation Therapy Program is limited to a maximum of eight and not all eligible applicants may be admitted.
- Applications will only be accepted from Manitoba residents; International students currently attending at The University of Winnipeg and who meet eligibility requirements are also eligible to apply.
- Students who have completed the specified 24 credit hours of pre-requisites may apply for admission to the Radiation Therapy 4-yr BSc with advanced standing.
- Successful applicants will need to submit and be cleared on a formal Criminal Record Search Certificate including a Vulnerable Sector Screening, and submit proof of current certification in Standard First Aid and Cardiopulmonary Resuscitation (CPR) with Automated External Defibrillator (AED) Level C.

## Adult Criminal Records and Child Abuse Registry Checks

The following policy applies to all applicants to the School of Radiation Therapy (RT) at CCMB.

1. CCMB requires that all applicants must submit and be cleared on a formal Criminal Record Search Certificate (For Vulnerable Sector Search), and submit and be cleared on a formal Child Abuse Registry Check before admission can be finalized.
  - a) The fee for each of these documents is the responsibility of the applicant.
  - b) It can take up to 6 weeks to obtain the Criminal Record Search Certificate (For Vulnerable Sector Search) and Child Abuse Registry Check. Students are encouraged to apply for these documents at the earliest possible date after notification of initial acceptance into the program.
  - c) The Criminal Record Search Certificate (For Vulnerable Sector Search) and Child Abuse Registry Check must be dated within the last 3 months to be valid.
  - d) Originals of the Criminal Record Search Certificate (For Vulnerable Sector Search) and Child Abuse Registry Check must be presented to the School of RT Office.
  - e) An exact duplicate will be taken and stamped by a School representative. Originals will then be returned to the student. Students will receive a receipt acknowledging that the original documents have been seen and copied by a School of RT representative.
  - e) The Criminal Record Search Certificate (For Vulnerable Sector Search) and Child Abuse Registry Check will be kept strictly confidential and held separate from the student's main university file.
2. In the process of getting a Criminal Record Search Certificate, some applicants may be informed that they require a Fingerprint Search. The School of RT Office must be notified of this immediately. A fingerprint search can take a few months and the applicant must get special authorization from CCMB to remain in the program while the Fingerprint Search is conducted.
3. Applicants will automatically have their acceptance withdrawn and be removed from all courses if:
  - a) they fail to submit a Criminal Record Search Certificate and/or Child Abuse Registry Check by the designated deadlines.
  - b) they require a fingerprint search and have not informed the School of RT Office of this by August 30.
  - c) they appear on the Child Abuse Registry.

4. The existence of a criminal record will not automatically exclude applicants, but, applicants to and graduates of the Bachelor of Radiation Therapy program who have adult criminal convictions which indicate they may pose a threat to the safety and well-being of children are advised that they may not be eligible for employment in Manitoba or other Canadian jurisdictions.
  - a) Applicants who have a criminal record may be asked to present an official fingerprint search/disposition prior to admission to the program.
  - b) Decisions with regard to criminal records will be made by the School of Radiation Therapy in consultation with CCMB Human Resources Department and legal counsel.
  - c) Applicants will be informed of CCMB's decision in writing. Applicants who are not admitted will have their Offer of Acceptance withdrawn and be removed from all courses.
5. Applicants are not required to disclose records under The Youth Criminal Justice Act. However, if the School of RT becomes aware of a youth record which raises questions relating to the safety and well-being of children and others under CCMB care, this may be considered relevant for admission, continued enrollment, and/or certification purposes.
6. Once admitted, the Criminal Record Search and Child Abuse Registry Check are valid for the duration of study in the School of Radiation Therapy as long as there is no change in status.
  - a) Students are obligated to report a change in the status of their criminal record and/or Child Abuse Registry standing to the School of RT.
  - b) Students who appear on the Child Abuse Registry will be immediately withdrawn from the School of RT and any ongoing CCMB courses.
  - c) Students reporting a change in the status of their criminal record will have their case evaluated by the School of Radiation Therapy in consultation with CCMB Human Resources Department and legal counsel. They will be informed of CCMB's decision in writing. Students who are not allowed to continue in the School of RT will be immediately withdrawn from the School and any ongoing CCMB courses.
  - d) The School of RT has the right to remove a student from clinical while their case is being reviewed.
  - e) Failure to disclose a criminal record or listing on the Child Abuse Registry will result in immediate expulsion from the School of RT.
7. The School of RT cannot be held responsible for future changes in legislation which may affect eligibility for professional certification.

## GENERAL INFORMATION

### Course Selection, Advising and Registration Information - Years 2-4

- RT students are advised through the School of RT Academic Advisor, assigned by the University.
- Newly admitted students must attend an orientation prior to registering. Orientation is routinely held the last two weeks of August. Dates of orientation will be provided in the registration materials students receive upon acceptance into the program.
- Registration materials for returning students can be found on-line beginning in mid-June. Specific materials necessary to registration are contained in these kits.
- Returning students are to participate in "yearly advising" which takes place in March at the School of RT.
- Returning students will be assigned an appointment time to register during Tier 2 and it is expected that students will register during this time for those courses that are not mandated by the program. If a student does not register at their appointed time, the School of RT will not guarantee entry into courses that have filled and the student may require additional time in order to complete all degree requirements.
- In some years certain combinations of CCMB and UW courses may not be available. In cases like this, students may be advised to register for some Year 4 courses in Year 3 and Year 3 courses in Year 4.
- Certain requirements must be completed in certain years. The School of RT reserves the right to remove a student from a course if the student does not require the course for their program that particular year in order to accommodate a student who must have the course to graduate
- The School of RT reserves the right to move students from one section of a course to another section of the same course in order to balance sections and ensure that all students requiring the course are accommodated.
- The program reserves the right to change a required course to another course which meets the same requirement if necessary to ensure that all students are able to register for the courses that they need in order to graduate.

### Withdrawal or Removal from the School of RT

- BSc-RT students who are placed on academic probation, suspension or not allowed to continue status will be removed from the School of RT and withdrawn from any on-going CCMB courses.
  - Acceptance into the School of RT is for that academic year only. Admission cannot be deferred. Students declining an offer of admission must reapply if they wish to seek entry at a later date. As admission is dependent on the qualifications of the pool of applicants each year, subsequent admission cannot be guaranteed.
  - Students who are admitted to the program but who do not register within the specified time will have their acceptance withdrawn and must reapply.
  - Students who register and subsequently withdraw from required CCMB courses will be removed from the program unless they have received permission from The School of Radiation Therapy to withdraw.
  - The BSc-RT degree cannot be granted without completion of a minimum of a 120 credit hour undergraduate degree; however, students can claim a general BSc without completing the BSc-RT portion should they wish to withdraw from the program.
- With the exception of the courses listed below, all CCMB courses may be used as credit towards an Arts, Kinesiology or Science degree:

- CCMB-2904(3)** Clinical Education I
- CCMB-3914(3)** Clinical Education II
- CCMB-3924(6)** Clinical Education III

**CCMB-3934(6)** Clinical Education IV

**CCMB-3944(6)** Clinical Education V

- Students should also consult item XI for additional information on Removal from the School of RT.

### Part-time Attendance

In Years 2-4 of the program, students are required to spend time in the clinical environment in both Winnipeg and Brandon to attain clinical competency. Students must be able to make arrangements to complete all elements of the program. These years of the program must be taken on a full-time basis. Students who complete the diploma portion of the program can continue taking the degree requirements on a part-time basis.

### Challenge for Credit in the School of RT

The School of RT has a residency requirement which includes all CCMB didactic courses as well as clinical practice, therefore, students can only challenge for credit courses from other Canadian accredited radiation therapy programs.

Students wishing to seek credit for The University of Winnipeg courses are referred to The University of Winnipeg's academic regulations *Section 6. Recognition of Prior Learning*.

## REQUIREMENTS FOR THE 4 YEAR BSc (RADIATION THERAPY)

**ADMISSION REQUIREMENT** Students must complete the Qualifying Year of courses (minimum 24 credit hours) in order to be eligible to apply to the program, and then be successful in the selection process.

**GRADUATION REQUIREMENT** 120 credit hours

### RESIDENCE REQUIREMENT

Degree: Minimum 60 credit hours.  
Major: Minimum 30 credit hours.

### GENERAL DEGREE REQUIREMENT

Humanities: Minimum 12 credit hours.  
Writing: Minimum 3 credit hours of Academic Writing.  
Indigenous: 3 credit hours in designated Indigenous requirement courses  
Maximum Introductory Courses: Students may use a maximum of 42 credit hours at the 1000 level. Of these, a maximum of 6 credit hours may be below the 1000 level. As a result, students must take a minimum of 78 credit hours at the 2000-level or above in order to not exceed the maximum number of introductory courses.  
Distribution: Minimum three (3) credit hours from each of five (5) different subjects.

**Note: CCMB coded courses are offered at the School of Radiation Therapy located at CancerCare Manitoba**

**MAJOR REQUIREMENT:** Minimum of 102 credit hours as per the courses listed below.  
Required Courses (99 credit hours):

Qualifying Year for Admission:

**BIOL-1112(6)** Human Anatomy and Physiology  
**STAT-1501(3)** Elementary Biological Statistics I  
**PHYS-1301(6)** Introduction to Physics  
**SOC-1101(6)** Introduction to Sociology or **PSYC-1000(6)** Introduction to Psychology (Sociology preferred)  
**RHET-1103(3)/1105(3)\*** 3 credit hours of Academic Writing (RHET-1103/RHET-1105 preferred) – see Note below  
**OR**  
**ENGL-100X(3)\*** 3 credit hours of First-Year English – see Note below

**\*Note: Students who have received an Academic Writing waiver, must take 3 credit hours of first-year English (ENGL); all other students must take Academic Writing.**

Required courses in the Program:

**STAT-2001(3)** Elementary Biological Statistics II or the former **STAT-1601(3)**  
**SOC-3102(6)** Sociology of Medicine  
**KIN-1601(3)** Nutrition for Health and Wellness  
**PHIL-2202(3)** Health Care and Bioethics  
**PHYS-2503(3)** Medical Imaging  
**CCMB-2510(3)** Radiation Biology  
**CCMB-2520(3)** Physics of Radiation Therapy  
**CCMB-2530(3)** Industrial, Therapy, and Imaging Apparatus  
**CCMB-2540(3)** Radiation Protection and Health Physics  
**CCMB-2901(3)** Professional Practice and Patient Care in RT I  
**CCMB-2902(3)** Clinical Radiation Oncology I  
**CCMB-2903(3)** Treatment Planning & Dosimetry I  
**CCMB-2904(3)** Clinical Education I

<b>CCMB-2911(3)</b>	Professional Practice and Patient Care in RT II
<b>CCMB-2912(3)</b>	Clinical Radiation Oncology II
<b>CCMB-2913(3)</b>	Treatment Planning & Dosimetry II
<b>CCMB-3901(3)</b>	Directed Studies I
<b>CCMB-3903(3)</b>	Directed Studies II
<b>CCMB-3914(3)</b>	Clinical Education II
<b>CCMB-3924(6)</b>	Clinical Education III
<b>CCMB-3934(6)</b>	Clinical Education IV
<b>CCMB-3944(6)</b>	Clinical Education V
<b>CCMB-4902(3)</b>	Independent Studies

#### GRADE POINT REQUIREMENTS

- Students must obtain a minimum 2.5 GPA (C+) on the 24 credit hours in the Qualifying Year courses to be considered for admittance to the diploma portion of the degree.
- Students must obtain a minimum 2.0 GPA (C) in the courses utilized toward the degree major.
- Students must obtain a 2.0 GPA (C) on 102 credit hours and meet all Radiation Therapy requirements to qualify for the diploma.
- A student whose GPA falls below the minimum performance level and/or is on probation will be withdrawn from the program. For the "Minimum Grade Points Required to Continue" see The University of Winnipeg's academic regulations *Section VII Academic Standing and Status Evaluation, 7 c.*

**NOTE:** Also see SCHOOL OF RT RULES AND REGULATIONS section for more information.

## SCHOOL OF RT RULES AND REGULATIONS

### I. Rules and Regulations Governing RT Didactic Courses

a) Students who receive a grade less than "C" in courses **CCMB-2510(3)** Radiation Biology, **CCMB-2520(3)** Physics of Radiation Therapy, **CCMB-2530(3)** Industrial, Therapy, and Imaging Apparatus, **CCMB-2540(3)** Radiation Protection and Health Physics **CCMB-2901(3)** Professional Practice and Patient Care in RT I, **CCMB-2902(3)** Clinical Radiation Oncology I, **CCMB-2903(3)** Treatment Planning & Dosimetry I, **CCMB-2911(3)** Professional Practice and Patient Care in RT II, **CCMB-2912(3)** Clinical Radiation Oncology II, **CCMB-2913(3)** Treatment Planning & Dosimetry II, **CCMB-3901(3)** Directed Studies I, **CCMB-3903(3)** Directed Studies II, **CCMB-4902(3)** Independent Studies, will, have their status in the program reviewed by the Department Review Committee.

As a result of this review the Committee will recommend to the Dean of Science one of the following. That the student:

1. be required to successfully complete the course through a supplementary remediation process before being allowed to continue in the School of RT; or
  2. in the case of a year 3 or 4 course they may be required to repeat the course, and may also be required to repeat the concurrent Clinical Education course. When required to repeat a course the student will be expected to achieve a minimum grade of "C" in order to be allowed to continue in the School of RT. Only one repeat of a course will be allowed, or
  3. be withdrawn from the School of RT if the cumulative GPA for the term is less than 2.5.
- b) Students may not be allowed to register for the next compulsory RT didactic or clinical course until they have successfully completed the previous compulsory RT didactic and clinical courses.
- c) *If a student is placed on academic probation, suspension or not allowed to continue status at the end of the Fall Term, they will be immediately withdrawn from any ongoing or Winter Term education or clinical courses.*
- d) *If a student is placed on academic probation, suspension or not allowed to continue status at the end of the Winter Term, they will be immediately withdrawn from any ongoing Spring or Summer education or clinical courses.*
- e) If, during a repeat attempt, the student withdraws from the didactic and/or concurrent clinical course, this is considered an unsuccessful attempt and the student will be withdrawn from the program.
- f) Students are required to attend a yearly orientation period which takes place in late August before lectures begin and is an integral part of the clinical education component of the program. Students who do not attend the orientation as scheduled will be asked to withdraw from the program.
- g) Sessions to support clinical skills development will be routinely scheduled on Saturdays and evenings. Students will be provided with these dates in advance and will be expected to be available for all the components.

### II. Rules and Regulations Governing RT Clinical Courses/Placements

a) Students who are in danger of failing or who have failed courses **CCMB-2904(3)** Clinical Education I, **CCMB-3914(3)** Clinical Education II, **CCMB-3924(6)** Clinical Education III, **CCMB-3934(6)** Clinical Education IV, **CCMB-3944(6)** Clinical Education V will have their status in the program reviewed by the Department Review Committee.

As a result of this review the Committee will recommend to the Dean of Science one of the following. That the student:

1. be required to successfully complete the course through a supplementary remediation process before being allowed to continue in the School of RT; or
2. be placed on clinical probation effective for the next Clinical Education Course; or
3. in the case of a year 3 or 4 course they may be required to repeat the course, and may also be required to repeat the concurrent didactic course. When required to repeat the course the student will be expected to achieve standing in order to be allowed to continue in the School of RT. Only one repeat of the course will be allowed, or be withdrawn from the School of RT.

- b) Students may not be allowed to register for the next compulsory RT didactic or clinical course until they have successfully completed the previous compulsory RT courses listed in section I Rules and Regulations Governing RT Didactic Courses.
- c) If a student is placed on clinical probation, their performance level is re-evaluated at the end of the next Term; the student will not be allowed to continue in the RT program unless they have regained regular status by meeting the performance level of the subsequent Clinical Education course and other courses attempted.
- d) *If a student is placed on academic probation, suspension or not allowed to continue status at the end of the Fall Term, they will be immediately withdrawn from any ongoing or Winter Term education or clinical courses.*
- e) *If a student is placed on academic probation, suspension or not allowed to continue status at the end of the Winter Term, they will be immediately withdrawn from any ongoing Spring or Summer education or clinical courses.*
- f) If, during a repeat attempt, the student withdraws from the course and/or clinical, this is considered an unsuccessful attempt and the student will be withdrawn from the program.
- g) All placements will be arranged by the School of RT Office. Students are not allowed to arrange their own placement. All student placements will be guided by the following:
  - 1 students will experience a variety of clinical areas within CCMB McCharles Unit in Winnipeg and the Western Manitoba Cancer Centre (WMCC) in Brandon; it is the student's responsibility to attend as scheduled.
  - 2 students will have at least one placement at the Western Manitoba Cancer Centre (WMCC) in Brandon. These will be full-time basis and may range between 2-4 weeks in length.
- h) Adjustments to the clinical dates or to the prescribed-RT format of the clinical will not be considered. Clinical education must be completed in the manner it is scheduled (e.g. five days per week, fifteen week blocks) and during the dates that are provided.
- i) Students are expected to be available for clinical education on a full-time basis Monday- Friday from 6:00 a.m. - 6:00 p.m. All other activities or commitments must be worked around the assigned timetable.
- j) Clinical education blocks may take place outside of the regularly scheduled university year. Students will be provided with these dates in advance and will be expected to be available for all the components.
- k) Sessions to support clinical skills development and testing of clinical skills will be routinely scheduled on Saturdays and evenings. Students will be provided with these dates in advance and will be expected to be available for all the components.

### III. English Proficiency

Students who, after admission, show an inadequate command of spoken or written English which interferes with their ability to communicate effectively in clinical areas will have to complete a proficiency test conducted by a University of Winnipeg designate. Students may be required to take further courses to improve their English which may result in withdrawal from the School of RT. Continuation in the RT Program will be contingent upon approval from the Language Assessment Evaluators and the RT Manager-Education Services.

### IV. Withdrawing from CCMB Courses

1. Students wishing to withdraw from any CCMB course must notify the School of RT Office as this may result in removal from the program.
2. In cases where it is possible, the School of RT Office will recommend an extension to programming rather than a withdrawal, but only under the following circumstances: e.g. There is a documented medical reason or other documented extenuating circumstances (e.g. parental leave, death in the family). Extensions may not be possible if clinical placements cannot be secured.
3. Students should note that CCMB courses may only be repeated once.
4. Students who are repeating clinical as a ruling of the Department Review Committee and who withdraw from the clinical will be considered to have made an unsuccessful attempt and the student will be withdrawn from the School of RT.

### V. Performance Contracts

In some cases, students may be required to sign a Performance Contract in order to remain in the School of RT.

- a) Failure to sign the contract will result in removal from the School of RT.
- b) Failure to comply with the conditions of the contract can result in removal from the School of RT.

### VI. Appeals and the School of RT

#### a) Deferred Exams, Incomplete Term Work, and Grade Appeals

1. The School of RT will follow the University academic regulations and policies. Students are directed to *Section VII Regulations and Policies, 9. Senate Appeals* for information on these appeals and deadlines.

-If School of RT procedures do not permit resolution, the student must appeal to the BSc-RT Department Review Committee (DRC)

#### b) BSc-RT Department Review Committee (DRC).

1. The School of RT Department Review Committee deals with the following items:

- Students who receive grades below C in CCMB didactic courses or fail CCMB Clinical courses.
- Students who do not complete the requirements of the diploma portion of the program within the allotted time.
- Readmissions to the program in relation to currency requirements.
- Students who are removed from their Clinical placement at the request of the host site (CancerCare Manitoba McCharles Unit or Western Manitoba Cancer Centre).
- Students for whom a placement cannot be secured due to the conditions of a Performance Contract.
- Any other issues that may arise related to the performance of students in the program.

2. The DRC typically meets in January and June of each year.

3. Students will be notified in writing of the decision of the DRC.

4. Students may meet with the Dean of Science for explanation or clarification of the DRC decision.

5. Students wishing to appeal the DRC decision beyond the Education Program should direct an appeal to the Radiation Therapy Appeals Committee.

6. There are two grounds for appealing the decision of the DRC:

- The student has reason to believe that all pertinent information was not available when the case was considered by the DRC.
  - The student has reason to believe and can demonstrate that the DRC did not give the appeal a fair hearing.
7. Students have 15 working days from the date of the written decision of the DRC to submit an appeal to the Radiation Therapy Appeals Committee.

### **VII. Currency Requirement**

Students who withdraw from the program and seek readmission at a later date are advised that CCMB courses completed prior to readmission will be reviewed for currency. Students may be required to repeat some or all of these courses.

### **VIII. Standards of Professional Conduct for RT Students**

1. The University of Winnipeg and the School of RT at CCMB are committed to maintaining its students' freedom of thought, belief, opinion and expression. As a professional program we are committed to assisting students in becoming professionals. The School of RT has the responsibility of fostering the academic freedom of students within the context of the CCMB Mission, Vision and Values and Code of Ethics and also has the responsibility of fostering the academic freedom of students with respect for the needs of the learner. The Canadian Association of Medical Radiation Technologists (CAMRT) Code of Ethics and Professional Conduct and the Competency Profile- Radiation Therapy describe professional characteristics and behaviours students are expected to develop and demonstrate during clinical and didactic course work. Students who do not demonstrate these professional standards may be referred to the School of RT Department Review Committee.

- a) In keeping with the Canadian Charter of Rights and Freedoms the student will respect the dignity and rights of all persons.
- b) The student acts in a responsible manner which includes being punctual, dependable and trustworthy in class and during clinical education placements.
- c) The student maintains positive interpersonal relationships with peers, faculty, CCMB personnel and patients by contributing, cooperating, participating and working with others in a professional manner.
- d) The student demonstrates a commitment to their chosen profession by taking initiative, showing enthusiasm, and showing an interest in learning about radiation therapy practices.
- e) The student directs any criticism of the professional activity of others to that person and only then, after informing those of the intent to do so may direct in confidence the criticism to appropriate officials. It shall not be considered a breach of this clause to report reasonable grounds for suspecting child abuse to proper authorities according to legal requirements.
- f) The student respects the confidentiality of information about patients, peers, School of RT and CCMB personnel, or The UW faculty received in confidence or in the course of professional duties.

#### **2. Professional Misconduct**

As future health care providers, RT students are expected to model and encourage appropriate learning behaviours in themselves and their peers. Recognizing that they are part of a health care team and that their behaviour and attitude has an impact on the team and the care they provide, the goal of all our students should be to create a positive learning environment where they learn from the instructors, patients and each other. RT students are expected to recognize the important and crucial role of the instructors, patients and their families in the learning process and to award them the respect and authority which is inherent in the role.

Professional Misconduct can include, but is not restricted to, the following:

- a) Persistent failure to attend class or clinical education placements
- b) Persistent disruptive behaviours such as:
  - talking in class during lectures or presentations, inappropriate social conversation in clinical settings
  - arriving late and/or leaving early for classes or clinical as scheduled
  - use of cell phone or other social media in class or clinical areas
- c) Persistent lack of participation in class or clinical activities
- d) Persistent inability to function in a group setting
  - non-contribution to group activities
  - behaviour causing negative impact on group
- e) Persistent negative or disrespectful attitude
- f) Persistent disregard for the role and authority of the didactic or clinical instructors

Gross misconduct is defined as, but not limited to, intoxication (whether from alcohol or drugs), fighting or other physical abuse, indecent behaviour, theft, serious breaches of health and safety rules, uttering threats, offensive behaviour (such as discrimination, harassment, bullying, abuse and violence) and gross insubordination and may result in immediate dismissal from the program. Those who observe student misconduct should be referred to the Chair of Physics at The University of Winnipeg or the Radiation Therapy Manager, Educational Services, at CancerCare Manitoba.

### **IX. Attendance Policy**

The Bachelor of Science-Radiation Therapy Program leads to a professional degree. Accordingly, students are expected to attend, be punctual and participate in all classes and clinical education. These expectations acknowledge their importance for the teaching and learning process, the development of clinical competency and the professional responsibilities of radiation therapists. These expectations are implicit in CCMB didactic and clinical courses, but may be emphasized explicitly in addition to The University of Winnipeg's academic regulations concerning attendance (*see section VII Regulations & Policies, 3a Attendance*).

Students are encouraged to volunteer and participate in extra-curricular activities at the School of RT and at CCMB. However, students must ensure that no conflict occurs between the additional activities and their coursework. Students are not to be absent from CCMB or UW classes for extra-curricular activities or request changes in clinical schedules to accommodate such activities.

## X. Professional Development

The School of RT prides itself on preparing well-rounded professional radiation therapists who are committed to life-long learning and professional development. In keeping with this goal CCMB offers professional development opportunities for all staff and students designed to supplement their regular work. This non-credit programming is voluntary but students are strongly encouraged to participate in order to enhance their understanding of the clinical context and to develop additional skills beyond those acquired through academic and clinical courses. Participation in this programming is considered a professional responsibility and in keeping with the expectations that will be held for them in their role as radiation therapists.

Professional Development Programming includes a series of Radiation Oncology Rounds offered throughout the fall and winter terms. They are typically offered no more than once a week for an hour during the free slot (lunch) and the topics are posted in advance. The series concludes each term well before the start of the exam period. Many students maintain a record in their portfolio as an indication of their commitment to professional development and the practice of life-long learning.

The topics covered in the professional development sessions are varied. They are designed to provide information and ideas that are supplementary to students' coursework but which relate to the role of the radiation oncology program in providing health care. Many of the sessions are delivered by representatives of organizations whose activities are related to and supportive of the clinical processes at CCMB.

## XI. Removal from the School of RT

- a) Students may be removed from The University of Winnipeg, School of RT programs for one or more of the following reasons:
1. Failure to meet or maintain academic grade-point requirements as established by The University of Winnipeg and the School of Radiation Therapy. In the case of Academic Probation or Not Allowed to Continue Status, withdrawal is automatic and will take place without a review or further procedure.
  2. As a result of a ruling by the Department Review Committee (see School of RT Program Rules and Regulations in the General Calendar for more information).
  3. As a result of behaviour judged to be in violation of the Standards of Professional Conduct for RT Students (see Section VIII of Radiation Therapy Rules and Regulations for more information).
  4. Failure to sign a Performance Contract.
  5. Non-compliance with the conditions of a Performance Contract.
  6. Ineligibility for a clinical placement.
  7. As the result of a change in the status of a Criminal Record or Child Abuse Registry entry.
    - Students who appear on the Child Abuse Registry will be immediately withdrawn from the School of Radiation Therapy and any ongoing CCMB courses.
    - Students reporting a change in the status of their criminal record will have their case evaluated by the the School of Radiation Therapy in consultation with CCMB Human Resources Department and legal counsel. They will be informed of CCMB's decision in writing. Students who are not allowed to continue in the School of RT will be immediately withdrawn from the program and any ongoing CCMB courses.
  8. As a result of academic or non-academic misconduct.
- b) In the case of gross/professional misconduct, students will be removed from clinical and immediately suspended from their courses in Radiation Therapy until the case is reviewed by the Dean of Science and a final decision is made.
- c) Removal from the School of RT means the student will be withdrawn from all CCMB courses, removed from clinical, and removed from any School of RT sponsored or affiliated activities.

## SCHOOL OF RADIATION THERAPY COURSE LISTINGS

<b>CCMB-2510(3)</b>	Radiation Biology	<b>CCMB-2911(3)</b>	Professional Practice and Patient Care in RT II
<b>CCMB-2520(3)</b>	Physics of Radiation Therapy	<b>CCMB-2912(3)</b>	Clinical Radiation Oncology II
<b>CCMB-2530(3)</b>	Industrial, Therapy, and Imaging Apparatus	<b>CCMB-2913(3)</b>	Treatment Planning & Dosimetry II
<b>CCMB-2540(3)</b>	Radiation Protection and Health Physics	<b>CCMB-3901(3)</b>	Directed Studies I
<b>CCMB-2901(3)</b>	Professional Practice and Patient Care in RT I	<b>CCMB-3903(3)</b>	Directed Studies II
<b>CCMB-2902(3)</b>	Clinical Radiation Oncology I	<b>CCMB-3914(9)</b>	Clinical Education II
<b>CCMB-2903(3)</b>	Treatment Planning & Dosimetry I	<b>CCMB-3924(6)</b>	Clinical Education III
<b>CCMB-2904(3)</b>	Clinical Education I	<b>CCMB-3934(6)</b>	Clinical Education IV
		<b>CCMB-3944(6)</b>	Clinical Education V
		<b>CCMB-4902(3)</b>	Independent Studies

## COURSE DESCRIPTIONS

All course descriptions for all undergraduate programs can now be found in one large PDF called "All course descriptions" in the "Academic Calendar" section of the University website:

<http://uwinnipeg.ca/academics/calendar/index.html>