

# NEURODIAGNOSTIC TECHNOLOGY PROGRAM

## Admissions Packet



The following packet contains important information about the Neurodiagnostic Technology Program (NDT) at the Pennsylvania Institute of Technology. These pages are meant to serve as an overview of the program. More detailed information is given to accepted students on the first day of school in the form of a Policy and Procedure manual.

The Neurodiagnostic Technology Program (NDT) is located at the Pennsylvania Institute of Technology as of 2025. Previously, the school was located at Crozer and has been committed to the training of Neurodiagnostic technologists for over 50 years. P.I.T. is responsible for the acceptance of qualified students, the training of those students in the field of Neurodiagnostic and graduating those students who have fulfilled graduation requirements. Students are awarded a certificate of completion upon graduation from the program.

Neurodiagnostic Technology is a scientific field devoted to the recording and study of electrical activity of the brain and other physiological variables such as eye movements, muscle activity, cardiac rhythms, and respiratory events. NDT technologists deal with a variety of patients who range in age from newborns to the elderly.

The curriculum of the program has been designed to educate students within a 12-month period. Courses are divided into 4 consecutive terms and consist of two distinct facets of the program: Classroom education (didactic) is held at the P.I.T. campus in Media, PA. Clinical education (technical aspect) is conducted at a variety of area hospitals.

## **Online Student Learning Experience**

Students enrolled in the online format of the Neurodiagnostic Program will have flexible learning options designed to support a variety of schedules and learning styles. Online students are invited to attend live virtual lectures in real time or view prerecorded sessions at their convenience. These lectures cover the same content delivered in on-campus classes, ensuring a consistent and comprehensive educational experience.

In addition to the academic component, all online students are required to complete clinical training at a designated clinical site. Students will be scheduled for clinical hours two days per week, totaling 16 hours weekly. Clinical placements are assigned by the program and allow students to gain essential hands-on experience in a real-world healthcare setting.

## **Online Program Enrollment Policy**

Students may enroll in the online program under the following conditions:

1. **Distance Requirement** – Students must reside more than 30 miles from P.I.T.
2. **Seated Program at Capacity** – If the seated program is full and a student lives within 30 miles of P.I.T., they may enroll online if they secure their own clinical site.
3. **Employment at a Hospital** – Students who live within 30 miles of P.I.T. may enroll online if they are currently employed at a hospital that is willing to serve as their clinical site.

## **Seated Student Learning Experience**

Students enrolled on the seated format of the Neurodiagnostic Program are scheduled to attend school/clinical rotations Tuesday, Wednesday, and Thursday of each week. The days and times of operation vary according to the laboratory and academic schedule. While rotating through clinical sites, students are required to adhere to the rotating laboratory's schedule. Students are encouraged to take advantage of all academic and clinical opportunities as they participate in the program.

## **All Students**

Upon graduation from the program, and successful completion of the program graduates typically find employment in hospitals, physician offices, mobile companies, or outpatient facilities. Graduates master general Neurodiagnostic procedures including electroencephalography, and learn basics in polysomnography, nerve conduction, OR monitoring, long-term monitoring and evoked potentials.

### **P.I.T. Mission Statement**

*The Pennsylvania Institute of Technology's Mission is to empower students to achieve success by offering a personalized approach to learning that promotes career advancement, transfer opportunities, and individual growth. By fostering an inclusive environment, P.I.T. encourages, supports, and celebrates diversity.*

### **NDT Program Values Statement**

*We are committed to an ongoing process in which we strive to implement the following values throughout our school and clinical affiliates and to measure progress toward their attainment. The Neurodiagnostic Technology Program supports these values:*

We strive to provide the highest quality patient care and Neurodiagnostic testing.

We believe that patients and patients' families should be treated with respect, courtesy, and dignity.

We value the essential roles of the teaching, technical and medical staff in advancing the goals of the Neurodiagnostic Technology Program.

We believe that teamwork is a crucial element in achieving excellence.

We value and encourage effective communication among staff members and students.

We value the role of our clinical affiliates in educating the healthcare workers of tomorrow. We value and recognize the achievements and contributions of productive staff and students. We value the growth and development of our staff and students.

We value and work to provide a safe and clean facility.

## **NDT Program Scope of Practice/Professional Ethics**

*The following conditions define the basic ethical and moral behavior expected of a student of the Neurodiagnostic Technology Program as an allied health professional. This behavior is consistent with The American Society of Emergency Technology's (ASET) Scope of Practice and Statement of Professional Ethics.*

Neurodiagnostic Technologists, as members of an allied health profession, must strive as individuals and as a group to maintain the highest professional and ethical standards.

The following statements are standards to guide Neurodiagnostic Technologists in their professional activities. These standards are not laws but codes that are fundamental to responsible delivery of patient care.

In performing their professional activities, Neurodiagnostic Technologists shall:

- Act in the best interest of the patient, keeping the health and safety of the patient in mind at all times.
- Obtain appropriate education and expand their knowledge and skills by actively pursuing continuing education opportunities and committing themselves to life-long learning.
- Perform only those procedures or functions in which they are independently competent and that are within their scope of practice.
- Maintain professional integrity by avoiding circumstances where there may be compromise of professional conduct or where incidence of fraud, deception, and conflict of interest may arise.
- Respect human dignity by providing services and interacting without discrimination with regard to race, culture, sex, age, disability, religious belief, socio- economic status, disease process, or any other basis.
- Maintain confidentiality and divulge no information that is of a sensitive nature relating to the patient, family, or situation, disclosing information only according to policy or as required by law.
- Assess situations, exercise care and discretion, exhibit judgment, and accept responsibility for professional decisions, while providing the highest quality patient care.
- Establish collaborative relationships with colleagues as members of the healthcare team, support the Neurodiagnostic profession, and maintain a positive public image. Additionally, it is recommended but not required that all technologists demonstrate and maintain their professional competence by completing national examinations for registration or certification and maintain their professional credentials as required. Adopted by ASET's Board of Trustees

August, 1999/Modified August 2003

## **Equal Opportunity Statement**

It is the policy of the Neurodiagnostic Technology Program (NDT) not to discriminate against any applicant because of race, color, religion, creed, age, ancestry, national origin, sex, sexual preference, handicaps, and disabilities, marital or veteran status. Student recruitment and selection are based on individual qualifications experience, education, application, reference letters, work experience, communication skills, and overall interview skills.

Every student and employee at P.I.T are entitled to be treated with respect and dignity by every other student and employee. Harassment for any reason, whether based on sex, color or the like will not be tolerated and should be brought to the attention of the school faculty immediately. Any student who believes that he or she is being harassed in any way should bring the matter to the attention of the school faculty and/or the student affairs department.

Applicants interested in applying to the NDT program should possess:

### **Admissions Requirements:**

Students interested in applying to the NDT program must possess the following requirements:

- A high school diploma and transcripts
  - If high school is foreign, then it must be evaluated for United States equivalency. For more information, visit: <https://www.pit.edu/admissions/steps-for-admissions/>
- College transcripts (if applicable)
- A High School or College GPA of 2.5 or higher\*
- Prerequisite coursework:
  - One college level Mathematics course (choices below):
    - MTH130 - MATHEMATICS FOR HEALTH CARE PROFESSIONALS
    - MTH145 - COLLEGE ALGEBRA & TRIGONOMETRY
    - MTH207 – STATISTICS
    - AHT 105 – HEALTHCARE FOUNDATIONS
  - One college level Medical Science course (choices below):
    - BIO118 -MEDICAL TERMINOLOGY
    - BIO120 – HUMAN BODY SYSTEMS FOR HEALTH SCIENCE
    - BIO128/129 - ANATOMY AND PHYSIOLOGY I / LAB
    - BIO228/229 - ANATOMY AND PHYSIOLOGY II/ LAB
  - Transfer courses are accepted.
  - Students are encouraged to complete the pre-requisite coursework prior to the Summer term before the beginning of each cohort. Cohorts start every Fall term.

- Professional letter of recommendation
- Willingness to work flexible hours (day, evening and night shifts)
- A high degree of professionalism, good communications and problem-solving skills and a willingness to work in direct contact with a variety of patients

Given the limited number of in person seats available (12 total), students who have successfully completed all pre-requisite coursework and program admission requirements will be accepted and enrolled first. Incomplete applications will not be considered for October enrollment.

**Application Due Date: July 30th** for each upcoming cohort. If this deadline is missed, potential students can reapply during the following application cycle.

\*Highschool GPA of 2.5 requirements can be removed if the student receives a B or higher in all prerequisite classes.

#### **Working Conditions:**

- May be exposed to infectious and contagious diseases
- May be exposed to toxic chemicals
- Handles emergency or crisis situations
- Occasionally required to work irregular hours
- Travel required

#### **Physical Demands and Sensory Requirements:**

- Extremely heavy physical effort: lift/carry over 50 lbs.
- Prolonged, extensive or considerable standing/walking
- Lifts, positions, push and/or transfer patients
- Lifts equipment/supplies
- Pushes/pulls, moves/lifts heavy equipment/supplies
- Transports patients in wheelchair
- Considerable reaching, stooping, bending, kneeling, crouching
- Hearing sensitivity bilaterally within normal limits (0-24 dB HL) aided/non-aided and/or speech discrimination within functional limits for telephone and personal communication
- Visual acuity of 20/60 in at least one eye with or without correction
- Color perception
- Ability to effectively communicate the English language, both orally and written

#### **Personal Interview**

*Applicants will have the opportunity to discuss the contents of their application during a personal interview with the school faculty.*

Each applicant will undergo a personal interview with the Program Director and/or school staff when their application is complete. The applicant will then be evaluated on his/her application, reference letter, work experience, education, communication skills, and overall interview skills. Applications are accepted on an ongoing basis.

**Staying enrolled in the program is contingent upon:**

- Clearance of a federal criminal background check
- Child abuse clearance
- PATCH clearance
- Basic Cardiac Life Support (BCLS)
- Medical clearance after acceptance for clinical rotations.
- Drug test

## Academic Course Curriculum

*Courses are structured so that students will be required to take and pass three NDT courses each term for four terms. Components of academic instruction will be presented in an online format through Canvas along with information presented to students using traditional methods.*

*Students will receive instruction on the following topics: Neurodiagnostic Technology, Infection Control, Medical Terminology, Neuroanatomy, Neurophysiology, Neurology and related Neuropathology.*

### **NDT Courses (3 credits each):**

#### **Fall Term**

NDT 100 Foundations of NDT

NDT 101 NDT Technology I

NDT 102 Clinical Practicum I

#### **Winter Term**

NDT 103 Neuroanatomy/Physiology

NDT 104 NDT Technology II

NDT 105 Clinical Practicum II

#### **Spring Term**

NDT 200 Clinical Sciences I

NDT 201 NDT Technology III (Introductory EP and PSG) NDT

202 NDT Clinical Practicum III

#### **Summer Term**

NDT 203 Clinical Sciences II (Introductory IONM and Board Review) NDT

204 NDT Technology IV (Introductory NCS and LTM)

NDT 205 Clinical Practicum IV

## **Academic Requirements**

Grading periods are divided into four terms. Each term consists of class time and clinical experience. Time spent in academic and clinical areas varies throughout the program. Students are evaluated by course work, homework, in-class assignments, quizzes, tests, papers, presentations, attendance, clinical performance, projects, and a variety of acceptable methods specified by the individual instructor. A final grade of 70% or higher is required in all areas. Grades will be recorded as a numerical average. Students are required to re-take failed FINALS. Re-take grades will not exceed 70 points. Grading penalties for incomplete or late assignments will be based on individual instructor's grading policies.

Grade reports will be distributed at the end of each term, at which time there may be a conference with the Program Director/school faculty member. Students may request to review their grades at any time by scheduling a meeting with the Program Director.

## **Academic Honesty**

Falsification of grades, use of "study/cheat sheets", collaborating on intended independent assignments, signatures or plagiarism is reason for immediate dismissal. This applies to technical papers, homework assignments, examinations, timecards, patient logs and patient evaluation forms.

## **Clinical Competency Exams**

Throughout the program, students will be required to demonstrate competency in the clinical setting. At the end of each term (or as needed), students will be scheduled to perform clinical competencies as deemed appropriate by school faculty. Any student failing the competency exam will be given one chance to retake the exam. If unable to pass the exam, the student will be dismissed from the program.

**Withdrawal Procedure:**

1. Students wishing to officially withdraw from the college or an individual course must notify Student Affairs and their Student Success Coach.
2. The Student Success Coach is responsible for processing both official and unofficial withdrawals.
  - *Official withdrawals* are those requested directly by the student.
  - *Unofficial withdrawals* occur when a student is absent for 14 consecutive calendar days
3. Student Affairs works directly with the Academic Records Office to process all withdrawals.
4. When submitting an official withdrawal, students are asked to provide a reason, such as academic, personal, and/or financial.
5. Students must meet with the Office of Financial Aid to discuss any financial aid implications resulting from the withdrawal.
6. Students must meet with the Business Office to finalize their financial account

## **Program Goals/Objectives**

1. To provide quality education and training to our students in the field of Neurodiagnostics.
2. Students/Graduate will be well trained in the basic concepts of Electroencephalogram, and an introduction to Evoked Potential, Long-term monitoring, OR monitoring, Nerve Conduction and Polysomnogram technology.
3. Students/Graduate will demonstrate the skill necessary to provide quality NDT services.
4. Students/Graduates will fulfill the community's need for registered Neurodiagnostic Technologists.
5. Students/Graduates will develop characteristics of a healthcare practitioner by displaying behavior consistent with ASET's Scope of Practice and Statement of Professional Ethics.
6. Students/Graduates will develop effective communication, critical thinking, and problem-solving skills.
7. Students/Graduates will be able to effectively evaluate, use, and manage patient information.

Please feel free to contact the school with any questions or concerns that you may have at [info@pit.edu](mailto:info@pit.edu) or 610-892-1500. You may also contact the Program Director, Amy Johnson directly at [Amy.Johnson@pit.edu](mailto:Amy.Johnson@pit.edu) or 610-892-1579.