

# CENTRAL SERVICE TECHNICIAN



**Program Code 30-534-1**

**Expected Program Costs: \$2,700**

**Median Annual Salary: \$24,000**

## OVERVIEW

Students are prepared with the knowledge and skills necessary to function as a Central Service Technician. Central Service is the hub of all activities involving supplies and equipment for surgery, obstetric, emergency departments and other patient care areas. Students learn the principles of standard precautions, asepsis, disinfection and sterilization procedures. Effective communication is vital within this multi-service area. Central Service is located in all healthcare facilities such as nursing homes, clinics and hospitals.

Both classroom instruction and clinical experience are part of the curriculum. Patient interaction is minimal within this area of specialty. Upon finishing the course, you will receive a certificate of completion. You will then be eligible to test for the credentials of Central Service Technician through the Certification Board for Sterile Processing and Distribution (CBSPD).

Students are responsible for transportation to and from classroom, lab and clinical sites. A minimum of two clinical sites will be utilized in the clinical portion of the class.

The Central Service Technician program is offered at the Marshfield campus.

## PROGRAM OUTCOMES

Employers will expect you, as a Central Service Technician graduate, to be able to:

- Apply knowledge of the different roles and responsibilities of a Central Service Technician
- Apply principles of standard precautions and asepsis
- Perform disinfection and sterilization procedures
- Perform within legal and ethical boundaries
- Effectively communicate with members of the healthcare team

## CAREER OPTIONS

Central Processing or Instrument Technician  
Central Service Aide  
Central Service Assistant  
Central Service Technician  
Central Service Technologist  
Materials Management  
Processing/Distributions Technician

## POTENTIAL FOR ADVANCEMENT

Central Service Supervisor  
Surgical Technologist

*Potential advancement generally requires further education.*

## ADMISSIONS PROCEDURES

To apply to the Central Service Technician program, please complete the following steps and submit documents to the MSTC Admissions Office:

### Step 1:

1. Complete an MSTC application form and return it with the \$30 non-refundable application fee.
2. Complete the Accuplacer or ACT test. Minimum scores required:
  - Reading-Accuplacer score of 55
  - Sentence Skills-Accuplacer score of 60
  - Math-Accuplacer score of 34
  - ACT equivalents for above scores are acceptable.
3. Submit an official copy of all academic transcripts, including high school, college or university and HSED/GED.
4. Complete a Background Information Disclosure (BID) form and submit \$15 for Caregiver Background check. The Wisconsin Caregiver Law requires a background check. This form is available at <http://www.mstc.edu/pdf/BIDform.pdf>.

If a student does not meet the required test scores, they may retest or complete an identified structured course(s) in the Academic Support Center.

5. Complete the online program information session found on MSTC's website to learn about the profession, academic requirements and impact on one's personal life.

When the requirements for Step 1 are completed, the student will be conditionally admitted to the program and may be eligible for financial aid.

### Step 2:

To be eligible to enroll in the Central Service Technician core course, complete the following requirements:

1. Complete Intro to Reading and Study Skills with a grade of "C" or better, an Accuplacer Reading score of 67 or higher or ACT equivalent.
2. Complete Intro to College Writing with a grade of "C" or better, an Accuplacer Sentence Skills score of 67 or higher, or ACT equivalent.
3. Complete ASC Math or Prep for Basic Chemistry with a grade of "C" or better, or an Accuplacer Math score of 65 or higher, or ACT equivalent.
4. Complete the Intent to Enroll form, and submit proof of completion of all requirements to MSTC Admissions Office in Wisconsin Rapids.

**Mid-State Technical College  
Admissions  
500 32nd Street North  
Wisconsin Rapids, WI 54494**

**CLINICAL RELATED  
REQUIREMENTS**

Clinical sites have the right to refuse a student’s admission based on pending charges and conviction records. If you have a criminal history, you may not be able to complete clinical courses. MSTC will make two attempts to place a student in a clinical experience.

Prior to beginning a clinical experience in a health care facility, students must:

- a. Provide evidence of good health by completion of required health work.
- b. Provide evidence of current CPR.
- c. Accept responsibility for clinical assignment(s) regardless of time and location, including transportation and other personal arrangements.

Contact the program counselor for more details.

**PROGRAM COURSE  
DESCRIPTIONS**

**10103107 // 2 credits**

**Applied Microsoft Office for Health**

Develops introductory computer and software application skills using the Windows Operating System and Microsoft Office Suite (Word, Excel, and Access), Outlook, and Internet Explorer through demonstrations and lab exercises. Emphasizes technical skills in Excel workbooks and Access databases for health careers.

**10501101 // 3 credits**

**Medical Terminology**

Students focus on the component parts of medical terms: prefixes, suffixes and word roots. Students will practice formation, analysis, and reconstruction of terms. Emphasis on spelling, definition, and pronunciation. Introduction to operative, diagnostic, therapeutic, and symptomatic terminology of all body systems, as well as systemic and surgical terminology.

**10501109 // 2 credits**

**Medical Law, Ethics and Professionalism**

Prepares students to display professionalism and perform within ethical boundaries in the health care setting. Students maintain confidentiality, examine legal aspects of the medical record, perform risk management procedures, and examine legal and bioethical issues.

**10509102 // 3 credits**

**Human Body in Health and Disease**

Focuses on diseases that are frequently first diagnosed and treated in the medical office setting. Students learn to recognize the causes, signs, and symptoms of diseases of the major body systems as well as the diagnostic procedures, usual treatment, prognosis and prevention of common diseases.

*Corequisite: Medical Terminology 10501101*

**10512104 // 2 credits**

**Applied Microbiology**

Directs the learner’s understanding of aseptic techniques, antimicrobial methods, specimen collection, preparation of cultures, body defenses against microorganisms, the infectious process and the transmission of disease-causing organisms. Students learn such techniques as standard and transmission based precautions, sanitization, disinfection, sterilization, preparation of cultures and microscopic slide preparations with simple staining and gram staining.

**30534301 // 5 credits**

**Central Service**

This course will guide the student in achieving the knowledge and skills necessary to function as a Central Service Technician. Students will learn to clean, sterilize and assemble equipment, supplies and instruments, and perform record keeping procedures including orders, charges and inventory.

*Prerequisite: Admission to Central Service Technician Program 305341*

**CURRICULUM**

10103107	Applied Microsoft Office for Health	2
10501101	Medical Terminology	3
10501109	Medical Law, Ethics and Professionalism	2
10509102	Human Body in Health and Disease	3
<b>-or-</b>		
10806177	General Anatomy & Physiology	4
10512104	Applied Microbiology	2
<b>-or-</b>		
10806197	Microbiology	4
30534301	Central Service	5

**Total Credits 17-19**

Please Note:

- The core Central Service course (30-543-301) is offered each spring semester. Other required program courses are available during the fall and spring semesters and some are offered during the summer term. We advise you to meet with an academic advisor or counselor to successfully plan your academic schedule.
- This curriculum sequence is only for student planning. Actual student schedules will vary depending on course availability.
- Degree completion time may vary based on student scheduling and course availability.
- For General Education course descriptions (800 level), see section marked under Course Descriptions.