



2001 Union Carbide Drive
South Charleston, WV 25303
(304) 205-6669

SONOGRAPHY PROGRAM (DMS or CARDIAC)

APPLICATION PROCEDURES

Thank you for your interest in a BridgeValley Sonography Program. Please read instructions carefully. **Application deadline to be determined each year.** Students are admitted to the program once a year. Applicants who have previously applied, and wish to reapply, must resubmit a new application. All applicants will be notified of acceptance or non-acceptance. **Acceptance deadline TBD.**

PROGRAM MISSION

The mission of the BridgeValley Sonography Programs are to provide comprehensive, quality-driven sonography education. We believe that the provision and utilization of advanced technology in a caring, professional environment will enhance learning and augment student success. Our goals are multi-directional and purposed because we understand the need for community consciousness and responsibility. Our programs serve to support workforce with competent sonographers to complement the healthcare team for the promotion of best practice patient care for improved community health and sustainability.

GOALS & OBJECTIVES

1. To provide an educational culture where everyone feels they can work and learn in a safe and caring environment that respects and treats all individuals with dignity and civility.
2. To graduate competent, employable, entry-level sonographers in accordance with the criteria established by the Joint Review Committee on Education under the auspices of the Commission for Accreditation of Allied Health Educational Programs.
3. To foster student's communication and critical thinking skills so they will realize their potential as key role players in the realm of health care, diagnostic medical imaging, and direct patient care.
4. To develop student's technical skills to include empathy and respect for the provision of quality care to all individuals regardless of race, gender, sexuality, physical or mental ability, socioeconomic status, educational backgrounds, and/or cultural beliefs.
5. To graduate health care professionals who act responsibly, practice principles of ethics, exercise integrity in decision-making, and who are law abiding citizens.
6. To support the student's awareness and commitment toward understanding and implementing the Code of Conduct and the Code of Ethics as described by the Society of Diagnostic Medical Sonography.
7. To reinforce to student's the importance of striving for continual improvement through education and active participation in the profession
8. To prepare competent entry-level general sonographers in the cognitive (knowledge), psychomotor (skills), and affect (behavior) learning domains
9. To prepare competent entry-level vascular sonographers in the cognitive (knowledge), psychomotor (skills), and affect (behavior) learning domains
10. To prepare competent entry-level cardiac sonographers in the cognitive (knowledge), psychomotor (skills), and affect (behavior) learning domains

All courses are completed in sequence. Full-time registration is required. The practical (clinical) courses require forty hours per week. Didactic and laboratory instruction is in addition to the practical experience. All coursework must be passed with a grade of "C" or higher. Academic and clinical responsibilities consist of approximately 40 hours per week except for the 1st semester. The minimum GPA for successful completion of any sonography course is a 2.75.

Students successfully completing the sonography requirements will receive an Associate of Science Degree in DMS or Cardiac Sonography.

The BridgeValley DMS program is developed utilizing the Joint Review Committee on Education in Diagnostic Medical Sonography (JRC-DMS) self-study guide and is based on established Standards and Guidelines for Accreditation developed under the auspices of the Commission on Accreditation of Allied Health Program (CAAHEP). The number of students accepted is contingent upon clinical availability. Generally twelve (12) students will be accepted. Clinical assignment will be influenced by student's residence and clinical site locations. Students cannot select their clinical rotation sites and are responsible for their own travel and related expenses to and from clinical rotation sites.

No on-campus housing is available, however, Student Services may provide a list of possible housing. The number of laboratory and clinical hours required in the sonography programs make it difficult for a student to work while enrolled in a program. Candidates must carefully evaluate their financial status and plan for the following expenses: textbooks, shoes, travel, and miscellaneous expenses. Uniforms and clinical manuals are provided as part of the program admission fees.

Drug Screening and Criminal Background Checks will be required during the Sonography program in order to ensure the safety of patients in the clinical setting. Students who do not comply with the drug screening and criminal background check are ineligible for placement at clinical sites and therefore are not able to progress in a sonography program. If a student has a criminal background, it is the students' responsibility to explore whether their background will prohibit them from being eligible for the American Registry of Diagnostic Medical Sonography (ARDMS) board examinations and/or employment in the health care industry. BridgeValley faculty and staff are NOT able to provide legal advice. If you have any questions about your existing criminal background, you may wish to discuss this with legal counsel.

A. Application Process

Submit application electronically. After you submit your application you will receive a confirmation email with instructions for sending supporting documents. You will be instructed to send supporting documents to: sonography@bridgevalley.edu or echo@bridgevalley.edu depending on the program for which you are applying.

- Official college transcripts are required excluding transcripts from BridgeValley
- Copies of professional certificates, degrees, or licenses are required. Applicants must include national licenses and any applicable state licenses. (Ex. Radiology Technology to include ARRT / WVRT license).
- Copies of college diplomas, if applicable
- Signed and dated Technical/ Health Standards and Physical Requirements
- TEAS examination score
- Shadowing documentation and letter detailing your reason for choosing sonography as a career.

LATE APPLICATIONS WILL NOT BE ACCEPTED

B. Admission Procedures / Selection Process

1. Acceptance is contingent upon completion of all required prerequisite courses with a combined GPA of 2.75 or higher prior
2. Points will be given based on the following criteria: prerequisite courses overall GPA, core sonography class grades, shadowing experience documentation and/or the explanation of why a career in Sonography was chosen with a clear understanding of the duties of a Sonographer, prior health care certifications and/or experience, educational degrees, certifications, and veteran status.
3. The completed applications are reviewed by the Sonography Program Admissions Committee. The top applicants meeting primary criteria will be scheduled for an interview. Interviews will take place during April.
4. The top applications will be determined. **The sonography programs do not use a 'wait list' to fill positions.** Those not selected from this pool are placed on the alternate list.
5. All applicants will be notified of their status i.e. acceptance, alternate status, or non-acceptance. The applicant's written confirmation to enroll must be received by the program no later than prescribed deadline. Open positions will be filled from the alternate list. The alternate list will be dissolved 1 week after classes begin. If you are not accepted, you will need to reapply in the future.
6. Courses in the sonography program are completed in sequence to ensure that students complete this program on schedule. All clinical coursework is completed in sequence and is available once per year. The inability to complete coursework in sequence may lead to a leave of absence, suspension, probation, and/or termination.
7. BridgeValley Community and Technical College will not discriminate against any person in the provision of any program or services based on race, color, national or ethnic origin, age gender, religion, sexual orientation, marital status, or physical/mental disability. BridgeValley will utilize the technical standards recommended by the Society of Diagnostic Medical Sonography (SDMS) for admission to identify the physical, mental and emotional skills considered to be essential to achieve the level of competency required for completion/graduation of a Sonography Program and practice of Sonography. Please refer to the SDMS standards located in the last pages of this document..

C. Program Requirement

1. Students are required to earn "C" grade or higher in each course for program progression.
2. Students are responsible for academic costs, transportation and personal living expenses. The student is advised to make financial arrangements well in advance to assist with success.
3. It is imperative students demonstrate mature judgment, motivation, excellent communication, and interpersonal skills due to the demand of the academic curriculum, unique patient contact, and interaction.
4. Working while enrolled in a sonography program will put a strain on your ability to study for your sonography courses and is not recommended.

D. Program Goals

Students will have the opportunity to gain the appropriate knowledge, technical skills, and qualifications necessary to take the national certification examination* offered by the ARDMS (American Registry of Diagnostic Medical Sonographer) in the designated areas of Ultrasound Physics/Instrumentation, Abdomen, Obstetrics/Gynecology, and Vascular technology.

Once again, thank you for your interest in the Sonography Programs at BridgeValley. We look forward to receiving your application.

Institutional and Program Accreditation:

BridgeValley Community and Technical College is accredited by the Higher Learning Commission.

Higher Learning Commission
230 South LaSalle Street, Suite 7-500, Chicago, Illinois 60604-1411 Phone:
800.621.7440 / 312.263.0456 | Fax: 312.263.7462 | www.ncahlc.org

The BridgeValley Diagnostic Medical Sonography Program is accredited for General (Abdomen, Obstetrics & Gynecology) and Vascular Specialties by the:

- Commission on Accreditation of Allied Health Education Programs (CAAHEP) 25400 US Hwy 19 N., Suite 158 Clearwater, FL 33763 727-210-2350 www.caahep.org
- JRC-DMS 6021 University Boulevard, Suite 500 Ellicott City, MD 21043 Phone: 443-973-3251 E-mail: jrcdms@intersocietal.org

NOTE: The BridgeValley Cardiac Sonography program is developed utilizing the Joint Review Committee on Education in Diagnostic Medical Sonography (JRC-DMS) self-study guide established Standards and Guidelines for Accreditation developed under the auspices of the Commission on Accreditation of Allied Health Program (CAAHEP). Application for accreditation will be applied prior to the first graduating cardiac sonography cohort.

III. **CERTIFICATE(S)/DIPLOMA(S) LICENSURE(S) HEALTH RELATED FIELDS**

If you have a diploma or certificate in a health-related field, please attach a copy to this application to receive

CERTIFICATE/DIPLOMA/LICENSE	ISSUING AGENCY	CREDENTIAL	DATE

IV. **IN PROGRESS* (IP)**

College work to be completed prior to the beginning of the DMS program. Include Spring & Summer terms)
Please list only courses you are taking in the spring and summer that will not be reflected on your transcripts.

College Name	Course Name/Number	Credits	Date to be Completed

How did you learn about this program? _____

I verify that all information supplied is complete and accurate. _____

Applicant's Signature

Date

DECLARATION #1: While in a Sonography Program, you will require significant financial support. Sonography Students are routinely assigned clinical activities at hospitals or clinics removed from the campus. You will need to provide transportation for such assignments. The number of laboratory and clinical hours make it difficult for a student to work while enrolled in the program. Working while enrolled in the program is going to put a strain on your ability to study for your courses. We strongly suggest that you do not work in order to be successful in your course work. Though most of the classes and clinical work is scheduled during the day hours, there may be an occasional assignment in the evening, on Saturdays or on Sundays. We strongly recommend you plan ahead financially for the duration of your program.

DECLARATION #2: Upon receiving accreditation and students successfully completing a sonography program are required to complete the ARDMS Examinations. The following is a requirement by the American Registry of Diagnostic Medical Sonography and clinical sites to which the student is assigned for clinical practical experience.

“Have you ever been subject to revocation, suspension, or other disciplinary action by a : (1) state licensing board, (2) Federal agency, or (3) national professional association? If you answered "Yes" to any of these questions, you will be required to provide a detailed description of the matter including the actual decision of the disciplinary body.” **Yes No**

“Are you presently charged with or have you ever been convicted of, or pled guilty of, or nolo contendere to any crime or misdemeanor directly related to public health and safety and/or the provision of a medical services such as but not limited to diagnostic medical sonography /vascular technology services? If "Yes", you will be required to provide detailed description of the matter. Have you ever been arrested and convicted of a crime?” **Yes No**

If you answered “Yes”, please explain, as this information would be helpful in order to provide counseling and guidance to the applicant: _____

DECLARATION #3: Clinical education sites providing the clinical training/practical experience for a sonography program require clearance with background checks and drug screenings. If a student fails to comply with requirements, they will be unable to complete the sonography program requirements leading to program termination.

Technical/Health Standards & Physical Requirements

The technical standards for admission identify the physical, mental, and emotional capabilities and abilities considered essential for students admitted to a Sonography Program in order to achieve the level of competency required for completion/graduation and practice. These standards include the minimum tasks performed by graduates of the program as recommended by the Society of Diagnostic Medical Sonography. All students admitted a Sonography Program are expected to be able to demonstrate the abilities specified below.

1. Sufficient visual acuity to read sonography prescriptions and patient charts, observe conditions of the patient and evaluate sonographic images.
2. Sufficient auditory perception to receive verbal communication from patients and members of the healthcare team to obtain and record an accurate patient history and to assess the health needs of people through the use of monitoring devices such as intercom systems, cardiac monitors, respiratory monitors, fire alarms, etc.;
3. Sufficient gross and fine motor coordination to respond promptly and to implement skills related to the performance of sonographic imaging examinations such as positioning and transporting patients and obtaining diagnostic images. Sonographers must be able to manipulate sonographic equipment in order to achieve diagnostic images;
4. Sufficient communication skills (verbal, reading, writing) to interact with individuals and to communicate their needs promptly and effectively, as may be necessary in the patient's/client's interest, collaborate with physicians and other members of the healthcare team, and provide an oral or written summary of the technical findings to the physician for medical diagnosis;
5. The ability to communicate effectively and sensitively with patients from different social and cultural backgrounds, as well as develop effective paraprofessional rapport with patients and co-workers;
6. Sufficient intellectual, mental, and emotional function to plan and implement quality patient care, to assimilate, learn, analyze large amounts of complex, technical and detailed information, to use independent judgment in recognizing the need to extend the scope of the procedure according to the diagnostic findings;
7. Sufficient academic skills for conceptualization, prolonged concentration, memory, including recall and implementation.

The following are examples of specific technical standards the diagnostic medical sonography student must be able to meet. The prospective DMS student must possess sufficient strength, motor coordination manual dexterity to:

1. Stand and walk for up to 75% of work time and reach at or above shoulder level;
2. Ability to maintain prolonged arm position, neuromuscular control and hand-to-eye coordination necessary for scanning;
3. Manual dexterity and ability to bend/stretch and have full use of hands, wrists and shoulders;
4. Must possess sufficient strength, finger dexterity and wrist flexion to perform fine motor skills.
5. Must possess sufficient eye/hand coordination skills related to performance of sonographic examinations;
6. Lift 45 lbs. unassisted and to carry up to 25 lbs.
7. Have the physical strength sufficient to transport, move, lift, transfer patients from a wheelchair, gurney/stretchers to examination table or patient bed, and physically assist patients into proper positions for examination;
8. Move, adjust and manipulate a variety of sonography equipment on wheels weighing up to 500 lbs. to other areas of the facility in order to perform studies according to established standards;
9. Must be able to use senses (vision, hearing, smell, and touch) to recognize changes in patient's condition and needs;
10. must have a high degree of coordination of motor skills necessary to respond to emergency situations quickly and appropriately and to be able to hear, understand and react quickly to verbal instructions and patient needs, including but not exclusive to hearing codes, alarms, and patient's calls;
11. Adequately view sonograms, including color distinctions and shades of gray;
12. Distinguish audible sounds and well as explain the clinical study verbally and/or in writing;
13. Read and extract information from the medical chart or patient requisitions;
14. Organize and accurately perform the individual steps in a sonographic procedure in the proper sequence;
15. Demonstrate effective interpersonal relation skills, including patient instruction;
16. Work in a semi-darkened room for prolonged periods of time;
17. Must be able to view the recorded images for the purpose of identifying proper protocol, procedural sequencing, technical qualities and identification of pathophysiology and to perform sonographic examinations and procedures according to established standards.

The student must be able to consistently demonstrate emotional, mental, and physical health sufficient to:

1. Interact compassionately and effectively with the sick or injured;
2. Must have the ability to maintain composure and emotional stability during periods of high stress;
3. Meet the demands of the position including handling stressful situations related to technical and procedural standards and patient care situations;
4. Provide physical and emotional support during sonographic procedures, to be able to respond to situations requiring basic first aid, nursing, and emergency care of the patient in the absence of, or until physician arrival;
5. Ability to follow directions effectively and work closely with members of the health care community;
6. Must be physically capable of carrying out all assigned duties;
7. Must be able to communicate both verbally and non-verbally in an effective manner with staff, patients and physicians in order to explain procedures, give instructions, and obtain information;
8. Possess the capacity to make independent decisions, adaptable, and resourceful and believe in the highest standards of care and uphold values of personal responsibility, honesty, integrity, ethical behavior, trust, and professionalism;
9. Has the aptitude for science requiring attention to detail, careful observation, and accurate record keeping.
10. Competent in effective verbal and written communication in spoken and written English;
11. Capacities to read and hear, understand, and quickly execute complex verbal and written instructions given in English.

I have read and understand all 35 statements of the Technical and Health Standards of the Diagnostic Medical Sonography Program.

I will be able to satisfactorily perform all these tasks.

Yes No

If you cannot perform one or more of the technical standards listed above, please explain.

Name

(Print or Type)

Signature

Date

If you answered, "No" to any of the questions above, you may still submit an application however; be advised that your inability to meet one or more of these standards may preclude you from meeting program requirements or finding employment in the field. It is strongly recommended you schedule a meeting with the Program Director/Chair to discuss your individual situation.