

**FOOTHILL COMMUNITY COLLEGE**

12345 El Monte Road  
Los Altos Hills, CA 94022-4599  
(650) 949-7249  
FAX 650 949-7686

Application for:

**DIAGNOSTIC MEDICAL SONOGRAPHY PROGRAM (DMS)**

**For 2010**

**INFORMATION & APPLICATION PROCEDURES**

<http://www.foothill.edu/bio/programs/ultra/>

Dear Applicant:

Thank you for your interest in the Foothill College Diagnostic Medical Sonography Program. Please follow instructions carefully. DMS applications are available on-line and in the Biological & Health Science Division office as of September 15<sup>th</sup>. **Application deadline is 4:00 p.m. May 1<sup>st</sup>**. Should May 1st fall on a weekend then application must be received by the prior Friday. 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 are notified of acceptance or non-acceptance by July 1.

**PROGRAM MISSION**

The Diagnostic Medical Sonography Program is dedicated to the integration of didactic, laboratory, and clinical objectives with emphasis on the clinical aspect of Diagnostic Medical Sonography. These objectives are designed to successfully develop student's cognitive, psychomotor, and affective domains. The program strives to strengthen its role as a principle community resource by providing this program as well as offering continuing education to meet individual and collective needs.

**GOALS & OBJECTIVES**

1. To graduate competent entry-level, board eligible sonographers in accordance to the criteria set by the Joint Review Committee on Education.
2. To develop the student's communication and critical thinking skills to function as a competent and diligent member of the health care team.
3. To develop technical skills to provide for comprehensive quality care to individuals from a diverse socioeconomic, educational, and or cultural background.
4. To graduate health care professionals who are respectful of others as well as practice the principles of ethics including autonomy, beneficence, nonmaleficence, veracity, justice, fidelity, and recognize his/her responsibilities under the law.
5. To develop the student's awareness and commitment toward understanding and implementing the Code of Conduct & Code of Ethics as described by the Society of Diagnostic Medical Sonography.
6. To convey the importance of striving for continual improvement through education and active participation in this profession.

Instruction begins in late September and completes *eighteen months* later. All courses are completed in sequence. Full-time registration is required. The preceptorship (clinical) courses require thirty-two hours per week. Didactic and laboratory instruction is in addition to the preceptorship assignment. There are no evening clinical assignments. All coursework must be passed with a grade of "C" or higher. Academic and clinical responsibilities consist of 40 hours per week except for the first quarter.

At the end of the program, graduating students will receive a Certificate of Achievement. Students completing the Certificate of Achievement requirements may receive an Associate of Science Degree in DMS pending completion of the AA/AS General Education Requirements.

All graduating students will qualify to take the American Registry of Diagnostic Medical Sonography (ARDMS) examinations. Successful completion leads to the title of Registered Diagnostic Medical Sonographer (RDMS). The number of students accepted is contingent upon clinical availability. Generally fifteen (15) to twenty-five (25) students are accepted. Admission and clinical assignment will be influenced for those students who reside in distant counties where clinical education partners are located.

All students who are accepted have had previous college experience. The minimum GPA in prior college coursework is 2.5. Emphasis is placed in the Biological Sciences.

No on-campus housing is available; however, files on housing accommodations are kept in the Student Activities Center. The number of laboratory and clinical hours make it difficult for a student to work while enrolled in the Program. Candidates must carefully evaluate their financial status and plan for the following expenses: texts, uniforms, shoes, and miscellaneous expenses.

## **A. Admissions Requirements**

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### **MINIMUM PREREQUISITES**

1. High School graduation or equivalency
2. Successful completion of a two-year Allied Health Program such as Radiology Technology, Nuclear Medicine Technology, Cardiovascular Technology, Registered Nursing, Veterinary Technology **and/or** baccalaureate degree in a medically related discipline with significant *direct patient care experience\** such as Registered Nursing, Radiology Technology or Respiratory Therapy from an accredited institution in the United States.\*\*

Secondary consideration to include a baccalaureate degree in Veterinary Technology or Biological Sciences with a preference toward direct patient care experience and from an accredited institution. Other clinical experiences/similar educational taught in English involving direct patient care with clinical experience in the US are evaluated on an individual basis.

3. Prerequisite course completion with a minimum of a “C” grade in the following subjects: College Human Anatomy & Physiology with labs (preferred within the past 5 years)
4. College General Physics (Radiology Physics is acceptable)
5. Algebra at the high school or college level, or a college level or higher-level mathematics, or placement into Math 105 on the Foothill College Placement Test. Be advised Intermediate Algebra is required for an AS degree.
6. College level communication: English, (Eng 1A)
7. Medical Terminology or AHS 200 or equivalency if integrated into prior health care program
8. Minimum cumulative grade point average of 2.5
9. Compliance with the Technical/Health Standards and Physical Requirements.
10. Cardiopulmonary Resuscitation Certified (can be delayed until acceptance). The American Heart Association 2-year is recommended. (BLS level).

\* direct patient care usually refers to observation, clinical assessment, recording of symptoms & progress, transfers, vitals, assisting MD’s during treatment and/or examinations usually in the hospital setting. Working with patients with acute/chronic conditions, body fluids, and utilizing nursing type skills. Not all health care positions can or will provide the appropriate experiences.

\*\* All required coursework must be documented as being completed on an official transcript from a United States school, college or university possessing "institutional accreditation" by one of the following six regional associations: Western Association (WASC-Junior and Senior), Middle States Association (MSA), Northwest Association (NASC), North Central Association (NCA), Southern Association (SACS-CC), and New England Association (NEASC-CIHE and CTCI) of Schools and Colleges. The institution's accreditation must be awarded at the time the coursework was taken. All prior coursework will be considered regardless of the year in which the course was taken. Except for meeting the program and GE prerequisites, advanced placement, transfer of credit, or credit for experiential learning are not permitted because of the integrative structure of the curriculum.

- Equivalent experience for practicing sonographers may be granted on a per case basis. A letter (on letterhead) of verification from a manager or supervising MD must accompany your application. The letter must be specific as to length of experience (include dates), types of specialties performed, number of cases completed in each category.
- The DMS program does not offer advanced placement.
- Provide evidence of good physical and mental health (physical forms will be provided when notified of acceptance. Included with the physical forms is documentation of tests/immunizations: PPD, Rubella, Rubeola, Varicella, Hepatitis B, mumps, tetanus, drug & alcohol screen. Titer results must accompany immunization records.
- Any acceptance will be contingent upon completion of a physical examination. The DMS program has made arrangements for the physical examination and immunizations to be completed by the college student health office. A physician of your choice would be conditional. The college must receive completed forms **within 30 days** of notification of selection. It is important to determine the health status of the student. Existing health problems could be detrimental to the safety and well being for you, your classmates, and patients.
- Periodically the application may undergo change to meet new accreditation standards. You must use the most recent program application available from September 15<sup>th</sup> to the May 1<sup>st</sup> deadline in the year in which you are applying.

## **B. Application Process**

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1. New applicants and those who applied previously must submit a new application and transcripts.
2. All college transcripts are required including transcripts from Foothill College and DeAnza College. One **official** unopened transcript from each school is required. Attach to the back of the application. An application, which is not complete and/or does not include all transcripts attached, will not be considered. *The applicant must include the high school transcript **only** if the applicant is using high school Algebra to meet the math requirement.*
3. DMS applicants who have applied the previous year must submit a new application. He/she may request transcripts be forwarded to the new application. The request is made on a separate letter along with the listing of schools and attached to the front of the application. Transcripts are kept on file for one year.
4. Copies of professional license(s) are required. Applicants must include national licenses(s) and any applicable state license. (Ex. Radiology Technology include ARRT / CRT license). New graduates may submit licensures as received.
5. Sign and date the Technical / Health Standards and Physical Requirements form.

6. Foreign transcripts can be waived provided candidate has met Admissions Requirements per Section A2 of this document and the inclusion of foreign transcripts will not enhance the applicant's application. If included then all foreign transcripts and degrees must be evaluated and translated into equivalent college semester/quarter hours of credit including grade point average (G.P.A.).
  - Choose the "**Comprehensive Evaluation**" or "**Detailed Report**" option.
  - Please note: The fees charged and the turn-around times vary among the listed agencies.
  - Failure to have foreign transcripts evaluated will result in your application being disqualified.
  -

*Approved Agencies that Translate and Evaluate Foreign Transcripts:*

International Educational Research Foundation, Inc.  
 Credentials Evaluation Service  
 PO Box 3665  
 Culver City, CA 90231  
 (310) 258-9451

Academic Credentials Evaluations Institute,  
 PO Box 6908  
 Beverly Hills, CA 90212  
 (310) 559-0578

Educational Records Evaluation Service  
 777 Campus Commons Rd. # 200  
 Sacramento, CA 95825  
 (916) 565-7475

7. Mail your completed application with all required documents attached to:
 

Foothill College  
 Diagnostic Medical Sonography Program  
 12345 El Monte Road  
 Los Altos Hills, CA 94022
6. We recommend you mail by either **certificate of mailing or by certified mail** return receipt requested. Certificate of mailing is less expensive and allows you to track your packet online. Check with your post office for further detail.
9. You will receive one written preliminary status sheet informing you if your application is complete. If incomplete all remaining documentation must be received by the May 1<sup>st</sup> deadline. In such cases it is to your advantage to apply early.
11. Completing the application correctly, obtaining supporting documents and assuring their arrival by the deadline date is **your responsibility**.

**C. Admission Procedures / Selection Process**

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1. Admission to the DMS Program at Foothill College is based on the following guideline:
  - a. criteria approved by Foothill College
  - b. guidelines consistent with state and federal law
  - c. guidelines established by JRC-DMS which is the accrediting agency for the DMS program

These include:

- (a) Completion of all prerequisite requirements. The currency of prerequisite courses the minimum G.P.A. prerequisite, and compliance with the Technical / Health Standard and Physical Requirements, as found in the application. Related patient care work experience is evaluated.

- (b) The number of completed General Education courses which apply towards the Associate of Science degree such as, but not limited to American history, psychology, math, computer sciences, reading, composition, communications, ethnic studies, and sciences. An emphasis is placed in the Biological Sciences. Word process and knowledge of the internet is recommended.
  - (c) The applicant's certification/license documents, GPA, previous courses, and any previous sonography experience and/or related medical experience.
  - (d) Additional criteria include a focus on pursuing a career in Diagnostic Medical Sonography Program with a clear understanding of the duties of a Diagnostic Medical Sonographer /Sonographer. A point system is used.
2. Consideration is given to applicant's geographical area for local versus distant clinical site assignment. Therefore, admission and clinical assignment will be influenced for those students who reside in distant counties where clinical education partners are located.
  3. The completed applications are reviewed by the Diagnostic Medical Sonography Program Admissions Committee. The top 45 candidates meeting primary criteria will be scheduled for an advising session. These sessions take place during May. It is *important the candidates attend* this session.
  4. The top 45 applications will be determined. From these, selections will be made in accordance to clinical availability as related to points and lottery. The DMS program does not use a 'wait list' to fill positions. 75% of chair space will be awarded to applicants with the highest points. The remaining 25% of the chair space will be determined by lottery from the remaining applications in this pool. Those not selected from this pool are placed on the alternate's list. Selection from the alternate list is determined by lottery. The alternate position is viable for the year in which the application was received.
  5. All applicants will be notified of their status ie. Acceptance, alternate status, or non-acceptance mailed by July 1<sup>st</sup>. The applicant's written confirmation to enroll must be received by the program no later than July 15<sup>th</sup>.
  6. Acceptance is contingent upon completion of a physical examination.
  7. Courses are completed in sequence in order for students to 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.
  8. Foothill 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.

#### **D. Program Requirement**

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1. Students are required to earn "C" grade or higher 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 and unique patient contact and interaction.
4. Working while enrolled in the DMS program will put a strain on your ability to study for your DMS courses. We suggest you keep your work commitments to a minimum in order to succeed.

**E. Program Goals**

Students will have the opportunity to gain the appropriate knowledge, technical skills, and qualify 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, and Obstetrics/Gynecology. Students with additional skills may be eligible for additional specialties such as Neurosonography, Vascular Technology, and Breast Sonography.

**F. FINANCIAL INFORMATION for current registration fees, go to:**

<http://www.foothill.edu/reg/fees.html> ....subject to change

**FINANCIAL INFORMATION as of September 20, 2008 .....subject to change**

Enrollment Basic Fees as of April 29, 2009 (subject to change)		\$ 42.50 per quarter
\$13.00/unit enrollment fee	___ Units x	\$ 13.00
Out of state tuition @ \$115.00/unit	___ Units x	\$ 115.00
Foreign student tuition @ \$123.00/unit	___ Units x	\$123.00
Parking Permit: Foothill College*		\$ 26.65 per quarter/ \$90.00 annual

The DMS program requires 104 quarter units.

Additional costs: parking, food, housing, books, school supplies, uniforms, transportation, physical examination and immunization, and ARDMS national board examination fees.

\*Parking for Distance Learning at Santa Rosa Jr. College: \$60.00 per semester (DMS Students attending Santa Rosa Jr. College lectures will need to purchase for both campuses.)

FINANCIAL AID SERVICES ARE AVAILABLE AT Foothill College DAILY FROM 8:00 A.M. TO 4:30 P.M. (650) 949-7245. **VA Assistance** (650) 949-7325.

**Steve & Lola Kaider Health Care Scholarship Information:** Steve & Lola Kaider Health Care Scholarship's are available to student's defined as a reentry student entering a health care career. You may be eligible if you did not attend college for one year after high school or had your college career interrupted or must retrain for a new job market within health care. Obtain an application as soon as possible. Due date for this scholarship is October 1st. Usually between 85-105 students will receive scholarships for \$1,200.00- \$2,000.00. Two recipients receive an additional \$5,000.00.

Once again, thank you for your interest in the Diagnostic Medical Sonography Program. We look forward to receiving your application.

**FOOTHILL COLLEGE**

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Los Altos Hills, CA 94022  
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Application for

**DIAGNOSTIC MEDICAL SONOGRAPHY PROGRAM**

<http://www.foothill.edu/bio/programs/ultra/>

**APPLICATION FOR 2010**

**TYPE OR PRINT: COMPLETE EACH SECTION**

Date \_\_\_\_\_

**I. GENERAL INFORMATION:**

Have you previously applied to the Foothill College Diagnostic Medical Sonography Program? **Yes** **No**

When \_\_\_\_\_

How did you learn about this program? \_\_\_\_\_

**ALL FIELDS WITH A \* MUST BE COMPLETED:**

*Last Name	*First Name	Middle Initial	*Other Name Used	*Social Security Number
				- -

*Current Street Address	*City	*State	*Zip Code	*Phone Number
				( ) -
Permanent Street Address	City	State	Zip Code	Phone Number
				( ) -
* E-mail Address				Cell Phone Number
				( ) -

School Name and Location of School and Allied Health program completed \_\_\_\_\_

\_\_\_\_\_

**II. PREREQUISITE COURSES:** Provide all course information in the appropriate spaces. Complete the following section. **Do not state “refer to transcripts”.**

	<b>HIGH SCHOOL</b>	<b>COLLEGE</b>	<b>GRADE</b>	<b>DATE COMPLETED</b>	<b>IP Check (✓) in progress</b>
High School Graduation or Equivalency					
Accredited U.S. Allied Health Program with direct patient care (of 2 or more years)					
Or BS degree in Veterinary Technology or Biological Sciences with a preference toward direct patient care experience and from an accredited institution in the United States.					
College General Physics (Radiology Physics is acceptable)					
High School Algebra preference for College Algebra or higher college level math					
English 1A or equivalent					
Medical Terminology or AHS 200 or equivalency if integrated into prior health program.					
College Cumulative GPA 2.5 or above					
Compliance with Technical Standards					
Cardiopulmonary Resuscitation Certified: <i>include copy of current CPR card</i> (certification may be delayed until acceptance) (BLS level)					
Official transcript(s) submitted					

**Prerequisites complete?** Yes \_\_\_\_\_ No \_\_\_\_\_

**III. SECTION A: PREREQUISITE SCIENCE**

	<b>COLLEGE / SCHOOL</b>	<b>GRADE</b>	<b>DATE COMPLETED</b>	<b>IP Check (✓)</b>
Anatomy & Physiology (Biology 40A) (Quarter)				
Biology 40B				
Biology 40C				

**OR**

Human Anatomy (Semester)				
Human Physiology (Semester)				

**IV. ALLIED HEALTH EDUCATION:** There are different ways to satisfy the prerequisite Allied Health Program requirement as well as the GE requirements and earn application points. See Foothill College Catalog & DMS Program Curriculum Sheet for additional information about general education requirements for the degree offering.

Please check **one** of the following four descriptions, which best describes your background.

1. _____	<b><i>AA or AS* in an Allied Health Profession</i></b>	Ex. AS degree Radiology Technology, Registered Nurse, Respiratory Therapy Programs, etc. Must have direct patient care.
	List College Name & City/State	Degree Title & Year granted

2. _____	<b><i>BA or BS* in an Allied Health Profession (GE is Waived) or similar educational process taught in English with 1+ years full-time clinical experience in the sonography.</i></b>	Ex. BA, BS degree Radiology Technology, Registered Nurse, Respiratory Therapy Programs, etc. Must have direct patient care. Or BA, BS with direct patient care experience such as but not limited to Primary Care, Veterinary Technology, or similar.
	List College Name & City/State	Degree Title & Year granted

3. _____	<b><i>AA, AS, BA and/ or BS* &amp; Plus Certificate of Completion</i></b>	Ex. College Degree plus Certificate in 2 year or more Radiology Technology, Registered Nurse, Respiratory Therapy Programs, etc. Must have direct patient care.
	List College Name & City/State <b>and</b> Name, City & State of Certificate	Degree Title & Years granted

4. _____	<b><i>Certificate of Completion from a qualified accredited two year Allied Health Program in the U.S.</i></b>	Ex. 2 year hospital based Radiology Technology, Registered Nurse, Respiratory Therapy Programs, etc. Must have direct patient care.
	List College Name & City/State	Degree Title & Year granted

\* a United States school, college or university possessing "institutional accreditation" by one of the six regional associations cited on page 2.

**V. GENERAL EDUCATION:** This *optional* section will assist you to determine if you will earn the Associate of Science Degree in DMS. It requires you to complete the general education courses plus DMS courses. Below is a table of the general education requirements. For further information please see [www.foothill.edu/programs/degrees.html](http://www.foothill.edu/programs/degrees.html) You will still earn the Career Certificate for DMS.

If you have a B.A./B.S. degree or higher, or you have an A.A./A.S. degree from Foothill College, then *skip* this section and move forward to the next section.

	<i>COURSE / COLLEGE</i>	<i>GRADE</i>	<i>DATE COMPLETED</i>	<i>IP Check (✓)</i>
Humanities (Arts and Letters) (4-5 quarter units)				
English 1A (5 quarter units)				
Math 103 or 105				
Natural Sciences including lab (4-5 quarter units)				
Social & Behavioral Sciences* (4-5 quarter units)				
Communication & Analytical Thinking (4-5 quarter units)				
Multicultural Studies (4-5 quarter units)				
Lifelong Understanding from 2 different academic departments (4-5 quarter units)**				

- \* Psychology I Required for Associate Degree
- \*\* Health 21 Recommended for Associate Degree

**VI. SECTION C: RELATED MEDICAL WORK EXPERIENCE**

<i>Defined as employed for salary beyond schooling.</i>	Equivalent to full-time*
Sonography work experience within past 5 years. Full-time equivalent (FTE) *. <i>Description &amp; dates of employment status verified by employer's letter</i>	
Verifiable Allied Health work experience within past 5 years. Full-time equivalent (FTE)	
Other verifiable Health Care work experience with patient care contact within past 5 years.	
Verifiable CT and / or MRI work experience within the past 5 years.	

\* Full time equivalent (FTE) is equal to 2,080 hours per year.

**VII. COLLEGE COURSE WORK/RELATED EXPERIENCE:**

If not listed under Section IV, then please list the name, starting and ending dates, and any degrees or certificates, for **all colleges** attended. List most recent first:

College Name	Dates Attended/In Progress	Degree or Certificate

College work to be completed prior to the beginning of this program. (include Spring & Summer terms)

College Name	Course Number	Units	Date to be completed

Work Experience: Paid/volunteer work in which you have been involved during the past 5 years. List most recent first.

Name & Address Phone	Position/ Title	Paid vs volunteer	Hrs/wee k	Part-time or full-time	Beginning and ending dates of employment	Length of employment years/months
<i>For example: Mt Olympus Hosp. 12 Everest St. San Jose, CA 95602 408 295-4932</i>	<i>Radiology Technologist</i>	<i>Paid work</i>	<i>20</i>	<i>Part-time</i>	<i>Jan. 1, 2006 – March 1, 2008</i>	<i>2 years 2 months</i>

**VIII. COMPUTER COMPETENCY:** A computer competency course or equivalency is needed for such tasks as keyboarding, word processing, and spreadsheet.

**IX. ADVISEMENT 1:** While in the Diagnostic Medical Sonography Program, you will require significant financial support. Diagnostic Medical 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 suggest you keep your work commitments to a minimum 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.

**X. ADVISEMENT 2:** Students successfully completing the DMS program are required to complete the ARDMS Examinations. The following is a requirement by the American Registry of Diagnostic Medical Sonography and the hospitals to which the student is assigned for clinical preceptorship.

“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 pleaded 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: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**XI. ADVISEMENT 3:** Clinical education partners providing the clinical training/preceptorship portion of the program may require background checks and the right of refusal, thus a student would be unable to complete the program requirements. Students unable to continue the sequence of courses would be unable to continue and would therefore lead to program termination.



## **Technical/Health Standards & Physical Requirements**

### **Foothill College**

The technical standards for admission identify the physical, mental, and emotional capabilities and abilities considered essential for students admitted to the Diagnostic Medical 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 to the DMS 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. to 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 to discuss your individual situation.

## 2010 DIAGNOSTIC MEDICAL SONOGRAPHY PROGRAM

To be completed by applicant

Name: \_\_\_\_\_

Please MAIL completed application, with all documentation to:

Diagnostic Medical Sonography Program  
 Foothill College  
 12345 El Monte Rd  
 Los Altos Hills, CA 94022  
 Attn: DMS Program Director

**We recommend mailing your application Certificate of Mailing or Certified mail.**

### Check list below to be completed by applicant and included in application packet.

√	Please make a √ in the box to insure you have included everything in your application packet, and it is complete. Information sent separately will not be used with your application, except official transcripts from institutions requiring issue of official transcripts directly to this college.
	Completed DMS Program Application for the current year.
	Application is dated and signed appropriately.
	College and medical program original transcripts are included (including Foothill & DeAnza Colleges).
	High school transcript to verify Algebra requirement. Do not need to submit HS transcript if math requirement is met at the college level.
	Copy(s) of current Professional National & State license(s)
	Copy of current CPR card (BLS level). The American Heart Association 2-year is recommended.
	Signed original of the Technical and Health Standards.
	DMS Application Check List Form.
	A self-addressed business sized envelope.