

*INFORMATION AND APPLICATION PACKET*  
*2012 - 2013*

## **DIAGNOSTIC MEDICAL SONOGRAPHY**

- CERTIFICATE OF COMPLETION
- ASSOCIATES OF APPLIED SCIENCES



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Dear Prospective Sonographer:

Thank you for your interest in the Diagnostic Medical Sonography Program at GateWay Community College GWCC. Sonography is an exciting field in health sciences, and provides practitioners with a lifetime of challenge.

Please review the enclosed information and Application Packet. If you decide to apply for admission into the program, complete all the required steps noted in the INFORMATION SHEET and APPLICATION PROCESS pages of the packet.

You may submit the application at anytime, but evaluation of candidates will take place only after March 1. Notification of candidates accepted into the program will occur by March 15. ALL prerequisite requirements **must** be completed before admission to the program will be granted.

Please access one of the following resources or the program website if you have additional questions about the program:

- Website: <http://www.gatewaycc.edu>
- College Advising: Available in the Center for Health Education Careers; call for appointments 602.286.8600
- Bryan Dodd, M.Ed, RDMS, RVT, RT – Program Director – 602.286.8486
- Malka Stromer, M.Ed, RDMS – Program Faculty – 602.286.8491

**Please note that the curriculum and prerequisites for the program may be revised periodically. It is the applicant's responsibility to remain aware of changes that occur.**

I wish you success in your career pursuits.

Sincerely,

Bryan Dodd, M.Ed, RDMS, RVT, RT  
Program Director  
Diagnostic Medical Sonography Program  
602.286.8486

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## CAREER OVERVIEW

Sonographers are health care professionals who specialize in a challenging and interesting area of diagnostic imaging. Using high frequency sound, they create images of the body needed to assist in diagnosis and treatment of diseases. As a sonographer, you will work closely with physicians who interpret the examinations. Sonographers work directly with patients and provide care as needed during ultrasound exams. In addition to knowing detailed anatomy, sonographers need to know the pathologic conditions commonly encountered with ultrasound and will develop technical skills necessary to produce high quality sonographic images.

The field of diagnostic imaging for Sonographers is varied with opportunities to specialize in many clinical areas. You will find sonography in all aspects of health care imaging.

Job opportunities in hospitals, clinics, private physician offices, mobile services, marketing, sales and product development with equipment manufacturers, and education are possible.

## PROGRAM OVERVIEW

The program is completed in 24 months and students attend classes and/or clinical year round. GateWay Community College offers a Certificate of Completion or an Associate of Applied Science Degree in Diagnostic Medical Sonography. The total cost for the program is approximately \$8,361.00\* for Maricopa County residents including tuition, fees, required textbooks, lab supplies and clinical uniforms, drug screening, clinical liability insurance, fingerprinting, and background checks, etc.

Upon successful completion of this program, students will be eligible to sit for the American Registry of Diagnostic Medical Sonographers (ARDMS) examinations for Abdomen, and OB/GYN sonography, and sit the American Registry of Radiologic Technologists (ARRT) examination for general sonography.

Students attend class or clinical practicum approximately 40 hours per week. Some classes and clinicals are offered in the evening or on weekends for instructional clinical rotation and department staffing requirements/needs.

\* *Tuition and fees are set by the Maricopa Community College Governing Board and approved by the State Board of Directors of Community Colleges and are subject to change.*

## CLINICAL EDUCATION

GateWay Community College enjoys the ongoing support and commitment to providing the highest standard of clinical educational experiences from the medical facilities in Arizona. When student sonographers begin their clinical practicum they will experience many different exam types, ultrasound equipment, and be exposed to normal as well as pathologic findings.

Students can expect to be at clinical practicum during the weekdays, weekend clinical hours are not available. Clinicals are during the daytime and late evening. Night clinical hours are not available. It is also highly suggested that the clinical hours should not exceed more than 10 hours/day.

## DEGREE AND CERTIFICATE REQUIREMENTS - DIAGNOSTIC MEDICAL SONOGRAPHY

### PREREQUISITES FOR AAS DEGREE AND CERTIFICATE PROGRAM

#### ASSET PLACEMENT TESTING

ASSET Placement test is designed to identify your skill levels in English language usage, reading and mathematics. Assessment tests are scheduled at a variety of times in GateWay's Testing Center and are free of charge. Please contact GateWay's Testing Center or visit the website to get updated requirements and hours of operation.

#### PROGRAM PREREQUISITES

Successful Completion of the following college courses with a minimum, cumulative GPA of 3.0.

<b>BIO 160LL</b>	Introduction to Human Anatomy and Physiology – Lecture/Lab	4.0
<b>COM</b>	Any approved general education course in the Oral Communication area (COM 100, 110, 230 or 225)	3.0
<b>ENG 101</b>	First-Year Composition (3) <b>OR</b>	
<b>ENG 107</b>	First-Year Composition for ESL (3)	3.0
<b>MAT 120</b>	Intermediate Algebra (5) <b>OR</b>	
<b>MAT 121</b>	Intermediate Algebra (4) <b>OR</b>	
<b>MAT 122</b>	Intermediate Algebra (3) <b>OR</b> Equivalent <b>OR</b> higher-level mathematics course	3.0 – 5.0
<b>DMI 105</b>	Fundamentals of Radiation Physics (3.0) <b>OR</b>	
<b>PHY 101LL</b>	Introduction to Physics – Lecture/Lab (4.0) <b>OR</b>	
<b>PHY 111LL</b>	General Physics I – Lecture/Lab (4.0)	3.0 – 4.0
<b>HCC145</b>	Medical Terminology for Health Care Workers (3) <b>OR</b>	
<b>HCC146</b>	Common Medical Terminology for Health Care Workers (2) <b>OR</b>	
	Graduate of an allied health education program that is patient care related	0.0 – 3.0

CERTIFICATE OF COMPLETION DIAGNOSTIC MEDICAL SONOGRAPHY (BY SEMESTER)

<b>Fall Semester</b>		<b>Credits</b>
DMI/ICE220	Cross-sectional Anatomy	3.0
DMS110	Introduction to Diagnostic Sonography	3.0
DMS120	Ultrasound Imaging: Abdominal Procedures	4.0
DMS145	Clinical Pathology for Diagnostic Imaging	3.0
DMS155	Clinical Practicum I	1.0
<b>Spring/Summer Semester</b>		
DMS130	Ultrasound Imaging: OB/GYN Procedures	4.0
DMS140	Ultrasound Case Studies: Part I	2.0
DMS150	Sonographic Principles and Instrumentation	3.0
DMS161	Clinical Practicum II - AA	1.0
DMS162	Clinical Practicum II - AB	2.0
DMS163	Clinical Practicum II - AC	3.0
DMS171	Clinical Practicum III - AA	2.0
DMS172	Clinical Practicum III - AB	2.0
<b>Fall Semester</b>		
DMS210	Concepts of Vascular Imaging	3.0
DMS220	High Risk Obstetric / Gynecology Sonography	1.0
DMS235	Ultrasound Breast Imaging	1.0
DMS240	Ultrasound Case Studies: Part II	2.0
DMS261	Clinical Practicum IV - AA	2.0
DMS262	Clinical Practicum IV - AB	3.0
DMS285	Intermediate Vascular Technology	2.0
<b>Spring/Summer Semester</b>		
DMS230	Introduction to Echocardiography	1.0
DMS241	Ultrasound Case Studies: Part III	2.0
DMS245	Neurosonography	1.0
DMS250	Ultrasound Anatomy	2.0
DMS270	Clinical Practicum V - AA	1.0
DMS271	Clinical Practicum V - AB	2.0
DMS272	Clinical Practicum V - AC	2.0
DMS281	Ultrasound Reg. Prep. Sem.: Physics & Instrumentation	1.0
DMS282	Ultrasound Reg. Prep. Sem.: Abdominal and Small Parts Imaging	1.0
DMS283	Ultrasound Reg. Prep. Sem.: OB/GYN and Neonate	1.0
DMS284	Ultrasound Reg. Prep. Sem.: Vascular Imaging	1.0
DMS286	Advanced Vascular Technology	2.0

Please see the college catalog for full descriptions of program requirements.

## ASSOCIATE OF APPLIED SCIENCE DEGREE DIAGNOSTIC MEDICAL SONOGRAPHY

**CERTIFICATE OF COMPLETION TOTAL CREDITS** **64.0**

The **Associate of Applied Science Degree in Diagnostic Medical Sonography** consists of the same acceptance requirements and the same course work as in the Certificate of Completion curriculum, with the addition of 8 to 12 credits in General Studies Requirements:

<b>GENERAL EDUCATION REQUIREMENTS</b>		<b>CREDITS</b>
ENG 102	First-Year Composition (3) <b>OR</b>	
ENG 108	First-Year Composition for ESL (3)	3.0
CRE 101	Critical and Evaluative Reading I <b>OR</b> Equivalent by Assessment (3)	
CRE 111	Critical Reading for Business and Industry (3) <b>OR</b> Equivalent by Assessment	0.0 – 3.0
<b>HUMANITIES AND FINE ARTS COURSE</b>		
Course must be on the approved list of courses to meet the AAS degree General Studies Requirements		2.0 – 3.0
<b>SOCIAL AND BEHAVIORAL SCIENCES COURSE</b>		
Course must be on the approved list of courses to meet the AAS degree General Studies Requirements		3.0
<b>GENERAL STUDIES TOTAL CREDITS</b>		<b>8.0 – 12.0</b>
<b>ASSOCIATE OF APPLIED SCIENCE DEGREE IN DIAGNOSTIC MEDICAL SONOGRAPHY</b>		
<b>TOTAL CREDITS</b>		<b>75.0 – 76.0</b>

## ESTIMATED PROGRAM COSTS

The estimated cost for the program is outlined in the chart below. The student is responsible for providing transportation, housing, and uniforms.

	<b>Certificate of Completion</b>
Tuition* (63-64 credit hrs @ \$76 a credit hr) <sup>1</sup> .....	\$ 4,788 – 4,864
Program Prerequisite Tuition (16-22 credits) <sup>1</sup> .....	1,216 – 1,672
Registration fees (\$15 per semester) .....	75
Course / Lab Fees .....	100 – 150
Equipment / Supplies .....	83
Books .....	580 – 1,632
Other Program Costs: License/Certification, Health & Safety Requirements, etc. <sup>2</sup> .....	817 – 1,482
<b>Total Estimated Costs</b>	<b>\$ 7,659 – 9,982</b>

	<b>AAS Degree</b>
Tuition* (63-64 credit hrs @ \$76 a credit hr) <sup>1</sup> .....	\$ 4,788 – 4,864
Program Prerequisite Tuition (16-22 credits) <sup>1</sup> .....	1,216 – 1,672
General Education Tuition (8-12 credits) <sup>1</sup> .....	608 – 912
Registration fees (\$15 per semester) .....	75
Course / Lab Fees .....	100 – 150
Equipment / Supplies .....	83
Books .....	580 – 1,656
Other Program Costs: License/Certification, Health & Safety Requirements, etc. <sup>2</sup> .....	817 – 1,482
<b>Total Estimated Costs</b>	<b>\$ 8,267 – 10,894</b>

Students must also plan on the expense of driving to clinical locations across the metropolitan Phoenix and outlying areas. Several clinical affiliates are not on bus routes so one's own private transportation vehicle is necessary.

<sup>1</sup> Tuition and fees are set by the Maricopa Community College Governing Board and approved by the State Board of Directors for Community Colleges; all fees are subject to change. Tuition is higher for non-county residents; visit [www.gatewaycc.edu](http://www.gatewaycc.edu) for more information.

<sup>2</sup> Other Program Costs may be less or more than listed based on a student's individual health record in respect to being in compliance with the immunization and safety requirements for the clinical experience.

## ADMISSION CRITERIA

Admission is limited, based on clinical site capacities. Students are selected for admission to this program based on the following criteria:

Admission Criterion	Description	Possible points
<b>Grade Point Average in Prerequisite Courses</b>		<b>0 - 4</b>
<b>Previous Allied Health Credential</b> - Applicants can earn up to 3 points for previous allied health credentials. <i>Final determination of points for any given credential is made by the selection committee</i>	Credentials from 4 semester (two-year) programs such as RN, RT, RVT, RVS	<b>3</b>
	Credentials from 2 – 3 semester programs such as LPN	<b>2</b>
	Credentials from 1 semester programs such as CNA, Paramedic, 1 point	<b>1</b>
<b>Patient care work experience</b> - Patient care work experience is defined as clinical experience which requires hands-on patient care. It can be acquired while working, or during volunteering at a medical facility. Applicants may earn up to 3 points for patient care experience.	Over 2000 hours	<b>3</b>
	1500 – 2000 hours	<b>2</b>
	500 – 1500 hours	<b>1</b>
	0 – 500 hours	<b>0</b>
<b>Previous Academic Degree(s) earned Associates or Above.</b>		<b>1</b>
<b>Previous application to the Diagnostic Sonography Program</b>		<b>2</b>

## APPLICATION PROCESS

**1. Read your entire packet carefully**

If you have any questions, contact the Program Director.

**2. Complete the packet & return to Carmel Long at GWCC Special Admissions in the Admissions & Records office.**

A completed application is good only for the year it is submitted.

**3. Complete the Assessment Test**

If you are new to college. This is designed to assist you and the college with your academic needs.

**4. Transcripts**

- a. Request **ALL** official transcripts from colleges and high schools, or **GED**; be sent to the Admissions and Records Office.
- b. Official transcripts must be sent from institution to institution; allow 2 to 4 weeks for receipt. Please ask institution to include current name and student I.D. number used at GateWay Community College.
- c. Students must then submit a request to Admissions and Records to have an official evaluation of the transcripts performed. The form to do this is available from Admissions and Records or students may request evaluation online at <http://www.gatewaycc.edu/Current/Forms/TranscriptEval.aspx>
- d. To verify completion of transcript evaluation, contact Admissions and Records Office, 602.286.8200.

**5. ALL DOCUMENTATION MUST BE SUBMITTED**

A completed application for Diagnostic Medical Sonography consists of:

- Complete Student Information Form
- Copies of health care licenses/credentials (if any)
- Complete application to program and college
- Admissions Application Disclaimer
- Cumulative GPA of 3.0 in prerequisites only
- Updated resume
- Current CPR Card

**All costs incurred are the student's responsibility**

## CLINICAL SPONSORSHIP

Clinical sites are encouraged to sponsor their employees into the Diagnostic Medical Sonography Program. Clinical sites can provide lifelong learning opportunities to their employees by retraining into sonography. Sponsoring a student into the program consists of providing a clinical site position for that student and one other position for our general entry students. All students sponsored into the program must complete the program prerequisites and meet MCCCDC Background Check Policy before starting. For more information on Clinical Sponsorship, please call Bryan Dodd at 602.286.8486

## IMMUNIZATIONS, TESTING, AND BACKGROUND REQUIREMENTS

### IMMUNIZATION AND TB TESTING REQUIREMENTS

Please review the health and safety packet available at <http://www.gatewaycc.edu/Healthcare/Information/Default.aspx>. The health and safety requirements are subject to change based on the requirements of our clinical partners. The most up to date information can be found at the aforementioned website.

### BACKGROUND CHECK REQUIREMENTS

Effective September 1, 2011, all students seeking admission to an MCCCDC Allied Health or Nursing Program (Program) will be required to obtain a valid Level-One Arizona Department of Public Safety Fingerprint Clearance Card (FCC Card) and a passing score on an MCCCDC background check. Students bear the responsibility for the cost of the MCCCDC Background Check and the FCC Card. These changes have been implemented because several of the largest health care organizations that provides environments for our students clinical education have recently established more stringent background check standards. These new standards preclude MCCCDC from assigning students to a clinical experience who cannot meet the new requirements. Please review the policy announcement and FAQs on the MCCCDC website at <http://www.healthcare.maricopa.edu/>

### DRUG SCREENING

Each student must go through a preclinical drug screen prior to beginning the first clinical rotation. Drug screening for all Diagnostic Medical Sonography students is mandatory. The cost for this test is approximately \$44.00 and will be the responsibility of the student. The urine drug screen will test for alcoholic beverages; illegal drugs, or drugs that may impair judgment while in the clinical agency. If the drug test is positive for the illegal drugs, the student will not be able to continue in the program. Readmission is at the discretion of the college and the program. Some clinical sites also require screening for nicotine. Students who test positive for nicotine may not be able to be placed at certain clinical sites, but are not excluded from the program.

## FREQUENTLY ASKED QUESTIONS

### WHAT IS SONOGRAPHY?

The Diagnostic Ultrasound Profession is a multi-specialty field comprised of Diagnostic Medical Sonography (with subspecialties in abdominal, neurologic, obstetrical/gynecologic and ophthalmic ultrasound), Diagnostic Cardiac Sonography (with subspecialties in adult and pediatric echocardiography), Vascular Technology, and other emerging fields. These diverse specialties are distinguished by their use of diagnostic medical ultrasound as a primary technology in their daily work.

The Diagnostic Medical Sonography program at GateWay Community College is accredited in abdomen and obstetrics/gynecology sonography. Additionally, students are given introductory training in vascular, neurosonography, and cardiac applications of ultrasound.

### WHAT IS THE CURRICULUM AND LENGTH OF THE SONOGRAPHY PROGRAM?

The GateWay Community College program is a 21 month full-time day program on sonography. Courses include physics, abdomen, obstetrics, gynecology, vascular imaging, and all other aspects of sonography. Students must maintain a grade of "C" or better in all didactic classes and pass their clinical courses to remain in the program.

## WHAT ARE EMPLOYMENT OPPORTUNITIES AND SALARIES IN DIAGNOSTIC MEDICAL SONOGRAPHERS?

Sonography is a dynamic profession that has grown significantly over the past 20 years and is expected to continue growing. With new technologies and increased use of diagnostic ultrasound procedures in medicine, the Bureau of Labor Statistics (BLS) expects sonography growth to continue at about 19% per year in the future. Employment opportunities exist for qualified sonographers in both urban and rural areas nationwide. Sonographers and vascular technologists can choose to work in clinics, hospitals, private practice physician offices, public health facilities, laboratories, and other medical settings performing sonographic examinations. Career advancement opportunities exist in education, administration, research, and in commercial companies as education/application specialists, sales representatives, technical advisors, etc. The mean annual wage is \$62,660 per year for Sonographers according to the U.S. Department of Labor (May 2008 data).

## WHAT SPECIAL SKILLS ARE REQUIRED OF SONOGRAPHERS?

Ultrasound requires the ability to apply, analyze, synthesize, and evaluate what you learn in school to the real life clinical experience on a daily basis. Manual dexterity is vitally important in ultrasound in order to create studies of diagnostic quality. A recap of the physical and mental requirements is listed below:

- Emotional and physical health sufficient to meet the demands of the position.
- Strength sufficient to: lift some patients, move heavy equipment on wheels (up to approximately 300 lbs), and to move patients in wheelchairs and stretchers.
- Ability to maintain prolonged arm positions necessary for scanning.
- Lift more than 50 pounds routinely
- Push and pull routinely
- Bend and stoop routinely
- Have full use of both hands, wrists and shoulders
- Distinguish audible sounds
- Adequately view sonograms, including color distinctions
- Work standing on their feet 80% of the time
- Interact compassionately and effectively with the sick or injured
- Assist patients on and off examining tables
- Communicate effectively with patients and other health care professionals
- Organize and accurately perform the individual steps in a sonographic procedure in the proper sequence

Prospective students are expected to be able to meet the physical and mental requirements for sonographers.

## HOW DOES GATEWAY DEFINE PATIENT CARE EXPERIENCE OR WHAT COUNTS TOWARD PATIENT CARE EXPERIENCE?

Direct patient care as defined by our clinical site: Our clinical sites are looking for students who have experience with the following client care skills.

### *PATIENT TRANSFER AND ASSISTANCE*

- Bed
- Cane
- Stretcher
- Crutches
- Wheelchair
- Gait belt
- Walker
- Positioning and transfer skills

### *VITAL SIGNS*

- Oxygen saturation levels-oximetry
- Respiration
- Pulse-radial, apical, carotid, femoral, brachial
- Blood Pressure (BP)-manual and automatic

### *BASIC PHYSIOLOGIC NEEDS (BEDPAN, URINAL, EMESIS BASIN)*

### *ORAL SUCTIONING*

### *CLIENT DISTRESS*

- Cardiac and respiratory arrest.
- Seizures

### *SUPPORT EQUIPMENT*

- Oxygen devices
  - Nasal cannula
  - Mask
- Switch client from wall oxygen to portable
- Drains and tubes
  - Nasogastric (NG) tube
  - Feeding tube
  - Drainage tubes
  - Catheters
  - Chest tubes
- Process of identifying sterile items
  - Date
  - Visual inspection
  - Monitoring controls

### *DEMONSTRATION OF ASEPTIC TECHNIQUE*

- Sterile gowning and gloving
- Opening of sterile packs
- Placing items including fluids on sterile field
- Disposal of contaminated supplies (fluids, sharps, linen, instruments)

**CAN I WORK WHILE IN THE PROGRAM?**

Students are cautioned that the Sonography program is a rigorous course of study. The program faculty recommend that students do not work. It is important to note that the clinical requirements for the program can reach 40 hours per week during some semesters. Each student must make an individual decision about the number of work hours that he/she can accept while continuing to make acceptable academic progress in the program.

**IS THERE A NATIONAL CERTIFICATION EXAMINATION?**

Yes, the American Registry for Diagnostic Medical Sonography (ARDMS) and the American Registry of Radiologic Technologists (ARRT) credential sonographers. Graduates of the GateWay Community College program are eligible to sit for the ARDMS examination in Abdomen, and OB/GYN specialties. The ARDMS is recognized by industry as the professional standard in sonography credentialing. The ARDMS can be reached at 1.800.541.9754 or at [www.ardms.org](http://www.ardms.org).

The American Registry of Radiologic Technologists certifies for general sonography. Graduates of the GateWay Community College program are eligible to sit for the ARRT examination in Sonography. The ARRT is recognized as an entry level credential for sonography. The ARRT can be reached at 1.651.687.0048 or at [www.rrt.org](http://www.rrt.org)

Certification by obtaining one of these credentials is considered the standard of practice in sonography.

**WHEN DOES THE NEXT CLASS BEGIN?**

The cohorts begin each fall semester.

**WHAT TIMES ARE THE CLASSES FOR THE PROGRAM SCHEDULED?**

The classes, labs, and clinical rotations are scheduled during the day Monday through Friday, typically from 8 a.m. to 5 p.m. The schedule is based on the needs of the clinical sites and the school and is subject to change.

**IS FINANCIAL AID AVAILABLE?**

Financial assistance is available to eligible students in the form of grants, scholarships, employment, or loans. Students may receive aid from one funding source or aid may be offered as a package from multiple sources. Contact the Financial Aid office at 602.286.8300 for additional information or visit their web site at: <http://enroll.gatewaycc.edu/FinancialAid/ApplyForFinancialAid/default.htm>

**WHO CAN APPLY TO THE PROGRAM?**

The Sonography Program will only accept applications from students who have completed the prerequisites for the program. We do not make exceptions to the application and entrance requirements. If you have not completed the prerequisites, we will not be able to accept your application.

**WHY IS THE PROGRAM SO LENGTHY?**

The Diagnostic Medical Sonography Program is highly demanding. The course of study requires many hours of classroom and clinical time. The amount of time is needed to train students to perform examinations on patients with varied bodies, pathology, and disease states. Students need to be able to study independently, think critically, and take an active role in their education process.

**IS GATEWAY COMMUNITY COLLEGE AND THE DIAGNOSTIC MEDICAL SONOGRAPHY PROGRAM ACCREDITED?**

Yes. The program is fully accredited. The Commission on Accreditation of Allied Health Education Programs CAAHEP, working through the Joint Review Commission of Diagnostic Medical Sonography JRCDS, accredits the Diagnostic Medical Sonography program at GateWay. Students completing the program are eligible to sit the American Registry of Diagnostic Medical Sonographers (ARDMS) Abdomen and OB/Gyn exams and earn their RDMS credential. Students completing the program are also able to sit the American Registry of Radiologic Technologists (ARRT) General Sonography examination and obtain their RT(S) credential. The Maricopa County Community Colleges are accredited through the North Central Association of Colleges and Schools (NCA).

**WHERE CAN I GO TO LEARN MORE ABOUT SONOGRAPHY?**

The Society of Diagnostic Medical Sonographers' official web site is at [www.sdms.org](http://www.sdms.org). Also visit [www.ardms.org](http://www.ardms.org) for more information on registration as a sonographer.

**IF I HAVE A CRIMINAL RECORD, WILL THAT PROHIBIT ME FROM BEING SUCCESSFUL IN THIS CAREER?**

Students with a criminal record may have difficulty in receiving a credential and/or employment. Completion of the program in no way guarantees that a student is eligible to sit for exams. We recommend that students, who may have a prior criminal conviction, verify the background requirements of the credentialing organization.

## HOW MANY STUDENTS ARE ADMITTED INTO THE PROGRAM?

Admissions are based on number of clinical sites available.

## ACCREDITATION

GateWay Community College is a Maricopa Community College, accredited by the Higher Learning Commission, a Commission of the North Central Association of Colleges and Schools (30 North LaSalle St, Suite 2400, Chicago, IL. 60602-2504, Tel# 800.621.7440), and its courses are approved by the Social Security Administration for Veterans Training. This school is authorized under federal law to enroll nonimmigrant alien students.

The Commission on Accreditation of Allied Health Education Programs (CAAHEP), working through the Joint Review Commission of Diagnostic Medical Sonography (JRCDMS), accredits the Diagnostic Medical Sonography Program. Students completing the program are eligible to sit the American Registry of Diagnostic Medical Sonographers (ARDMS) Abdomen and Obstetrics/Gynecology examinations and earn their RDMS credential.

## POLICIES, RULES, REQUIREMENTS, AND REGULATIONS COMPLIANCE

- ❖ Policies, courses, programs, fees, and requirements may be suspended, deleted, restricted, supplemented, or changed through action of the Governing Board of the Maricopa Community Colleges.
- ❖ The Maricopa Community Colleges reserves the right to change, without notice, any materials, information, curriculum, requirements, and regulations.
- ❖ Admission or graduation from any Allied Health program at GateWay Community College does not guarantee the student's professional certification, licensure, or employability. The student must comply with legal requirements of the profession. This may include provisions from Arizona Revised Statutes 41-1758.03 (sections B and C) regarding the denial of a fingerprint clearance card or being listed on the US government's Office of Inspector General's Exclusion List.
- ❖ Students enrolled in the program will have learning experiences in a health care setting where they will have access to confidential information. Prior to beginning any clinical studies the students will be asked to sign an agreement to adhere to the requirements of those clinical sites and applicable laws, including the Health Insurance Portability and Accountability Act of 1996 (HIPAA).
- ❖ Students with other related health care experiences, not listed in the Program (Health Core Curriculum courses) Pre-requisites/Co-requisite options, may request an evaluation for course competency equivalence through the Integrated Competency Assessment Network (ICAN) by calling 480.731.8924 or going to <http://www.dist.maricopa.edu/academic/curric/>.

## CONTACT INFORMATION

If you have any questions about the enclosed program material, please feel free to contact any of the following program contacts:

Bryan Dodd, Program Director / Phone 602.286.8486 / Email: [bryan.dodd@gwmail.maricopa.edu](mailto:bryan.dodd@gwmail.maricopa.edu)

Caroline Delgado, Health Sciences Academic Advisor / Email: [carolyn.delgado@gwmail.maricopa.edu](mailto:carolyn.delgado@gwmail.maricopa.edu)

Ricky Silva, Health Sciences Academic Advisor / E-mail: [enrique.silva@gwmail.maricopa.edu](mailto:enrique.silva@gwmail.maricopa.edu)

## GET STARTED

### STEP 1: APPLY FOR COLLEGE ADMISSION

- Go to the MEID Account Wizard. <https://eims.maricopa.edu/MAW/MAW.html>
- Create an account.
- Follow the instructions to create a user ID & password. Keep this information to login to your account in the future.
- Login to MyMaricopa.edu at <http://my.maricopa.edu/student-center/index.php> using your new MEID & password to view class schedules, enrollment status, student resources and much more.

Please Note: Help is available upon request. <http://www.maricopa.edu/portal/new/student-center/help/>

### STEP 2: ASSESSMENT TESTING (IF APPLICABLE)

If you are planning to enroll in an English, Math or Reading course, you may be required to take Placement Tests at GateWay Central's Testing Center, <http://enroll.gatewaycc.edu/Enrollment/TestingCenter/>, located in the SO (South) Building, <http://about.gatewaycc.edu/Contact/CampusMap/>, of campus. Test scores are used to decide which courses to take. Here is what you need to know before you go:

Tests are free of charge.

- Separate tests for English, Math and Reading may be required.
- Testing times vary depending upon the user's pace.
- On average, each test takes approximately 25 minutes.
- Photo ID and Student ID number required.
- Walk-in appointments are accepted with a Student ID.
- Students may also contact a program advisor, faculty member or counselor to make an appointment.

The Testing Center's hours of operation are:

- Monday-Thursday, 8:00 a.m. - 7:00 p.m. (testing stops at 5:00 p.m.)
- Friday, 8:00 a.m. - 5:00 p.m. (testing stops at 3:00 p.m.)

### STEP 3: REVIEW PROGRAM REQUIREMENTS

Each of our Health Science programs has unique requirements. We strongly encourage you to review the program packets and the current catalog for any specialties that you might consider. These resources will provide you with detailed program information regarding prerequisite courses and application procedures.

### STEP 4: MEET WITH A HEALTH SCIENCE ADVISOR

We strongly encourage all new students to contact a Health Sciences Academic Advisor <http://enroll.gatewaycc.edu/Enrollment/Advisement/Staff.htm>, before your classes begin. The mission of our advisement team is to provide services that enhance student development & success, including:

- Exploration of educational & life goals
- Selection of academic/occupational programs
- Selection of sequencing of courses
- University transfer options
- General information on campus resources & classes

The Health Sciences Academic Advisors are available by phone, email, or in person at the CHCE Center for Health Careers Education Building, <http://about.gatewaycc.edu/Contact/CampusMap/>, on the north side of campus during the following business hours:

Monday - Thursday, 7:00 a.m. - 7:00 p.m. & Friday, 7:00 a.m. - 5:00 p.m.

Health Science Academic Advisors: 602.286.8183, and/or 602.286.8189.

Call 602.286.8600 for Appointments for healthcare advisors. Tuesday, Wednesday, and Thursdays the healthcare advisors meet by appointment only. Walk-ins welcome Monday & Fridays. Decrease your waiting time by scheduling an appointment.

Before you meet with an advisor, we recommend you check out the current [Catalog](#) to learn more about the programs that interest you. Let your advisor know if you have any questions or concerns.

If you have taken a class for college credit and you are interested in transferring credits to GateWay, you may better prepare for your meeting if you bring a copy of your transcripts to review with your advisor and then:

- a. Request **ALL** official college transcripts be sent to the Admissions and Records Office.

**Attn: Admissions & Records**  
**108 N 40th Street**  
**Phoenix, AZ 85034-1704**

- b. Official transcripts must be sent from institution to institution, allow 2-4 weeks for receipt. Please request institution to include current name and student ID number used at GateWay Community College.
- c. Evaluations of Official College Transcripts **must be requested** by the student after their arrival at the college. To **verify** receipt of transcripts and evaluation, a **request for transcript evaluation** form must be filled out and submitted to Admissions and Records. This form can be obtained from any GateWay Community College Advisor.

#### **STEP 5: PROGRAM APPLICATION**

Many of GateWay Community College's Health Science programs have a special admissions procedure. The Diagnostic Medical Sonography Program information packet contains detailed information regarding this process. Please be sure to review this information to ensure that your application materials are complete and received at the Special Admissions office by the stated deadlines. You will receive notification of your acceptance via e-mail. This will arrive through the **gmail account** set up when you received your MEID. so you will want to check this account regularly, or have it forwarded to an account which you do check often. Keep your contact information current with GateWay Community Colleges Admissions and Records department.

#### **STEP 6: SELECT YOUR CLASSES & REGISTER**

You will find there are many ways you can receive academic, financial, or career assistance to get involved in our community.

- Our intuitive schedule allows you to find classes by semester, time, & date.
- Go to MyMaricopa.edu at <http://my.maricopa.edu/student-center/index.php>. Pick out the classes you want by logging in using your MEID & password to create your class schedule and register right on line.

You are able to build your schedule each semester before registering for class. E-mail and/or print your schedule to assist you during the registration process.

#### **STEP 7: APPLY FOR FINANCIAL AID (IF YOU DO NOT PLAN TO APPLY FOR FINANCIAL AID, SKIP TO STEP 8.)**

Before you apply for financial aid, you will need to complete the [Free Application for Federal Student Aid \(FAFSA\)](#), <http://www.fafsa.ed.gov/>. Once you submit this form, you can check the status of your financial aid by going to the Student Center and logging in with your MEID & password.

Additional [Financial Aid](#), <http://enroll.gatewaycc.edu/FinancialAid/PrepareForCollege/>, opportunities, [Scholarships](#), <http://enroll.gatewaycc.edu/FinancialAid/Scholarships/> and grants may be available to you. To find out more, go to [GateWay's Financial Aid](#), <http://enroll.gatewaycc.edu/FinancialAid/ApplyForFinancialAid/> page or call 602.286.8300.

#### **STEP 8: PAY**

Tuition & Fees are due at the time of registration or by the specified due date on your student invoice. The enrollment process is not complete until your tuition & fees are paid in full. The following information has been created to help you find the method of payment that's right for you. Options include:

##### **Online**

- Go to the [Student Center](#), <https://student.sis.maricopa.edu/psp/STUDENT/STUDENT/HRMS/?cmd=login> and login to your account using your MEID & password to pay by credit card or payment plan online.
- [Help](#), <http://www.maricopa.edu/portal/new/student-center/help/>, with the online Student Center is available upon request.

**By Phone**

- Call 602.286.8100 to make a credit card payment by phone. (Wait time may increase during peak periods of enrollment.)

**In Person**

- Go to the cashier's office at GateWay Central, located in the SO South Building, to pay for classes in full, using cash or credit.
- Picture ID may be required for some student transactions.

**STEP 9: BUY YOUR BOOKS**

Buy your Books online or on campus.

**STEP 10: GO TO CLASS!**

Be sure to review your class schedule at the Student Center for class times and building/room location. Print out a copy of our Campus Maps and bring it with you to help navigate through campus & find your classes quickly.

**NEED HELP?**

Contact the Outreach Center for additional information: Email: [info@gatewaycc.edu](mailto:info@gatewaycc.edu) or call 602.286.8000, option 9.

**OTHER**

Learn more about Proposition 300. Go to <http://www.maricopa.edu/prop300/>

## STUDENT SERVICES

The following are some of the services available to students.

**Advising** – Meeting with a Health Sciences academic advisor in the Center for Health Careers Education (CHCE) is on a walk-in basis on Mondays from 8 a.m. to 6:30 p.m. and on Fridays from 8 a.m. to 4:30 p.m. (but closed on Fridays in the Summer). For an appointment on Tuesdays-Wednesdays-Thursdays, you may call 602.286.8600.

**Bookstore** – Available are textbooks and supplies for classes, call 602.286.8400. You may visit their website at: [www.efollett.com](http://www.efollett.com) and selecting “College Textbooks”.

**Counseling** – Academic, personal, or career counseling available. Call 602.286.8900.

**Employment** – Upon completion of the Diagnostic Medical Sonography Program, contact the Career & Re-Entry Services, at 602.286.8500 for assistance.

**Financial Aid** – Available for qualified students – Contact the Financial Aid Office at 602.286.8300 or visit website: <http://enroll.gatewaycc.edu/FinancialAid/ApplyForFinancialAid/default.htm>

**Student Assessment Center** – Services include instructor makeup exams; the English, Math, and Reading ASSET or COMPASS placement tests; and selected instruments required for acceptance into the Health Science or Nursing programs. Call 602.286.8160 for specific days and times tests are available.

**Tutoring Assistance** – Available through the Learning Center, 602.286.8800.

For a complete listing of student services, please refer to the college catalog, or visit GateWay’s website: [www.gatewaycc.edu](http://www.gatewaycc.edu) or call college information at 602.286.8000.

## STUDENT CHECKLIST

- Completed applications, signed and dated
  - Step 1: Apply for College Admission
  - Step 2: Assessment Testing (if applicable)
  - Step 3: Review Program Requirements
  - Step 4: Meet with a health science advisor
  - Step 5: Program Application
  - Step 6: Select your classes and register
  - Step 7: Apply for financial aid (If you do not plan to apply for financial aid, skip to Step 8.)
  - Step 8: Pay your tuition and fees
  - Step 9: Buy your books
- Out of County Release, if needed (out-of-county applicants contact program director for more information)
- Copies of official transcripts sent to college
- Request transcript evaluation by Admissions and Records
- Copies of any Health Specialty license and/or credential

**Send all materials to**

Special Admissions, A&R office.  
GateWay Community College  
108 N 40th Street  
Phoenix, AZ 85034-1704  
602.286.8058

**DO NOT SEND to Bryan Dodd; he does NOT handle the processing of applications.**

- After receipt of your completed application, you will be notified by Special Admissions. Details on registration, the program, etc., will be emailed to you.
- Materials must be received at the college by March 01, 2012 in order to process them in time for the program, which begins Fall 2012. Selections for the program occur between March 1 and March 15.
- If you have any special educational, financial, or other needs, please make them known along with your application, so our Special Admissions Coordinator may direct you to the appropriate college advisors.



# DIAGNOSTIC MEDICAL SONOGRAPHY - APPLICATION FOR FALL 2012

PLEASE PRINT CLEARLY

**GATEWAY COMMUNITY COLLEGE  
SPECIAL ADMISSIONS, A&R OFFICE**

**108 N 40TH STREET / PHOENIX, AZ 85034-1704 / 602.286.8000**

**Note:** The responsibility for keeping the information with this form is the applicant's. All changes in the information provided below must be submitted to GateWay Community College immediately. Failure to maintain this information may result in forfeiture of place in program.

---

LEGAL NAME LAST

FIRST

MIDDLE

---

ADDRESS STREET

CITY

STATE

ZIP

---

PHONE NUMBER HOME

PHONE NUMBER WORK

PHONE NUMBER CELL

---

EMAIL ADDRESS

---

DATE OF APPLICATION

STUDENT ID NUMBER

DATE OF BIRTH

**HEALTH CARE CREDENTIAL** – Check and attach a copy for those in which you hold an **active status credential**.

---

Type & Active Status Registry #

**Please list all colleges or technical schools attended with the most recent first.**

NAME OF INSTITUTION \_\_\_\_\_  
ADDRESS, CITY AND STATE \_\_\_\_\_  
DATE OF ENTRANCE \_\_\_\_\_ DATE OF LEAVING \_\_\_\_\_  
DIPLOMA OR DEGREE RECEIVED \_\_\_\_\_ COLLEGE MAJOR \_\_\_\_\_

NAME OF INSTITUTION \_\_\_\_\_  
ADDRESS, CITY AND STATE \_\_\_\_\_  
DATE OF ENTRANCE \_\_\_\_\_ DATE OF LEAVING \_\_\_\_\_  
DIPLOMA OR DEGREE RECEIVED \_\_\_\_\_ COLLEGE MAJOR \_\_\_\_\_

**CERTIFICATION:**

I certify that the above answers are true, correct, and complete. I understand that any falsification or intentional misrepresentation of information on this application may be cause for dismissal from the Diagnostic Medical Sonography program and from the college.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

## DIAGNOSTIC MEDICAL SONOGRAPHY - APPLICATION EVALUATION FOR FALL 2012

Admission is limited, based on clinical site capacities. Selection for the program is based on the following criteria.

Student Name \_\_\_\_\_

**PREREQUISITES**

**Grade**

<b>BIO 160LL</b>	Introduction to Human Anatomy and Physiology – Lecture/Lab	_____
<b>COM</b>	Any approved general education course in the Oral Communication area (COM 100, 110, 230 or 225)	_____
<b>ENG 101</b>	First-Year Composition (3) <b>OR</b>	_____
<b>ENG 107</b>	First-Year Composition for ESL (3)	_____
<b>MAT 120</b>	Intermediate Algebra (5) <b>OR</b>	_____
<b>MAT 121</b>	Intermediate Algebra (4) <b>OR</b>	_____
<b>MAT 122</b>	Intermediate Algebra (3) <b>OR</b> Equivalent OR higher-level mathematics course	_____
<b>DMI 105</b>	Fundamentals of Radiation Physics (3.0) <b>OR</b>	_____
<b>PHY 101LL</b>	Introduction to Physics – Lecture/Lab (4.0) <b>OR</b>	_____
<b>PHY 111LL</b>	General Physics I – Lecture/Lab (4.0)	_____
<b>HCC145</b>	Medical Terminology for Health Care Workers (3) <b>OR</b>	_____
<b>HCC146</b>	Common Medical Terminology for Health Care Workers (2)	_____

**Patient Care Work Experience**

**Hours**

Enter the number of hours you have worked or volunteered in a clinical setting (Submit verification sheet separate)

**Credentialed HealthCare Professional**

List your current Health care credential (s) \_\_\_\_\_ **Check if applicable** \_\_\_\_\_

**Previous Academic Degree (s) Earned** Associate or above \_\_\_\_\_

**Previous Application** - I have previously applied to the Diagnostic Medical Sonography Program \_\_\_\_\_

## WAIVER OF LICENSURE / CERTIFICATION DISCLAIMER

Your admission to the GateWay Community College Diagnostic Medical Sonography Program is not a guarantee that you will receive an Associate of Applied Science Degree in Diagnostic Medical Sonography from the College or a Certificate of Completion in Diagnostic Medical Sonography. Completion of the Diagnostic Medical Sonography Program is not the sole criterion for obtaining a license to practice. Licensing requirements are the exclusive responsibility of the student and the requirements are dictated by the American Registry of Diagnostic Medical Sonographers ARDMS, telephone number 1.800.541.9754, and you must satisfy those requirements independently of graduation requirements for the College.

I have read and understand the Admission Application Disclaimer.

---

SIGNATURE

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DATE

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STUDENT ID NUMBER

This disclaimer will become a part of your permanent Diagnostic Medical Sonography record.

## RELEASE OF INFORMATION

If accepted into the Diagnostic Medical Sonography Program, I allow the release of all information that is pertinent to me working in a clinical environment, **including but not limited to:** directory information, grades, performance records, drug test results, immunization records, email address and all email communications related to my training.

---

SIGNATURE

---

DATE

# DIAGNOSTIC MEDICAL SONOGRAPHY - PATIENT CARE WORK EXPERIENCE VERIFICATION SHEET

---

NAME OF INSTITUTION

---

ADDRESS

---

CITY

STATE

ZIP CODE

---

SUPERVISOR

TITLE

---

PHONE NUMBER

---

I VERIFY THAT THE FOLLOWING INDIVIDUAL (STUDENTS NAME)

has worked or volunteered under my supervision providing direct patient care at this facility. They have provided a total of \_\_\_\_\_ hours of patient care.

---

SIGNATURE

---

DATE