



DIAGNOSTIC MEDICAL
SONOGRAPHY TECHNOLOGY
ASSOCIATE IN SCIENCE DEGREE
PROGRAM INFORMATION PACKET

The College of Central Florida is an open-access educational institution. Diagnostic Medical Sonography Technology (DMS) is a limited-access program. A limited-access program is one in which both program admission and course registrations are restricted to a certain number of students meeting predetermined criteria. Limited access status is justified when student demand exceeds available resources or accreditation requirements (e.g., student-to-faculty ratios, instructional facilities and equipment, clinical education sites), or the nature of the program calls for specific admission requirements. Limited-access programs have admissions processes and criteria beyond general college admissions. While any student meeting the minimum criteria is encouraged to apply, not all applicants may be accepted.

Individuals seeking admission into the Diagnostic Medical Sonography (DMS) program must submit two applications: **a CF application and a DMS program application**. Students must be 18 years of age from the first day of the second semester of the DMS program for clinical education.

To maintain enrollment in the DMS program, a student **must earn a C or better in all courses required for the degree**. The first D or F earned will result in the student being withdrawn from the program. In the DMS courses with a SON prefix, a C grade is 75%.

Criminal History

Individuals with a criminal history may not be eligible for admission to health sciences programs. Current laws generally permit a licensing board or agency to deny a license and/or certification in sonography if the applicant has been convicted of a felony or misdemeanor. The American Registry of Diagnostic Medical Sonography (ARDMS) **do require** information regarding **conviction of a felony and/or misdemeanor and/or current charges** on the application, and may decide not to certify an individual based on the result of an investigation of those particular charges. Clinical education site affiliates may deny access to individuals based on results of a criminal background check and/or drug screens.

Individuals with concerns about a potential ethics violation are highly encouraged to apply for the Compliance Pre-determination Application (PDA) review process from the ARDMS as soon as possible. The PDA review process is for individuals who wish to determine the impact of a previous criminal or disciplinary matters on their eligibility to apply for ARDMS certification. The Compliance PDA review process is recommended for individuals who have not applied for the examination and are contemplating employment in the field of sonography or enrollment into a sonography program. More info can be found here: <https://www.ardms.org/compliance-predetermination-application/>.

Due Dates for Fall 2024

Sonography Program Application:	Nov 1, 2023-June 25, 2024 by 4:30 p.m.
Mandatory Sonography Program Information Sessions:	October 2023-June 2024
Completion of Test of Essential Academic Skills (TEAS):	June 25, 2024 (by the end of the day)
Final Advisor Meeting and Program Checklist:	June 25, 2024 by 3:30 p.m.

Dear Applicant,

The College of Central Florida is pleased to offer healthcare career preparation in the exciting field of Diagnostic Medical Sonography. Students can complete prerequisite courses and program core courses within six semesters to earn an Associate in Science degree in Diagnostic Medical Sonography Technology.

The program prepares students to sit for the national credential examinations given by the American Registry for Diagnostic Medical Sonography (ARDMS) in the Abdomen and OB/GYN specialties. Graduates may find employment opportunities as sonographers in hospitals, outpatient clinics, imaging centers and OB/GYN offices. Graduates seeking to pursue a baccalaureate degree may consider employment opportunities in education, management, administration, equipment applications, equipment sales and bioengineering to name a few.

The program is designed to allow students to take theory learned in the classroom and apply it to practice in the simulation lab and clinical environment. Our students are welcomed as a part of the healthcare team engaging in clinical education from the second semester to the end of the program. Students receive clinical supervision and support while learning from some of the best practicing sonographers in Marion, Citrus, Levy and surrounding counties.

The enclosed application and information packet will explain the application process to CF and the DMS program. If you are interested in the DMS program, please contact us to assist you with scheduling and any academic advising needs. We truly look forward to working with you in planning your future as a medical imaging professional.

CF Sonography Program Contacts

<p>Dr. Elena Miller, EdD, MHA, RDMS (AB, OB/GYN), RVT DMS Program Manager/Professor Allied Health Sciences, Building 6, Room 105 352-854-2322, ext. 1614 millere@cf.edu</p>	<p>DMS Clinical Coordinator/ Professor (TBA) Allied Health Sciences, Building 6, Room 106</p>
<p>Deyanira Garcia Educational Advisor, Student Success Bryant Student Union, Room 201 352-854-2322, ext. 1617 garciad@cf.edu</p>	<p>DMS Staff Assistant Allied Health Sciences, Building 6, Front Desk</p>

CF Diagnostic Medical Sonography Program

The CF DMS program is dedicated to providing a quality education for individuals in the art and science of medical imaging. CF is accredited by the Southern Association of Colleges and Schools Commission on Colleges to award associate and baccalaureate degrees (www.sacscoc.org). College of Central Florida is also approved by the Florida Department of Education to award associate degrees, baccalaureate degrees, college credit certificates and occupational certificates (www.fldoe.org).

Sonography Program Mission

Our mission is to: "Prepare competent entry-level sonographers to be members of the healthcare community within the tricounty service area of Marion, Citrus, and Levy counties." The program mission statement supports the mission statement of the college: "We transform lives and enrich our community by providing a supportive, high-quality learning environment that prepares individuals to excel in work and life."

Sonography Program Goals

College of Central Florida does not discriminate against any person on the basis of race, color, ethnicity, religion, sex, pregnancy, age, marital status, national origin, genetic information, sexual orientation, gender identity, veteran status or disability status in its programs, activities and employment. For inquiries regarding nondiscrimination policies contact Dr. Mary Ann Begley, Title IX Coordinator, Ocala Campus, Building 3, Room 116, 3001 S.W. College Road, 352-291-4410, or Equity@cf.edu.

The CF DMS program goals are to prepare competent entry-level sonographers in the cognitive (knowledge), psychomotor (skills), and affective (behavior) learning domains for the Abdominal-Extended and Obstetrics and Gynecology sonography concentrations.

About the DMS Program

After all the required general education courses are completed, the DMS program is a full-time, four-semester commitment. The program focuses on the knowledge and skills necessary to become a sonographer. The competency-based curriculum includes, but is not limited to, an introduction to sonography; cross-sectional anatomy, abdominal and OB/GYN sonography and pathology, medical sonography physics; medical and surgical disease, vascular and small parts sonography and clinical education. Successful Sonography students are compassionate, organized, competent, flexible, accountable, professional, self-motivated, responsible and critical thinkers. Successful students possess high emotional intelligence and interpersonal skills.

This is a full-time, academically-demanding program. Therefore, CF doesn't recommend that students work during this program. For any given semester, the student has a time commitment of approximately 32-40 hours per week in class and/or clinic. It is recommended students allow 3-4 hours each day to study.

Reliable transportation will be necessary. Students are responsible for making their own transportation arrangements for various assigned clinical rotations during all four semesters enrolled in the program. Several clinical sites are located outside of the Ocala area. Currently, the program has additional clinical sites within Alachua, Lake, Citrus, Sumter, and Levy counties. No guarantees will be made that students can remain in the Ocala area for all clinical rotations.

Currently, the CF Sonography program does not accept mid-program Sonography transfer students.

The program is restricted to applicants who have met specific requirements. Data provided in this packet is informational only and not intended to be contractual in nature. Information is subject to change without notice. The packet includes the following information:

- Admission criteria and other points of interest for admission to the College of Central Florida and the DMS program
- Admission criteria and process used to admit applicants into this limited-access program
- Approximate cost for the program of study
- Curriculum for the program of study
- Applicant's checklist

Part 1: Admission Requirements

College of Central Florida does not discriminate against any person on the basis of race, color, ethnicity, religion, sex, pregnancy, age, marital status, national origin, genetic information, sexual orientation, gender identity, veteran status or disability status in its programs, activities and employment. For inquiries regarding nondiscrimination policies contact Dr. Mary Ann Begley, Title IX Coordinator, Ocala Campus, Building 3, Room 116, 3001 S.W. College Road, 352-291-4410, or Equity@cf.edu.

To be considered for acceptance into the Sonography program, all admission requirements must be completed and submitted prior to the published deadline. These requirements are listed below and explained in details throughout the remainder of this information packet. It is the applicant's responsibility to be sure that admission requirements are met according to this information packet. No notices will be sent. It is recommended that a student allows 6 weeks for the admission process to be completed if transferring to the CF DMS program from another institution.

Sonography Program Application Requirements Summary

1. Submit the College of Central Florida application and be accepted as a student in good standing.
2. Minimum of 2.0 cumulative GPA with no rounding (4.0 scale) on all college academic transcripts.
3. Register for and attend a mandatory program information session within 12 months of application.
4. Completion of the following 9 general education courses with a C or higher: ENC 1101, BSC 2085, BSC 2085L, BSC 2086, BSC 2086L, MAC 1105 (or MAC 1105H or higher), PHY 1020, AMH 2020 (or POS 2041) and any one of the state core Humanities courses.
5. Students must complete the Test of Essential Academic Skills (TEAS) (current version) at least once by the end of the application period. Students can take the TEAS exam (current version) unlimited times. The highest scores will be accepted. Admissions points will be given for the composite TEAS score and the TEAS science sub-score separately. There is no minimum passing score. However, if an applicant receives a 60% or higher, the applicant will be awarded points in the admission process (to see how many points are awarded per range of test scores, go to page 8).
6. Submit application and required documents to the program.

Detailed Explanation of the Applicant Requirements for Sonography Program Application

1. Completion of a CF Application

- Submit a College of Central Florida application and be accepted as a student in good standing. <https://mycf.cf.edu/ICS/Admissions/>.
- Designate major code 1491 (Associate in Arts) with program code of 1362 (Associate in Arts) as the intended pathway. Applicants with an A.A. or higher must use major code 9240, College Graduate to A.S. Limited Access Health Sciences.
- Note: If you are a past CF student who has not been enrolled for a year or more, please complete the readmit application; there is no charge for readmit, but new documentation may be required.
- Acceptance to the college does not guarantee acceptance to the DMS program.

2. Submission of Transcripts

- Applicants must submit college transcripts from all institutions attended to the Admissions Office in Bryant Student Union (Building 5) on the Ocala Campus. Please keep in mind that the transcript evaluation process may take up to six weeks. It is recommended that students submit their transcripts for evaluation as soon as possible to avoid delays.

3. Information Session

- Register for and attend a mandatory program information session within 12 months of application. Ideally, plan to attend the information session before beginning academic prerequisite courses for the DMS program. **Be sure to review this information packet periodically to keep abreast of any potential revisions.**
- All information session forms must be completed and submitted as instructed in to qualify as attended.
- The date of attendance must be documented on the program application.
- A list of session dates and time are provided online at <https://www.cf.edu/academics/areas-of-study/health-sciences/>.

4. Required Courses

- The following nine (9) courses must be completed with a C or higher by the applicant's MAR review date: ENC 1101, BSC 2085, BSC 2085L, BSC 2086, BSC 2086L, MAC 1105† (or MAC 1105H† or higher), PHY 1020, AMH 2020 (or POS 2041) and any one of the state core Humanities courses.
- It is very important that students do their best to earn the highest course grades possible to earn the maximum points towards their admission for the DMS program. Students may choose to retake the required general education prerequisite courses to earn a better grade. However, CF financial aid will not cover the cost of any courses in which students have earned a passing grade ("C" or higher). Students may choose to retake the course at another accredited institution and then transfer to CF.
- None of the general education courses required for the program have time limitations.
- Students must also take and pass the Civics Literacy Exam by the application deadline.

†MAC 1105 and MAC 1105H require a prerequisite (MAT 1033 Intermediate Algebra) or successful college-level math (CLM \$10 fee) pretest placement scoring.

5. Completion of the TEAS Exam

- Students must complete the Test of Essential Academic Skills (TEAS) (current version) at least once by the end of the application period.
- Students can take the TEAS exam (current version) unlimited times. The highest scores will be accepted.
- There is no minimum passing score. However, if an applicant receives a 60% or higher, the applicant will be awarded points in the admission process (to see how many points are awarded per range of test scores, go to page 8).
- Admissions points will be given for the **composite TEAS** score (weighted 30%) and **TEAS science sub-score** (weighted 20%) separately.
- It is recommended that students meet with the Academic Advisor to ensure they are program-ready before scheduling the TEAS exam.

TEAS Exam Registration and Information

Students taking the TEAS must register at www.atitesting.com/login . If you do not have an ATI account, you will need to create one. You have several options on how to take your ATI TEAS exam:

- TEAS can be taken at CF (Citrus, Levy, Ocala campuses). This can either be on campus (in-person) or online (at home) with a remote proctor overseeing your exam.
- TEAS at ATI — an online (at home) remote proctored exam. ATI will remote proctor your exam using ATI proctors.
- TEAS at PSI in-person at a PSI Testing Center. PSI has testing centers across the United States that administer the TEAS exam. For a complete list of PSI testing centers, please visit: <https://www.atitesting.com/teas/register>
- Cost: If taken at CF, the test will be \$112; if taken remotely with ATI, the test will be \$120.

- One free transcript is included with your exam registration and can be obtained 24 hours after the exam is on your ATI portal.
- ATI will forward your scheduled date and time to the institution of your choice.
- For any additional questions, contact the CF Testing Center at 352-854-2322, ext. 1564, for the Ocala Campus, ext. 6168 for the Wilton Simpson Citrus Campus, or ext. 2100 for the Jack Wilkinson Levy Campus.

6. Final Pre-Application Advisor Meeting

Meet with the advisor to discuss minimum admission requirements and complete the program checklist. Deadline for final pre-application advisor meeting is **June 25, 2024 by 3:30 p.m.**

7. Completion of the Sonography Program Application

- Submit your program application with all required documentation to the program office, Ocala Campus Allied Health Sciences Building 6, Room 103, or by email to clarkes@cf.edu by **June 25, 2024 by 4:30 p.m.**
- Applicants must have an all-college cumulative GPA of 2.0 or higher to apply to the DMS program
- Completed and signed application
- Copy of student's degree audit
- Copy of Advisor Checklist
- Copy of State Driver's License or Identification card to verify 18 years of age by the first day of the **second semester** of the DMS program.
- Submit a "Reflection and Acknowledgement" essay after reviewing the section titled "Entering the Diagnostic Medical Sonography Technology Program" (more information is toward the end of this packet). The essay must be at least one (1) page in length, typed, double-spaced using Times New Roman, 12 font and submitted as a word.doc or pdf. Please include student's name and the date in the header. The purpose of this essay is to ensure that the applicant understands and has considered the conditions and requirements necessary for success in the program. The conclusion of the essay should include an acknowledgement of reviewing the provided recourses and confirmation that the student has considered a necessary strategy to facilitate personal and academic success while in the DMS program.

Part 2: Applicant Ranking and Candidate Selection Process

All applicants meeting the required criteria will be assigned points earned in the categories listed in the Applicant Ranking System form. Applicant points will be converted to percentage points with the highest total percentages selected as candidates for the cohort until it is filled. The limited-enrollment program admits up to 24 candidates annually in the fall semester, with the total amount depending on clinical education site availability. Should two or more applicants have the same number of percentage points, the applicant with the earlier review date will be ranked higher. The applicants listed by ranking status (highest to lowest) not selected for the cohort will be placed on an alternate list. If any selected candidate withdraws from the cohort, the first alternate will be offered cohort placement. If that applicant declines, the next alternate on the list will be contacted and so on until the cohort is filled.

Applicants who did not meet the minimum criteria, were not accepted or declined admission, or remained on the alternate list and wish to be considered for the next available cohort must apply the following year.

Points for Sonography Program Admission

Sonography Program Applicant Ranking System	Grade/Score/ Points	Points Earned
Required Completed General Education Courses Calculation: Grade Value x Number of Credit Hours (A: 4x3=12; B: 3x3=9; C: 2x3=6) Didactic Course A=12 B=9 C=6 (A: 4x1=4; B: 3x1=3; C: 2x1=2) Lab Course A=4 B=3 C=2		
Completion of the following required general education courses prior to application (GPA is 50% of the Overall Score):		
ENC 1101 Freshman Composition Skills I	Grade:	
MAC 1105 College Algebra	Grade:	
PHY 1020 Elementary Physics for Nonscience Majors	Grade:	
BSC 2085 Human Anatomy and Physiology I	Grade:	
BSC 2085L Human Anatomy and Physiology I Lab	Grade:	
BSC 2086 Human Anatomy and Physiology II	Grade:	
BSC 2086L Human Anatomy and Physiology II Lab	Grade:	
AMH 2020 United States History Since 1877 or POS 2041 American National Government	Grade:	
ARH 1000 Art Appreciation or HUM 1020 Introduction to the Humanities or HUM 1020H Honors Introduction to the Humanities or LIT 1000 Introduction to Literature or MUL Music Appreciation or PHI 2010 Introduction to Philosophy or THE 1000 Introduction to Theatre	Grade:	
TEAS Composite Score (30% of the Overall Score)		
TEAS Science Score (20% of Overall Score)		
Total Points (Maximum Available)	184	
Extra Points		
HSC 2531 Medical Terminology <i>Please note that HSC 2531 is not a program requirement but is highly recommended</i>	3	
Military experience with honorable discharge (copy of DD 214)	2	
Highest degree earned: Master's Degree or Higher (4), Bachelor's Degree (3), Associate Degree (2)		
Florida Healthcare License: currently practicing (letter from employer and license) or not currently practicing (copy of license)	3 2	
Previous Qualified Applicant (202X applicant pool only)	1	
Legal Resident of Marion, Citrus or Levy County (driver's license)	1	
Total Extra Points (Maximum Available)	16	
Grand Total Points (Maximum Available)	200	
Percentage Points		

Points for TEAS Scores: Points awarded for TEAS test scores above 60% and higher.

TEAS Composite Score Range	Points
95-100	56
90-94.99	51
85-89.99	46
80-84.99	41
75-79.99	36
70-74.99	31
65-69.99	26
60-64.99	21
<60	0

TEAS Science Sub-Score Range	Points
95-100	36
90-94.99	32
85-89.99	28
80-84.99	24
75-79.99	20
70-74.99	16
65-69.99	12
60-64.99	8
<60	0

FUNCTIONAL CAPABILITIES

Physical and Psychological Requirements

Applicants to the CF Sonography program must be able to meet the following functional capacities. They are non-academic criteria and are functional capabilities required of Sonography students and Sonography professionals. A prospective Sonography candidate must demonstrate the physical and psychological ability to provide safe patient care. Students who believe they will not be able to meet one or more of these requirements without accommodation must notify the Program Manager and a determination will be made on a case-by-case basis whether reasonable accommodation may be made. In no instance will an accommodation be made that will put the applicant, other learners or patients at risk.

Function	Requirement	Example Tasks
Vision	Adequate to ensure safety of self and others in didactic and clinical settings and to discriminate between black, white and a variety of grayscale values. Adequate close vision (20 inches) and distance vision (20 feet or greater). Normal or corrected refraction within the range of 20/20 to 20/60.	Adequately view sonograms, including color distinctions; discriminate diagnostic quality of images; view images in dimmed lighting; read department protocols for imaging procedures, examination requests, monitors, and any written directions or orders; observation and visual assessment of a patient's condition.
Hearing	Normal or corrected hearing ability within 0 to 45 decibel range. Adequate and effective communication with others in close proximity (15 feet) and remote areas (30 feet).	Distinguish audible sounds; hear instructors, patients, clinical preceptor, staff, and others; hear faint and muffled sounds when the use of surgical masks are required; telephone communication; patient assessment; responding to beepers and overhead

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		announcements; monitor equipment operation or dysfunction that may be indicated by low sounding buzzers or bells and discern soft sounds such as those associated with assessing blood pressure; respond to patients in situations where the patient is not facing the learner.
Gross Motor Strength and Coordination	Adequate to allow effective mobility of self, imaging equipment, and patients for at least 50 feet, lift 25 pounds from the ground to waist level and extend that weight out from the body at a minimum of 12 inches, and stand/walk for a minimum of 8 hours.	Safe transfer of patients; mobility and strength to move patients and equipment; prolonged continuous hand/wrist/arm macro movements during exams; safe and efficient mobility in a sterile environment; coordinated movement in the performance of mobile imaging procedures; safe and efficient movement of medical imaging equipment; stand unassisted for long periods of time; walk and stand for long periods of time while performing sonographic exams and procedures; organize and accurately perform the individual steps in a sonographic procedure in the proper sequence.
Fine Motor Strength and Coordination	Adequate to allow use of medical and imaging equipment maintaining a safe environment to patients and others.	Adequate operation of the machine console; typing with the left hand and scanning with the right hand regardless of your natural preference; prolonged continuous holding and movement of the transducer and other equipment; prolonged hand/wrist/arm micromovements including significant pushing, angling, rotating and sliding when performing ultrasound exams; positioning of imaging equipment; palpitation of external boney landmarks and palpable masses; manipulation and operation of all associated equipment.
Critical Thinking Ability	Adequate to allow mastery of course content and demonstrate	Adapt non-routine sonographic procedures to produce

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	sound judgment in simulated and clinical situations; adaptability to cope with constant environmental/patient changes.	diagnostic images; identifying cause and effect relationships in patient positioning and related anatomy as well as pathology; modify scanning protocols based on the pathologic findings or patient's specific circumstances; identify pathology and demonstrate surrounding/affected areas; identifying relationships of accessory devices utilized in image formation; and maintain mental alertness.
Interpersonal Skills	Adequate to facilitate effective working relationships with peers, instructors, patients and their family members.	Interact compassionately and effectively with severely injured or critically ill patients and other health care professionals; provide patient education; work in a stressful environment; provide quality patient care; demonstrate caring behaviors.
Communication	Adequate communication abilities sufficient for interaction with others in verbal and written form.	Obtaining and recording patient history; providing clear verbal instructions to patients; discussing patient consent forms; adequate verbal and written interaction with clinical preceptors, patients, families, staff, physicians and other healthcare professionals.
Emotional	Adequate to maintain emotional stability and composure during stressful situations.	Cope effectively with stress in the workplace; cope with individual and peer emotions calmly; receive corrective feedback calmly.
Environmental	Adequate to tolerate environmental stressors.	Adapt to variations in clinical schedules; perform imaging exams safely with equipment used in healthcare settings: function in areas that are close, crowded or noisy. Perform imaging exams in an environment with associated risks of exposure to communicable diseases, unpleasant odors and body substances, and hazardous or moving equipment.

Physical Ability	Adequate physical stamina.	Stand and walk for 8 hours; maintain balance during exams and procedures; use stairs in case of emergency; work standing on your feet 80% of the time; lift more than 50 pounds routinely; push and pull; bend and stoop routinely; have full use of both hands, wrists, and shoulders; assist patients on and off examination tables.
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1. These are essential physical and mental skills that Sonography students must possess to satisfactorily progress through the curriculum. Should prospective students have a pre-existing condition that prohibits their ability to perform one or more of these skills, it is highly advised that the students pursue professional assistance for an evaluation of career suitability. Learners who have a disability that may impact upon the ability to provide patient care may want to contact the College of Central Florida Disability Services Department. The college fully supports and ensures compliance of the Americans with Disabilities Act of 1990, Section 504 of the Rehabilitation Act of 1973, and all other pertinent federal, state, and local disability anti-discrimination laws. View CF's Continuous Notice of Nondiscrimination. Students with disabilities are encouraged to register with Disability Services. For more information visit the Disability Services office, email disability@cf.edu or call 352-873-5843. Arrangements can be made to meet with students, staff, or faculty at any of the college's locations.
2. To verify a student's ability to provide essential patient care during clinical training, a physical examination may be required. This examination will be documented by a physician/nurse-practitioner/physician assistant on the form provided by CF DMS program.
3. Subsequently yearly TB screening is required. Participation in clinical education is contingent upon negative documentation and/or appropriate medical treatment and clearance.
4. Students with HIV infection are not restricted from pursuing the Associate in Science degree in Sonography. Students are required to implement standard precautions in the care of all individuals. However, those with secondary infections or open skin lesions as a result of HIV infection must not provide direct care to avoid placing patients at risk. Students with HIV/AIDS will be provided reasonable opportunities to continue their Sonography education or complete required components of their education and clinical experiences.
5. Students are required to be vaccinated for Hepatitis B prior to clinical education or sign a waiver of declination. If a student declines HBV, a clinical externship site may restrict the student from completing the externship at their site, which may jeopardize the student's ability to secure and complete the clinical education component of the program.
6. Many health care organizations are now requiring mandatory annual influenza vaccination for all employees, physicians, volunteers, contract preceptor, learners, and others who work, provide services or train at their facilities. Students enrolled in the DMS program may be required to receive the annual influenza vaccination in order to maintain their status at a clinical education site.

7. Many health care organizations are now requirement mandatory COVID-19 vaccination for all employees, physicians, volunteers, contract preceptors, learners and other who work, provide services or train at their facilities. Although the College of Central Florida does not require COVID-19 vaccination, all students accepted into the DMS program must receive clearance to participate in clinical educational rotations at all of the program's clinical sites.

8. Occasionally, a student may experience a change in the status of these requirements while progressing through the curriculum. The student learner is required to notify the faculty of any changes. The student will be provided with referrals for professional assistance. Each student will be given the opportunity to meet clinical objectives within a reasonable amount of time as determined by the Program Manager in consultation with the assisting professional. However, a student may be denied continued enrollment in the program until any identified issue is resolved. Should the issue remain unresolved after a reasonable period of time, the student may be terminated from the program.

Part 3: Items to be Completed by Conditionally Accepted Candidates

Students who are offered conditional acceptance into the DMS program will be notified by CF email. Students selected must submit and complete the following steps:

- Sign the Acknowledgement of Conditional Acceptance form and email it to clarkes@cf.edu by the date specified in the conditional acceptance email, indicating if you accept or decline your placement in the program.
- Submit all health forms (including completed physical exam form, background check, drug screen, any laboratory test results and immunization records) by the date indicated in the acceptance letter.
- Attend the mandatory program orientation on the date specified in the acceptance letter.
- Obtain mandatory Basic Life Support (BLS) Provider (CPR and AED) certification provided by the American Heart Association by the date specified in your acceptance letter.
- Provide documentation of completion of the Healthcare: Bloodborne Pathogens course letter by the date indicated in the acceptance letter. For assistance visit: <https://www.probloodborne.com/en/>.

Criminal Background Check Procedure

All Health Sciences students must have a federal criminal background check. The background check must be completed at CF. Scheduling for fingerprinting varies. Follow the procedures listed below for the criminal background check.

CF Health Sciences Department must initiate background checks on its students. This check should be conducted after receiving a conditional acceptance letter. Instructions for initiating the check will be included in the applicant's acceptance letter. Individuals with a criminal history may not be eligible for admission to Health Sciences programs. If a criminal history is shown, the student will receive written communication and will be given the opportunity to appeal the issues in the background check. The appeal will go before a committee that will determine eligibility for acceptance to the program. However, even if the appeal is granted, there is no guarantee that the clinical agencies will approve a student for clinical education or that the ARDMS (certifying agency) will allow a graduate to apply for a certification to become a Registered Diagnostic Medical Sonographer (RDMS).

Any person wishing to apply to the DMS program with concerns about a potential ethics violation are highly encouraged to apply for the Compliance Pre-determination Application (PDA) review process from the ARDMS as soon as possible. The PDA review process is for individuals who wish to determine the

impact of a previous criminal or disciplinary matters on their eligibility to apply for ARDMS certification. The Compliance PDA review process is recommended for individuals who have not applied for the examination and are contemplating employment in the field of sonography or enrollment into a sonography program. More info can be found here: <https://www.ardms.org/compliance-predetermination-application/>.

Substance screening is required for all program applicants and is required as part of the acceptance portion of the process. Failure to submit substance screening results or any positive results will eliminate the applicant from the program. At any time in the program, if a student is exhibiting questionable behavior indicating drug or alcohol abuse, a substance screening may be required. Failure to complete Part 3 within the timeframe allotted will result in the loss of placement in the program.

Students are responsible for notifying the Program Manager of any arrests, regardless of adjudication, which occur after acceptance and during enrollment. Eligibility for the student's continued enrollment in the program due to this arrest will be determined. Failure to promptly notify the Program Manager shall be grounds for dismissal. Students enrolled in a health-related program are required to complete a substance screening and be drug and/or alcohol free when at the college and while at affiliating agencies (including parking lots and grounds).

Individual clinical education sites may require students be subject to the drug testing policies including, but not limited to, when there is reasonable suspicion to believe a student may be impaired, or is using or has used illegal drugs and/or alcohol. The student may be tested in accordance with the affiliating clinic education site policies. If tested by a clinic education site, the student shall provide the Program Manager a copy of any test results. Failure to promptly do so shall be grounds for dismissal from the program. A positive drug or alcohol test shall also be grounds for dismissal from the program. This paragraph also applies to students already enrolled in a Health Sciences program at the time of the effective date of this policy. (CF Policy 3.19)

Financial Aid

Financial Aid is available to qualified applicants. Funds are available through scholarships, grants, work-study, Veteran's Administration, Social Security, and other special projects. To be considered for any type of financial assistance (grants, scholarships or loans) you MUST obtain and fill out the Free Application for Federal Student Aid. Please read and follow ALL instructions provided in the application or online. This packet is available at any of the CF Enrollment Services Centers (see below) or at www.fafsa.ed.gov.

The FAFSA supplies the basis for determining a student's need for financial assistance. The FAFSA is REQUIRED for ALL types of financial assistance including scholarships, grants or loans. You should list CF as the college of first choice (Code 001471).

Applicants must also complete and submit the CF Scholarship Application Package that can be found at CF.edu. It is your responsibility to complete this paperwork accurately and on time. The entire process takes a minimum of six (6) to eight (8) weeks (sometimes longer), and you must apply each academic year (fall through summer) that you wish to be considered for financial help. Need help? Stop by the CF Enrollment Services Centers:

<p>Ocala Campus Bryant Student Union, Room 101 352-854-2322, ext. 1393</p>	<p>Wilton Simpson Citrus Campus Citrus Learning and Conference Center, Main Level 352-746-6721, ext. 6100</p>	<p>Jack Wilkinson Levy Campus 352-658-4077, ext. 2101</p>
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Estimated Cost of the DMS Program

	TUITION Per College Credit	TUITION DMS Program (77 credits)
In State	\$112.92	\$8,694.84
Out of State	\$438.20	\$33,741.40

There are additional expenses, lab fees, textbooks, certification exams, health compliance fees, scrubs, travel expenses, etc. that may or may not be covered by financial aid. Student is responsible for travel arrangements during clinical rotations. Travel costs will vary depending on the location of the clinical assignments. Students are engaged in clinical education in CF's service areas (Marion, Citrus and Levy counties) and beyond. Students must plan on traveling up to one hour or more from the CF Ocala Campus to a clinical site. Clinical schedules can vary and may include evenings, nights and weekends.

Prerequisite General Education Courses SEMESTER 1

#	Course #	Course Title	Credits
1	ENC 1101	Freshman Composition Skills	3
2	HUM 1020	Introduction to Humanities (or any state HUM course)	3
3	BSC 2085	Human Anatomy and Physiology I	3
4	BSC 2085L	Human Anatomy and Physiology I Lab	1
5	MAC 1105	College Algebra or higher (prerequisite: MAT 1033)	3
TOTAL:			13

SEMESTER 2

#	Course #	Course Title	Credits
6	PHY 1020	Elementary Physics for Nonscience Majors	3
7	BSC 2086	Human Anatomy and Physiology II	3
8	BSC 2086L	Human Anatomy and Physiology II Lab	1
9	AMH 2020 or POS 2041	United States History Since 1877 or American National Government	3
10	HSC 2531	Medical Terminology (optional, for points only)	3
TOTAL:			13

Core Sonography Courses FALL 1

#	Course #	Course Title	Credits
1	SON 1000	Introduction to Sonography	2
2	SON 1000L	Introduction to Sonography Lab	1
3	SON 1211C	Medical Sonography Physics I	3
4	SON 1113	Sonographic Cross-Sectional Anatomy (online)	3
5	SON 1111	Abdominal Sonography 1	2
6	SON 1111L	Abdominal Sonography 1 Lab	2
TOTAL:			13

SPRING 1

#	Course #	Course Title	Credits
7	SON 2053	Medical and Surgical Diseases (online)	3
8	SON 2212C	Medical Sonography Physics II	3
9	SON 2112	Abdominal Sonography II	1
10	SON 2112L	Abdominal Sonography II Lab	2
11	SON 1121	Obstetrics/Gynecology Sonography I	2
12	SON 1121L	Obstetrics/Gynecology Sonography Lab I	1
13	SON 1808	Clinical Education I	6
TOTAL:			18

SUMMER 1

#	Course #	Course Title	Credits
14	SON 2818	Clinical Education II (12 weeks)	9
TOTAL:			9

FALL 2

#	Course #	Course Title	Credits
15	SON 2122	Obstetrics/Gynecology Sonography II	2
16	SON 2122L	Obstetrics/Gynecology Sonography Lab II	1
17	SON 2140	Vascular and Small Parts Sonography	3
18	SON 2140L	Vascular and Small Parts Sonography Lab	2
19	SON 2828	Clinical Education III	6
TOTAL:			14

The DMS program requires a larger on-campus and clinical time commitment than most academic majors. Typically, students enrolled in the DMS program are either on campus or engaged in clinical education. Clinical education can be scheduled during the week or during the weekend (day or evening). For any given semester, the student has a time commitment of approximately 32-40 hours per week in class and/or clinic. It is recommended students allow 3-4 hours each day to study.

Sonography education has three components:

1. Theory instruction, in-class/didactic. Academic credit is one 50-minute hour per week per credit.
2. Skills laboratory/lab where students learn psychomotor hands-on skills and the decision-making surrounding these skills. Laboratory credit is two hours per week per credit.
3. Practical (hands-on) experience in a recognized clinical education site. Clinical hours vary each semester.

Reflection and Acknowledgement Essay “Entering the Diagnostic Medical Sonography Technology Program”

The DMS program graduate is a competent, empathetic healthcare professional who exemplifies critical thinking abilities, effective patient care skills with an expertise in the field of Diagnostic Medical Sonography. Students entering the program must be dedicated to their academic success. The faculty and staff are proud of the program and the achievements of their students. Please understand that you are responsible for successfully completing four semesters of the program, as well as qualifying to take and pass 3 (three) national credential examinations given by the American Registry of Diagnostic Medical Sonography (ARDMS).

Please note, graduation does not guarantee passage of the exam, nor does it guarantee local employment as a sonographer. Your success in this program will require a substantial commitment for 16 months. We are confident that with dedication and discipline your efforts can lead you to a successful career in medical imaging. As with any health science program there can often be obstacles that students must be aware of and overcome in reference to the time commitment that is required for an allied health science program. Please take the time to read the success strategies and evaluate your own situation to be certain that you will be able to meet the expectations.

Academic Attainment

The DMS program consists of four semesters that spans to include one summer term. In addition, the curriculum is demanding of your time and effort. College-level math skills, medical vocabulary, articulation, and reading comprehension is essential for success when trying to conceptualize theories and concepts. The subject matter spans merely beyond memorization and requires abstract thought, 3D visualization of the human anatomy, critical thinking skills and reflection of learning. Students within the DMS program devote several hours a week, resembling full-time employment, while participating in didactic classroom, laboratory, and clinical internship. Be aware that additional time is required for study efforts and preparation for subject matter retention and comprehension. The program is built on a stage-based conceptual model of hierarchy learning. Please see below:

Remember: identify, define, list, label, name, recognize, examine, recall, memorize

Comprehension: explain, describe, interpret, summarize, classify, differentiate, discuss, associate, demonstrate, estimate, translate

Apply: solve, illustrate, use, calculate, discover, experiment, implement, operate, relate

Analyze: compare, contrast, differentiate, distinguish, connect, categorize, prioritize

Evaluate: criticize, appraise, judge, support, decide, assess, recommend, summarize

Financial Preparation and Employment

This is a full-time, academically-demanding program. Therefore, CF doesn't recommend that students work during this program. Success in the DMS program requires a significant investment of time; therefore, students find that in order to reach program outcomes they must formulate a financial plan, decrease their work schedules outside of the program or stop their employment all together. Some students seek flexible employers that will allow adjustments in work hours to accommodate program schedules. Prospective program students may want to consider developing a financial plan to subside the effects of potentially decreasing the family income, additional childcare expenses, and cost of the education. In addition, students should contemplate the need for a reliable means of transportation and expect that there is a substantial driving requirement for participation in clinical rotations, which may include the disruption of family schedules. Students should assess the availability of financial aid, grants, scholarships and various resources that are available.

Personal and Family Concerns

Some potential challenges a student may face is the continued stress of balancing school, hours studying, internships, personal situations, family obligations and work schedules. It is crucial that the student establish a solid foundation at home and seek support of family and friends who are willing to assist with household responsibilities and childcare. Students must also make time for self-care to include sufficient sleep, nutrition, and mental health maintenance to manage potential stressors. Students should reach out to those in their support system to find not only physical support but moral support, as well.

After careful consideration for the demands, expectations, and possible challenges of a student in the DMS program, reflect on the following matters and compose at least one-page essay to be submitted with your Sonography program application detailing:

- College-level academic skills
- Stress management techniques
- Critical reasoning ability
- Time management
- Proficient study habits and skills
- Home/work/school schedules and responsibilities
- Test taking strategies
- Social support system
- Financial resources and aid
- Transportation

In addition, watch the following videos provided by the American Registry of Diagnostic Medical Sonography (ARDMS) and answer the following questions:

1. Did you notice what all the sonographers have in common?
2. Do you feel that you have the necessary qualities and traits to be successful in the program and provide excellent care to your patients?
3. Do you feel that Sonography is the right profession for you? Explain why.

1. Episode #1 of Real Talk Sonography: In three words, what does sonography mean to you?

<https://www.youtube.com/watch?v=-wp175xokOk>

2. Episode #2 of Real Talk Sonography: If your career were to end, what would you be most proud of?

<https://www.youtube.com/watch?v=fvZqi3XzyUg>

3. Episode #3 of RealTalkSonography: Is there a patient that you'll never forget?

<https://www.youtube.com/watch?v=ePEMmdoA7v4>

4. Episode #4 of Real Talk Sonography: What was a defining moment in your career?

<https://www.youtube.com/watch?v=glY35LGWLZY>

5. Final episode of #RealTalkSonography: If you had to do it over again, would you choose this career?

<https://www.youtube.com/watch?v=mEl-smNBsjA>

6. Benefits of Certification

<https://www.youtube.com/watch?v=YXzNih-ctBA>

The Reflection and Acknowledgement essay must be at least one (1) page in length, typed, double-spaced using Times New Roman, 12-point font and submitted as a Word document or pdf. Please include your name and the date in the header. The purpose of this essay is to ensure that you understand and have considered the conditions and requirements necessary for success in the DMS program. The conclusion of the essay should include an acknowledgement of reviewing the provided resources and confirmation that you have considered necessary strategies to facilitate personal and academic success while in the Sonography program.

Resources for Students Considering Entry into the Diagnostic Medical Sonography Profession

- American Registry for Diagnostic Medical Sonography: <https://www.ardms.org/>
- Bureau of Labor Statistics, U.S. Department of Labor, Occupational Outlook Handbook, 2022 for Diagnostic Medical Sonographers: <https://www.bls.gov/ooH/healthcare/diagnostic-medical-sonographers.htm>
- The Society of Diagnostic Medical Sonography (SDMS): <https://www.sdms.org/>
- The Commission on Accreditation of Allied Health Education Programs (CAAHEP): <https://www.caahep.org/>
- The Joint Review Committee on Education in Diagnostic Medical Sonography (JRC-DMS): <https://jrcdms.org/>