



University of Findlay

Diagnostic Medical Sonography

Prospective Student Handbook  
2020 - 2021

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# University of Findlay

Diagnostic Medical Sonography

## Faculty and Staff

Dean of the College of Health Professions (COHP)	Dr. Richard B. States, DHSc
Chair, Diagnostic Services	Dr. Susan Watters, RDMS, RVT
Program Director	Dr. Susan Watters, RDMS, RVT
Faculty	Sarah Niese, BAS, RDCS Steven Wild, Ph.D.
Administrative Assistant	Jen Branson-Scala

### Important Phone Numbers and Email Addresses

(The preferred method of contacting a faculty member is via email.)

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Channel of Communication: Faculty → Program Director → Chair

Normal Sonography Program office hours are 8:00 am to 4:00 pm Monday through Friday.

Diagnostic Services Building  
401 Trenton Avenue, Room 114  
Findlay, OH 45840

## **Findlay College Heritage**

Findlay College was founded by the City of Findlay and the Churches of God, General Conference in 1882 with the goal of providing faith-centered, high quality academics to their communities. The City of Findlay was selected, in part, thanks to a visionary group of Findlay citizens who offered \$20,000 and 10 acres of land to the Church leadership as the site of its first college.

## **UF Mission Statement**

The mission of the University of Findlay is to equip our students for meaningful lives and productive careers.

## **UF Vision**

The University of Findlay will become a leading Midwestern university characterized by these core values (Watch Phrases):

### **Heartland Community**

In a university founded on the principles of personal faith, civic mindedness, and scholarly achievement, we will advance our commitment to the personal attention essential to the development of our students as whole persons--knowledgeable, creative, ethical, and compassionate leaders in a global environment.

### **Diverse Perspectives**

We will achieve a productive balance between innovative and time-tested approaches and programs in professional preparation, the liberal arts, and the natural sciences. We will embrace professional, cultural, and intellectual diversity that will distinguish our programs from those of other comprehensive institutions of higher education. We will model civil discourse.

### **Transformative Experiences**

We will leverage our location, size, and values to provide experiential learning for students in every program of study.

## **Why We Are Different**

The University of Findlay offers experiential learning in all of our academic programs – including internships, research, service projects and study abroad opportunities.

## **What We Are Known For**

The University of Findlay cultivates the potential within each student through academic excellence, transformative experiences and a supportive community that is grounded in faith.

## **Sonography Programs Mission Statement**

The University of Findlay Diagnostic Medical Sonography Programs are committed to provide an intellectually stimulating and challenging environment where competency-based education in

sonography is focused on the needs of the patient and intended to produce skilled professionals of the highest caliber.

### **Diagnostic Medical Sonography Programs**

Curriculum and educational objectives of the programs are based upon standards of integrity; professionalism and patient care as defined by multiple sonography professional organizations to include the Society of Diagnostic Medical Sonographers (SDMS) and the American Institute of Ultrasound (AIUM). Recognized Practice Standards and Scope of Practice parameters have also been included in the didactic, experiential learning and clinical components of the curricula.

Program offerings include two Associate Degree Programs, two Baccalaureate Degree Programs and two Certificate Programs in the following concentrations; General Sonography and Echocardiography.

Sonography students participate in 1400 hours of clinical education under the direct supervision of credentialed sonographers.

The programs modeled the institution's mission when developing the curriculum as well as program goals, which are:

- To prepare competent entry-level general sonographers in the cognitive (knowledge), psychomotor (skills), and affective (behavior) learning domains.
- To prepare competent entry-level adult cardiac sonographers in the cognitive (knowledge), psychomotor (skills), and affective (behavior) learning domains.

### **Lawful and Non-discriminatory Practices**

All activities associated with the program, including student and faculty recruitment, student admission, and faculty employment practices, are non-discriminatory and in accordance with federal and state statutes, rules, and regulations.

### **Professional Qualities of a Sonographer**

A sonographer must demonstrate attributes pertaining to all three domains of learning: cognitive, affective, and psychomotor (Bloom's Taxonomy). While the academic program provides cognitive and psychomotor education through academic preparation and clinical performance, a student's affective behavior plays an equally important function in the educational process and in future employment in the health care setting.

Affective behavior encompasses the ability to function as a caring, ethical individual. It covers such areas as professionalism, attitude, judgment, honesty, and integrity. It pertains to the student's ability to relate to the patient's needs and abilities and to work as a contributing member of the health care team to provide quality patient care.

In keeping with the profession's Scope of Practice and Code of Ethics, program students and graduates are expected to have and demonstrate the necessary skills in all three domains of Bloom's Taxonomy. To this end, program faculty may work with the student to develop and reinforce the necessary affective behaviors required by the profession. Students may be

counseled regarding their behavior and attitude as evident during the academic and clinical education sessions.

## **Society of Diagnostic Medical Sonography: Scope of Practice and Clinical Practice Standards**

Students are expected to review these standards and abide by them.

Standards are designed to reflect behavior and performance levels expected in clinical practice for the Diagnostic Ultrasound Professional. These Clinical Practice Standards set forth the standards (principles) that are common to all of the specialties within the larger category of the diagnostic ultrasound profession. Individual specialties or subspecialties may adopt standards that extend or refine these general Standards and that better reflect the day to day practice of these specialties. Certification is considered the standard of practice in ultrasound. Individuals not yet certified may reference these Clinical Practice Standards to optimize patient care. <https://www.sdms.org/pdf/2015SDMSScopeofPracticeandClinicalStandards.pdf>

### **What Is Diagnostic Medical Sonography?**

Diagnostic Medical Sonography is a medical imaging modality that uses sound waves to identify and evaluate soft tissue structures in the human body for disease and pathology.

### **What Does a Diagnostic Medical Sonographer Do?**

The Diagnostic Medical Sonographer is a healthcare professional who performs diagnostic ultrasound examinations under a physician's supervision. To perform imaging evaluations on patients in the clinical setting, sonographers are required to integrate medical knowledge of anatomy and physiology, pathology, and ultrasound physics. Among the parts of the body most commonly evaluated with sonography are the heart and blood vessels, abdominal organs, superficial structures, pelvic organs and the developing fetus.

Sonographers have extensive direct patient contact that may include performing some invasive procedures. They must be able to interact compassionately and effectively with people who range from healthy to critically ill.

The professional responsibilities include, but are not limited to:

- obtaining and recording an accurate patient history
- performing diagnostic procedures and obtaining diagnostic images
- analyzing technical information
- using independent judgment in recognizing the need to extend the scope of the procedure according to the diagnostic findings
- providing an oral or written summary of the technical findings to the physician for medical diagnosis
- providing quality patient care
- collaborating with physicians and other members of the health care team

Sonographers must also be knowledgeable about and limit the risk from possible exposure to blood and body fluids. Many sonographers also assist in electronic and clerical scheduling, record keeping, and computerized image archiving. Sonographers may also have managerial or

supervisory responsibilities.

Students and sonographers must comply with the ethical behavior expected of a healthcare professional. Additional information regarding ethical and professional behavior is provided in the Clinical Scope of Practice at [www.sdms.org](http://www.sdms.org).

### **Career Opportunities for Sonographers**

Sonography is a dynamic profession that has grown significantly over the past 30 years. The U.S. Bureau of Labor states that employment of diagnostic medical sonographers is expected to grow by 39 percent from 2012 to 2022, which is much faster than the average for all occupations.

With rapidly developing new technologies and increased use of diagnostic ultrasound procedures, growth is projected to continue in the future with employment opportunities for qualified sonographers in both urban and rural areas nationwide. Graduates of our sonography programs can choose to work in clinics, hospitals, private practice physician offices, public health facilities, laboratories and other medical settings performing examinations in their areas of specialization. Career advancement opportunities exist in higher education, administration, research and with commercial companies in roles such as educators, application specialists or sales representatives.

### **Salaries for Sonographers**

In addition to excellent career opportunities, salaries for sonographers are competitive with, or higher than other professionals with similar levels of education. According to the 2016 SDMS Salary and Benefit Survey Report, the median salary for sonographers is \$70,720 annually. According to the US Department of Labor, employment of Diagnostic Medical Sonographer is projected to grow 26% from 2014 – 2024.

### **Why Choose the University of Findlay Diagnostic Medical Sonography Programs?**

The mission of the University of Findlay is to equip our students for meaningful lives and productive careers. The Diagnostic Medical Sonography Programs are committed to provide an intellectually stimulating and challenging environment where competency-based education in sonography is focused on the needs of the patient and intended to produce competent professionals of the highest caliber. Program goals, educational structure, outcomes assessment and course objectives are in alignment with both the institution's and programs' mission statements.

Sonography faculty have extensive backgrounds in higher education, teaching and advising, and working with a diverse student population to achieve their goals. The faculty are passionate about students, ensuring their success and cultivating their potential. Additionally, the unique academic and clinical component of the programs, offers the students a fast track to their careers.

## **Program Accreditation**

The University of Findlay Diagnostic Medical Sonography Programs are accredited by the Commission on Accreditation of Allied Health Education Programs ([www.caahep.org](http://www.caahep.org)) upon recommendation of the Joint Review Committee on Education in Diagnostic Medical Sonography (JRC-DMS).

Commission on Accreditation of Allied Health Education Programs  
25400 US Highway 19 North, Suite 158  
Clearwater, FL 33763  
727-210-2350  
[www.caahep.org](http://www.caahep.org)

## **Technical Standards**

The following criteria define the technical standards applicants are generally expected to meet in order to participate and function in the laboratory, classroom and clinical setting. These technical standards are necessary and essential to provide for the health and safety of students and of the patients receiving care.

All students in the Diagnostic Medical Sonography Programs must possess the intellectual ability to learn, integrate, analyze, and synthesize data. Students must have functional use of the senses of vision and hearing and motor function capabilities to meet the demands of the profession.

Students must:

1. Observe patients, manipulate equipment, and evaluate image quality.
  - A. Observe changes in patient condition
  - B. Utilizing equipment for maximum diagnostic results to include computers
  - C. Differentiate primary colors, shades of gray, and real-time images, as well as, delineate spatial relationships, borders, visual comparisons and pathological entities in two and three-dimensional planes
2. Demonstrate sufficient hearing to access patient needs and communicate verbally with other health care providers.
  - A. Acquire information
  - B. Perceive nonverbal communication
  - C. Differentiate Doppler signals
  - D. Hear audible alarms
3. Demonstrate sufficient verbal and written skills to communicate needs promptly and efficiently in English.
  - A. Must verbally instruct patients
  - B. Speak in a way that is clearly understood by the average person at close range
  - C. Foster mature, sensitive, and effective relationships with patients, colleagues and other health care professionals
  - D. Demonstrate patient confidentiality and medical ethics
4. Demonstrate sufficient gross and fine motor coordination to respond promptly and ensure patient safety.
  - A. Safely perform imaging procedures
  - B. Assess and comprehend the condition of the patient
  - C. Ability to lift 50 pounds



- D. Ability to stand and walk up to 8 hours a day
- E. Ability to exercise a full range of body motions with intermittent lifting, bending, squatting, kneeling and twisting
- 5. Demonstrate satisfactory intellectual and emotional functions to exercise independent judgment and discretion in the safe technical performance of sonographic imaging procedures.
  - A. Function effectively under stress
  - B. Adapt to changing environments and exhibit independent judgment and critical thinking
  - C. Demonstrate professionalism, compassion, altruism, empathy, integrity, concern for others, interest, and motivation
- 6. Intellectual and Communication Skills
  - A. Ability to work in a noisy environment with many interruptions
  - B. Ability to explain procedures and patient preparations clearly, verbally or written
  - C. Ability to apply critical thinking skills when obtaining a clinical history from the patient and correlating that information with exam findings accurately
  - D. Demonstrate respect for a diverse patient population
- 7. Maintain CPR certification

### **Program Overview**

The University of Findlay offers a Bachelor of Science Degree and an Associate of Arts Degree with a major in Diagnostic Medical Sonography or Echocardiography. Contact the program office for additional information.

An Associate of Arts Degree with a major of Diagnostic Medical Sonography or Echocardiography requires completion of 103 credit hours to include CORE curriculum requirements, program prerequisites and major requirements.

A Bachelor of Science Degree with a major of Diagnostic Medical Sonography or Echocardiography requires completion of 124 credit hours to include CORE curriculum requirements, electives, program prerequisites and major requirements.

Additional information about the CORE Curriculum can be found at: [www.Catalog.Findlay.edu](http://www.Catalog.Findlay.edu)

A Certificate of Completion may be offered to those whom have earned a previous associate or bachelor's degree. Program prerequisites and all sonography coursework must be completed to be awarded the Certificate.

Sonography program coursework totals 50 credit hours of either the Associate of Arts or the Bachelor of Science degrees. Certificate seeking students complete the same 50 credit hours.

The Diagnostic Medical Sonography programs at the University of Findlay offer a unique and innovative approach to sonography education. Students will spend approximately 40 hours per week on campus in the classroom and laboratory setting for one semester. Upon completion of the academic portion of the program, students will spend 35 weeks in a clinical education center at 40 hours per week to equal 1,400 hours. In the clinical setting students will apply knowledge acquired on campus in direct patient care settings.

## Location/Facilities

The Diagnostic Medical Sonography programs are located in the Diagnostic Services Building located at 401 Trenton Avenue. The Diagnostic Medical Sonography Programs have dedicated classrooms and labs which house state-of-the-art equipment and instructional aides.

University facilities that are available to all university students which may be of interest to Sonography students include: The Ralph and Gladys Koehler Fitness and Recreation Complex (indoor track, basketball, volleyball, tennis courts, Student Recreation Center), Croy Physical Education Center (gymnasium, swimming pool, and basketball court), the Gardner Fitness Center (exercise and weight rooms), Shafer Library, Alumni Memorial Union, Bucher Center (enrollment services, counseling services), Buford Center for Diversity and Service and the Cosiano Health Center.

## Advisory Committee

The advisory committee for the sonography programs consists of representatives from program clinical education centers, the sonography community at-large, a medical director, a public member, and a student representative. The committee is charged with the responsibility of assisting the programs in formulating and revising appropriate goals and learning domains, monitoring needs and expectations and ensuring program responsiveness to change. Refer to the program website at <https://www.findlay.edu/health-professions/sonography/advisory-committee> for a list of the Advisory Committee Members.

## Credit for Previous Diagnostic Medical Sonography Education

Previous educational sonography experiences are not considered to fulfill the requirements of the courses within the Diagnostic Medical Sonography Programs.

## Program Prerequisites

Prerequisite Course	University of Findlay Equivalent
Human Anatomy and Physiology I w/Lab	BIOL 322/322L, 222/222L
Human Anatomy and Physiology II w/ Lab	BIOL 323/323L, 223/223L
General Physics I w/Lab	PHYS 250/250L or Radiographic Physics
Statistics or higher math	MATH 123, College Algebra, Statistics or a higher mathematics course
Communication	ENGL 106, Composition, Speech

The courses listed above must be completed with a “C” or higher, and the grade point average for all of these courses must be 2.5 out of 4.0 or higher.

Program courses taken at other colleges or universities may be deemed equivalent to courses taken at the University of Findlay by the Office of the Registrar.

Courses successfully completed within the last five years are recognized as ideal. Courses completed 5 or more years prior to application to the program are considered to have exceeded the program statutory limits. Courses that fall within the 5 or more years limit include:

- Anatomy and Physiology I w/Lab
- Anatomy and Physiology II w/Lab
- General Physics with Lab or higher/or Radiographic Physics
- College Algebra, Statistics or a higher mathematics course
- Communication Course
  - English
  - Composition
  - Speech

It is recommended that courses taken more than 5 years ago should be repeated.

### **Student Observation Hours**

Students are required to spend a minimum of four hours of observation in General and four hours of observation in Echocardiography, totaling 8 hours. Observation time must be completed in a hospital-based sonography department. Observation hours must be documented on the Student Observation Form available from the Diagnostic Medical Sonography Program Office. Upon completion of the observations, the students are required to return the signed forms to the Diagnostic Medical Sonography Program Office.

Prospective students must demonstrate professional attributes during the observation process. Professionalism as defined by the sonography programs covers such areas as attitude, judgment, honesty, integrity and attire. Students whom demonstrate unprofessional behaviors may be dismissed by the department with no opportunity to return. Students may also be denied the opportunity to interview at this facility. Documentation of egregious behavior may lead to denial of admission into the Sonography Programs.

The Sonography Programs reserve the right to place a student in the disciplinary process prior to acceptance.

Sonography students whom have completed hours of observation as a requirement for the admissions process, are not permitted to contact any of the program clinical education centers, to solicit additional time, to include shadowing, in any sonography, cardiovascular or other medical imaging department.

This would be a violation of the patients right to privacy, their protected information and outside of the contractual boundaries established with any of our hospitals.

### **Admission Information**

Prospective applicants are encouraged to apply at least 9-12 months prior to the desired beginning class date since enrollment in the program is limited and clinical placement is competitive. Students may only request acceptance into one program and applicants who fail to return the acceptance card to the Diagnostic Medical Sonography Program Office by the deadline date, will be removed from the admissions list.

Applications are accepted throughout the calendar year with designated deadlines. Please note that applications received after the deadline will be reviewed at the discretion of the Admissions Committee and will only be considered if time and program availability permits.

Admission into a sonography program is limited due to the availability of clinical education centers. Students will be evaluated and ranked based upon their overall grade point average, number of remaining courses toward degree completion, status as a current UF student, and date of application for the sonography program.

In the event a student is not selected for admission into a sonography program, the student must notify the Diagnostic Sonography Program Office if they would like to be reevaluated for the next program start date or if they would like their file closed. Students who do not respond will have their file closed and must repeat the application process for any future program admission.

Any University of Findlay student that has received an Academic Integrity violation will not be considered for admission into the sonography programs.

A student under academic/disciplinary suspension or dismissal from the University of Findlay, another college/university or an accredited diagnostic medical sonography program will not be considered for enrollment.

## **Admission Process**

### **STEP 1:**

Complete the undergraduate application for admission to the University of Findlay. Contact the Office of Admissions at [admissions@findlay.edu](mailto:admissions@findlay.edu) or (419) 434-4732 with any questions.

Students must apply to the University of Findlay via the University's webpage:

<https://www.findlay.edu/admissions/undergraduate-student>

### **STEP 2:**

Complete the Diagnostic Medical Sonography (DMS) application. Once formal acceptance to the university has been completed, students are required to complete an application to the Diagnostic Medical Sonography Programs which is available in the Diagnostic Medical Sonography Office or on the program website. A non-refundable \$50.00 application fee must accompany the Diagnostic Medical Sonography application form. Applications received without the application fee are not processed. Contact the Diagnostic Medical Sonography Programs Office at [dms@findlay.edu](mailto:dms@findlay.edu) or (419) 434-4708 with any questions.

- Mail the application and the \$50.00 DMS application fee to:  
The University of Findlay  
Diagnostic Medical Sonography Programs  
1000 North Main Street  
Findlay, OH 45840

When a student has a completed file and it is submitted by the deadline dates, the application will be reviewed for admission. A completed file includes:

- UF acceptance
- Completion of the program application and fee
- A minimum cumulative GPA of 2.5

- Submission of most recent transcripts
- Documentation of observation hours (4 hours each in General and Echo)
- Completion of program prerequisites with a “C” or higher

### **Program Deadline Dates**

January 15 <sup>th</sup>	Completed file due
January 30 <sup>th</sup>	Admission Committee will review student files
February 15 <sup>th</sup>	Acceptance letters sent to students
March 1 <sup>st</sup>	Seat acceptance verification due
March 15 <sup>th</sup>	Students receive clinical interview process information
April 15 <sup>th</sup>	Students must have clinical education center secured

### **Student Selection Process**

The number of accepted students is limited by the number of available clinical education centers available for each concentration. The following criteria will be used to rank students for acceptance:

- Cumulative GPA will be multiplied by 15 for a maximum of 60 points
- Points for any remaining courses required for degree completion will be awarded as follows:
  - The maximum 40 points will be given to students that have all required degree courses with the exception of the sonography program courses completed
  - 35 points will be given for students having 1-2 courses remaining
  - 28 points will be given for students having 3-6 courses remaining
  - 15 points will be given for students having 7-10 courses remaining
  - No points will be given for students having 11 or more courses remaining
- Two points will be given to current UF students
- In the event students earn the same number of points, selection will be determined by the earliest date of program application

The Admissions Committee will notify students of their conditional acceptance into the program within two weeks after the deadline date. Students are provided two weeks to notify the Diagnostic Sonography Program Office of their acceptance into the program.

Program applicants will be placed into one of three categories as follows: conditionally accepted, alternate or denied.

The number of available clinical education centers limits the number of students that a concentration can accept. The top point earners in each concentration with documentation of all prerequisite courses completed with a C (73%) or higher are conditionally accepted into the sonography program and remaining students are placed on the alternate list or are denied.

Alternate students are ranked using the same point system. Students are placed on the alternate list if the program does not have documentation that all program pre-requisites have been completed at the time of review. Status as an alternate may change to conditionally accepted once all program pre-requisites have been completed. All program prerequisites must be

completed by the end of the spring semester of the year the student wishes to begin the program. Alternate status is also dependent upon clinical education center availability and admission is not guaranteed.

### **Selection Criteria**

The University of Findlay Sonography Programs conducts all aspects of its program without regard to race, color, gender, gender expression, gender identity, age, religion, disability, political orientation, sexual orientation, ethnicity, or national origin.

To be considered for the fall semester start date, applicants must have all prerequisite courses successfully completed by the end of fall semester prior. These students will have a conditionally accepted status. Students who will not successfully complete the prerequisite classes until the end of the spring semester prior to the fall start date, may be considered an alternate. An alternate status may change to a conditionally accepted status once all prerequisites have been successfully completed, depending on clinical education center availability.

Prior to the beginning of the academic component, students are required to complete a physical examination, be current with specific immunizations including the Influenza vaccination, be CPR certified, undergo a background check and drug screen, and submit proper documentation of the above. All costs are the student's responsibility.

Once a conditionally accepted student completes all the health requirements, completes a background check with no adverse findings and secures clinical placement, they will be considered an accepted student.

Denied students may seek readmission and are required to notify the program office of their intentions.

### **Clinical Education Centers**

The Diagnostic Medical Sonography Programs are associated with many approved clinical education centers. Clinical education must be completed within the United States under the supervision of credentialed sonographers.

### **Clinical Education Center Interview Process**

Students are not permitted to solicit any clinical education center for clinical placement. If a student has an interest in attending a clinical education center that, at the time of admission, is not listed, only a program staff or faculty member is permitted to initiate contact. The student, nor any representative of the student, is not permitted to do so.

If a student does contact any of the program clinical education centers for a shadowing experience outside of the admissions process or for clinical placement, students are subject to the Disciplinary Process established by the sonography programs.

All students must interview and be accepted at a Clinical Education Center. Students will receive a list of available centers in which to indicate the order of preference they would like for clinical

education center interviews. The form must be returned by the deadline. Points earned for admission will determine which students interview at their top choices.

The program cannot guarantee that students will be placed at their first, second or third choice. Clinical education center placement is dependent upon clinical center availability and input from the clinical education center. The clinical education center reserves the right to accept or decline a student for an interview or clinical education placement.

Students are also not permitted to contact the centers for an interview until instructed to do so by the Clinical Coordinator. All students must have secured a Clinical Education Center in order to begin the academic component in August.

After the clinical interview for placement, if a student is not chosen by the hospital, students are not permitted to contact the department for any reason. Failure to abide by the policy will result in the initiation of the disciplinary process.

The program will notify the student as soon as possible of his/her confirmation by the facility for clinical education once all students have completed the interview process and the program receives follow up information from the centers.

The student must submit to the clinical education center all required documents related to each center's specific requirements. Supporting documentation may include all official transcripts, health forms and background check information.

## **Calendar**

The Echocardiography and General Sonography programs accept students for a fall (August) start date.

The University of Findlay and the Diagnostic Medical Sonography Programs honor the following legal holidays:

New Year's Day	Independence Day
Martin Luther King Day	Labor Day
Good Friday	Thanksgiving Day
Memorial Day	Christmas Day

During the academic semester, the academic calendar is followed.

The University of Findlay and the Diagnostic Medical Sonography Programs reserve the right to adjust this calendar when necessary.

## **Curriculum:**

Diagnostic Medical Sonography students are highly encouraged to complete all degree requirements prior to the start of the program. The Diagnostic Medical Sonography Programs consists of the following academic courses:

*All students enrolled in General Sonography will complete the following courses:*

**DMSA 400 Introduction to Sonography** – This course focuses on defining the scope of practice of the sonographer in the clinical setting and the basic skills required for patient care. Topics will include communication skills, basic vital signs, medical emergencies, invasive procedures and isolation techniques, history of sonography, career options and professional societies.

Additionally, students will learn basic imaging characteristics, proper ergonomics and fundamental scanning skills.

**DMSA 405 Cross-Sectional Anatomy for Sonographers** – Provides information on cross-sectional anatomy in the human body with an emphasis on the organs of sonographic interest. Different scanning planes are represented including longitudinal, transverse, coronal and oblique views to include correlation with other imaging modalities.

**DMSA 410 Language of Sonography** – This course is the study of the terminology used routinely in the medical environment and specifically in the field of Diagnostic Medical Sonography. The information will be presented according to anatomical systems. This course is designated for students who are accepted into one of the Diagnostic Medical Sonography programs or for those who are pre-Diagnostic Medical Sonography students.

**DMSA 415 Physics and Instrumentation** – Discusses the fundamental principles of ultrasound physics along with the design and operation of the ultrasound equipment. Topics include wave characteristics, artifacts, propagation, acoustic variables, the Doppler effect, color flow mapping, hemodynamics, biological effects and review of mathematical skills. Students will be expected to sit for the American Registry of Diagnostic Medical Sonographers (ARDMS) Sonography Principles and Instrumentation (Physics) Examination prior to graduation.

**DMSA 420 Pathophysiology for Sonographers** – Explores the pathogenesis of disease processes and their impact on the human body. Correlation of pertinent patient history, laboratory data and imaging information will be emphasized to increase the necessary analytical skills of differential diagnosis. Emphasis is placed on selected diseases encountered by the sonographer.

**DMSA 425 Capstone** – This course will introduce the student to basic interview skills, professional portfolio and resume development. Emphasis will be placed the Society of Diagnostic Medical Sonographers (SDMS) scope of practice and career options.

**DMSG 400 General Sonography I** – Discusses the normal anatomy and physiology related to the major abdominal organs, major abdominal vessels and superficial structures in the adult and pediatric patient. Topics include sonographic appearance, clinical assessment, evaluation protocols, technical factors and image quality.

**DMSG 405 General Sonography II** – Discusses the normal anatomy and physiology related to the non-gravid female and pediatric pelvis and normal obstetrics. Topics include sonographic appearance, clinical assessment, evaluation protocols, technical factors and image quality.



**DMSG 410 General Sonography III** – Discusses pathology of the major abdominal organs and major abdominal vessels and superficial structures in the adult and pediatric patient. Topics include sonographic appearance, clinical assessment, evaluation protocols, technical factors and image quality.

**DMSG 415 General Sonography IV** – Discusses the pathology related to the non-gravid female and pediatric pelvis as well as obstetrical exams. Topics include sonographic appearance, clinical assessment, evaluation protocols, technical factors and image quality.

**DMSG 420 Clinical Education I** – This course will provide basic instruction and scanning experience in sonography in a hospital or other healthcare setting. The student will be able to demonstrate the ability to perform basic sonographic examinations according to the protocols established by the program and healthcare facility utilizing sonographic equipment.

**DMSG 425 Clinical Education II** – This course will provide basic instruction and scanning experience in sonography in a hospital or other healthcare setting. The student will be able to demonstrate the ability to perform basic sonographic examinations according to the protocols established by the program and healthcare facility utilizing sonographic equipment at the level of an entry level sonographer.

*All students enrolled in Echocardiography must complete the following courses:*

**DMSA 400 Introduction to Sonography** – This course focuses on defining the scope of practice of the sonographer in the clinical setting and the basic skills required for patient care. Topics will include communication skills, basic vital signs, medical emergencies, invasive procedures and isolation techniques, history of sonography, career options and professional societies. Additionally, students will learn basic imaging characteristics, proper ergonomics and fundamental scanning skills.

**DMSA 405 Cross-Sectional Anatomy for Sonographers** – Provides information on cross-sectional anatomy in the human body with an emphasis on the organs of sonographic interest. Different scanning planes are represented including longitudinal, transverse, coronal and oblique views to include correlation with other imaging modalities.

**DMSA 410 Language of Sonography** – This course is the study of the terminology used routinely in the medical environment and specifically in the field of Diagnostic Medical Sonography. The information will be presented according to anatomical systems. This course is designated for students who are accepted into one of the Diagnostic Medical Sonography programs.

**DMSA 415 Physics and Instrumentation** – Discusses the fundamental principles of ultrasound physics along with the design and operation of the ultrasound equipment. Topics include wave characteristics, artifacts, propagation, acoustic variables, the Doppler effect, color flow mapping, hemodynamics, biological effects and review of mathematical skills. Students will be expected to sit for the American Registry of Diagnostic Medical Sonographers (ARDMS) Sonography Principles and Instrumentation (Physics) Examination prior to graduation.

**DMSA 420 Pathophysiology for Sonographers** – Explores the pathogenesis of disease processes and their impact on the human body. Correlation of pertinent patient history,

laboratory data and imaging information will be emphasized to increase the necessary analytical skills of differential diagnosis. Emphasis is placed on selected diseases encountered by the sonographer.

**DMSA 425 Capstone** – This course will introduce the student to basic interview skills, professional portfolio and resume development. Emphasis will be placed the Society of Diagnostic Medical Sonographers (SDMS) scope of practice and career options.

**DMSE 400 Echocardiography I** – This course provides a foundation in the principles of echocardiography and gray scale duplex imaging of arterial and venous sonography. This course involves understanding and recognition of normal cardiovascular anatomy, the electrophysiology of the heart, the conduction system and mechanical events of the cardiac cycle. This course discusses mechanical and electrical events in cardiovascular hemodynamics.

**DMSE 405 Echocardiography II** – This course provides a foundation in the principles of pre-load and after-load, valvular disease, ischemic cardiac diseases, myocardial diseases as well as endocardial diseases, pulmonic arterial diseases, disease of the aorta and great vessels, and trauma. Each section of diseases will be discussed in detail regarding causes, signs, symptoms, echocardiographic findings, and complications.

**DMSE 410 Echocardiography III** – This course involves understanding of clinical pharmacology. Pharmacology, indications and contraindications of common drugs used in cardiac patients. Pharmacology of provocative stress agents and their uses/adverse effects will be discussed. This course also discusses potential side effects of cardiac medications on the cardiac function and the related echocardiographic findings.

**DMSE 415 Echocardiography IV** – This course covers prosthetic valves, cardiac surgeries in adult population, pericardial diseases and cardiac tumors. Each section of diseases will be discussed in detail regarding causes, signs, symptoms, echocardiographic findings and complications. This course also discusses echocardiographic evaluation of cardiac surgery patients.

**DMSE 420 Echocardiography V** – This course also involves understanding the indications and utility of advances in echocardiography such as; Stress Echocardiography, Transesophageal Echocardiography, Intraoperative Echocardiography, Contrast Echocardiography, and also 3D Echocardiography and Echo guided procedures.

**DMSE 425 Clinical Education I** – This course will provide basic instruction and scanning experience in sonography in a hospital or other healthcare setting. The student will be able to demonstrate the ability to perform basic sonographic examinations according to the protocols established by the program and healthcare facility utilizing sonographic equipment.

**DMSE 430 Clinical Education II** – This course will provide basic instruction and scanning experience in sonography in a hospital or other healthcare setting. The student will be able to demonstrate the ability to perform basic sonographic examinations according to the protocols established by the program and healthcare facility utilizing sonographic equipment at the level of an entry level sonographer.

## Housing

UF offers on-campus housing during the academic portion of the Sonography Programs. Housing is available on a first come, first-serve basis and will be discussed in the letter of conditional acceptance into the program. Houses are non-coed, will be rented only to Diagnostic Services Department students, and are located nearby so students could easily walk to class. These are not new homes, but they are safe, clean, and inexpensive.

Each student will have a private bedroom that can be secured; the kitchen, living room area, and bathroom(s) will be shared. The bedroom will have an extra-long twin bed, a desk, dresser and a place to hang clothes. The living room will have furniture, and the kitchen will contain a stove, refrigerator, microwave, table and chairs. A washer and dryer will also be supplied. Students should bring their own bed clothes, towels, personal items, lamps, dishes, cookware, etc. Utilities, including cable and internet, are included. The full amount will be billed to student's account and may be paid through the Business Office along with tuition. For questions about housing, please contact the Director of Housing at (419) 434-4570.

### Housing Requirements:

1. As a condition of being admitted to the University of Findlay, all full-time undergraduate students must reside in on-campus housing for the entire academic year (fall and spring semesters) unless one of the following requirements is met prior to the start of said academic year:
  - The student is age 21 or older prior to the start of the academic year.
  - The student has already resided in on-campus housing for the minimum requirement of four semesters (fall and/or spring semesters) or two academic years.
  - The student will be commuting from the full-time home of a parent, grandparent, or legal guardian (who live within the 50-mile commuting distance).
  - The student is married.
  - The student is a parent or legal guardian of a minor.
  - The student is a veteran.
  - The student is a part-time student.
  - The student is a graduate student.
  - The student is enrolled in a degree program only offered online; and will be taking no live classes on campus during the course of the entire academic year.
  - The student is a transfer student who has completed four semesters or two years of study at another institution.
2. If a student meets one of the previous requirements, but voluntarily chooses to live on campus, then they are subject to all terms stated in the Housing License Agreement (see sections C and D below).
3. Once a student is assigned to on-campus housing, the Housing License Agreement is in effect for the entire academic year and may only be terminated for the following reasons: the student withdraws from the University; or the student is required to live 30 or more miles away from Findlay in order to fulfill an academic program requirement (e.g., internship).

4. Requests to reside off-campus or terminate a Housing License Agreement must be initiated at the Office of Student Affairs. All such requests will be referred to the housing appeals committee for review. Upon review, the committee will render a decision. This decision shall be final and is not subject to appeal. All students will be charged for room and meals until given permission, in writing from the committee, to reside off campus.

Additional information concerning housing can be found at <https://www.findlay.edu/offices/student-affairs/housing-residence-life/frequently-asked-questions>

## **Insurance**

**Health Insurance** – All students are required to have health insurance coverage throughout the time in the Sonography Program, both the academic and clinical components. Students are responsible for purchasing their own health insurance and providing proof of coverage prior to the beginning of the didactic component of the program.

The University of Findlay does not provide insurance to cover student's personal possessions. It is suggested that the student consider extending his/her own policy to cover personal effects. The University of Findlay is not liable for damage to or theft of personal property.

**Professional Liability Insurance** – While in clinical education, students are provided with student liability insurance by the University of Findlay. The coverage is **not** effective if the student is determined to be functioning as a staff sonographer and/or receiving payment for services provided at any facility at any time during the program. In addition, students are encouraged to obtain their own professional liability insurance coverage. Students may be held liable for the cost of breakage of equipment due to negligence on their part.

## **International Students**

Applicants receiving their post-secondary education outside the United States must have their credentials evaluated to show U.S. equivalency. The University of Findlay provides free in-house credential evaluations for all applicants. If an applicant already has a third-party credential evaluation report from a NACES-approved organization, the applicant may choose to do so. NACES-approved organizations can be found at this link: <https://www.naces.org/>. Official and original transcripts or marks sheets and degree completion certificates in English as well as the native language can be uploaded through the online application portal. In addition, an official TOEFL or IELTS examination taken in the past two years must be uploaded in order for the application to be considered complete.

If the TOEFL score is below 61 or if no score is provided, the applicant will need to successfully complete the Intensive English Language Program prior to entering a Diagnostic Medical Sonography Program. The TOEFL-iBT score must be an 89 total and 26 speaking, 24 writing, 21 reading and 18 listening or the applicant will need to successfully complete the Intensive English Language Program prior to entering a Diagnostic Medical Sonography Program.

IELTS results must be an overall band score of 6.0 or higher or the applicant will need to successfully complete the Intensive English Language Program prior to entering a Diagnostic Medical Sonography Program.

## **Policies / University & Program**

Academic Integrity:

<http://catalog.findlay.edu/en/current/Undergraduate-Catalog/Student-Rights-and-Responsibilities-Statement/VIII-Academic-Integrity>

Alcohol:

<http://catalog.findlay.edu/New-Year/2019-Undergraduate-Catalog/Copy-of-University-Policies/Alcohol-Policy-for-Students-and-Student-Organizations>

Drug Policy:

<http://catalog.findlay.edu/en/current/Graduate-Catalog/University-Policies/Drugs>

FERPA / Family Education Rights and Privacy Act Information:

<http://catalog.findlay.edu/en/current/Graduate-Catalog/University-Policies/FERPA-Family-Educational-Rights-and-Privacy-Act-Information>

Non-Discrimination and Anti-Harassment Policy (Article X of the Student Rights and Responsibilities Statement):

<http://catalog.findlay.edu/New-Year/2019-Undergraduate-Catalog/Copy-of-University-Policies/Non-Discrimination-and-Anti-Harassment-Policy>

Student Rights and Responsibilities Statement:

<http://catalog.findlay.edu/New-Year/2019-Undergraduate-Catalog/Student-Rights-and-Responsibilities-Statement>

Title IX Policy Regarding Sex Discrimination, Sexual Harassment and Other Forms of Sexual Misconduct:

<http://catalog.findlay.edu/New-Year/2019-Undergraduate-Catalog/Copy-of-University-Policies/Sexual-Assault-Domestic-Violence-Dating-Violence-and-Stalking>

A list of policies in its entirety can be viewed at:

<http://catalog.findlay.edu/New-Year/2019-Undergraduate-Catalog/Copy-of-University-Policies>

## **Sonography Program Policies and Procedures**

A sonography Student Handbook outlining program policies and procedures is distributed and reviewed on the first day of class.

### **Total Program Contact Hours**

Didactic Education Hours	512
Clinical Education Hours	1320
Clinical Vacation/Sick Hours	80
Total Clinical Hours	1400

Students receive clinical education at one or more of the clinical education centers for a period of 1320 contact hours. The student receives instruction and participates in the performance of all

types of clinical sonography procedures, patient care, administrative duties, equipment usage and quality control.

Students may take up to 80 hours of vacation/sick time during their clinical education. Time in excess of 80 hours must be made up prior to the student being able to graduate but is at the discretion of the clinical education center.

### **Tuition / Fees**

Cost of the 2020-2021 Diagnostic Medical Sonography Programs:

Tuition*	\$ 27,000.00
Student Activity Fee	300.00 (non-refundable)
General Service Fee	1010.00 (non-refundable)
One-Time Registration Fee	100.00 (non-refundable)
DMS Lab Fee	150.00
Trajecsys	100.00
ARDMS SPI Exam	225.00
One ARDMS Specialty Exam	250.00
<b>Total</b>	<b>\$ 29,135.00</b>

#### **Optional:**

Housing	\$1,800.00
Board	2,699.00 (if a meal plan is selected)
<b>Total with Housing/Board</b>	<b>\$ 33,634.00</b>

The Sonography Program tuition will be divided between 3 semesters at a rate of \$540 per credit hour with a total of 50 credit hours. Students will be charged for 24 credit hours for the first semester or academic portion of the program. Students will then be billed for 12 ½ and 13 ½ credit hours, respectively, for the final two semesters in which they are in the clinical component of the program.

### **How to Pay Your Tuition Bill?**

Contact the Business Office for information regarding payment options.  
<https://www.findlay.edu/offices/business-affairs/student-accounts/>

### **Process for Withdrawal and Refunds for Tuition and Fees**

Contact the Business Office for information.  
<http://catalog.findlay.edu/en/current/Undergraduate-Catalog/Expenses/Withdrawal-Policy>  
<http://catalog.findlay.edu/current/Undergraduate-Catalog/Expenses/Withdrawal-Policy/Tuition-Refund-Policy>

### **Other Expenses**

- An estimated cost of textbooks is approximately \$1,000.00. This includes the cost of the Trajecsys Clinical Reporting System used during the clinical component of the program. This electronic documentation software may be purchased at the University of Findlay

Bookstore or through direct payment to Trajecsys.

- Each student must undergo a physical exam, background check, provide proof of vaccination and complete a drug test. All costs are the responsibility of the student.
- The student will also incur expenses during the clinical education session which may include (but not be limited to) room and board, transportation, uniforms, and other miscellaneous expenses.
- Students are required to apply and pay the dues associated with the professional society membership(s) that would pertain to the student's field of concentration. At the appropriate time, faculty members will distribute the application for completion. The applications and fees will then be collected and sent to the appropriate society, as a group, by the program office.

Society of Diagnostic Medical Sonography (SDMS) – Current membership benefits and dues can be found at: <http://www.sdms.org/membership/join-sdms/member-benefits/student-benefits>.

American Society of Echocardiography (ASE) – Current information concerning applying for and the benefits can be found at: <http://asecho.org/wordpress/wp-content/uploads/2016/11/1154ASE-New-Members-App-FNA.pdf>.

## **Frequently Asked Questions**

### ***Do I need prior medical experience to apply to any of the Diagnostic Medical Sonography Programs?***

Prior medical experience via working or volunteering is not required for admission to any of the Diagnostic Medical Sonography Programs.

### ***Do I need a four-year degree to work as a diagnostic medical sonographer?***

At this time, a four-year college degree is not mandated, but it is encouraged.

### ***How do I obtain national certification as a diagnostic medical sonographer or echocardiographer?***

The first step in the credentialing process is successful completion of the ARDMS Sonography Principle and Instrumentation (SPI) Exam. The SPI Exam can be completed during the program after successful completion of the Physics course (DMSA 415). The specialty credentialing exam can be completed 60 days prior to graduation however, credentials are not awarded until all degree requirements are met.

### ***How many students do the Diagnostic Medical Sonography Programs accept?***

The number of students accepted into each sonography program will vary depending upon clinical education center availability. The Diagnostic Medical Sonography Program Office and the Clinical Coordinator maintain current lists of available clinical education centers.

### ***What if I was convicted of a crime?***

Student background checks are required. Students whose background check is returned with adverse findings are encouraged to submit this information to the American Registry of Diagnostic Medical Sonographers (ARDMS). The ARDMS will determine whether the student can sit for the credentialing examinations. All applicants for the ARDMS examination must determine their eligibility, based upon the ARDMS Compliance Policy. This policy can be found on the ARDMS website at <https://www.ardms.org/wp-content/uploads/pdf/ARDMS-Compliance-Policies.pdf>

At the discretion of the clinical education center, students with an adverse background check may not be permitted to begin the clinical component of the program.

The Sonography Programs reserve the right to refuse admission to any student involved in a criminal matter.

The Sonography Programs are required to notify a clinical education center of a student's adverse background check. The clinical education center reserves the right to refuse a student's clinical placement based upon criminal matters.

### ***What is the policy regarding drug testing?***

A drug screen will be needed prior to entering clinical education. If at any time a student is suspected of being under the influence of alcohol or drugs, the student will be required to undergo drug testing. All testing will be at the expense of the student.



Students should refer to the University of Findlay's Drug and Alcohol Policy.

Alcohol:

<http://catalog.findlay.edu/New-Year/2019-Undergraduate-Catalog/Copy-of-University-Policies/Alcohol-Policy-for-Students-and-Student-Organizations>

Drug Policy:

<http://catalog.findlay.edu/en/current/Graduate-Catalog/University-Policies/Drugs>

***What happens to my application when it is received in the Diagnostic Medical Sonography Program office?***

A file is created for you and placed in the applicant files for the specific class to which you have applied. You will receive an acknowledgement of your application, application fee and any other pertinent documentation that may have already been received.

***What happens if I don't meet the application deadline for the class that I want to attend?***

Applications received after the deadline will be reviewed at the discretion of the Admissions Committee and will only be considered if time and space permits

***Do I need to have all of the prerequisite courses completed prior to applying to the program?***

No, but students may not begin any sonography program without successful completion of the listed prerequisite courses with a "C" or better. Students are also highly encouraged to complete all other degree requirements prior to starting any sonography program. Students who opt to complete all degree requirements prior to entering the sonography program of their choice will be able to immediately seek employment upon program completion.

***If I apply and all of my documentation is received and course work is completed by the deadlines, will I automatically be accepted into the program?***

No, acceptance is competitive based on a number of determining factors.

***What happens if the semester at the college that I am attending does not end until after the documentation submission date, so I don't have a transcript showing course grades?***

An official, current transcript is needed to verify all course completion and final grades. If any of the courses are a program prerequisite, the application file will be incomplete.

***I received a "D" in one of the prerequisite courses. Can I still attend the program?***

No, all prerequisite courses must have a "C" or higher grade. Any prerequisite course with a "C-" or below must be repeated to meet the academic admission requirements of the program. Even if the low grade is acceptable by the college/university that you are attending, it does not meet the program requirements and therefore will need to be repeated prior to entering any sonography program.

***I received a lettering stating that admission into one of the sonography programs was denied. Why?***

Based on the documentation in your file, the Admissions Committee determined that you did not meet the criteria for admission into the program. Students are required to notify the program office of their desire to be considered for a future sonography program. If the program office does not receive confirmation from the student by the next application deadline, the student's file will be automatically closed. Once a student file is closed, students are required to submit a new application and pay the posted application fee.

***Will I need a physical exam?***

Yes, programmatic accreditation requires documentation that a student enrolled in a diagnostic medical sonography program be free from communicable diseases and is able to physically and mentally handle the requirements of the program. In addition, each clinical education center may require specific medical test results and exams be completed before the start of clinical education. Accepted students will receive a list of the specific medical requirements and their deadline dates. The cost of all medical tests is the responsibility of the student.

***When do classes start in the Diagnostic Medical Sonography Programs?***

The Echocardiography and General Sonography programs begin in mid to late August.

***What are the class times?***

Sonography classes are held from 8:00 a.m. to 12:00 Noon and 1:00 p.m. to 5:00 p.m. Monday through Friday. Class times may vary, and students will receive as much advance notice as possible.

***When does clinical education begin?***

Your clinical education will begin immediately following the academic session. Clinical education lasts for 35 weeks. You are committed to a 40-hour week for each of the 35 weeks for a total of 1400 clinical hours.

***Where can I attend clinical education?***

Clinical education must be completed in an approved clinical education center. A list of these sites is available through the Diagnostic Medical Sonography Program Office.

***Do I have to pay for my transportation to clinical education?***

It is your responsibility to provide and pay for all expenses related to travel to and from the clinical education center.

***Is housing available during the didactic component of the program?***

Yes, the University of Findlay offers on-campus housing for the semesters that you are enrolled in the Diagnostic Medical Sonography Programs; this is available on a first come, first-serve basis. Houses are non-coed, will be rented only to DMS students, and are located nearby so students could easily walk to class.

***Is housing available during the clinical education component of the program?***

Housing during the clinical education component is your responsibility. If your clinical site is in reasonable proximity to Findlay, you may be permitted to stay in the Diagnostic Services housing, based on availability.

***Can I interview for clinical placement at a clinical education center where I interviewed previously and was denied acceptance during a previous academic year?***

No, students are not permitted to interview at a clinical center that they were previously denied placement.

***How many students can a clinical education center take?***

The number of students completing clinical education at each center is set by the programmatic accreditation agency (JRC DMS) and the Diagnostic Medical Sonography Programs must adhere to its decision. Some of the facilities that the Diagnostic Medical Sonography Programs use may

also be affiliated with other diagnostic medical sonography programs and therefore, may not be available for clinical education routinely. Typically, each clinical education centers accepts one student.

***What is the dress code for clinical education?***

Students are required to wear scrubs for clinical education. A detailed list of appropriate and acceptable clinical attire is provided to the students by the Diagnostic Medical Sonography Program Office. The Clinical Dress Code Policy is in the Clinical Student Handbook and is covered during program orientation.

***Can I work while I am enrolled in the program?***

Any outside employment must not interfere with scheduled class times or clinical education hours. The Diagnostic Medical Sonography Programs strongly recommends that no outside employment be attempted during the program. Class time or clinical education hours will not be adjusted to meet employer needs.

***Can I maintain my status as an athlete while enrolled in one of the sonography programs?***

It is possible to maintain athletic status during the academic semester of the program, yet it would be difficult to manage an athletic schedule during the clinical component. The schedule during the academic semester and time requirements of clinic cannot be changed to accommodate practice and game times.

***Is financial aid available?***

Yes, financial aid is available to students. The Financial Aid Office at the University of Findlay can provide information to University students.

***I have additional questions about the Diagnostic Medical Sonography Programs. Who do I contact?***

You can call the Diagnostic Medical Sonography Program Office at (419) 434-4708 or e-mail us at [dms@findlay.edu](mailto:dms@findlay.edu).

Visit the UF website for the current academic catalog, calendar, policies and procedures.  
<https://www.findlay.edu/>

While every effort is made to ensure the accuracy of the information contained herein, the University of Findlay and the Diagnostic Medical Sonography Programs reserve the right to make changes at any time without prior notice.