



Gulf Coast Community College

5230 West U.S. Highway 98
Panama City, Florida 32401-1058

(850) 769-1551

HEALTH SCIENCES DIVISION DIAGNOSTIC MEDICAL SONOGRAPHY PROGRAM

Dear Prospective Student:

Thank you for your interest in the Diagnostic Medical Sonography Program at Gulf Coast Community College. Enclosed is the application packet you requested. It includes information you will need to read, and forms you must complete to begin the application process.

You will also find enclosed a checklist which gives you information on how to proceed, and the steps you will need to take in order to be considered for the Diagnostic Medical Sonography Program.

The Diagnostic Medical Sonography program is a 24-month program, with the application deadline of October 15th every year. Applications will be considered after the deadline provided space is available.

Please review the application for prerequisite requirements for the program. If you should have any questions or concerns after reviewing the enclosed material, please contact us by means of the information given below. If you have general questions, you may call our Administrative Assistant, Pam Winter, at (850) 873-3589.

Good luck with your educational endeavors.

Sincerely,

Vicki Bynum

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Gulf Coast Community College

Diagnostic Medical Sonography Program

Application Packet

Diagnostic Medical Sonography, a specialty in diagnostic imaging, uses high frequency sound waves similar to sonar. Using specialized equipment, images are created of structures inside the human body and are displayed as two-dimensional images on a video screen. The goal of the Diagnostic Medical Sonography program is to prepare competent, ethical, and capable entry-level sonographers. The program is committed to preparing the students to function in a dynamic and ever-changing area of health care.

A student interested in this field should possess the following qualities and talents.

- intellectual curiosity
- perseverance
- good communication skills
- dedication
- quick analytical mind
- technical aptitude
- be in good physical health
- be able to work independently

Sonographers are highly skilled and competent professionals who function as an integral member of the health care team. The sonographer records anatomic, pathologic and/or physiologic data for interpretation by the supervising physician. They are responsible for recordkeeping, reviewing, and recording pertinent clinical patient history, as well as providing for the needs and comfort of the patient while performing the sonographic examination. This is done under the supervision of a licensed physician.

ADMISSIONS

There are two Sonography tracks available:

1. The **Associate in Applied Science Degree** track in Diagnostic Medical Sonography.

or

2. The **Certificate** track is for those who have completed, or are about to complete, certain two-year allied health programs. Recommended areas of study include, but are not limited to, radiography, respiratory therapy, nuclear medicine technology, or nursing. Health practitioners in other specialties should contact the Program Advisor regarding eligibility for the Certificate track.

Student Responsibilities

Attendance is critical to successfully complete any of the Health Sciences programs. Students are expected to attend all scheduled classes, complete examinations, and complete all assigned clinical / lab rotations.

- You must maintain a cumulative GPA of 2.5, or above, in each course.
- You must exhibit professional and ethical conduct at all times.

Applicants who are most competitive:

- have a cumulative college GPA of 2.5 (4.0-point scale).
- possess an advanced degree in allied health fields dealing with patient care (see our Checklist).
- have healthcare work experience, volunteer, or documentation of observation of sonographic procedures.
- have submitted 3 Recommendation Forms (see our Checklist and attached Recommendation Form sample for photocopying).
- demonstrate genuine interest in the field of Sonography.
- have completed a Letter of Intent (attached).

Application deadline is October 15th of every year.

Applications will be considered after the deadline provided space is available.

Please follow these program prerequisites and general education requirements for the application submission.

Required Prerequisites

BSC 2085 Human Anatomy/Physiology I	ENC 1101 English Composition
BSC 2085L Human Anatomy/Physiology I Lab	MAT 1105 College Algebra, or STA 2023 Statistics, or MGF 1106 Math for Liberal Arts, or higher
RTE 1613 Radiologic Physics, or approved Physics course	

General Education Requirements

These classes must be successfully completed prior to graduation, however, students are **strongly encouraged** to take these classes **prior** to entering the program.

PSY 2012 General Psychology <u>OR</u> SYG 2000 Principles of Sociology	Humanities I, II, or III
OST 1257 Medical Terminology	

Sonography Program Curriculum

<i>Spring 2009 - 1st year</i>	<i>Spring 2010 - 2nd year</i>
SON 1000C Intro to Sonography	SON 1112 Abdominal Sono II
SON 1211 Sonography Physics	SON 1122 OB/GYN Sonography II
SON 2113 Cross Sect. Anatomy	SON 1814 Clinical Education II
OST 1257 Medical Terminology	SON 2175 Vascular Sonography
PSY 2012 General Psychology	
<i>Summer 2009 - 1st year</i>	<i>Summer 2010 - 2nd year</i>
SON 1170 Sono Circulatory System	SON 1052C Sonographic Pathology
SON 1100C Principles / Protocols	SON 1144 Superficial Structures
	SON 1824 Clinical Education III
<i>Fall 2009 - 1st year</i>	<i>Fall 2010 - 2nd year</i>
SON 1111 Abdominal Sonography I	SON 2834 Clinical Education IV
SON 1121 OB/GYN Sonography I	Humanities I, II, or III
SON 1804 Clinical Education I	
SON 2171C Intro to Vascular Sono	

Diagnostic Medical Sonography Program

ADMISSION CHECKLIST

1. _____ **APPLY FOR GENERAL ADMISSION TO THE COLLEGE.** Applications are available at the Office of Admissions and Records and online at www.gulfcoast.edu .
2. _____ **SUBMIT HIGH SCHOOL AND COLLEGE TRANSCRIPTS.** Applicant must request official transcripts from high school or GED (scores required) and all colleges attended be sent to the Office of Admissions and Records. Transcripts must be received and evaluated by the Office of Admissions prior to the admission deadline date.

Note: If you are enrolled in classes at another institution that will not be completed prior to the deadline and you want these uncompleted classes to be considered in selection, you must submit documentation of enrollment to the Division of Health Sciences prior to the deadline.

3. _____ **TRANSCRIPTS MUST BE EVALUATED.** All college credits granted by another institution must be evaluated by Gulf Coast Community College Office of Admissions and Records prior to admission deadline date.
4. _____ **SUBMIT A COMPLETED SONOGRAPHY PROGRAM APPLICATION (including the Technical Standards form and Letter of Intent)** to the Administrative Office of Health Sciences Division. The application deadline is October 15th of each year. Applications will be considered after this date provided space is available. It is the responsibility of the applicant to ensure their folder is **complete** prior to the deadline. Applications are also available online at <http://radiography.gulfcoast.edu/sonography.htm> .
5. _____ **SUBMIT 3 RECOMMENDATION FORMS** from professionals in the medical field, current or previous employers, or other professionals who can provide character references. (See the attached Recommendation Form sample.)
6. _____ **COPY OF HEALTH SCIENCE LICENSE, if applicable** (i.e., RT, RN, LPN, EMT, Respiratory Therapist, Surgical Technologist, or other allied health profession certificates).
7. _____ **DEMONSTRATE A CUMULATIVE 2.5 GPA (4.0 point scale).**
8. _____ **COMPLETE THE FOLLOWING PREREQUISITES:**

BSC 2085 Human Anatomy/Physiology I

BSC 2085L Human Anatomy/Physiology I Lab

ENC 1101 English

MAT 1105 Algebra, or STA 2023 Statistics, or MGF1106 Math for Liberal Arts, or higher

RTE 1613 Radiologic Physics, or approved Physics course

How Sonography Students Are Selected

- Step One:** Program applications, including our Admission Checklist, are reviewed for completeness.
- Step Two:** Transcripts, GPA, prior college degree, and/or healthcare experience of the applicants are evaluated.
- Step Three:** Applicants with the highest composite scores will be offered conditional acceptance into the program, pending receipt of physical/vaccination records, CPR, and satisfactory fingerprint /criminal background check (at student's expense). Fingerprint/criminal background check **MUST** be done through Gulf Coast Community College. Conditionally accepted applicants will be notified by mail.

Gulf Coast Community College is an equal opportunity, equal access institution which does not discriminate with respect to race, creed, color, national origin, sex, age, religion, disability, or marital status in the admission, or access to, or treatment, or employment in its programs and activities.

Requirements After Conditional Acceptance

- 1) Physical examination with immunizations** for the protection of patients, students and employees, and in compliance with state regulations, this program requires you to be properly immunized. You must show proof of the following immunizations.
- Tuberculin test in the past 12 months (to be kept current throughout the program)
 - Varicella, rubella, and rubeola immunity
 - Up-to-date diphtheria and tetanus shots
 - Hepatitis-B vaccination series, or signed Declination form

Documentation of vaccinations must be provided to the Program Advisor prior to the start of class.

- 2) Submit current CPR certification for Health Care Providers** and maintain current certification throughout the program.
- 3) Complete a satisfactory fingerprinting and background check.** Students must pass a criminal background check, fingerprinting, and possibly a drug screening test if required at certain clinical sites, prior to the start of classes. **Fingerprinting/criminal background check MUST be done through Gulf Coast Community College at the student's expense.**

IMPORTANT INFORMATION REGARDING YOUR PAST

Applicants to the Sonography Program in the Health Science Division of Gulf Coast Community College work very hard to meet the entry requirements for selection. Our program makes every effort to accept as many academically qualified students as possible. However, in addition to meeting basic entry requirements, applicants must also consider how their personal history may affect their ability to meet clinical requirements, sit for various licensure exams, and ultimately gain employment.

Some of our Health Science Programs will require students to visit certain clinical sites that may require background checks in order for students to work with their patients. Students who cannot produce a favorable background check may not be able to meet their program's clinical obligations, which would jeopardize their ability to successfully complete that program.

Students who graduate from our programs must also pass licensure exams. The various entities that provide testing and licenses for Health Professionals, oftentimes, require background checks prior to sitting for the exams and applying for licensure. It is possible to successfully graduate from a health science program but be denied the opportunity for licensure because of an unfavorable background check.

Employers of licensed health professionals can also have a variety of requirements that must be met prior to the granting of employment. These can include background checks, of varying depths, and/or drug screenings. It is possible to graduate from a program and obtain the health professional license, but be denied some employment options due to an unfavorable background check or drug screen.

We offer this information so that you can make an informed decision concerning making application to one of our programs.

FREQUENTLY ASKED QUESTIONS

1. **What are some typical tasks in this career?** Education and preparation of the patient for diagnostic ultrasound exam; perform sonograms and record anatomy and pathologic data for interpretation by the physician; analyze and present diagnostic data for use in interpretation and diagnosis by the physician. Works in hospitals, physicians' offices, diagnostic imaging centers, ambulatory care facilities, and mobile units as well as other settings.
2. **What is the Associate Degree track?** The Associate Degree track is for students who are pursuing an Associate in Applied Science degree in Diagnostic Medical Sonography.
3. **What is the Certificate track?** The certificate track requires a prerequisite of an associate level degree in an allied health field that is patient care related.
4. **What are the entrance requirements for the Certificate track?** Associate degree in an allied health field that is patient care related; current in CPR, AIDS, and OSHA; a completed application returned to the program including Technical Standards form and Letter of Intent; all prerequisites; and demonstrate appropriate college level competencies.
5. **What is available beyond graduation?** Entry-level employment, advanced certification in other areas of ultrasound, and advanced degrees (i.e, BS degree).
6. **What is the career outlook for this profession?** Sonography is listed among the top 50 fastest growing occupations in Florida. (Source: Florida Agency for Workforce Innovation.)
7. **How many students are selected for the program?** Each class will consist of 12 students.
8. **What is the cost of the Program?** In-state tuition is \$5,400 (2008-2009 academic year); out-of-state tuition is \$19,061 (2008-2009 academic year). This does not include cost of books and uniforms. Tuition costs are subject to change with each academic year.
9. **What should I do if I am not accepted into the program?** If you wish to be considered for the next class, your application will be retained in the program application pool, provided you returned our Acceptance Indicator form that would have been mailed to you.
10. **What are the hours of the program?** Program hours require attendance in classes or clinic 4-5 days per week (up to 40 hours). Evening and weekend clinic rotations may be required to fulfill clinical hour requirements.
11. **Can I complete this program on a part-time basis?** No. Due to the progressive building of the educational and clinical aspects of the program, all courses must be completed in a certain sequence because they are only offered once a year.
12. **Can I work while I am a student in the program?** Employment is not encouraged, but you might be able to work minimally. Students must earn a minimum grade 75 (or "C") to continue in the program.
13. **Do you assist with job placement after graduation?** GCCC has a job placement assistance program available; however, willingness to relocate will increase your employment opportunities.
14. **Do I need to take a test after graduation?** The students are academically prepared to take the registry exams from the American Registry for Diagnostic Medical Sonography (ARDMS), American Registry of Radiologic Technologists (ARRT) "Sonography Suite", or Cardiovascular Credentialing International (CCI). Requirements for each credentialing organization may be found online.
15. **How much is an annual salary for graduates of this program in this area?** Entry-level graduates may expect to earn \$17-\$22 per hour. Benefits and overtime are determined by the individual employer.

GULF COAST COMMUNITY COLLEGE
HEALTH SCIENCES DIVISION
5230 West U.S. Highway 98
Panama City, FL 32401-1058
(850) 872-3827 or 913-3311
(850) 747-3246 - FAX
1-800-311-3685

DIAGNOSTIC MEDICAL SONOGRAPHY PROGRAM APPLICATION

Please check one: **CERTIFICATE TRACK** or **ASSOCIATE DEGREE IN APPLIED SCIENCE**
*Answer all questions; please **TYPE** or **PRINT** (use **black** ink).*

Name _____
First Middle Last Maiden Name

Male Female Social Security Number _____

Home Address _____
No. and Street City State County Zip

Permanent Address (if different from above) _____

Home Phone: (_____) _____ Cell Phone: (_____) _____

Business Phone: (_____) _____ E-Mail Address: _____

EDUCATION

Official Transcript(s) must be received by the Office of Admissions and Records.
ALL schools and colleges attended must be listed for the application to be complete.

Name of School	Location of School	From Month/Year	To Month/Year	Did you Receive Diploma? Degree? Certificate?	What was your Major/Minor?
High School or GED:					
Technical Program:					
College or University:					
College or University:					

Type Issued by which State or Agency License No. Date

Professional Licenses _____

or Certifications _____

CONTACT INFORMATION

Please provide information about two people who will always know where to locate you.

	Name	Mailing Address		Telephone Number
1.	_____	_____	_____	_____
2.	_____	_____	_____	_____

HEALTH RELATED WORK EXPERIENCE AND / OR VOLUNTEER EXPERIENCE

EMPLOYER: _____

Address _____ Telephone No. _____ Ext. _____
 No. and Street City State

Supervisor's Name _____ Title _____

Dates employed: From _____ To _____ Nature of Your Job Duties: _____
 Mo./Yr. Mo./Yr.

Reason for Leaving _____ Full-Time _____ Part-Time _____

EMPLOYER: _____

Address _____ Telephone No. _____ Ext. _____
 No. and Street City State

Supervisor's Name _____ Title _____

Dates employed: From _____ To _____ Nature of Your Job Duties: _____
 Mo./Yr. Mo./Yr.

Reason for Leaving: _____ Full-Time _____ Part-Time _____

PLEASE READ AND SIGN THE FOLLOWING

I hereby certify that the information contained in this application is true and complete to the best of my knowledge. I understand that any misrepresentation or falsification of information is cause for denial of admission from the College. I understand that illegal use, possession, and/or misuse of drugs are reasons for immediate dismissal from any of the programs in the Health Sciences Division.

Signature of Applicant

Date

RETURN APPLICATION TO:

**Gulf Coast Community College
Health Sciences Division – Sonography Dept.
5230 W. U.S. Highway 98
Panama City, FL 32401-1058**

IN CASE OF EMERGENCY NOTIFY:

Name: _____
Address: _____

Phone: () _____

DIAGNOSTIC MEDICAL SONOGRAPHY PROGRAM

Technical Standards Form

The sonographer is responsible for recordkeeping, reviewing and/or recording the pertinent clinical patient history, performing the sonographic examination, providing for the comforts and needs of the patient during the examination and recording the anatomic, pathologic and/or physiologic data for interpretation by the supervising physician.

Special Qualifications

In addition to minimum requirements regarding reading and math skills, the student must:

- Demonstrate the ability to comprehend and interpret written material, unassisted
- Follow written instructions, unassisted
- Synthesize information from written material and apply the knowledge to various situations, unassisted

Communication Skills

The student must demonstrate:

- Ability to interact and verbally communicate with others
- Knowledge of basic written, grammar, and spelling skills
- Communicate effectively with staff and patients
- Accurately perform the sequential steps in Sonography examinations

Psychomotor Skills

- Vision - normal, corrected
- Hearing - normal, corrected or hearing aid
- Touch - average tactile sensitivity
- Critical thinking skills
- Sound judgment
- Emotional stability and maturity
- Empathy for others
- Physical and mental stamina
- Ability to learn and function in a variety of settings

Physical Endurance

Students must be able to:

- Lift more than 50 pounds routinely
- Lift 150 pounds, with assistance
- Manage a 200 pound patient, unassisted
- Assist patients on and off examining tables
- Push and pull routinely
- Kneel or squat routinely
- Have full use of both hands and wrists
- Adequately view images, including color distinctions
- Distinguish audible Doppler signals
- Work standing up 80 percent of the time
- Work for three hours without a break

You must be able to perform the essential functions of the profession and meet the standards of the curriculum. To seek exceptions to these standards or reasonable accommodations, you should initiate a request with the Program Advisor.

I have read the above and feel that it is within my ability to carry out the duties, responsibilities, and qualifications of a Sonographer.

Signature

Date

LETTER OF INTENT

In the space provided, please elaborate on your interest in Diagnostic Medical Sonography and how these interests developed, as well as why you want to become a Sonographer. Research of the field of Sonography and their different specialties is recommended.

Student signature: _____ Date: _____

**RECOMMENDATION FORM
DIAGNOSTIC MEDICAL SONOGRAPHY PROGRAM
GULF COAST COMMUNITY COLLEGE**

APPLICANT: Under the Federal law entitled the "Family Educational Rights and Privacy Act of 1974", students are given the right to inspect their records, including Recommendation Forms. While we shall consider all recommendation forms carefully, we believe that in many instances recommendations written in confidence, in the long run, are of greater use in the assessment of a student's qualifications, abilities, and promise. I _____ do _____ do not waive my right to review the content of this form.

Applicant Signature: _____ Date: _____

TO THE RECOMMENDER:

The person listed below is applying to the Gulf Coast Community College Diagnostic Medical Sonography Program. Please read and complete the following Recommendation form as honestly as possible.

Student _____

How well do you know the applicant? _____ Very well _____ Fairly well _____ Slightly

How long have you known the applicant? _____

In what capacity? _____

Please indicate your impression of this applicant with regard to each of the following factors by checking the appropriate rating.

FACTORS	LOW 1	2	MEDIUM 3	4	HIGH 5
Motivation: Genuineness and depth of commitment.					
Maturity: Personal development; ability to cope with life situations.					
Ability to Perform Under Adverse Conditions: Performance under pressure; response to conflict.					
Interpersonal Relations: Ability to get along with others, rapport, co-operation, team building, attitudes toward supervision.					
Critical Thinking: Ability to problem solve; correlate and process information.					
Reliability: Dependability, sense of responsibility, promptness, conscientiousness.					
Communication Skills: Clarity of expression; articulate in both spoken and written form.					
Self-Confidence: Assuredness, capacity to achieve with awareness of own strengths and weaknesses.					
Personal Appearance: Neat, tidy, orderly, clean.					
Quality of Work: accuracy, consistency, timeliness					

continued on back

In the space provided, please discuss the characteristics of the applicant you feel will make him/her competitive for the Diagnostic Medical Sonography Program.

Positive Attributes:

Areas of Improvement:

_____ I recommend this applicant with confidence.

_____ I recommend this applicant.

_____ I recommend this applicant with some reservations.

_____ I would not recommend this applicant for admission.

RECOMMENDER: Name _____ Date _____
Occupation _____
Address _____
City _____ State _____ Zip _____
Telephone _____
Signature _____

RETURN TO Applicant in sealed envelope with your signature across the flap, or mail to:

**Diagnostic Medical Sonography Program
Gulf Coast Community College
5230 W. U.S. Highway 98
Panama City, Florida 32401**