

Diagnostic Medical Sonography (DMS) *Advisement Packet*

Campus: Stilwell

Students enrolled in this career major will experience challenging coursework with clinical instruction in a variety of clinical areas. Students will be taught to utilize advanced ultrasound technology and techniques to view inside the human body. The curriculum guides students to use critical thinking skills to promote quality patient care while performing diagnostic ultrasound procedures effectively and safely.

For admission, applicants must complete prerequisite courses by the end of the fall semester for consideration into the Diagnostic Medical Sonography program.

Completion of College Algebra/PreCalculus math (no zero-level courses) with a grade of "C" or higher.

Completion of 4 credit hours of college-level Human Anatomy preferred or A&P I and A&P II with a grade of "C" or higher.

Completion of 4 credit hours of Physics with lab with a grade of "C" or higher.

Completion of 3 credit hours of Medical Terminology with grade of "C" or higher.

Completion of English Comp I or Public Speaking/Speech with a grade of "C" or higher.

The ICTC Diagnostic Medical Sonography (DMS) program goals are to prepare competent entry-level Abdominal-Extended and Obstetric and Gynecologic sonographers in the cognitive (knowledge), psychomotor (skills) and affective (behavior) learning domains.

Upon successful completion of the Diagnostic Medical Sonography Program, graduates will receive a certificate from ICTC. Graduates may pursue ARDMS certification examinations (Sonography Principles & Instrumentation [SPI], Obstetrics & Gynecology [OB/GYN], and Abdomen [AB]); however, exam eligibility is determined solely by ARDMS based on prerequisites in effect at the time of application, and may depend on the program's accreditation status at graduation. To earn the Registered Diagnostic Medical Sonographer (RDMS) credential, candidates must pass the SPI examination and at least one specialty examination (Abdomen or OB/GYN).

Classroom hours are Monday through Friday, 8:00 a.m. - 3:00 p.m. Clinical hours are generally 7:30 a.m. - 3:30 p.m. The technical training program is approximately twelve to fifteen months in length. Classes begin in January.

The instructional format of the career major includes lectures, hands-on/interactive activities, laboratories, and clinical activities. Students may be assigned to and required to travel to clinical sites located in several counties in Northeast Oklahoma and Northwest Arkansas throughout their technical training experience.

ICTC is seeking appropriate accreditation; however, the institution cannot seek accreditation until the program has commenced and students have been enrolled. At the time this disclosure is issued, ICTC is not currently in applicant status with the national programmatic accrediting agency recognized for the sonography profession, and no accreditation application is currently on file. Once the program is operational and has commenced enrolling students, ICTC intends to pursue initial accreditation from the national programmatic accrediting agency recognized for the sonography profession, at which point a formal application may be submitted. Accreditation cannot be guaranteed, and no specific timeline for submission, review, or granting of accreditation can be implied or promised. Students in the pioneer cohort should understand that the program's accreditation status may affect their eligibility for national credentialing examinations after graduation.

General Information

Admission Require ments and Selection	<u>ADMISSION REQUIREMENTS</u> Complete the Adult Health Careers Application at https://www.ictech.edu • High School diploma or GED • Minimum college GPA 2.5 (cumulative) • Completion of College Algebra/PreCalculus (no zero-level courses) with "C" or higher • Completion of 4 credit hours of college-level Human Anatomy preferred or A&P I and A&P II with a grade of "C" or higher • Completion of 4 credit hours of Physics with lab with a grade of "C" or higher • Completion of 3 credit hours Medical Terminology with grade of "C" or higher • Completion of English Comp I or Public Speaking/Speech with a grade of "C" or higher Applicants must have the prerequisite college courses completed by application deadline. Applicants who are currently enrolled must also provide documentation of enrollment and current course grades. <u>SELECTION</u> Applicants meeting the admission requirements will be scored according to the "Priority Point System". The highest-ranking applicants will then be selected for interviews. ICTC will determine the number of applicants interviewed. A minimum score of 10 on the interview is required for admission. Following interviews, each applicant's interview points will be added to their "Priority Points". Selection for admission will be based on priority areas and applicants' total scores. Applicants will be notified of admission status by letter, phone call or email. Continued enrollment is contingent upon a satisfactory background check and sex offender registry check, required drug screening, and subsequent clinical placement. Classes begin in January. Attendance at orientation is required. Failure to attend could jeopardize admission.
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ICTC NON-DISCRIMINATION STATEMENT

ICTC does not discriminate on the basis of sex, race, color, national origin, disability, age, or any other characteristic protected by law and prohibits sex discrimination in any education program or activity that it operates, as required by Title IX and its regulations, including in admissions and employment. Title IX Coordinator - Kimberly Morgan, kimberly.morgan@ictech.edu, 918-348-7915; 504 Coordinator - Dena Longpine, dena.longpine@ictech.edu, 918-348-7965, 2403 N. 41st Street East, Muskogee, OK 74403.

Cost	Cost of the program is approximately \$8,500.00 (in-district) • All students will be required to submit a deposit of \$175 in December to hold their position in the program and complete the background check. An initial payment of up to \$1,500.00 will be required on the first day of class, unless confirmation of financial aid is presented. Students who have secured funding from any entity should contact the bursar's office to ensure they are eligible for a waiver of the initial payment. • A specific payment schedule will be required if not paid in full at admission. • Books, some supplies, etc., are included in the cost of the program but may not be issued for portions of the program until payment is received. • Final grades, transcripts, and verification of program completion will not be released if a balance remains. • The FAFSA should be completed as soon as possible. The FAFSA window opens annually in October. <i>*Fees & costs are subject to change. The initial payment is dependent on the items purchased & the amount of financial aid awarded.</i>
Other Require ments	For admitted applicants, additional requirements will include the items listed below. Detailed information will be provided with the admission letters; therefore, these items do not need to be submitted with the application. • Computer or tablet (Chromebook not compatible), which must be provided by the student • Documentation of required immunizations • Physical exam and health history • Background check • Drug screening Background checks and drug screens are required for all students admitted to the program and are coordinated by ICTC. Results of background checks may affect a student's ability to obtain a license. Additionally, hospitals and other clinical facilities used for training may require background checks and drug screenings before allowing students to begin clinical rotations. All clinical facilities have the right to deny clinical access to any student, which may result in the potential inability to meet program objectives. The purchase of scrubs, shoes, and other necessary items will be required upon admission. Detailed information will be provided at orientation.
Other Informa tion	ICTC is not obligated to admit applicants who do not meet the admission criteria or score below 10 on the interview. If positions remain open after all applicants meeting the admission requirements have been accommodated, ICTC reserves the right to reopen the application period without advanced notice, and/or admit applicants who do not fully meet the admission criteria or score below 10 on the interview. If these applicants are accepted, ICTC reserves the right to admit them contingently and/or on a probationary basis, and/or to set stipulations for admission. An alternate list will remain in effect until the first week of class. Alternates and applicants not admitted to the program must reapply to be considered for later admission.

Application Process

STEP 1: Complete the Adult Health Careers Application and read the advisement packet.

Apply Here: <https://www.ictech.edu>

STEP 2: Obtain and upload a high school or GED transcript

STEP 3: Obtain & Upload

- (1) Official transcript(s) from **ALL** colleges attended reflecting completed prerequisite college courses. (*Submit to: ahctranscripts@ictech.edu*)
- (2) Applicants who are currently enrolled in prerequisite courses must also provide documentation of enrollment and current course grades.
- (3) Valid Photo ID (i.e.: driver's license)

STEP 4: Upload other documentation for points as applicable
(See "*Priority Point System Explanation*")

- Applications that are incomplete or not accompanied by a high school or GED transcript, *official* college transcript(s), and a degree plan & current grades (if applicable) may not be considered. Points will only be awarded for documents submitted before the application deadline.
- Admission advisement is available at ICTC. Contact Fabiela Kemble, Recruiter/Advisor, at 918-913-3923.

Priority Point System (DMS)

*For Office Use Only

Name: _____

ALL REQUIRED DOCUMENTATION SHOULD BE SUBMITTED PRIOR TO THE APPLICATION DEADLINE. THIS INCLUDES:

- COMPLETED APPLICATION
- HIGH SCHOOL OR GED TRANSCRIPT
- OFFICIAL TRANSCRIPTS from ALL COLLEGES ATTENDED
- OFFICIAL DEGREE PLAN (if applicable)
- CURRENT COURSE GRADES (if applicable)

COLLEGE COURSES / ICTC TRAINING						
College Algebra/ PreCalculus Algebra	A – 3 points B – 2 points C – 1 point	Medical Terminology (3 college credit hours)	A – 3 points B – 2 points C – 1 point	Points Awarded:		
Human Anatomy or A&P I & II (4 college credit hours)	A – 5 points B – 4 points C – 3 points	Physics (4 college credit hours)	A – 5 points B – 4 points C – 3 points			
ICTC Health Careers Certifications or ICTC Sport Medicine Program			1 point			
COLLEGE CREDIT / GPA						
College Credit Hours	Baccalaureate degree or higher - 5pts Associate degree 2pts Pending Degree in Dec of Application Year 1pt	GPA	3.6+ - 20pts 3.3-3.59 - 15pts 3.0-3.29 - 10pts 2.7-2.99 - 5pts 2.6 - 4pts 2.5 - 3pts	Points Awarded:		
		Essay – to be completed after interview	16 pts	Points Awarded:		
CERTIFICATION / LICENSURE & EMPLOYMENT IN HEALTH CAREER						
Current Certification / Licensure in Health Care	Paramedic, LPN, Surgical Technologist, COTA/PTA 4pts	Military Medic DD214 required, Imaging Assistant (1yr) 3pts	Certified Medical Assistant, CNA &/or HHA, EMT Certified Medication Aid, 2pts	EMT Certified Medication Aid, Phlebotomy Certificate 1pt	Other * 1pt	Points Awarded:
Employment in Health Care	Work experience in health care (directly related to patient care) of one year or more (within last 5 years)			1 pt		
TOTAL POINTS (Prior to Interview):				Points Awarded:		
ESSAY:				Points Awarded:		
INTERVIEW:				Points Awarded:		
(Points Possible: 100) TOTAL POINTS:						
Ties in applicant scores will be broken by the following items in the order that they are listed below: 1) Applicant resides within the ICTC school district 2) Interview score 3) GPA 4) Points received for College Course Grades 5) Points received for "Current Cert/License in Hlth Care" 6) Date Application completed 7) Random drawing						

Priority Point System Explanation

POINT SECTIONS	EXPLANATION and SUPPORTING DOCUMENTATION								
College / ICTC Courses	Points are awarded according to grades in college Math, Human Anatomy or A&P I & II (4-hour credit course), Physics (4-hour college credit), Medical Terminology (3-hour credit course), and Health Careers Certification or Sports Medicine at ICTC (within the past 3 years). Points will be awarded ONLY if an official transcript (college or career tech) is submitted.								
College Credit and GPA	Points will be awarded for an associate degree or higher at the time of the application deadline. Applicant must submit <i>official</i> transcripts and a degree plan indicating the number of hours required for degree completion if a degree is not already completed. Points will be awarded based on the college's cumulative GPA.								
Current Certification or Licensure in Health Care*	Must upload a copy of the current certification or license issued by the official certifying or licensing agent. Military Medics should provide a DD-214. <i>*ICTC reserves the right to evaluate additional certifications not listed, and award 0-1 point based on the certification's relationship to direct patient care and the program for which the applicant is applying.</i>								
Employment	Must provide documentation from the employer verifying work experience in health care directly related to patient care for a minimum of one (1) year within the last 5 years.								
Interview	Interviews have a possible 30 points, and a minimum score of 10 is required to be considered for admission. Applicants who are granted interviews will be notified by phone, and the interview will be scheduled at that time. The interview will take approximately 15-30 minutes. Applicants who do not meet the admission criteria will not be interviewed unless the number of qualified applicants is inadequate to fill available positions in the program.								
POINT TIES	Ties in applicant scores will be broken by the following items in the order that they are listed below: <table border="0" style="width: 100%;"> <tr> <td style="width: 50%;">1) Applicant resides within the ICTC school district</td> <td style="width: 50%;">5) Points received for "Current Cert/License in Hlth Care"</td> </tr> <tr> <td>2) Interview score</td> <td>6) Date Application completed</td> </tr> <tr> <td>3) GPA</td> <td>7) Random drawing</td> </tr> <tr> <td>4) Points received for College Course Grades</td> <td></td> </tr> </table>	1) Applicant resides within the ICTC school district	5) Points received for "Current Cert/License in Hlth Care"	2) Interview score	6) Date Application completed	3) GPA	7) Random drawing	4) Points received for College Course Grades	
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GENERAL INFORMATION ABOUT ABILITIES NEEDED FOR SUCCESS IN HEALTH CAREERS EDUCATION

A student in health careers education will be learning through direct participation in patient care and as a member of the health care team. To participate effectively as a health care provider, individuals should possess certain abilities which include but may not be limited to:

Vision

adequate to read very small print, diagrams, graphs, and calibrations such as mm and 0.1 ml. Also, must be able to discriminate color changes of skin and body exudates.

Hearing

conversational tones discriminate between different sounds within the body such as breath, heart, fetal heart with use of adaptive medical equipment such as stethoscope; also hear signal alerts on medical machinery.

Smell

to detect and discriminate between odors.

Touch

in order to perceive, through the tactile sense, certain parts of a person's anatomy for the purpose of identifying reference sites for various treatments and/or diagnostic procedures, to collect data during a physical exam, to render personal hygiene measures, etc.

Speak & Write

the predominant language of the geographic area in a clear, concise way during verbal and written communication.

General physical fitness / Gross Motor / Fine Motor

including strength, balance, and agility adequate to endure activities including, but not limited to the following: several consecutive hours of walking, standing, moving, and lifting other persons, pushing and pulling various types of equipment such as wheelchairs and gurneys, repetitive bending and stooping, kneeling, half-kneeling, lifting 20 lbs. repetitively, lifting 50 lbs. occasionally, push/pull 50 lbs. frequently, and frequent overhead reach activity. Fine motor skills are needed to write, to manipulate equipment such as syringes, medical equipment, and to maintain a sterile field. General physical fitness also including freedom from infectious diseases which pose a significant risk of transmission to others in the workplace if reasonable accommodations will not eliminate that risk.

General mental/ emotional fitness

adequate to ensure informed judgment and individual competence on the part of the student in accepting responsibilities, delegating activities to others and providing care to patients.

Basic academic skills

Reading & Math: prefer High School or higher-grade equivalency level as evidence on approved program assessment exam(s). Skills should include; **penmanship** legible; **word usage** (written & verbal) appropriate and correct within sentence structure, words spelled correctly; ability to **read and interpret** various forms of written communication; working with whole numbers, fractions, decimals, calculation of such things as IV fluid rates, preparation of medication dosages, applying various formulas to determine body mass, etc.

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Applicants Educated Outside the United States:

Applicants who received their high school education outside the United States must submit official documentation that their high school education and subsequent graduation is equivalent to that of a high school graduate in the United States. This may be accomplished by one of the following methods:

1. Take the GED exam and submit scores/documentation indicating high school equivalency. The applicant may contact an ICTC counselor for assistance with this process.
2. Request a review/evaluation of academic records from an official agency that specializes in validating academic credentials of persons educated outside the United States. Provide proof /documentation of such to ICTC. Such documentation must indicate that the applicant's education meets high school graduate equivalency in the United States.
3. If the applicant has completed a minimum of 30 college hours from an accredited/approved higher education institution within the state of Oklahoma, the applicant may be eligible to petition the Oklahoma Department of Education to be awarded high school equivalency. For more information the applicant may contact the Oklahoma Department of Education at 1-800-405-0355.

It is the applicant's responsibility to provide one of the above forms of documentation. The applicant is responsible for any cost that might be incurred.

Applicants Who Are Home Schooled or Graduated From a Non-State Accredited High School:

Applicants who are home schooled &/or graduated from a non-accredited high school should demonstrate high school equivalency. This may be accomplished in one of the following ways:

1. Take the GED exam and submit scores/documentation indicating high school equivalency. The applicant may contact an ICTC counselor for assistance with this process.
2. If the applicant has completed a minimum of 30 college hours from an accredited/approved high education institution within the state of Oklahoma, the applicant may be eligible to petition the Oklahoma Department of Education to be awarded high school equivalency. For more information the applicant may contact the Oklahoma Department of Education at 1-800-405-0355.

It is the applicant's responsibility to provide one of the above forms of documentation. The applicant is responsible for any cost that might be incurred.

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