

BAKER COLLEGE
Waiver Form - Office Copy
Diagnostic Medical Sonography
Associate of Applied Science Degree

Acknowledgment Form - Limited Enrollment Programs

I have received the Health Sciences Program Information and understand each/all of the following: (Initial each line)

Health Requirements

- ☐ I may be required to provide documented proof of immunization and/or titers, current Tuberculosis (TB) test results, and other screenings pertinent to my chosen career field. I am responsible for all associated cost.
- ☐ Declination of immunization may prevent me from clinical placement.
- ☐ Exposure to latex is high in the healthcare field. I should notify my advisor if I have a documented latex allergy/sensitivity.

Clinical Requirements

- ☐ Clinical or externship experiences are based on site availability and determined by the Program Coordinator/Director/Dean of Health Sciences.
- ☐ Students are required to have reliable transportation to and from the assigned clinical location.
- ☐ Due to the limited number of clinical sites, some students may be required to travel a distance from the College. In some instances, students may need to relocate.
- ☐ Clinical experiences may require students to attend up to 40 hours per week. As a continuation of the student's education, the clinical experience is to be performed without remuneration. In the event a student is offered employment, this should be discussed with the Program Coordinator/Director/Dean of Health Sciences.
- ☐ The College provides professional liability insurance for all students during the clinical affiliation educational portion of his/her program, which covers any incident which might occur during the clinical affiliation experience. It does not cover any incident where the student is attempting to practice outside the scope of his/her education or outside the clinical affiliation site.
- ☐ Students are required to maintain health insurance during all clinical quarters and are responsible for any medical expenses incurred throughout the program. Information on low-cost, short-term insurance is available at your campus.
- ☐ I may be required to submit to a drug screen as part of my clinical affiliation. I am responsible for all associated cost.
- ☐ I understand that if drugs are reported on my drug screen results, it may impact my ability to complete program requirements, including though not limited to, clinical experience.
- ☐ I may be required to undergo a background check, as an entrance requirement for the health program I've selected or for some clinical affiliations. I am responsible for all associated cost.
- ☐ I am required to complete the requirements for my background check by the specified

deadline. Failure to do so may result in my being denied entry into the program, at which time my core classes may be dropped without advance notice to me.

- ___ I will immediately report, in writing, any conviction, pending court action, or other recorded event not yet reported, or which subsequently occurs, to my campus program director/Dean of Health Sciences.
- ___ A criminal record may prevent clinical placement, licensure or certification, and employment opportunities. Baker College reserves the right to deny entry into or remove from a program, any student whose background check reveals any conviction or recorded event of any nature.
- ___ I may be temporarily or permanently denied financial aid funding if I have been or am subsequently convicted of the possession or sale of illegal drugs for an offense that occurred while receiving federal student aid (such as grants, loans, work-study).
- ___ I may be required to undergo fingerprinting prior to clinical placement.
- ___ I may be required to complete the Central Registry Clearance form prior to placement in certain clinical settings.

Program Reentry

- ___ Eligibility for reapplication to the program is based on previous reasons for dismissal or withdrawal and is at the discretion of the Program Coordinator/Director/Dean of Health Sciences. Readmission is not guaranteed.
- ___ Reentry into some programs may be dependent upon limited program capacity and/or the availability of clinical sites.
- ___ Didactic and competency testing may be required according to accreditation, state, and/or program guidelines. Retesting may involve a fee.

Professionalism

- ___ I must abide by the ethics and standards accepted by professionals and technicians in my chosen career field, while in all classroom and clinical settings. This includes personal conduct, professional attitude, appropriate dress, and the confidentiality of student, client, and patient information. Any breach of these standards may result in dismissal from the program.
- ___ I understand that students are not allowed to use personal cell phones or other personal electronic devices to transmit clinical information, including photos.
- ___ I understand clinical site information is not to be discussed on any form of social network or any electronic account outside of those required by the instructor for class participation.
- ___ I agree to abstain from using computers at my clinical site for personal use and/or social networking.
- ___ Professional appearance may require a specified uniform. In all instances students are to refrain from low-cut tops, and clothing that reveals trunk skin when standing or sitting. Closed-toed shoes are required for laboratory and clinical settings. Hair, side-burns, facial hair, and nails are to be neat, clean, and trimmed to a length that will not interfere with safety and asepsis. Visible tattoos must be covered. Body piercing jewelry is not allowed.
- ___ I must comply with any changes in program requirements during my course of study.

LIMITED ENROLLMENT CRITERIA - PROGRAM APPLICATIONS

There are two sets of Limited Enrollment Criteria requirements. Please see your program advisor for which set applies to you.

LIMITED ENROLLMENT CRITERIA FOR PROGRAM APPLICATIONS:

- Full acceptance into the professional track of some programs is limited due to clinical site availability. Students compete to earn acceptance into these programs. Selection criteria have been developed to choose the most qualified students for limited enrollment programs. Students who have successfully completed the conditional acceptance requirements for their program are eligible to apply for full acceptance into the professional track of the program. Refer to the program information supplement for program specific details on the application process, the criteria used, and the courses used in the GPA calculations.
- Once selected through the limited enrollment criteria, for full acceptance into a program, students must complete program requirements including, but not limited to: program specific orientations, background checks, drug screens, etc. Please contact your campus official for additional information.

CRITERIA I

Weighted Prerequisite GPA of Selected Courses: The program will base the majority of admission points on prerequisite grades of selected courses. Each health science program has designated specific prerequisite courses where a minimum grade requirement must be met. Refer to the program pages for this information and a listing of the identified courses to be used in the calculations below. The grades earned in transferred courses will also be utilized in these calculations. (GPA is defined as the value on a 4.0 scale corresponding to a letter grade.)

- * Non-Weighted Courses:
 - * required prior to program application and acceptance
 - * hold no weight in the GPA calculation for admittance
 - * must be satisfactorily completed, per program requirements
 - * are not subject to withdrawal, repeat, and transfer policies
- * Single-Weighted Courses:
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 - * provides significant prerequisite knowledge and skills and therefore holds more weight in GPA calculations for admittance.
 - * subject to withdrawal repeat, and transfer policies
- * Test-Out Courses:
 - * these are not weighted courses

CRITERIA II

Withdrawal and Repeat of Prerequisite Selected Courses: Withdraw and/or repeat of single-weighted and double-weighted prerequisite courses will result in a reduction of admission points. Refer to the program information for a listing of the identified courses to be used in the calculations below.

Withdrawal:

- * does not apply to non-weighted classes
- * first incident of withdrawal of single-weighted and/or double-weighted courses (one or more courses in a given quarter) = forgiveness quarter with no reduction of admission points
- * subsequent withdrawals of single-weighted and/or double-weighted courses = 5 point reduction for each weighted course withdrawn

Repeats:

- * single- and double-weighted courses only
- * does not apply to non-weighted courses
- * repeat courses in which a grade is earned do not receive forgiveness and will result in a 5 point reduction for each attempt

- * exception is course greater than 60 months old repeated will not result in a loss of points

CRITERIA III

Transfer of single- and double-weighted prerequisite courses may result in a deduction of up to five admission points.

Transfer Credits:

- * single- and double-weighted courses only
- * does not apply to non-weighted courses
- * 0-5 credit transfer = 5 points earned
- * >5 credits = 0 points earned

CRITERIA IV

Entrance Exam Score: A program may require applicants to take an assessment test chosen by the College. Students may be allowed to repeat this test to improve his/her performance based upon program guidelines. Admission points will be added based on the score attained. Refer to the program requirements for entrance exam program specific information.

CRITERIA V

Reapplication students who have applied for entrance into a program's professional track in the past, who had completed all program entrance requirements and prerequisite coursework at or above the minimum grade required, but were not awarded a seat due to their standing and the limited program seat capacity may reapply to the program one more time, for a maximum of two attempts. Students reapplying to the program must complete the program reapplication process. Refer to the program information for program specific information.

- * Reapplication timeframe: Students may only be eligible to reapply within 12 months or the next application period, whichever comes first.

Student Responsibilities:

- ___ I am responsible to contact my campus Program Coordinator/Director/Dean of Health Sciences with any questions regarding program entry, reentry, retention, or completion.
- ___ I may be required to sign an additional waiver upon entrance to my program.

Student Name (Print)

Student UIN

Student Signature

Date

Baker College Representative Signature

Date

Printed: 2014/03/14

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Student Name (Print)

Student UIN

Student Signature

Date

Baker College Representative Signature

Date

Printed: 2014/03/14

BAKER COLLEGE
Program Information

Diagnostic Medical Sonography
Associate of Applied Science Degree

Campuses: *Auburn Hills, Owosso.*

Program Description

Through academic and clinical training, students are prepared for a career in Diagnostic Medical Sonography that provides patient care while utilizing diagnostic ultrasound equipment. Students will use knowledge gained in this program, experience close patient contact, and utilize diagnostic ultrasound equipment to provide physicians with images necessary to diagnose conditions and diseases. Sonographers are able to: apply knowledge of anatomy and physiology, as well as pathophysiology to accurately demonstrate anatomical structures on a sonogram or digital medium; apply principles of sonographic physics to assess anatomical structures; recognize sonography's role in the healthcare environment; and provide patient care and comfort. Students are eligible to take the registry certification following acceptance of their application by the American Registry of Diagnostic Medical Sonography (ARDMS).

The mission of the Diagnostic Medical Sonography program is to provide didactic and clinical education that enables qualified students to achieve strong communication, critical thinking and technical skills required to obtain entry-level employment and become a Registered Diagnostic Medical Sonographer.

Program Status: Limited Enrollment

Accreditation Status

The Diagnostic Medical Sonography Program is accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP), 1361 Park Street, Clearwater, FL 33756; phone: (727) 210-2350; fax: (727) 210-2354; Web address: www.caahep.org. Program accreditation is granted upon the recommendation of the Joint Review Committee on Education in Diagnostic Medical Sonography (JRC-DMS), 6021 University Blvd, Suite 500, Ellicott City, MD 21043-6090; phone: (443) 973-3251; fax: (866) 738-3444; Web address: jrcdms.org.

Mission and Goals

The mission of the Diagnostic Medical Sonography program is to provide didactic, and clinical education that enables qualified students to achieve strong communication, critical thinking and technical skills required to obtain entry-level employment and become a Registered Diagnostic Medical Sonographer.

The purpose of the Baker College Diagnostic Medical Sonography program is:

1. to prepare students for competency in today's global economy in allied health careers.
2. to provide general and sonographic science education, which expands the students' horizons, develops strong communication skills, and encourages critical thinking.
3. to educate individuals in the art and science of Sonography.
4. to provide an educational program that encourages students to broaden their vision and promote lifelong learning to enhance their career and opportunities.
5. to develop and expand the student's awareness of the professional role and responsibilities for the Sonographer as a member of the health care team in today's global society.
6. to give students practical experience and training in Sonography to include a variety and volume of training experiences.
7. to encourage social and classroom related activities, which promote both personal and professional growth.

8. to develop, maintain, and support collaborative effort with businesses, community leaders, clinical affiliates and the community we serve to ensure student success.
9. to contribute to the community's workforce educational opportunities that build and maintain a competent, highly trained workforce that can successfully compete in the global community.
10. to assist graduates in securing entry-level employment as a Diagnostic Medical Sonographer.
11. to encourage students to obtain ARDMS registration.

Program Outcomes

1. The graduate will obtain, review, and integrate pertinent patient history and supporting clinical data to facilitate optimum diagnostic results.
2. The graduate will perform appropriate procedures and record anatomic, pathologic, and/or physiologic data for interpretation by a physician.
3. The graduate will record, analyze, and process diagnostic data and other pertinent observations made during the procedure for presentation to the interpreting physician.
4. The graduate will exercise discretion and judgment in the performance of sonographic and/or other non-invasive diagnostic services.
5. The graduate will demonstrate appropriate human relations and interpersonal communication skills with patients and colleagues.
6. The graduate will act in a professional and ethical manner.
7. The graduate will provide patient education related to medical ultrasound and/or other non-invasive diagnostic vascular techniques, and promote principles of good health.
8. The graduate will obtain an entry-level position as a Diagnostic Medical Sonographer.
9. The graduate will, with entry-level expertise, be able to illustrate a proficiency in the Physics of Ultrasound.
10. The graduate will, with entry-level expertise, be able to illustrate a proficiency in Obstetrics and Gynecological Ultrasound.
11. The graduate will, with entry-level expertise, be able to illustrate proficiency in Abdominal and Superficial Structures Ultrasound.
12. The graduate will demonstrate commitment to professional development by pursuing membership in a professional organization related to Diagnostic Medical Sonography.

Credentials

Students are eligible to take the registry certification exams following acceptance of the their application by the American Registry of Diagnostic Medical Sonography (ARDMS). www.ardms.org.

Program Status

Limited Enrollment

Conditional Acceptance Requirements:

All prerequisite courses taken prior to beginning the professional track must be completed with a GPA 2.7 (B-) or better. This minimum grade requirement includes all prerequisite courses transferred from other colleges.

Required Courses:

- * ENG101, ENG102
- * INF161
- * MTH111
- * SCI211
- * SPK201

Single-Weighted Courses:

- * HSC105B
- * MED103
- * MTH112

Double-Weighted Courses:

- * SCI101C, SCI102C, SCI121

Entrance Exam Value:

- * Does not apply

Once selected through the limited enrollment criteria, for full acceptance into a program, students must complete program requirements including, but not limited to: program specific orientations, background checks, drug screens, etc. Please contact your campus official for additional information. (edited 12/01/11)

Criminal History/Background Check

All DMS students will undergo a criminal background investigation. According to ARDMS guidelines for licensure, many misdemeanors including personal safety, and all felony offenses may affect licensure. In addition, criminal histories may limit or prevent clinical placement and future employment.

Essential Functions/Technical Requirements

These technical standards reflect performance abilities and characteristics that are necessary to successfully complete the requirements of the program at Baker College. These standards are not conditions of admission to the program. Persons interested in applying for admission to the program should review this information to develop a better understanding of the physical abilities and behavioral characteristics necessary to successfully complete the program. The College complies with the requirements and spirit of Section 504 of the Rehabilitation Act and the Americans with Disabilities Act of 1990. Therefore, the College will endeavor to make reasonable accommodations for participants with disabilities who are otherwise qualified.

- * Effectively communicate in English, both verbally and in writing, utilizing accurate and appropriate terminology with patients, families, and members of the healthcare team.
- * Accurately provide patient education.
- * Operate equipment requiring fine-tuning and adjustment of controls to obtain quality images and flow patterns.
- * Obtain quality visual images (may require prolonged arm and body positions).
- * Perform or assist with and/or transfer, lift, move, position, and manipulate the patient.
- * Transport heavy, wheeled equipment and patients in wheelchairs and/or stretchers.
- * Utilize electronic equipment and medical record software.
- * Distinguish blood flow characteristics represented on colorflow and Doppler.
- * Observe variations in skin color, integrity, palpate vascular pulsations and auscultate blood pressure.
- * Respond appropriately to changes in the patients' status before, during, and after therapy and/or procedures.
- * Respond appropriately to activation/warning signals on equipment.
- * Customize examination showing integration of diagnostic ultrasound images, laboratory results, patient history, and medical records.
- * Evaluate, synthesize, and communicate diagnostic information to the attending physician.
- * Recognize and correct performance deviations in diagnostic imaging.
- * Prioritize, organize, and apply time-management skills to deliver timely and accurate patient care.
- * Demonstrate appropriate professional and procedural judgment decisions under stressful and/or emergency conditions (i.e. unstable patient condition, patient in an altered mental state), emergent demands (i.e. stat test orders), and a distracting environment (i.e., high noise levels, complex visual stimuli).
- * Recognize potentially hazardous materials, equipment, and situations and proceed safely in order to minimize risk of injury to patients, self, and nearby individuals by referencing, utilizing and adhering to OSHA requirements such as MSDS (Material Safety Data Sheets) and universal precautions.
- * Adhere to HIPAA, Society of Diagnostic Medical Sonography (SDMS) professional standards and code of ethics, Baker College conduct guidelines, and clinical sites' policies and procedures.

Application Process

Applications must be complete and submitted by 5 pm on Friday of Week 10 of the spring quarter.

Any prerequisite courses taken online during the second session (last 6 weeks) of the spring term will not be accepted as completed as this would extend beyond the application deadline.

No late applications will be accepted. Students may only submit an application to one campus during any application period.

Program Requirements

The program prerequisite coursework can be completed on a part-time basis; however, once fully accepted into the professional track, students must complete the program on a full-time basis. All DMS courses are sequential and must be completed with a minimum grade of 2.7 (B-) to remain in the program. Failure to do so may result in program probation and/or dismissal from the program. This is at the discretion of the program coordinator/director.

Health Requirements

Students must submit a completed Health Information form to document immunization history and currency including Tuberculosis (TB) testing before allowed to begin clinical experiences. Some clinical sites may require additional testing and/or drug screening.

Clinical Requirements

All students must complete clinical rotations as assigned. Clinical site placement is based on availability and is at the discretion of the program coordinator/director. All students must be willing to relocate if necessary during the clinical experiences. Students are responsible for providing reliable transportation and/or lodging necessary to fulfill clinical rotation requirements.

Students are to maintain health insurance during all clinical quarters and are responsible for any medical expenses incurred throughout the program. Information on low-cost, short-term insurance is available.

Students cannot be paid for their clinical experience nor counted as staff at the clinical site. Experiential credit will not be granted to fulfill clinical experience requirements.

Professionalism

Students are expected to conduct themselves in a professional manner both in the classroom and at their clinical sites. Students must abide by all conduct, attendance, and dress code rules of the College and clinical sites. It is the student's responsibility to know these policies. Baker College is not obligated to reassign students to another clinical site, once rejected from a site for any reason.

Re-entry into the Program

Refer to the re-entry policies on the Health Sciences Acknowledgment Form for more information.

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