



NURSING & HEALTH SCIENCES

Diagnostic Medical Sonography Program

2024-25 Pre-Admission Data Packet

APPLICATION PERIOD

Applications will be accepted from October 1st through the application deadline of March 15th for the following program year. Applications received prior to the application period will not be processed.

To apply to the Diagnostic Medical Sonography program, please fill out our Online Application and upload the Required Forms on our website during the above application period. <https://www.ncmissouri.edu/academics/diagnostic-medicalsonography-dms/> . Click on General Information and How to Apply. See below the directions on how to upload the required forms.

PROGRAM INFORMATION

North Central Missouri College's (NCMC) Diagnostic Medical Sonography Program is a full-time, two-year program consisting of five semesters. The curriculum is in alignment with the American Society of Diagnostic Medical Sonography (ARDMS) requirements and contains didactic and clinical components. The curriculum is designed to develop health care professionals who possess entry-level skills in diagnostic imaging. Upon successful completion of the NCMC Diagnostic Medical Sonography Program, the student will be awarded an Associate of Applied Science degree in Diagnostic Medical Sonography.

A class will be accepted to begin each August and will graduate in May two years afterward. Although course schedules vary by semester, students can expect to be involved in educational activities, up to 40 hours per week. Reliable transportation is required, as travel to clinical sites up to 90 miles from Savannah, Missouri will be required.

The NCMC Diagnostic Medical Sonography Program does not offer transfer credit of professional Diagnostic Medical Sonography courses from any institution. General education courses may be accepted for transfer in compliance with the college's policy.

Course Sequence

Prerequisites		
Course Name	Course Number	Credit Hours
College Physics (pre-requisite)	PS185	4
Anatomy (pre-requisite)	BI240	4
Physiology (pre-requisite)	BI242	4
Basic Medical Terminology (pre-requisite)	AH160	3
Speech (or) Interpersonal Communications	SP175/SP220	3
English I	EN101	3
American History to 1877	HI103	3
(or) American History since 1877	HI104	3
(or) National Government	PL216	3
College Algebra	MT122	3
Prerequisite & General Education Credits		27

First Academic Year		
Fall I (16 Weeks)		
Course Name	Course Number	Credit Hours
Introduction to Ultrasound Physics & Instrumentation I	SG 100	3
Introduction to Sonography Diagnostic & Medical Law Ethics (Online)	SG 110	2
Abdominal Ultrasound & Small Parts I	SG 120	2
Vascular Technology I	SG 130	2
Scanning Lab I	SG 140	3
Total Semester Credits		12
Spring I (16 Weeks)		
Course Name	Course Number	Credit Hours
Advanced Ultrasound Physics & Instrumentation II	SG 150	2
Vascular Technology II	SG 160	2
Abdominal Ultrasound & Small Parts II	SG 180	2
Scanning Lab II	SG 190	2
Clinical Practice I	SG 195	6
Total Semester Credits		14
Total First Year Credits		26
Second Academic Year		
Summer II (8 Weeks)		
Course Name	Course Number	Credit Hours
Gynecologic & First Trimester Sonography	SG170	2
Abdominal Ultrasound & Small Parts III	SG 210	1
Clinical Practice II	SG 220	4
Total Semester Credits		7
Fall II (16 Weeks)		
Course Name	Course Number	Credit Hours
Obstetrical 2 nd & 3 rd Trimester Sonography	SG 230	2
Scanning Lab III	SG 240	1
Clinical Practice III	SG 250	9
Total Semester Credits		12

Spring II (16 Weeks)		
Course Name	Course Number	Credit Hours
Senior Seminar & Registry Review	SG 260	2
Clinical Practice IV	SG 270	10
Total Semester Credits		12
Total Second Year Credits		31

MINIMUM ELIGIBILITY REQUIREMENTS

- Be enrolled as a student at North Central Missouri College
 - o Apply for admission to the college online at www.ncmissouri.edu
- Minimum of a 2.5 GPA in prerequisite course work
- Successful completion of all prerequisite courses with a minimum grade of a C
- Minimum score of 55 on TEAS for Allied Health Exam
- Attend a Diagnostic Medical Sonography Program Informational Session
- Complete 8 hours of job shadowing in a hospital's ultrasound department
- Prior Healthcare Experience (examples of relevant experience include roles such as CNA, Medical Assistant, Phlebotomist, EMT, Paramedic **OR Volunteering** in a hospital or clinic setting)(job shadow hours do NOT count)
- There is no age specification on acceptance into the Diagnostic Medical Sonography program; however, some clinical facilities may not allow students under a designated age to complete clinical time in their facilities. Therefore, students under 18 who are unable to meet the clinical requirements of those facilities may be unable to complete the clinical objectives set for each student within the program, hence jeopardizing student completion.

PREREQUISITES & GENERAL EDUCATION

Prerequisites include:

- PS185 College Physics (4 credit hours)
- BI240 Anatomy (4 credit hours)
- BI242 Physiology (4 credit hours)
- AH160 Basic Medical Terminology (3 credit hours)

General Education include:

- SP175 Speech (3 credit hours) **OR** SP220 Interpersonal Communications
- EN101 English I (3 credit hours)
- HI103 American History to 1877 (3 credit hours) **OR** HI104 American History since 1877 (3 credit hours) **OR** PL216 National Government (3 credit hours)
- MT122 College Algebra (3 credit hours)

Prerequisite and general education courses may be taken at any regionally accredited institution; however, students are encouraged to contact the Registrar's Office or the Program Coordinator of Director of Health Sciences to ensure course transferability. Courses that are transferred to NCMC with a "Pass / Fail" grade will be treated as a "B" for "Pass". "Fail" courses will not be accepted and will need to be retaken.

Applicants will be considered for admission prior to completion of prerequisites if proof of enrollment in the prerequisite is provided prior to the application deadline and the class will be complete prior to the start of the program. Admission will be contingent upon successful completion of and providing official transcripts of all prerequisites prior to the start of class.

TEAS FOR ALLIED HEALTH EXAM

The ATI TEAS, or Test of Essential Academic Skills, is designed specifically to assess a student's preparedness entering the health science fields. The ATI TEAS test is comprised of 170 questions set up in a multiple-choice format with four-option answers. Questions are designed to test the basic academic skills needed to perform in the program in the areas of: Reading, Math, Science, and English and Language usage. Results provide valuable data used to evaluate a student's likelihood for success in the Diagnostic Medical Sonography Program

Students have two options for completing the TEAS examination:

- Complete it online through remote proctoring of the exam by an ATI proctor
- Complete the exam at a PSI testing center

To set up an account and register for the exam, either with a remote ATI proctor or at a PSI testing center, please visit <https://atitesting.com/teas/register>

The above website will also answer all of your questions in regard to the TEAS exam, including: test cost (around \$115), test subject matter, testing format, PSI testing center sites and exam preparation products.

Students may immediately view their test results on the ATI website following testing. Students can download their test scores in order to submit for their application process.

In addition to the study aides outlined within the TEAS website (see above), the NCMC Bookstore has a study book available to purchase and the NCMC Library has a study book to check-out.

Important Notes About the TEAS for Allied Health Exam:

- Previous results will be accepted but must be within the last two years.
- The maximum number of attempts is 3 per calendar year.
- Applicants must wait 30 days between testing dates. If a student tests more than one time in a 30-day period, the second test score will be void.

****Students will be responsible for uploading their TEAS scores into Etrieve. You must be an accepted NCMC student in order to upload your scores. The link to upload is <https://ncmccentral.etrieve.cloud/#/form/123> . This will bring up the General Document Upload form. It will populate your personal information and you can select the following:**

- Document Type: TEAS scores
- Describe document and reason attaching it: TEAS score and its required to Apply
- Department to send to: Diagnostic Medical Sonography
- In the black at the bottom, click Attachments and attach your scores
- In the black at the bottom, click Submit

INFORMATIONAL SESSIONS

To review the schedule or register for a Diagnostic Medical Sonography Program Informational Session, please visit <https://www.ncmissouri.edu/academics/dms-informational-session-request/>

****After you attend an informational session, you will receive documentation of attendance. Students will be responsible for uploading their Documentation of Attendance of Diagnostic Medical Sonography Information Session into Etrieve.**

You must be an accepted NCMC student in order to upload your proof of attendance. The link to upload is <https://ncmccentral.etrive.cloud/#/form/123> . This will bring up the General Document Upload form. It will populate your personal information and you can select the following:

- Document Type: Documentation of attendance of Diagnostic Medical Sonography Informational Session
- Describe document and reason attaching it: Informational Session and its required to Apply
- Department to send to: Diagnostic Medical Sonography
- In the black at the bottom, click Attachments and attach your documentation
- In the black at the bottom, click Submit

JOB SHADOW REQUIREMENTS

Schedule and complete a minimum of 8 hours of job shadowing in a **hospital's ultrasound** department. Observe a minimum of 10 diagnostic exams (not CT, MRI, X-Ray, etc. exams).

Based upon your job shadow experience, write an essay (two pages in length, double spaced, Times New Roman, 12-point font) including the following:

- Briefly describe your job shadow experience and exams observed. Be careful not to include patient identifiers.
- Briefly describe the role the sonographer played as a member of the healthcare team.
- What aspects of sonography are most appealing to you?
- Discuss the strengths you will contribute to the profession.
- Discuss the weaknesses that you will need to overcome prior to entering the profession.

Job shadows may be scheduled in any hospital radiology/ultrasound department. Please review the requirements of the facility you plan to job shadow as you may be required to provide proof of Influenza and/or COVID vaccines prior to shadowing.

****Students will be responsible for uploading their Documentation of Attendance of a Job Shadow AND their Job Shadow Essay into Etrieve. You must be an accepted NCMC student in order to upload these items. Below in this pre-admission packet is the documentation for the proof of job shadow attendance for the facility to sign and the rubric to follow for the job shadow essay. Here are the directions to upload both items. The link to upload is <https://ncmccentral.etrive.cloud/#/form/123> . This will bring up the General Document Upload Form. It will populate your personal information and you can select the following:**

- For Proof of Job Shadow that the facility has to sign, scan it first
 - Document Type: Documentation of attendance of a job shadow for Diagnostic Medical Sonography
 - Describe document and reason attaching it: Job shadow proof and its required to Apply
 - Department to send to: Diagnostic Medical Sonography
 - In the black at the bottom, click Attachments and attach your documentation
 - In the black at the bottom, click Submit
- For Job Shadow Essay
 - Document Type: Job Shadow Essay
 - Describe document and reason attaching it: Job Shadow Essay and its required to Apply
 - Department to send to: Diagnostic Medical Sonography
 - In the black at the bottom, click Attachments and attach your essay
 - In the black at the bottom, click Submit

Healthcare Experience

Students who have a healthcare background have excelled within the program compared to students who come in with no healthcare background. Applicants with prior healthcare experience could receive two points during the selection process for the ultrasound program. Any type of healthcare experience will be accepted and considered. Examples of relevant experience include roles as Certified Nursing Assistant (CNA), Medical Assistant, Phlebotomist, EMT, Paramedic **OR Volunteering (at least 160 hours)** in a hospital or clinic setting. This experience is valuable and provides essential skills for success in the program.

****Students will be responsible for uploading their documentation for proof of healthcare experience into Etrieve. If you hold your certification in CNA, Medical Assistant, Phlebotomist, EMT or Paramedic, you can upload your certification or license. If you plan to volunteer within a hospital or clinic setting, please use the form below in this pre-admission packet to upload (will have to scan it first). You must be an accepted NCMC student in order to upload these items. The link to upload is <https://ncmccentral.etrieve.cloud/#!/form/123> . This will bring up the General Document Upload Form. It will populate with your personal information and you can select the following:**

- Document Type: Healthcare Experience for Diagnostic Medical Sonography
- Describe document and reason attaching it: Healthcare Experience and its required to Apply
- Department to send to: Diagnostic Medical Sonography
- In the black at the bottom, click Attachments and attach your documentation
- In the black at the bottom, click Submit

APPLICATION REQUIREMENTS

Enrollment into the program is limited and admission is competitive. Applicants must submit all required documentation by the **March 15th** deadline. All required documentation must be received by 4:00 p.m. on the deadline date or the next NCMC business day if the deadline falls on either a weekend or holiday. Application does not guarantee acceptance into the program. Incomplete applications will not be considered.

The completed documentation includes:

_____ Official postsecondary transcripts from all colleges attended submitted to:

North Central Missouri College

Attention: Admissions Office

1301 Main Street Trenton, Missouri 64683

admissions@mail.ncmissouri.edu

****Submitting transcripts is part of the requirement to apply to NCMC. If you already have your most up-to-date transcripts on file, we will have access to them. If you are currently taking courses at the time that you apply, remember to submit your official transcripts at the end of the semester.**

The following items are forms that must be uploaded (see explanations above in this pre-admission packet on how to upload each of these forms):

_____ Diagnostic Medical Sonography Online Application

_____ TEAS for Allied Health Exam scores

_____ Documentation of attendance of a Diagnostic Medical Sonography Informational Session

_____ Documentation of attendance of a job shadow in a diagnostic radiology/ultrasound department

_____ Job shadow essay

_____ Healthcare Experience

STUDENT SELECTION PROCESS

Admission into the Diagnostic Medical Sonography Program is based on the items noted below. Admission is competitive. A predetermined number of applicants with the highest scores will be offered a position in the class. All other qualified applicants will be placed on an alternate list. Any tie in applicant ranking will be broken based on the earliest application submission date.

All complete applications will be scored and ranked in an objective numerical format according to:

- Number of completed prerequisites and general education at time of application
- Grades and GPA for prerequisite course work
- TEAS for Allied Health Exam score
- Job Shadow essay
- Healthcare Experience

All applicants who have submitted a **completed** application will be notified, in writing via United States Postal Service and NCMC email, of their admission status.

Applicants who receive an acceptance letter will need to confirm their acceptance in writing by completing and returning the Confirmation of Intent form included with their acceptance letter by the specified deadline.

Alternates will be contacted immediately and placed on the admission roster, up to the first day of class, should an accepted candidate fail to fulfill all requirements or withdraw their application.

Meeting the application criteria does NOT guarantee admission into the program.

Diagnostic Medical Sonography Program Applicant Ranking Form

Applicant Name: _____ Application Submitted: _____

Scoring Criteria	Scoring Instructions	Score
<p><u>Number of Completed Prerequisites & General Education Courses</u> (max 8 points)</p> <p>_____ College Physics</p> <p>_____ Anatomy</p> <p>_____ Physiology</p> <p>_____ Speech/Interpersonal Communications</p> <p>_____ English</p> <p>_____ History or Government</p> <p>_____ College Algebra</p> <p>_____ Basic Medical Terminology</p>	<p>Courses complete with a “C” or better = 1 point</p> <p>Currently enrolled = 0.5 points</p> <p>Not currently enrolled or completed = 0 points</p>	
Scoring Criteria	Scoring Instructions	Score
<p><u>GPA of Prerequisites & General Education Courses</u> (max 5 points)</p> <p>_____ GPA x 4 _____ Physics</p> <p>_____ GPA x 4 _____ Anatomy</p> <p>_____ GPA x 4 _____ Physiology</p> <p>_____ GPA x 3 _____ Speech or Interpersonal Communications</p> <p>_____ GPA x 3 _____ English</p>	<p>Place the GPA of each course in the first column. A = 4 points B = 3 points C = 2 points Incomplete/enrolled courses = 1 point</p> <p>Multiply the GPA in the first column with the number of credits and place the total in the second column.</p> <p>Add the totals in second column and place the number in the space labeled “Total.”</p>	

_____ GPA x 3 _____ History or Government _____ GPA x 3 _____ College Algebra _____ GPA x 3 _____ Basic Medical Terminology _____ Total/27 hours taken _____ GPA of Prerequisites	Divide the “Total” by 27 to determine the GPA of the Prerequisites. 3.5-4.0 = 5 points 3.0-3.49 = 4 points 2.5-2.99 = 3 points 2.0-2.49 = 2 points 0-1.99 = 1 point	
Scoring Criteria	Scoring Instructions	Score
<u>TEAS Exam Score</u> (max 5 points) _____ Adjusted Individual Total	Exemplary (95.0%-100%) = 5 points Advanced (85.0%-94.9%) = 4 points Proficient (75.0%-84.9%) = 3 points Basic (65.0%-74.9%) = 2 points Developmental (45.0%-64.9%) = 1 point	
Scoring Criteria	Scoring Instructions	Score
<u>Job Shadow Essay</u> (max 1 point)	Use attached scoring rubric.	
Scoring Criteria	Scoring Instructions	Score
<u>Healthcare Experience</u> (max 2 point)	At least 160 hours of volunteer or certification to get the full 2 points	

Total Score _____/21 points

Job Shadow Essay Rubric

Criteria	Yes	No
Did the paper have fewer than 3 grammatical or spelling errors?	0.25 points	0 points
Was the paper formatted appropriately? (2 pages, double spaced, 12 point font)	0.25 points	0 points
Did the student address the following:		
<ul style="list-style-type: none"> Briefly describe your job shadow experience and exams observed. Be careful not to include patient identifiers. 	0.10 points	0 points
<ul style="list-style-type: none"> Briefly describe the role that the sonographer played as a member of the healthcare team. 	0.10 points	0 points
<ul style="list-style-type: none"> Explain why you feel sonography is a good fit for you. 	0.10 points	0 points
<ul style="list-style-type: none"> Discuss the strengths you will contribute to the profession. 	0.10 points	0 points
<ul style="list-style-type: none"> Discuss the weaknesses that you will need to overcome prior to entering the profession. 	0.10 points	0 points
Total Score:		

REQUIREMENTS FOR FINAL ACCEPTANCE

Final acceptance into the Diagnostic Medical Sonography Program will be contingent upon completion of the following items:

- Completion of all prerequisite courses with a minimum grade of a C and submission of official transcripts prior to the start of the program
- Maintenance of 2.5 GPA in prerequisite course work
- Completion of a criminal background check (felony conviction may be cause for disqualification)
- Verification from the Department of Social Services that the applicant does not appear on the Employee Disqualification List
- Family Care Safety Registry clearance
- Physical examination and drug screening (positive drug screen is cause for disqualification)
- Compliance with the NCMC Diagnostic Medical Sonography Program Immunization Policies; accepted applicants must provide immunization records for required immunizations
- Review the Essential Functions of the Diagnostic Medical Sonography Program and attest that they can be met
- Review the American Registry of Diagnostic Medical Sonography Code of Ethics and Pre-Application Review and acknowledge understanding

APPLICANTS FOR WHO ENGLISH IS A SECOND LANGUAGE

Students must demonstrate English proficiency before entry into the program. Students, whose native language is other than English, are required to provide scores of the Test of English as a Foreign Language (TOEFL), with a minimum total score of 500 or ESL level 109. For additional information refer to the College Catalog.

Official transcripts of all high school, college and/or university students must be translated in English, contain descriptive titles of courses studied, final grades in each course and an explanation of the grading system. Students should also submit certificates of the results of official advancement examinations.

TITLE IX INFORMATION

North Central Missouri College does not discriminate in its programs, activities and facilities on the basis of race, color, national origin, sex, disability, religion, age, genetic information, veteran status, marital status, ancestry, gender identity, gender expression, or sexual orientation, as those terms are defined under applicable law, as it administers its admissions policies, educational policies, financial aid, athletic programs, student treatment and services, housing, and other institutionally administered programs or activities and employment. The College also provides equal access to the Boy Scouts and other designated youth groups. North Central Missouri College prohibits sexual harassment, including sexual violence. Sources: Title IX of the Educational Amendments of 1972; the Americans with Disabilities Act of 1990; Section 504 of the Rehabilitation Act of 1973; Title VII of the Civil Rights Act of 1964; discrimination prohibited by Title VI Public Law 88-352, 1964; Title IX, Public Law 88-380, 1972; the Age Discrimination Act; Missouri Statutes; and other applicable statutes and College policies. Title IX prohibits a recipient from discriminating on the basis of sex in admissions, recruitment, financial aid, academic programs, activities, student treatment and services, counseling and guidance, discipline, classroom assignment, grading, vocational education, recreation, physical education, athletics, housing, use of buildings, and employment.

Questions regarding this policy statement or compliance with its provisions may be directed to Dr. Lenny Klaver, President, Frey Administrative Center, 1213 Mabel Street, Trenton MO 64683, (660) 359-3948 ext. 1200, lkklaver@mail.ncmissouri.edu; or Dr. Kristen Alley, Dean of Student Affairs, Alexander Student Center Office 12, 1204 Main Street, Trenton MO 64683, (660) 359-3948 ext. 1400, kalley@mail.ncmissouri.edu.

North Central Missouri College's policy on non-discrimination can be found at <https://www.ncmissouri.edu/consumerinfo/notice-non-discrimination/>

NORTH CENTRAL MISSOURI COLLEGE DIAGNOSTIC MEDICAL SONOGRAPHY ESSENTIAL FUNCTIONS

The following are the essential functions that all individuals must be able to perform independently, with or without reasonable accommodation, in order to be accepted and retained as a student of the Diagnostic Medical Sonography Program at North Central Missouri College.

The essential functions include communication skills, critical thinking skills, interpersonal skills, mobility/motor skills, professional attitude/demeanor, and sensory abilities (auditory, olfactory, tactile, and visual).

Students with disabilities who wish to request reasonable accommodations under the Americans with Disabilities Act must follow the college's procedure for doing so.

Essential Function	Standard	Some Examples of Necessary Activities (not all inclusive)
Auditory Ability	Auditory abilities (hearing) sufficient to monitor and assess the health needs of patients.	<ul style="list-style-type: none"> • Hear and respond to individuals with differing tones, volumes, and clarity and of speech. • Hear and respond to individuals who may be in close proximity or are distant, with or without the presence of extraneous noise • Hear and respond to individuals whose lips cannot be seen. • Detect monitor alarms and emergency signals • Detect faint sounds such as auscultatory sounds.
Communication Skills	Communication abilities sufficient for effective interaction with others in verbal, non-verbal, and written form in the English language.	<ul style="list-style-type: none"> • Communicate with other members of the healthcare team. • Utilize questioning techniques to obtain accurate clinical history. • Document patient responses, history, and exam information in the patient's medical record using correct punctuation, grammar, and spelling. • Effectively listen. • Audibly communicate with clarity in person to exchange accurate information on a one-to-one basis, in a small group, large classroom setting, or large group. • Demonstrate sufficient observational skills to collect data on patient performance and assure patient safety during treatment activities.
Critical Thinking Skills	Critical thinking ability sufficient for safe clinical judgement.	<ul style="list-style-type: none"> • Comprehend and carry out instructions. Read and comprehend written material. • Identify cause-and effect-relationships. • Recall information from the classroom and apply it to clinical situations. • Calculate dosages or technical factor changes correctly. • Evaluate patient responses. • Synthesize patient results to draw sound conclusions. • Prioritize patients and sequences examinations.
Interpersonal Skills	Interpersonal abilities sufficient to interact with individuals, families, and groups, from a variety of social, cultural, and intellectual backgrounds.	<ul style="list-style-type: none"> • Establish a rapport and maintain professional relationships with patients and colleagues. • Work as a member of the healthcare team. • Provide care to all types of patient populations. Demonstrate compassion, empathy, and concern for others.

Mobility/Motor Skills	Physical abilities, stamina, and gross and fine motor skills sufficient to provide safe and effective patient care.	<ul style="list-style-type: none"> • Sit on Chair • Push and pull routinely. Be able to make color distinctions. • Lift 20-50 pounds occasionally and 10-25 pounds frequently. • Be independently mobile within a building and between buildings. • Travel to and from clinical placements, fieldtrips, and assigned locations off campus. • Show sufficient balance to protect and assist patient(s). • Demonstrate strength, agility, and flexibility to manipulate and position a patient. • Have endurance and attention to actively engage in 9 hours of patient treatment or classroom activities each day, 5 days a week. • Reach and grasp overhead, in front of the body, to the sides and down. • Demonstrate fine motor coordination/dexterity to be able to grasp, handle, hold, cut, push, pull, and feel. • Identify and respond to changes in temperature in modalities and in the patient. • Work in confined spaces such as assisting patients in a bathroom or working in an office with several people.
		<ul style="list-style-type: none"> • Have full use of hands, wrists, shoulders, and work standing on feet 90% of the time. • Distinguish audible sounds.
Olfactory Ability	Olfactory senses (smell) sufficient for maintaining environmental and patient safety.	<ul style="list-style-type: none"> • Distinguish smells which are contributory to assessing and/or maintaining the patient's health status. • Distinguish smells related to environmental safety.
Professional Attitude and Demeanor	Ability to present professional appearance and implement measures to maintain own physical and mental health and emotional stability.	<ul style="list-style-type: none"> • Maintain composure and function effectively in stressful or emergent situations. • Self-regulate emotional responses. • Adapt to fluctuating work environments. Take responsibility for one's own actions. • Resolve conflict and respond to feedback in a professional manner. • Adhere to appropriate ethical standards.
Tactile Ability	Tactile ability sufficient for physical assessment and performance of ultrasound procedures.	<ul style="list-style-type: none"> • Perform functions of physical examination such as checking for a pulse. • Palpate the patient to locate sonographic landmarks for procedural positioning.

Visual Ability	Visual ability sufficient for observation and assessment necessary for safe patient care and in the operation of equipment.	<ul style="list-style-type: none"> • Observe patients up close and at a distance to gather data about the patient. • View controls, letters, numbers, etc. of varying sizes located on ultrasound equipment and supplies while working in a low light environment. • Differentiate subtle changes in shades of gray on ultrasound images. • View ultrasound images on a computer screen and evaluate for quality acceptance standards. • Have use of depth perception and peripheral vision.
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NORTH CENTRAL MISSOURI COLLEGE DIAGNOSTIC MEDICAL SONOGRAPHY BACKGROUND CHECK

After acceptance into the program, a Criminal Record Check will be conducted. Any adverse findings may eliminate an applicant or participant.

Convictions that occur while attending the North Central Missouri College's Diagnostic Medical Sonography Program may result in the student being unable to complete the clinical experience and dismissal from the program. Likewise, it may result in ineligibility to take the national certification or state licensure exams.

Students must immediately notify the Program Director if an event occurs that may be found on a future Criminal Record Check.

NORTH CENTRAL MISSOURI COLLEGE DIAGNOSTIC MEDICAL SONOGRAPHY AMERICAN REGISTRY OF DIAGNOSTIC SONOGRAPHY ETHICS REVIEW PRE-APPLICATION

Certain violations on a criminal background check could deem the graduate ineligible to take the national certification examination administered by the American Registry of Diagnostic Sonography (ARDS). North Central Missouri College's Diagnostic Medical Sonography Program recommends that students or prospective students with violations on their criminal background check pre-apply to determine eligibility for the ARDMS examination.

The Ethics Review Pre-Application provides an early ethics review of violation(s) that would otherwise need to be reported on your Application for Certification when you have completed an ARDMS-recognized educational program and may be used for the following circumstances:

- Criminal proceeding including: ○ misdemeanor charges and convictions, ○ felony charges and convictions, ○ military court-martials; and/or
- Disciplinary actions taken by a state or federal regulatory authority or certification board; and/or
- Honor code violations.

The review applies only to violations specified in the Ethics Review Pre-Application packet; it does not apply to any violations not reported or occurring after submission of the Ethics Review Pre-Application.

Submission of the Ethics Review Pre-Application does not waive any other ARDMS eligibility and application requirements. An Application for Certification must still be submitted at the time of graduation.

It is the student's responsibility to complete and submit the application. NCMC faculty will assist the student in finding and completing the application; however, completion and submission is the student's sole responsibility.

The ARDMS Ethics Review Pre- Application Packet can be found at:

<https://www.ardms.org/wp-content/uploads/pdf/Pre-application-Criminal-ARDMS.pdf>

**NORTH CENTRAL MISSOURI COLLEGE DIAGNOSTIC MEDICAL SONOGRAPHY
PROOF OF ATTENDANCE OF JOB SHADOW**

To be filled out by the technologist being shadowed:

I, _____, verify that on the date of, _____, I supervised
(technologist name) (date and times of job shadow)

_____, in the following ultrasound department:
(student name)

Name of Hospital: _____

Address: _____

Phone Number: _____

Signature: _____ Job Title: _____

**NORTH CENTRAL MISSOURI COLLEGE DIAGNOSTIC MEDICAL SONOGRAPHY
PROOF OF VOLUNTEER HOURS AT HOSPITAL OR CLINIC**

To be filled out by hospital or clinic where the volunteer hours were completed:

I, _____, verify that _____
(hospital/clinic personnel) (student name)

has completed Volunteer hours with our hospital/clinic.

Number of Volunteer hours: _____

Name of Hospital: _____

Address: _____

Phone Number: _____

Signature: _____ Job Title: _____

Diagnostic Medical Sonography Program Costs

**Costs and credit hours shown are based on the 2024-2025 academic year
and are subject to change for 2025-2026 academic year**

Pre-Requisite Courses:

	Total Hours	In-District Tuition w/Fees	MO Resident Tuition w/Fees	Online/Outreach Tuition w/Fees
Pre-Requisite Courses	15	\$2,685	\$3,780	\$4,185
General Education Courses	12	\$2,148	\$3,024	\$3,348
Totals		\$4,833	\$6,804	\$7,533

**Amount shown includes base tuition, student development fee, facility usage fee, and technology fee. Students will be responsible for any course fees, depending on the specific course/program.*

Core Courses:

	Total Hours	Tuition	Student Dev Fee	Facility Fee	Technology Fee	Program Fee	Semester Total
Fall Semester	12	\$3,900	\$276	\$396	\$216	\$600	\$5,388
Spring Semester	14	\$4,550	\$322	\$462	\$252	\$600	\$6,186
Summer Semester	7	\$2,275	\$161	\$231	\$126	\$600	\$3,393
Fall Semester	12	\$3,900	\$276	\$396	\$216	\$600	\$5,388
Spring Semester	12	\$3,900	\$276	\$396	\$216	\$600	\$5,388
Total:							\$25,743

Other Costs to Consider (These are estimates and prices are subject to change):

Testing & Application

Pre-Entrance Exam (TEAS)	\$115.00
Criminal Background & Drug Testing	\$130.00
NCMC College Application Fee	\$20.00
Physical Exam & Immunizations	Varies
American Heart Association CPR Certification	\$40.00

Graduation Expenses

Graduation Pictures (optional)	\$50.00
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Textbooks (approximate – prices are subject to change)

Sonography Text	\$1,100-1,400
Pre-Requisite & General Education Text	\$1,500-2,500

Laptop Expenses

Laptop w/ Specifications (link below)	\$150-800.00
**Printer access is recommended	

Clinical Supplies

Uniforms and shoes	\$200.00
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[*https://www.ncmissouri.edu/it/minimum-requirements-for-student-technology-devices/](https://www.ncmissouri.edu/it/minimum-requirements-for-student-technology-devices/)

*Housing, car, babysitter, and food expenses are not included on this sheet

*You are responsible for having transportation to/from school and clinical. Carpool is not guaranteed.

*You are responsible for having a telephone as a representative of the college may need to contact you.