



MODALITY

Sonography

PROGRAM MISSION, GOALS AND PURPOSE

n **Mission**

The mission of Southwest University at El Paso is to provide exceptional career and technical training, promote intellectual growth, critical examination and informed understanding through general education and a commitment to educational excellence strengthened by quality instruction, a positive learning environment, and the integration of emerging technologies to enable students to achieve their potential, participate in new employment opportunities, and continue to be lifelong learners.

Consistent with the mission of the faculty of the College of Imaging Sciences is committed to providing quality instruction by preparing the student to be employable at an entry level in the DMS Program.

n **Goals**

The goals of the Southwest University DMS program are:

- Goal #1:** Graduates will apply the use of Critical Thinking.
- Goal #2:** Graduates will demonstrate Professionalism.
- Goal #3:** Graduates will demonstrate to be Clinical Competent.
- Goal #4:** Graduates will demonstrate professional communication skills.
- Goal #5:** The program will be proficient with Human Anatomy.

n **Purpose**

The freedom of individuals to gain knowledge and understanding is essential in the maturing of the mind. So that all students may exercise these freedoms a school must have an environment that does not lack order and stability.

JOB TITLE

n **Diagnostic Medical Sonographer**

JOB DESCRIPTION

- n A **Diagnostic Medical Sonographer** is a Diagnostic Ultrasound Professional that is qualified by professional credentialing and academic and clinical experience to provide diagnostic patient care services using ultrasound and related diagnostic procedures. The scope of practice of the Diagnostic Medical Sonographer includes those procedures, acts and processes permitted by law, for which the individual has received education and clinical experience, has demonstrated competency, and has completed the appropriate ARDMS certification(s) which is the standard of practice in ultrasound.

JOB SUMMARY

- n The Diagnostic Medical Sonographer is responsible for the independent operation of sonographic equipment, and for performing and communicating results of diagnostic examinations using sonography.
- n The Diagnostic Medical Sonographer is responsible for daily operations of the sonographic laboratory, patient schedule, equipment maintenance, the report of equipment failures, and quality assessment (QA). The sonographer maintains a high standard of medical ethics at all times and is self-motivated to increase level of understanding and knowledge of the field, disease, and new procedures as they evolve.

ESSENTIAL FUNCTIONS

- n Performs clinical assessment and diagnostic sonography examinations.
- n Uses cognitive sonographic skills to identify, record, and adapt procedures as appropriate to anatomical, pathological, diagnostic information and images.
- n Uses independent judgment during the sonographic exam to accurately differentiate between normal and pathologic findings.

- n Analyses sonograms, synthesizes sonographic information and medical history, and communicates findings to the appropriate physician.
- n Coordinates work schedule with Departmental Director and/or scheduling desk to assure workload coverage.
- n Assumes responsibility for the safety, mental and physical comfort of patients while they are in the sonographers care.
- n Assists with the daily operations of the sonographic laboratory.
- n Maintains a daily log of patients seen / completes exam billing forms.
- n Maintains ultrasound equipment and work area, and maintains adequate supplies.
- n Participates in the maintenance of laboratory accreditation.
- n Establishes and maintains ethical working relationships and good rapport with all interrelating hospitals, referral or commercial agencies.
- n Performs other work-related duties as assigned.

EXAMPLES OF DUTIES & RESPONSIBILITIES

- n Performs all requested sonographic examinations as ordered by the attending physician.
- n Prepares preliminary reports and contacts referring physicians when required, according to established procedures.
- n Coordinates with other staff to assure appropriate patient care is provided.
- n Addresses problems of patient care as they arise and makes decisions to appropriately resolve the problems.
- n Organizes daily work schedule and performs related clerical duties as required.
- n Assumes responsibility for the safety and well-being of all patients in the sonographic area/department.
- n Reports equipment failures to the appropriate supervisor or staff member.
- n Provides in-service education team on requirements of sonographic procedures as requested by other members of the health care team.
- n Performs other related duties as assigned.

SONOGRAPHY TECHNOLOGISTS PAY FOR ASSOCIATES DEGREES

- n Diagnostic Medical Sonography Technologists are employed in clinics, physician's offices, profit and non-for profit hospitals and outpatient centers. Sonographers can earn a variety of different wages. There are many factors that determine an individual's salary. An individual's salary is dependent upon the skill level, seniority and certifications one obtains. Please consider all those factors when investigating your regions salary.

CAREER OPPORTUNITIES

- n Sonography is a dynamic profession that has grown significantly over the past 20 years. With rapidly developing new technologies and increased use of diagnostic ultrasound procedures, growth is projected to continue in the future with employment opportunities for qualified sonographers in both urban and rural areas nationwide. Sonographers and vascular technologists can choose to work in clinics, hospitals, private practice physician offices, public health facilities, laboratories, and other medical settings performing examinations in their areas of specialization. Career advancement opportunities exist in education, administration, research, and in commercial companies as education/application specialists, sales representatives, technical advisors, etc.

LICENSES AND CERTIFICATION

- n **The DMS program is currently accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP) via the Joint Review Committee on Diagnostic Medical Sonography (JRCEDMS). Therefore, the program complies with the Standards for an Accredited Educational Program set forth by JRCEDMS.**
 - § **CAAHEP:** 1361 Park Street, Clearwater Florida, 33756, Phone (727) 210-2350; Fax: (727) 210-2354.
 - § Link: <https://www.caahep.org/>
 - § **JRCEDMS:** 6021 University Blvd, Suite 500, Ellicott City, MD 21043, Phone (443) 973-3251; (866) 738-3444.
 - § Link: <https://www.jrcedms.org/>
- n **Currently the program is accredited by the Accrediting Bureau of Health Education Schools (ABHES)®)**
 - § **ABHES:** 7777 Leesburg Pike, Suite 314 N. Falls Church, VA 22043. Phone: (703) 917-9503; Fax: (703) 917-4109
 - Link: <https://www.abhes.org/>
 - § **ABHES:**
 - Is accreditor to **ARRT** therefore students may decide to take Abdominal Ultrasound exam of certification under **ARRT**
 - Link: <https://www.rrt.org/Certification/Sonography>

- n Most employers prefer to hire sonographers who have professional certification. A sonographer can get certification by graduating from an accredited program and passing an exam. Most exams relate to the specialty that the sonographer is most interested in—for example, an exam to become certified in abdominal sonography. A few states require diagnostic medical sonographers to be licensed. Typically, professional certification is required for licensure; other requirements vary by state. Sonographers must take continuing education to keep their certification current.

STANDARD AND GUIDELINES

- n When all requirements for the Associate Degree are completed, the student will be eligible to take the national certification examination administered by the American Registry for Diagnostic Medical Sonography (ARDMS) and/or the American Registry of Radiologic Technologists. The only means of obtaining an ARDMS and/or ARRT credential is by examination. Required prerequisites must be met before an applicant can earn an ARRT credential. Upon successful completion of this examination, the student then becomes a Registered Technologist.

ARDMS®

American Registry for Diagnostic Medical Sonography
Certification for Students

- n ARDMS 1401 Rockville Pike, Suite 600 Rockville, MD 20852-1402. Phone: (301) 738-8401 or (800) 541-9754
Fax: 301.738.0312

Link: <https://www.ardms.org/>

ARRT

The American Registry of Radiologic Technologists®
Certification for Students

- n 1255 Northland Drive, St. Paul MN 55120. Phone: (651) 687-0048; Fax: (651) 994-8510.

Link: <https://www.arrt.org/Certification/Sonography>

ENTRANCE REQUIREMENTS

WHAT ARE THE ENTRANCE REQUIREMENTS?

- n A Baccalaureate Degree in Health Sciences or related from any Accredited Institution or by completion of the following:

3.5 GPA and 90% attendance and no write-ups for students enrolling from one of the Southwest University allied health program to sit for the entrance exam.

- § **Medical Assistant/Laboratory Assistant**
- § **Associate of Applied Science in Medical Coding and Billing Systems**
- § **Associate of Applied Science in Health Administration**
- § **Associate of Applied Science in Medical Laboratory Technologist**
- § **Baccalaureate of Science Degree in Health Administration**
- § **Associate of Applied Science in Radiologic Technology**
- § **Associate of Applied Science in Magnetic Resonance Imaging**

§ Admissions requirements:

- All potential students must receive a school catalog prior to signing an enrollment agreement
- Student must attend entrance orientation
- A high school diploma or its equivalency is required for admission into the program
- Prospective students must complete a successful interview with an intake (admissions) counselor
- Prospective students must submit an AAS DMS Admissions Application
- Applicants must be at least 17 years of age (applicants under the age of 18 require written permission from a parent or legal guardian in order to enroll.)
- Applicants must take and pass an institutional HESI entrance exam with a minimum of 70%. Non-Refundable exam fee is \$40.00 dls
- Applicants must be a graduate of Southwest University AAS Allied Health Program. (Tuition and Program length for these programs are in addition to the cost for this program; please refer to the institutional catalog for program specific tuition costs).

General Criteria: Applicants for specialized admissions must satisfy minimum criteria in order to be eligible for consideration for ranking. The following is required for all students wishing to enroll the program:

- Must be a graduate of an SU AAS Allied Health Program or a SU BS program
 - n Students must **register** to take the Entrance Exam and pass with a 70% or better.
- n Application Package must include
 - § Entrance Exam Results Letter
 - § Completed Application with Essay
 - § Final Southwest University Transcript
 - § Background Check (Successfully completed by American Data Bank)
 - § Drug Test (10 panel negative result drug test)
 - § Immunization Records must be verify according to Departmental Standards
 - § HIPAA Certification
 - § Current CPR Card
 - § Physical Exam
- n More information can be accessed through the following link:
Imaging Programs Requirements & Application Process

GENERAL INFORMATION

HOW LONG IS THE PROGRAM?

Diagnostic Medical Sonography Technology program is 102 weeks.

WHO DO I CONTACT, AND WHERE DO I APPLY?

Admissions Department/Imaging Department
Southwest University
1414 Geronimo Drive
El Paso TX, 79925
(915) 778-4001
Fax: (915) 778-1575

WHEN DO I APPLY?

Please inquire about important dates related to the imaging sciences program with our admission representatives.

POLICIES ON ADMISSION AND ENROLLMENT

Please refer to the University Catalog
Click below to access.

TUITION FEES /REFUND POLICY

For Further information concerning Southwest University radiologic technologist and other programs, Tuition Fees/Refunds please refer to the SU Catalog
Click below to access.

ACADEMIC MISCONDUCT AND SCHOOL POLICIES

Please refer to the University Catalog
Click below to access.

CALENDARS

ACADEMIC CALENDAR 2018	
JANUARY 3, 2018	FIRST DAY OF CLASSES
MARCH 30, 2018	EASTER BREAK
MAY 28, 2018	MEMORIAL DAY
JULY 4, 2018	BREAK
SEPTEMBER 3, 2018	LABOR DAY
NOVEMBER 21-23, 2018	THANKSGIVING BREAK
DECEMBER 14-26, 2018	CHRISTMAS BREAK

2018 Term Calendar

Start Date	End Date
1/3/2018	2/14/2018
2/19/2018	4/2/2018
4/3/2018	5/14/2018
5/15/2018	6/25/2018
6/26/2018	8/7/2018
8/8/2018	9/20/2018
9/24/2018	11/2/2018
11/5/2018	12/20/2018

CLINICAL OBLIGATIONS

n Clinical Education

Clinical education is an integral part of the professional education of a sonographer. The Program's mission could not be achieved without it. During clinical education, students will apply the knowledge and skills acquired through classroom and laboratory study on campus in medical settings where they have the opportunity to work with actual patients under the supervision of qualified professionals. Through this well supervised "hands-on" experience, students develop competence and prepare to assume professional responsibility.

During clinical assignments it is important for students to remember that a Radiology Department is a service department. It exists to provide service to patients, medical staff, and the community. When students participate in clinical education in any of the Program's recognized facilities, they assume all of the responsibilities of a health care professional. Practicing procedure and patient care skills to gain competence and proficiency is important, but students will also be providing service to patients. Improving knowledge and skill are important components of clinical education, but significant attention will also be given to demonstration of professional attitude, professional conduct, appropriate and effective interpersonal skills, and responsibility and dependability.

While at an assigned facility, students are first students of Southwest University and secondly guests of that particular clinical education setting. Students are expected to follow the rules and protocols of Southwest University and of the assigned facility unless they conflict with Southwest University or Program policy.

n Clinical Education Settings

Southwest University maintains affiliations with hospitals and clinics in the greater El Paso, Texas. These affiliates serve as Clinical Education Settings where students gain clinical experience under the supervision of qualified professionals. The sonography program, at its discretion, makes the specific clinical assignments for each student. Southwest University may consider student and facility preferences in the assignment of students to clinical education settings, but Southwest University does not guarantee that these preferences will be met. Enrollment in the Program signifies the student's agreement that he or she will attend the clinical education settings assigned by Southwest University for the hours and times assigned.

Clinical Education Settings affiliated with Southwest University's sonography Program are subject to change. At the time of this publication, the following settings were recognized Clinical Education Settings.

Del Sol Medical Center

Del Sol Outpatient Diagnostic Center

Desert Imaging Castellano

Desert Imaging Lee Trevino

Desert Imaging Central

Las Palmas Medical Center

Las Palmas Outpatient Diagnostic Center

Hospitals of Providence East Medical Center

Sierra Providence Total Care Diagnostic Center (West)

Sierra Providence Total Care Diagnostic Center (Northeast)

Sierra Providence Total Care Diagnostic Center (Central)

University Medical Center

At Southwest University, clinical education follows successful completion of 11 terms of instruction in sonography classrooms and labs on campus. The student has mastered considerable knowledge of the field prior to clinical education. Clinical education focuses on the new challenge of applying this knowledge in actual practice. The student begins by observing and assisting a sonographer in the performance of duties. As the student gains experience, he or she moves from passive observation to assisting the sonographer in sonographic examinations. As additional experience is acquired, the student begins to perform examinations under direct supervision. The student next progresses to documentation of competency on certain procedures, which can then be performed under indirect supervision. The rate at which the student progresses is dependent upon the ability of the student to comprehend and perform the various assigned tasks and the support and encouragement provided by the Clinical Instructor and affiliate staff.

Clinical Plan

Students are assigned to clinical education settings in a manner that assures that students of average or better accomplishment, initiative, and confidence will be able to achieve all of the required competencies and all clinical

program requirements within the hours that comprise clinical education courses. All students MUST complete any specific clinical site modules prior to entering into the clinical setting. Students will be assigned to at least two different sites with different patient populations, procedures, equipment, and working environments. To be successful, the student must adapt to the type of environment to which he/she has been assigned. (TRANSLATION: The site will not be adapting its procedures and expectations to accommodate the student.)

The Clinical Coordinator is responsible for monitoring each student's competency achievement to assure that each student is assigned to clinical education settings that together will give the student the opportunity to achieve all needed competencies. Each term the Clinical Coordinator will assign individual students to specific clinical education settings based on matching the students' remaining educational needs with the settings' opportunities. Achievement of competencies by each student is monitored throughout each term and if it becomes apparent that a student is unexpectedly not being provided appropriate opportunities (e.g., due to a lower than expected procedure volume) at a given setting the student will be reassigned, unless adjustments at the setting can remedy the problem.

By enrolling in the Program, students have agreed that they will accept assignment to any clinical site made by the program. While student considerations are taken into account, there is no guarantee students will be placed at a site or sites of their choice. Students may have to drive up to 100 miles or more to their respective clinical site each day.

The student will not be placed at a clinical site that they have any affiliation this includes being employed by the facility in any way shape or form. This includes any employment or volunteering duties of immediate family or any relatives regardless of relationship. Clinical faculty will rule on all situations that arise from the above circumstances. All faculty rulings are final.

The student can be removed from a clinical site if they are not performing, meeting goals, any academic misconduct, and unprofessional behavior or meeting any standards set forth by the site.

If a student is removed from a clinical site for any reason, the student will receive a failing grade and be removed from the program.

Every student must complete a required 1050 hours of scheduled clinical education to qualify for graduation from the Radiography Program.

Students are responsible for their own transportation to and from clinical sites. To be prompt, students must have reliable transportation and knowledge of how to reach the clinical site and the assigned area within each particular clinical site.

Every effort is made to inform students of their assigned site at least two weeks in advance of the beginning of the term; whenever possible students will receive their assignments four weeks in advance. However, because

unforeseen changes in personnel or other changes at clinical education settings are beyond the control of the Program, this is not always possible.

n **Clinical Education Schedules**

Each student assigned to a clinical education setting will have a weekly schedule approved in advance by the Clinical Coordinator and the Clinical instructor. This schedule will provide starting and ending times for each day of the week and will total not more than forty hours per week. All assignments will be Monday through Friday, will end not later than 7:00 p.m., and will exclude any Southwest University-recognized holidays.

Students are given the same amount of time for coffee and lunch breaks as staff radiographers at the institution. All students must take regular lunch breaks.

Any deviation from the approved schedule must be approved in advance. This includes any change in starting or ending times and change in days of the week. Assigned clinical hours may not exceed 40 hours per week in a term. Students will be credited with only actual hours of attendance that are pre-approved. If a student attends hours that are not pre-approved, those hours will not be recorded toward satisfying course requirements. It is also important to note that a student who attends hours that are not pre-approved is not covered by professional liability insurance.

Every effort will be made to give students advance notice of changes in required schedules occasioned by changes in staffing or circumstances at the clinical education setting. Clinical schedules will not be changed to accommodate student work schedules or to accommodate other personal situations of the student.

GRADING SYSTEM

- n **Basis for Calculation:** The cumulative grade point average (GPA) will be calculated at the end of each six-week period (or at the student's request). The calculation will be based on all quarter credit hour courses completed during the grading period.

n Grade Explanation Numeric Grades

A	EXCELLENT	90-100	4
B	ABOVE AVERAGE	80-89	3
C	AVERAGE	70-79	2
F	FAILING	BELOW 70	0
I	INCOMPLETE	NOT COMPLETED	NOT COMPUTED
W	WITHDRAWN	NOT COMPLETED	NOT COMPUTED
CR	CREDIT	NOT COMPLETED	NOT COMPUTED
T	TRANSFER CREDIT	NOT COMPLETED	NOT COMPUTED

TRANSFER OF CREDIT

Please refer to the University Catalog / STUDENT ADVISOR

Click below to access.

GRIEVANCE POLICY

n Procedures for initiating Grievance Complaints: This procedure has been established to provide a method to resolve student grievances at the lowest administrative level in a fair and expeditious manner. For the purpose of this procedure, grievances are limited to alleged violations of Southwest University at El Paso policy or procedures by Southwest University at El Paso or its employees, disputes with faculty and/or alleged unfair

treatment. This method is usually used to appeal a grade the student feels was not justified. Under no condition should these policies be used when the student has allegedly violated the code of conduct. Any student who believes that he/she has been unjustly treated within the academic process may proceed as far as necessary in the steps detailed below.

A. Appeal to the faculty member: The student is to submit a written appeal to the faculty member within 30 days after the start of the six week period following the six week period in which the alleged grievance occurred. The faculty member and the student are to discuss the problem. The faculty member will submit a written report outlining his or her decision to the student and director within ten working days of receipt of the student's written appeal.

B. Appeals to the Director: If a decision satisfactory to the student cannot be reached, the student may submit a written appeal to the Director. This is to be done within ten working days after the receipt of the written decision by the Assistant Director or the Director may meet with the student, faculty member, or Assistant Director to review the merits of the appeal. The Director will submit a written response outlining his or her decision to the student, faculty member, and Assistant Director within ten days of the last meeting.

C. If a resolution is not reached the student may submit a written complain to TWC.

n **Arbitration & Mediation**

If any dispute should arise out of the Student's enrollment and attendance at the University, no matter what issues it involves or how either the Student or the University might describe, plead or style the dispute, both the Student and the University agree that they shall first make a good faith effort to resolve the dispute by participating in mediation with a neutral mediator and then, if the dispute is not resolved, it shall be submitted to binding arbitration under the Federal Arbitration Act, all as specified below:

a. The mediator shall be selected from a list of approved mediators maintained by a court or bar association situated in the same community (the "Local Community") as the campus of the University which the Student is attending.

b. If arbitration occurs, it shall be conducted at a convenient location within the Local Community, pursuant to the Commercial Arbitration Rules of the American Arbitration Association (AAA) by a single arbitrator selected from an AAA list in accordance with AAA selection rules.

c. All allegations, claims and defenses, as well as any supporting information (including statements, testimony and documents), presented in mediation or asserted in arbitration shall be kept confidential by the parties and no disclosed outside of the mediation and arbitration proceedings except for disclosure to a party's counsel and consultants.

d. All determinations as to the scope and enforceability of this arbitration provision shall be made by the arbitrator and not by a court.

e. The arbitrator's award shall be final and binding on both parties, and may be filed for enforcement by either the Student or the University in any court having jurisdiction.

The University and the Student acknowledge that they are voluntarily and irrevocably electing individualized arbitration (that is, between University and Student and not as part of any class action or mass tort or similar joinder of claims) as the remedy for any unresolved dispute they may have, and the arbitrator in such proceeding shall not have authority to hear any class or mass arbitration or to award punitive damages, consequential damages or noneconomic damages. University and Student voluntarily and irrevocably waive any rights they may have to bring a lawsuit in any state or federal court of competent jurisdiction and to try their dispute before a judge or jury, including by means of a class action or mass tort or similar joinder of claims.

GRADUATION STATISTICS

Please select Program Effectiveness Data from the front program web page

5 YEAR STATISTICS

Please select Program Effectiveness Data from the front program web page

PLACEMENT STATISTICS

Please select Program Effectiveness Data from the front program web page