



I N S T I T U T E O F

M E D I C A L U L T R A S O U N D

S T U D E N T C A T A L O G



I N S T I T U T E O F
MEDICAL ULTRASOUND

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GENERAL INFORMATION

The Institute of Medical Ultrasound (IMU) is a proprietary postsecondary educational institution offering ultrasound diploma programs using cutting edge distance technologies combined with a structured scanning lab curriculum and mentor-guided clinical curriculum. This integrated, structured approach allows for the delivery of a consistent educational experience to students throughout the United States, regardless of geographical location.

Mission

Cultivate competent, compassionate diagnostic medical sonographers, through the use of cutting-edge technology, tested educational principles, and inspired faculty.

Vision

Delivering excellence in medical ultrasound education.....delivering it consistently, passionately, and globally.

Facilities

IMU's administrative offices are located at 817 West Peachtree Street in the historic Biltmore Hotel of midtown Atlanta, Georgia. This location also provides the Atlanta-area students with a simulated training environment complete with patient waiting area, hands-on scanning labs and medical library. Both the local Atlanta students and the national distant students make frequent visits to our "virtual" facility via the World Wide Web to participate in interactive, instructor-led classes, discussion forums with teammates, web-based animations and a review of online journals and CME lessons.

Distance Education

IMU's unique program accommodates students throughout the United States by blending: live, online theory courses that meet weekly with intensive, concentrated scanning seminars that meet periodically in the Atlanta facility. Clinical training takes place in the student's hometown under the supervision of a sonographer mentor.



DESCRIPTION OF THE PROFESSION OF DIAGNOSTIC MEDICAL
SONOGRAPHER

The profession of diagnostic medical Sonography includes general Sonography, vascular Sonography, cardiac Sonography, and various subspecialties. The profession requires judgment and the ability to provide appropriate health care services. Sonographers are highly skilled professionals qualified by education to provide patient services using diagnostic techniques under the supervision of a licensed doctor of medicine or osteopathy. The sonographer may provide this service in a variety of medical settings where the physician is responsible for the use and interpretation of appropriate procedures. Sonographers assist physicians in gathering data necessary to reach diagnostic decisions. The sonographer is able to perform the following:

1. Obtain, review, and integrate pertinent patient history and supporting clinical data to facilitate optimum diagnostic results.
2. Perform appropriate procedures and record anatomic, pathologic and/or physiologic data for interpretation by a physician.
3. Record, analyze, and process diagnostic data and other pertinent observations made during the procedure for presentation to the interpreting physician.
4. Exercise discretion and judgment in the performance of sonographic and/or other non-invasive diagnostic procedures.
5. Demonstrate appropriate communication skills with patients and colleagues.
6. Provide patient education related to medical ultrasound and/or other non-invasive diagnostic techniques, and promote the principles of good health.

DESCRIPTION OF PROGRAM & COURSE OFFERINGS**DIPLOMA PROGRAMS:**

The Sonography programs at the Institute of Medical Ultrasound are 18-month, full-time programs offering cardiac and general (abdomen-obstetrics/gynecology) concentrations. Programs are divided into two components; introductory ultrasound courses designed to build a solid foundation in scanning techniques and normal anatomy recognition followed by advanced courses that focus on pathological conditions and case studies. Each program consists of sequenced and integrated theory, laboratory, and clinical instructional tracks. The programs are designed to provide students adequate opportunity to acquire the knowledge, skills, and professional behaviors required of an entry-level sonographer. The objectives of the program, therefore, are those previously stated in the “Description of the Profession of Diagnostic Medical Sonographer”.

The program is delivered using a blended format; a combination of hands-on face-to-face training and Internet-based distance education. The minimal requirement is a computer with high speed Internet access. The programs used support both PC and Mac platforms. Tutorials are available to assist the novice computer-user.

Upon successful completion of the ultrasound core and specialty courses, students will be awarded a Diploma in Diagnostic Medical Sonography with a Major in Cardiac Sonography or General Sonography.

CROSS-TRAINING COURSES:

Our courses are designed to accommodate professional sonographers seeking cross-training opportunities into other specialties. The sonographer may choose the courses that best meet his/her individual needs: theory courses taught using distance technologies, scanning arts laboratory courses using customized, individualized instruction, and clinical training courses where students work alongside an experienced sonographer in a clinical setting. Graduates of the diploma programs may chose to continue their education by enrolling in another specialty as they advance in their career tracks.(12 months)

REGISTRY PREPARATION COURSES:

Our review courses are designed to accommodate professional sonographers seeking registry preparation assistance. Courses provide guided-instruction through online technologies. (3 months)



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ADMISSION REQUIREMENTS

1. Prior Experience for Diploma Program Candidates:

Option 1:	Bachelor's Degree in any major
Option 2:	Graduate of the equivalent of a single 2-yr allied health patient care related program that is a minimum of 24 calendar months, 60 semester credits or 84 quarter credits (with at least 2yrs of clinical experience).

Exemptions:

Option 3:	<p>Any Allied Health patient care related program (with at least 2yrs of clinical experience). The Institute of Medical Ultrasound considers all aspects of the individual application. Applications are evaluated on the basis of the:</p> <ul style="list-style-type: none">◆ High school Diploma or GED◆ Individual's prior academic performance (transcripts)◆ References, past work experience◆ A personal interview with IMU Program Director.◆ Strong emphasis is placed on the applicant's motivation◆ Character, personality and achievements <p>Based on these factors, applicants are considered for admission into program.</p>
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2. Courses completed in either college:

Algebra

Communication Skills

Biological Science



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CREDITS TRANSFER

Students desiring to transfer credits from other programs shall contact the Program Director of the IMU. The Program Director may evaluate their skills and review their transcripts. Decisions for Transfer of Credits will be made on a case-by-case basis.

ADMISSION PROCESS

Candidates may apply to the Institute of Medical Ultrasound Diploma Programs by completing the following procedure:

1. Visit the IMU web site www.imultrasound.com and complete the online application and use the online fee payment service or mail a check. The application will not be considered until both the application itself and the application fee have been received.
2. Download the following forms from the IMU web site www.imultrasound.com “Forms Library” and send them to the appropriate contacts. Links to these forms will also be provided in a “receipt of application” email that will be sent to the applicant.

Form A: **Letter of Recommendation Request**
(3 are required)

Form B: **Official Transcript Request**
(for your convenience in requesting official transcripts)

3. Complete and submit the **Enrollment Agreement**, which will be emailed to the applicant along with an acceptance letter after all transcripts and letters of recommendation have been received and reviewed.

4. Submit the following additional documents within 30 days of the Term I start date.

Form C: **Immunization Record**

Form D: **Health Form**

APTITUDE REQUIREMENTS OF THE PROFESSION

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Applicants must review the following clinical standards to determine their ability and compatibility with aptitude requirements of sonographers. The applicant agrees he/she can demonstrate these basic abilities so he/she can acquire, through our training program, the skills described below.

1. Visual aptitude: discriminate among shades of gray, differentiate red, blue and associated shades, identify keys on a keyboard, read doctor's orders, requisitions, and medical records, interpret sonograms, assess patient's for skin pallor, respiratory distress, etc.
2. Auditory aptitude: hear speech within the normal audible range, discriminate among heart sounds, assess patient respiratory efforts, respond to department emergency procedure instructions, respond to patient requests when they are not facing you
3. Physical aptitude :
Gross Motor: walk, crouch, stand, stoop, reach, push/pull exert up to 50 pounds of force while transporting, assisting, patients/equipment

Fine Motor: fingering a keyboard, writing legible reports, assembling procedure trays.
4. Intellectual aptitude: assess sonograms, differentiate among pathological and sonographic appearances, follow department protocols
5. Emotional aptitude: demonstrate compassion for patients, cooperate with other staff, respond appropriately during emergencies, remain focused despite potential stressful situations related to the clinical work environment, accept constructive criticism
6. Professional aptitude: maintain patient confidentiality, demonstrate honesty and integrity, demonstrate punctuality and a professional appearance, use appropriate language with patients, patient's families and healthcare providers

TUITION, FEES, & OTHER EXPENSES

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Application Fee:	A non-refundable \$50.00 application fee must accompany the application in order for it to be reviewed.
Tuition*	\$25,500.00 (\$4,250.00 per term)
Tuition (Distance Learners)	\$27,500.00 (\$4583.00 per term) (Tuition includes: cost of courses, 2-year Society of Diagnostic Medical Sonography Student Membership, 2-year Student Liability Insurance)
Textbooks	approximately \$1100
Uniforms	approximately \$120
Travel, Lodging and Meals**	to be estimated by the (distance) student

*All prices are subject to change without notice.

** Applies to distance students only.

Students are responsible for meal purchases and parking fees associated with clinical training.

TUITION OBLIGATION POLICY

Tuition as a school term obligation: The IMU Leadership and faculty trusts that students fulfill their enrollment contract by participation in IMU for the entire 18 –month program. We recognize that in some cases, students have to withdraw due to unavoidable and extenuating circumstances, tuition obligation will be evaluated by the Officers and instructors on a case by case basis, and tuition may be waived.

The first five (5) days of each term is the grace period to drop a class. Withdrawing during this period does not result in tuition obligation for the remaining months of the term. The first month’s tuition is due at the time of orientation.

Weeks 2 and 3: Dropping a class during these weeks incurs a tuition obligation of 20% of the remainder tuition for the entire term.

Weeks 4 and 5: Dropping a class during these weeks incurs a tuition obligation of 50% of the remainder tuition for the entire term.

Weeks 6 through 10: Dropping a class during these weeks incurs a tuition obligation of 100% of the remainder tuition for the entire term.

*In the unfortunate event a student must be dismissed from actions due to disciplinary reasons, the above tuition obligation policies will apply.

TUITION REFUND POLICY

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A prospective student may request a full refund:

- ◆ Within three (3) business days after signing a Student agreement contract.
- ◆ If a contract is not signed, prior to classes starting
- ◆ Within (3) business days after making a payment.

Refunds must be returned to the student within 30 days of their written request. Expenses incurred by the student for textbooks, uniforms, memberships, parking, meals, insurance shall not be considered refundable by IMU.

FINANCIAL AID

Financial aid is available for qualifying students. Students may contact IMU for further information.

GRADING SYSTEM

Theory courses award grades based upon the following system:

- 93 – 100 % A
- 86 – 92 % B
- 80 – 85 % C
- 79 % or below F

COURSE OFFERINGS

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Students enrolled in the Diagnostic Medical Sonography Diploma Programs must successfully complete all of the courses in the Ultrasound Foundation and in their designated Major in order to earn the diploma.

COURSE DESCRIPTIONS

All Theory courses are delivered via distance education technologies. Instructors are available to students through online, interactive sessions, email and telephone. Detailed Study Guides are posted for student review and download. Platforms support both PC and Mac. A high-speed Internet connection is required.

All Scanning Arts courses are delivered through hands-on, small group instruction. Students are assigned specific tasks to complete and develop scanning skills in a progressive manner: recognizing normal anatomy, optimizing images, and increasing speed.

All Clinical Training courses are delivered through immersion in the real-world clinical setting as students are assigned to one or more “Clinical Education Centers”. Students interact with patients under the supervision of a sonographer/mentor. Students are assigned specific tasks to complete and develop clinical skills in a progressive manner demonstrating: patient care, individual scanning tasks and ultrasound departmental protocols. Students assume greater responsibility and require less direct supervision as they progress toward entry-level status.

PREREQUISITE COURSES

PHY 100: GENERAL PHYSICS

Theory course will introduce the relevant subtopics within the field of physics. Topics include: kinematics, kinetics, energy, and waves. *2.0 quarter credits. Prerequisites: None.*

ULTRASOUND FOUNDATION



DMS 110: ANATOMY, PHYSIOLOGY & DISEASE STATES OF THE SONOGRAPHIC PATIENT

Theory course focusing on gross anatomy of organs scanned by medical sonographers, relationship of cross-sectional anatomy to ultrasound imaging, physiology and pathophysiological changes encountered in the sonographic patient. 4.5 quarter credits.

DMS 111: INTRODUCTION TO SONOGRAPHY

Theory course introducing the essential disciplines associated with medical Sonography. Topics include: historical use of ultrasound in medicine, roles and responsibilities of the sonographer, basics of patient care, legal and ethical issues, and relevant medical and sonographic terminology. 4.5 quarter credits.

DMS 120: SONOGRAPHIC PHYSICS I

Theory course introducing students to the physical principles related to the use of ultrasound for medical diagnosis. Topics include: components of an ultrasound system, pulse-echo principle, characteristics of continuous and pulsed sound waves, transducer architecture, imaging modes, resolution, artifacts and safety. Course is designed to assist the sonographer in optimizing images through the application of these principles. 4.5 quarter credits.

DMS 121: HEMODYNAMICS

Theory course reviewing normal anatomy and physiology of blood flow through the cardiovascular system. Assessment of normal and abnormal blood flow patterns in the cerebrovascular system, peripheral vascular system and abdominal vascular system. 4.5 quarter credits. *Prerequisites: DMS 110, DMS 111

DMS 112: BASIC SCANNING I

Hands-on training in the art of ultrasound scanning in an instructional setting, to include: patient positioning, image orientation, transducer selection, knobology, labeling, scanning techniques, image production, and safe use of the equipment. 4.0 quarter credits.

DMS 122: BASIC SCANNING II

Hands-on training in the art of ultrasound scanning in an instructional setting, to include: sonographic assessment of blood flow throughout the body using a variety of imaging modalities with emphasis on the application of physical principles to the art of scanning. 4.0 quarter credits. *Prerequisite: DMS 112

CARDIAC SONOGRAPHY MAJOR

ULTRASOUND FOUNDATION COURSES

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Term I	DMS 110: A & P and Disease States of the Sonographic Patient	4.5	0.0	0.0
	DMS 111: Introduction to Sonography	4.5	0.0	0.0
	DMS 112: Basic Scanning I	0.0	4.0	0.0
Term II	DMS 120: Sonographic Physics I	4.5	0.0	0.0
	DMS 121: Hemodynamics	4.5	0.0	0.0
	DMS 122: Basic Scanning II	0.0	4.0	0.0
	TOTAL	18.0	8.0	0.0
CARDIAC SONOGRAPHY MAJOR COURSES				
Term III	DMSC 231: Cardiac Sonography I	4.5	0.0	0.0
	DMSC 232: Cardiac Scan Lab I	0.0	2.0	0.0
	DMSC 233: Cardiac Clinic I	0.0	0.0	320
Term IV	DMSC 241: Cardiac Sonography II	4.5	0.0	0.0
	DMSC 242: Cardiac Scan Lab II	0.0	2.0	0.0
	DMSC 243: Cardiac Clinic II	0.0	0.0	320
Term V	DMSC 251: Cardiac Sonography III	4.5	0.0	0.0
	DMSC 252: Cardiac Scan Lab III	0.0	2.0	0.0
	DMSC 253: Cardiac Clinic III	0.0	0.0	320
Term VI	DMSC 260: Cardiac Physics Review	2.0	0.0	0.0
	DMSC 261: Adult Echo Review	2.0	0.0	0.0
	DMSC 263: Cardiac Clinic IV	0.0	0.0	320
TOTAL CARDIAC SONOGRAPHY MAJOR		17.5	6.0	1280
TOTAL ULTRASOUND CORE		18.0	8.0	0.0
DIPLOMA PROGRAM TOTAL		35.5	14.0	1280
84 Quarter Credits				

DMSC 231: CARDIAC SONOGRAPHY I

Theory course will focus on the basic adult echo exam including 2-D views, basic arrhythmias, and patient signs and symptoms. Pathologies focus on the most common valvular disease, myopathies, carditis, and effusions. 4.5 quarter credits. *Prerequisites: DMS 120, DMS 121

DMSC 241: CARDIAC SONOGRAPHY II

Theory course will focus on the complete adult echo exam including 12-lead ECG, 2-D views, M-mode, and Doppler assessment techniques. Pathologies focus on less common disease



processes and findings with emphasis on correlation with other diagnostic techniques. 4.5 quarter credits. *Prerequisites: DMSC 231

DMSC 251: CARDIAC SONOGRAPHY III

Theory course presenting a comprehensive discussion of cardiac anomalies, disease and advanced techniques including: trans-esophageal echo, pediatric views, harmonics, stress echo, contrast echo, and interventional echocardiography. 4.5 quarter credits.

*Prerequisite: DMSC 241

DMSC 260: CARDIOVASCULAR PHYSICS AND INSTRUMENTATION

Theory course presenting an in-depth review of basic physical principles used in ultrasound scanning as well as those principles specific to the cardiac specialty. Emphasis is on registry preparation. 2.0 quarter credits.

*Prerequisite: DMSC 251

DMSC 261: ADULT ECHO REVIEW

Theory course will present an in-depth review of adult echocardiographic assessment and pathological conditions with an emphasis on registry preparation. 2.0 quarter credits.

*Prerequisite: DMSC 251

DMSC 232: CARDIAC SCAN LAB I

Hands-on training in the art of ultrasound scanning in an instructional setting, introducing the application of ultrasound for the detection and evaluation of cardiac disease, to include: scanning techniques of the 2-D grayscale echo views, correlation of electrical conduction system with cardiac mechanics. Course includes optimization techniques. 2.0 quarter credits.

*Prerequisite: DMS 122

DMSC 242: CARDIAC SCAN LAB II

Hands-on training in the art of ultrasound scanning is in an instructional setting, refining, reinforcing, and mastering the application of ultrasound for the detection and evaluation of cardiac disease. Emphasis is on refining 2-D gray scale technique while adding color flow, Doppler, spectral Doppler and M-mode. 2.0 quarter credits.

*Prerequisite: DMSC 232

DMSC 252: CARDIAC SCAN LAB III



Hands-on training in the art of ultrasound scanning is in an instructional setting, refining, reinforcing, and mastering the application of ultrasound for the detection and evaluation of cardiac disease. Emphasis is on increasing speed while performing all components of an adult echo study, including 2-D, color flow Doppler, spectral Doppler, M-mode and all pertinent measurements. 2.0 quarter credits. *Prerequisite: DMSC 242

DMSC 233: CARDIAC CLINIC I

Clinical experience in a cardiac patient care setting. Students will obtain a patient history and basic echo views; begin to develop pathology recognition and technical report writing skills. Students observe, assist, and perform patient care and sonographic duties with direct supervision. 8 quarter credits.

DMSC 243: CARDIAC CLINIC II

Clinical experience in a cardiac patient care setting. Students will obtain echo views, and perform Doppler assessment while honing pathology recognition and technical report writing skills. Students observe, assist, and perform patient care and sonographic exams with direct supervision. 8 quarter credits. *Prerequisite DMSC 233

DMSC 253: CARDIAC CLINIC III

Clinical experience in a cardiac patient care setting. Students will obtain all echocardiographic views using Doppler assessment techniques with correlating findings with patient histories. Students will observe, assist, and perform patient care and sonographic exams with indirect supervision. 8 quarter credits. *Prerequisite DMSC 243

DMSC 263: CARDIAC CLINIC IV

Clinical experience in a cardiac patient care setting. Students will apply their skills to more challenging patients while increasing speed. Students will perform the majority of the exams with the accuracy and fluency required of an entry-level sonographer. 10.5 quarter credits. *Prerequisite DMSC 253



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GENERAL SONOGRAPHY MAJOR

ULTRASOUND FOUNDATION COURSES		TH	LAB	CL
Term I	DMS 110: A & P and Disease States of the Sonographic Patient	4.5	0.0	0.0
	DMS 111: Introduction to Sonography	4.5	0.0	0.0
	DMS 112: Basic Scanning I	0.0	4.0	0.0
Term II	DMS 120: Sonographic Physics I	4.5	0.0	0.0
	DMS 121: Hemodynamics	4.5	0.0	0.0
	DMS 122: Basic Scanning II	0.0	4.0	0.0
	TOTAL	18.0	8.0	0.0
GENERAL SONOGRAPHY MAJOR COURSES				
Term III	DMSG 230: Abdominal/Superficial Structures Sonography I	2.5	0.0	0.0
	DMSG 231: Obstetrical/Gynecological Sonography I	2.0	0.0	0.0
	DMSG 232: General Scan Lab I	0.0	2.0	0.0
	DMSG 233: General Clinic I	0.0	0.0	320
Term IV	DMSG 240: Abdominal/Superficial Structures Sonography II	2.0	0.0	0.0
	DMSG 241: Obstetrical/Gynecological Sonography II	2.5	0.0	0.0
	DMSG 242: General Scan Lab II	0.0	2.0	0.0
	DMSG 243: General Clinic II	0.0	0.0	320
Term V	DMSG 250: Abdominal/Superficial Structures Sonography III	2.5	0.0	0.0
	DMSG 251: Obstetrical/Gynecological Sonography III	2.0	0.0	0.0
	DMSG 252: General Scan Lab III	0.0	2.0	0.0
	DMSG 253: General Clinic III	0.0	0.0	320
Term VI	DMSG260: Abdominal/Superficial Structures Sonography Review	2.0	0.0	0.0
	DMSG 261: Obstetrical/Gynecological Sonography Review	2.0	0.0	0.0
	DMSG 263: General Clinic IV	0.0	0.0	320
TOTAL GENERAL SONOGRAPHY MAJOR		17.5	6.0	1280
TOTAL ULTRASOUND CORE		18.0	8.0	0.0
DIPLOMA PROGRAM TOTAL		35.5	14.0	1280
84 Quarter Credits				

**DMSG 230: ABDOMINAL/SUPERFICIAL STRUCTURES SONOGRAPHY I**

Theory course focusing on basic anatomy and sonographic assessment of the abdomen, superficial structures and vascular system: including normal sonographic patterns and most common abnormal sonographic patterns. 2.5 quarter credits. *Prerequisites: DMS 121

DMSG 231: OBSTETRICAL/GYNECOLOGICAL SONOGRAPHY I

Theory course focusing on basic anatomy and sonographic assessment of the gravid and non-gravid female pelvis: including normal sonographic patterns and most common abnormal sonographic patterns. 2.0 quarter credits.

*Prerequisites: DMS 121

DMSG 240: ABDOMINAL/SUPERFICIAL STRUCTURES SONOGRAPHY II

Theory course focusing on sonographic assessment of the abdomen, superficial structures and vascular system: correlating patient histories with pathological processes, sonographic descriptions, and technical report writing. 2.0 quarter credits. *Prerequisite: DMSG 230

DMSG 241: OBSTETRICAL/GYNECOLOGICAL SONOGRAPHY II

Theory course focusing on sonographic assessment of the gravid and non-gravid female pelvis: correlating patient histories with pathological processes, sonographic descriptions, and technical report writing. 2.0 quarter credits.

*Prerequisite: DMSG 231

DMSG 250: ABDOMINAL/SUPERFICIAL STRUCTURES SONOGRAPHY III

Theory course focusing on advanced techniques and less common disease processes affecting multiple organ systems of the abdomen, superficial structures and vascular system. All pathologies will be considered and technical writing skills will be honed. 2.5 quarter credits.

*Prerequisite: DMSG 240

DMSG 251: OBSTETRICAL/GYNECOLOGICAL SONOGRAPHY III

Theory course focusing on advanced techniques and less common disease processes affecting the gravid and non-gravid female pelvis. All pathologies will be considered and technical writing skills will be honed. 2.0 quarter credits. *Prerequisite: DMSG 241

DMSG 260: ABDOMINAL/SUPERFICIAL STRUCTURES SONOGRAPHY REVIEW

Theory course will provide a comprehensive review of the sonographic assessment of all abdominal organs and superficial structures. Emphasis is on registry exam preparation. 2.0 quarter credits. *Prerequisite: DMSG 250



DMSG 261: OBSTETRICAL/GYNECOLOGICAL SONOGRAPHY REVIEW

Theory course will provide a comprehensive review of the sonographic assessment of the gravid and non-gravid pelvis. Emphasis is on registry exam preparation. 2.0 quarter credits.

*Prerequisite: DMSG 251

DMSG 232: GENERAL SCAN LAB I

Hands-on training in the art of ultrasound scanning in an instructional setting, focusing on the application of ultrasound for the detection and evaluation of abdomen, thyroid, vascular segments, and the gravid and nongravid pelvis to include: concept of the survey, normal anatomy identification, measurement techniques and image optimization. 2.0 quarter credits.

*Prerequisite: DMS 122

DMSG 242: GENERAL SCAN LAB II

Hands-on training in the art of ultrasound scanning in an instructional setting, focusing on the application of ultrasound for the detection and evaluation of abdominal, superficial structures, vascular segments and the gravid and non-gravid pelvis to include: scanning protocols associated with the complete abdomen and non-gravid pelvis, assessing the breast using ultrasound, assessing fetal anatomy, uterine environment and sizing and dating the pregnancy. 2.0 quarter credits. *Prerequisite: DMS 122 2.0 quarter credits. *Prerequisite: DMSG 232

DMSG 252: GENERAL SCAN LAB III

Hands-on training in the art of ultrasound scanning in an instructional setting, reinforcing and refining the application of ultrasound for the detection and evaluation of abdominal, superficial structures, vascular and the non-gravid and gravid pelvis. Emphasis is on accuracy and fluency. 2.0 quarter credits. *Prerequisite: DMSG 242

DMSG 233: GENERAL CLINIC I

Clinical experience in a general sonography patient care setting. Students will apply basic scanning techniques while performing specific scanning tasks and other sonographic duties with direct supervision. 8 quarter credits.

DMSG 243: GENERAL CLINIC II

Clinical experience in a general sonography patient care setting. Students will perform sonographic surveys, landmark image documentation on technically easy and average patients with direct supervision. Students will develop pathology recognition and correlate patient signs and symptoms with findings. 8 quarter credits.

*Prerequisite DMSG 233

**DMSG 253: GENERAL CLINIC III**

General sonography clinical experience in a patient care setting. Students will survey, obtain landmark images, obtain relevant measurements, document pathology on a wide range of patients and correlate findings with patient histories, with varying degrees of supervision. 8 quarter credits. *Prerequisite DMSG 243

DMSG 263: GENERAL CLINIC IV

General sonography clinical experience in a patient care setting. Students will apply their skills to scanning more challenging patients with increasing speed. Students will perform the majority of the exams with the accuracy and speed required of an entry-level sonographer. 10.5 quarter credits. *Prerequisite DMSG 253

LATE/MISSING ASSIGNMENTS



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It is essential that all assignments be completed and submitted on time. Once the due date is long past, the significance of the material becomes vague, and the learning value diminishes. **ALL ASSIGNMENTS ARE DUE AT THE BEGINNING OF LAB OR AS SPECIFIED.** A 10% per day penalty (weekends count as 2 days) will be applied to LATE final workbooks, final papers, posters, and project proposals. If any assignment is more than three (3) days late it will result in a ZERO as a grade. Although in the real world there are no excuses, you will be given a break on assignments due to circumstances that are beyond your control. *Alternative due dates will be worked out with the instructor on an individual basis.*

Here are two permissible reasons for a late submission:

- A *serious* illness (flu is serious - upset stomach or case of the sniffles is not) or accident
- A *serious* family emergency or death (you are on your honor here)

Other unusual circumstances may count also. For example, if the university closes due to flooding on the date the work is due.

Situations that are not considered acceptable reasons for turning in a late assignment include:

- the computer crashed
- my files are corrupted
- a busy week of exams, papers
- a busy work schedule
- going out of town for personal or family business (except emergencies)
- interviews (med school, grad school, job, etc.)
- doctor or dentist appointment

Absolutely do not try to extend a deadline for such reasons! *It is your responsibility to plan ahead.*

Please keep up with the course. Neither you nor your instructor will be happy with the experience if you don't complete the work on time.

ACADEMIC DISHONESTY

Academic integrity is an essential component of professional behavior in health sciences

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programs. Any documented incidences of academic dishonesty can/will/may result in withdrawal from the program. A copy of the student handbook is available at administrative offices, or may be downloaded from the IMU website at: <http://www.imultrasound.com>. Academic work submitted by students shall be the result of their own thought, research or self-expression. For purposes of these regulations, academic work is defined as, but not limited to exams and quizzes, whether taken electronically or on paper; projects, either individual or group; papers; classroom presentations; and homework. When students borrow ideas, wording or organization from another source, they shall reference that information in an appropriate manner.

Definition

Academic dishonesty includes but is not limited to the following:

- ◆ Cheating on an exam or quiz by bringing information to the testing area (no use of cell phones or PDA's for calculation, approved calculators allowed), talking to another student during the test, or looking at another student's test during the examination, removal of privacy screen on computer.
- ◆ Plagiarizing - when students borrow ideas, wording or organization from another source, they shall reference that information in an appropriate manner
- ◆ Unauthorized collaboration / collusion with another in preparing outside work for fulfillment of course requirements.
- ◆ Unauthorized entry (hacking) into test banks or examinations
- ◆ Falsifying data in a patient health record
- ◆ Assisting others in academic dishonesty
- ◆ Discussing an examination with students who have not taken the exam
- ◆ Having a copy of the examination outside the time and place of test administration
- ◆ Lying about or misrepresenting care given, clinical errors, or any action related to clinical experience
- ◆ Recording, taping, taking pictures without consent from instructor

Advance Placement



We at IMU take pride in academic excellence in our student. When we have students that excel above and beyond have a chance on taking part in our Advance Placement (AP) Program. There are two means by which you as a student can be granted Advanced Placement credits in IMU Ultrasound Program:

1. Students must possess a 4.0 class average in all areas , strong performance on all exams taken prior to arrival at IMU. (Transfer Students)
2. Students maintain a 4.0 class average in each competency level demonstrating the capability to warrant advanced placement.

CONDUCT, PROBATION AND CAUSE FOR DISMISSAL

Conduct and Cause for Dismissal: The Institute reserves the right to dismiss, at any time, any student who does not meet academic or clinical performance standards, health or personal suitability for the profession. Cheating or any other form of dishonest conduct will be ground for dismissal. A student must maintain a “C” average in all courses to remain in good academic standing. Some of the courses within the theory track, scanning arts track or clinic track are offered in sequence and have pre-requisite courses. Courses are designed to integrate with courses from concurrent tracks. Therefore, failure of a course in one track may require completion of the failed course prior to advancing in the program.

Probation and Cause for Dismissal: A student who earns a quarterly grade point average of less than 2.0 will be placed on academic probation during the next quarter of registration and enrollment. A student will be suspended for one quarter if a grade point average of less than 2.0 is earned during the quarter the individual is enrolled on academic probation. During the first quarter of enrollment after academic suspension, a student is placed on academic probation. A student who fails or does not successfully complete (earn a grade of “C” or higher) a course twice will not be allowed to repeat that course for one year and will be allowed to retake a third time on a space available basis only. A new or continuing student will be given registration priority over a student retaking a course(s) for the third time. A student who is academically suspended from a program twice will not be allowed to reenter that program. Students in either of the above categories are required to have academic advising by the program director repeating a course. Reapplication for admission does not mandate acceptance to the same program after the first suspension from that program. Students who do not earn a grade of “C” or higher in any two courses attempted in their program of study as specified will be suspended from their program for one year. Before reentering the program, the student must complete an individualized remedial program assigned by the program director. The students who do not earn a grade of “C” or higher will not be allowed to re-enter.



Specific Program Standards of Conduct and cause for Dismissal

- ◆ Students will be required to conduct themselves in a manner, which emulates the professional code of ethics defined by the SDMS.
- ◆ Students are expected to conduct themselves in a manner, which indicates respect toward other students, faculty, and patients.
- ◆ Students must refrain from any behavior, which would bring harm or abuse to any person or property.
- ◆ Any behavior, which significantly disrupts teaching, research, administrative, or student functions is considered unprofessional.
- ◆ Any student whose behavior at a clinical site jeopardizes or leads to the loss of that site for future student clinical experiences will receive a failing grade for the rotation.
- ◆ Failure to demonstrate any of the qualities defined in the SDMS
- ◆ Professional Code of Ethics or the Specific Standards of Conduct listed above will serve as grounds for dismissal.
- ◆ The first time a student receives an unsatisfactory rating on any professionalism evaluation he/she will be placed on Academic Probation, which will continue until the next regularly scheduled evaluation. Any subsequent unsatisfactory professionalism evaluation will result in immediate dismissal from the Program.
- ◆ Should a student be dismissed or withdrawn for any reason, the student would need to re-apply to the program and would be admitted only at the discretion of the executive director. The student has the right to appeal an institution's decision to NPEC, 2082 East Exchange Place, Suite 220, Tucker, GA 30084.

GRIEVANCE PROCEDURE



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Any Student who has been dismissed for either conduct or academic reasons may submit a signed, written request for a hearing, within 48 hours of the dismissal, to the Institute's Director. The written request must include a description of the circumstances surrounding the dismissal and the reasons why a hearing is being requested. The Institute's Director will contact the Student and a hearing will be scheduled within five (5) business days of the receipt of the request. The Institute's Program Director will provide a written decision to the Student within 48 hours of the hearing. The student has the right to appeal an institution's decision to NPEC, 2082 East Exchange Place, Suite 220, Tucker, GA 30084.

ATTENDANCE

Due to the hands-on nature of the ultrasound profession and the need to meet stringent standards of knowledge, skills, and professional attitudes, attendance is essential to a student's success in both the academic and clinical settings. Students are permitted one (1) unexcused absence per course. Students are required to complete an "*Absence Documentation*" form and obtain the signature of the Program Director for all missed hours. All scheduled on-site theory classes are mandatory.

Each site student must complete a total of 320 Lab hours to complete the Sonography Program.

- 1st Term 80 Lab hours
- 2nd Term 80 Lab hours
- 3rd Term 40 Lab hours
- 4th Term 40 Lab hours
- 5th Term 40 Lab hours
- 6th Term 40 Lab hours

All missed clinical training hours must be made up during the term in which they were missed. Each student will receive one (1) approved absent per class per term. After your one (1) approved absent you are responsible for making up any missed labs. After your second missed lab, you will meet with Administration and a decision will be made at that time if you will be able to continue with the program or dismissed. Academic and laboratory work missed must be made up for all theory and scanning arts courses.

PREGNANCY POLICY

If a student is or becomes pregnant, the student should notify the Program Director in writing. The Program Director will counsel the student to determine ability to continue/complete the program. NOTE: The Institute does not endorse the scanning of pregnant students.

COMMUNICABLE DISEASE POLICY

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Students may be withdrawn administratively from clinical training courses or have their training hours re-scheduled pending the resolution of a communicable disease. Withholding information regarding a communicable disease status is grounds for program dismissal.

GRADUATION REQUIREMENTS

All courses listed in the Catalog for the ultrasound core and the designated ultrasound specialty concentration must be completed with a grade of “C” or better. All clinical hours must be completed and all clinical and lab courses must be satisfactorily passed. All tuition and fees must be up-to-date. All equipment, videotapes, library resources, etc. borrowed from the Institute must be returned.

GRADES AND TRANSCRIPTS

Grades and up-to-date transcripts reflecting all previous terms are available to students within one week of the last day of each term. Students may make a written request for official transcripts for a fee of \$5.00.

PLACEMENT SERVICES

Students are instructed in resume writing, interviewing skills and preparation for a scanning evaluation. Institute personnel, experienced in job placement in the field of ultrasound, will assist the students/graduates with developing employment opportunities. No guarantee, however, can be made that all students will find immediate employment in their new field. Placement services are available as long as needed and requested by graduates of the diploma programs.

REQUIRED CLINICAL AND LAB ATTIRE

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Student's grooming practices shall make ample provision for sanitation, safety, and comfort and shall not draw unnecessary attention to the student so that all can focus their attention on their work and our collective efforts to serve patients. All students shall be required to present a clean, neat, and professional appearance and to dress in a manner appropriate for a professional health care environment. Extreme styles, recreational clothing (in place of or worn with required scrubs), excessive jewelry, and perfumes/colognes or excessive make-up are not acceptable work attire (see below). The On-Site Clinical Instructor or Sonography faculty member may

All students must have on scrubs when attending lab. If you are not in scrubs you will not be able to attend your lab.

1st Term Hunter Green, Black Shoes, Black Socks, Black long sleeve tee (if needed)
2nd Term Hunter Green, Black Shoes, Black Socks, Black long sleeve tee (if needed)
3rd Term (according to your specialty)
General – Royal Blue
Cardiac – Burgundy

All Scrubs are to worn with Black Shoes, Black Socks, Black long sleeve tee (if needed)

Book List

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I N S T I T U T E O F
M E D I C A L U L T R A S O U N D

NAME OF BOOK	AUTHOUR	TERM	PRICES	COURSE
Introduction to Normal Structure 3 rd Edition 978-1-4160-5556-3	Curry and Tempkin	1 st Term	\$119.00	DMS 110
Introduction to Normal Structure (workbook) 3rd Edition 978-1-4160-5555-6	Curry and Tempkin	1 st Term	\$59.95	DMS 110
Pathophysiolgy for Health Profession 4th Edition 978-1-4377-0965-0	Barbara Gould	1 st Term	\$83.95	DMS 110 DMS 121
Pathophysiology for Health Profession (workbook) 4th Edition 978-1-4377-1456-2	Barbara Gould	1 st Term	\$29.95	DMS 110 DMS 121
Essentials of Sonography 2 nd Edition 978-1-4160-0170-6	Marveen Criag	1 st Term	\$57.95	DMS 111
Essentials of Ultrasound Physics 978-0-8151-9852-9	James Zagzebski	2 nd Term	\$72.95	DMS 120
Textbook of Diagnostic Ultrasonography 7th Edition 978-0-3230-7301-1	Hagen-Ansert	2 nd Term	\$310.00	DMS 120 DMS 121
Textbook of Diagnostic Ultrasonography 7th Edition (workbook 978-0-323-07300-4	Hagen-Ansert	2 nd Term	\$61.95	DMS 120 DMS 121
Diagnostic Ultrasound 8th Edition 978-1-4377-0980-3	Kremkau	General Physics	\$84.95	
Clinical Echocardiography 4 th Edition 978-1-4160-5559-4	Otto	Cardiac	\$179.00	
Echo Made Easy 979-0-443-10363-6	Sam Kaddoura	Cardiac	\$44.95	
Introduction to Vascular Ultrasonography 5 th Edition 978-0-7216-0631-6	William Zwiebel	Vascular/Cardiac	\$129.00	
Comprehensive Review (General) 978-0-323-05282-5	Susanna Ovel	\$74.95	General Registry Review	6 th term

Institute of Medical Ultrasound's Calendar for 2012 - 2013

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I N S T I T U T E O F
M E D I C A L U L T R A S O U N D

Winter Term Begins	January 3, 2012
Martin Luther King's Birthday	January 16, 2012
Midterm Exam	January 31 – February 3
Midterm Workbook/Study Guide Due	February 3, 2012
Presidents Day	February 20, 2012
Final Exam Week	March 12 – March 16
Final Workbook/Study Guide Due (no exceptions)	March 16, 2012
Winter Term Ends	March 16, 2012
Term Break	March 19 – March 30
Spring Term Begins	
Midterm Exam	April 2, 2012
Midterm Workbook/Study Guide Due	April 30 – May 4, 2012
Memorial Day	May 4, 2012
Final Exam Week	May 28, 2012
Final Workbook/Study Guide Due (no exceptions)	June 11 – June 15
Spring Term Ends	June 15, 2012
Term Break	June 15, 2012
Summer Term Begins	
July 4 th Holiday	July 2, 2012
Midterm Exam	July 4, 2012
Midterm Workbook/Study Guide Due	July 30 – August 3
Labor Day Holiday	July 3, 2012
Final Exam Week	September 3, 2012
Final Workbook/Study Guide Due (no exceptions)	September 10 – September 14
Summer Term Ends	September 14, 2012
Term Break	September 14, 2012
Fall Term Begins	
Columbus Day	September 17 – September 28
Midterm Exam	October 1, 2012
Midterm Workbook/Study Guide Due (no exceptions)	October 8, 2012
Veterans Day	October 29 – November 2
Thanksgiving Holiday	November 2, 2012
Final Exam Week	November 12, 2012
Final Workbook/Study Guide Due (no exceptions)	November 19-23
Fall Term Ends	December 10 – December 14
Term Break	December 14, 2012
	December 14, 2012
	December 17 – January 2, 2013

FACULTY

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I N S T I T U T E O F
MEDICAL ULTRASOUND

Founder/Executive Director

Dexter M. Page, MD, FACOG is board certified in Obstetrics and Gynecology and Maternal-Fetal Medicine by the American Board of Obstetrics and Gynecology. Dr. Page received his medical degree in 1989 from Morehouse School of Medicine in Atlanta, GA. He completed his OB/GYN residency at Harlem Hospital Center in New York City, in 1993, and his fellowship training in Maternal-Fetal Medicine and Obstetrical Sonography in 1995 at the Columbia Presbyterian Medical Center in New York City. Dr. Page has earned a reputation among his peers as a dedicated physician and instructor involved in resident education at multiple Atlanta area hospitals.

Program Director
Admissions/School Administrator
On-Line Instructor /Lab Instructors
On-Line Instructor
On-Line Instructor
On-Line Instructor
Lab Instructor

Cornelia B Stilley, CCI
Delia Moore
Cornelia B. Stilley, CCI
Ambreen Shah, ARDMS
Sheryl Wilson, ARDMS
Harvey Martin II, RVT
Linda B. Turner, ARDMS

*Revised December 2011

UNIFORM POLICY

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I N S T I T U T E O F
MEDICAL ULTRASOUND

Policy: Uniform	
Dr. Dexter Page, CEO	Cornelia Stilley, BS, RCS Program Director

This document should be signed by each student during orientation. A copy should be forwarded to the School Administrator to be placed in the students file.

Description:
This policy is in place for each student that attends the Institute of Medical Ultrasound.

Policy:
<p>All students must have on scrubs when attending lab. If you are not in scrubs you will not be able to attend your lab.</p> <p>1st Term Hunter Green, Black Shoes, Black Socks, Black long sleeve tee (if needed) 2nd Term Hunter Green, Black Shoes, Black Socks, Black long sleeve tee (if needed) 3rd Term (according to your specialty) General – Royal Blue Cardiac – Burgundy</p> <p>All Scrubs are to worn with Black Shoes, Black Socks, Black long sleeve tee (if needed)</p>

Print Name

IMU Representative (Print)

Signature

Signature

Date

Date

Student Signature Sheet

Please read each statement below. Initial each statement in the space indicated and provide your name, signature, and date below.

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I N S T I T U T E O F
M E D I C A L U L T R A S O U N D

1. ___ I have read and agree to, and will comply with the student policies as outlined in the IMU Student Handbook. Furthermore, I will agree to and will comply with the course requirements as listed in the Student Policies of the Sonography Program.
2. ___ I understand that while performing my regularly assigned duties, I may be exposed to blood, body fluids, or tissues. I will use the appropriate personal protective equipment required when there is an inherent potential for mucous membrane or skin contact with blood, body fluids or tissues, or a potential for spills or splashes of them. Appropriate protection may include the use of gloves, gowns, masks, face shields, eye protection, mouthpieces, resuscitation bags, and other protective equipment. I understand that if I fail to use available personal protective equipment, I may be subject to disciplinary action. I have been informed regarding the inherent health/safety hazards in the health care field and release ACC from any liability for such hazards.
3. ___ I have read and agree to the Tuition Obligation Policy on page 10 of the Student Handbook.
4. ___ I agree to criminal background checks and agree to immediately notify the School Administrator in writing of any subsequent changes in criminal history that occur after the admission background check has been completed.
5. ___ I will complete all clinical educational training modules and submit signed documentation to the Program as required.
6. ___ I have read and understand the Late/Missing Assignment policy on page 28 of the student handbook. It is my responsibility to plan ahead.
7. ___ I have reviewed the student calendar and I am aware of the dates in which the assignments are due. (Page 27 of Student Handbook)
8. ___ I agree to all the standards of Conduct, Probation, and Cause for dismissal policy on pages 20-22 of the Student Handbook.

Printed Name _____ Date _____

Signature _____