



ARDMS®

The globally recognized
standard of excellence
in sonography



PHYSICIANS' VASCULAR
INTERPRETATION

Information &
Examination

Application Booklet

Introduction

The information necessary to apply for and take the American Registry for Diagnostic Medical Sonography® (ARDMS®) Physicians' Vascular Interpretation (PVI™) credentialing examination is contained in this booklet. You will also find important information regarding the maintenance of your Registered Physician in Vascular Interpretation (RPVI™) credential. After you have completed your application, please retain this booklet for future reference, along with a copy of the application summary and all submitted documentation. It is very important that you read all the information contained in this booklet, fill out the online application form carefully (at www.ARDMS.org), pay all fees and send in complete documentation.

Mission Statement

ARDMS promotes quality care and patient safety through the certification and continuing competency of sonography professionals.

ARDMS at a Glance

The American Registry for Diagnostic Medical Sonography® (ARDMS®), established in June 1975, is an independent, nonprofit organization that administers examinations and awards credentials, such as the Registered Physician in Vascular Interpretation (RPVI) credential.

ARDMS is governed by a Board of Directors composed of sonographers, vascular technologists, physicians, research scientists, and a public member.

The examinations are developed by subject-matter experts who are members of Examination Development Task Forces (EDTFs). The EDTFs survey job functions and practices in various sonography specialties and develop test questions based upon a blueprint of job tasks in ultrasound. EDTFs are comprised of sonographers, vascular technologists, physicians and scientists. The members of each EDTF are knowledgeable in the subject area of the particular examination. The only means of obtaining an ARDMS credential is by examination. Required prerequisites (outlined on pages 4-5) must be met before an applicant can earn an ARDMS credential.

An applicant may not use a credential offered by ARDMS until the credential has been earned and the applicant has received official written notification from ARDMS.

Overview of the Application Process

Please read this booklet thoroughly and carefully.

- 1 Eligibility will not be determined by telephone, fax or e-mail.
- 2 Visit www.ARDMS.org/apply. Fill out, pay for* and submit your application online. Print out your online application summary which will include a list of the "Required Documents and Payment Information" and the submission date.
- 3 ARDMS sends eligible applicants an Examination-Confirmation Letter approximately two weeks from receipt of the application and all required supporting documentation in the ARDMS office. Eligible applicants may also login to the ARDMS website and print a personalized copy of the letter. The letter lists the approved examination(s) and the 90-day eligibility period in which to schedule and take your examination(s). A website address and toll free number are provided so the candidate can schedule an appointment. Testing sites are located in the U.S., Canada and select international locations.

Ineligible applicants are notified of their ineligibility and reasons for that decision. ARDMS retains a \$100 USD processing fee for each examination.

- 4 Prepare for the examination:
Review the PVI content outline and take the practice examination by logging on to www.ARDMS.org.
- 5 On examination day:
All examinations are in English and administered on a computer in a testing center. You must bring two current valid signature IDs with the same legal name that appears on your Examination-Confirmation Letter; one must be a non-expired government issued ID that includes a photo. The name indicated on the ID document must exactly match the name on the ARDMS Examination Confirmation Letter. Your examination score will appear immediately upon completion of the examination and is automatically sent to ARDMS for final review and acceptance.
- 6 After the examination:
After the RPVI credential is earned, the Registrant will receive a credentialing packet containing a temporary ARDMS Identification (ID) card and a certificate** within six weeks. Registrants are listed in the ARDMS online directory at www.ARDMS.org.

* You may also mail in your payment, however, it will result in excessive delays of the application process.

** Certificates can only be displayed by Registrants who hold active status.

Completing and Submitting the Application

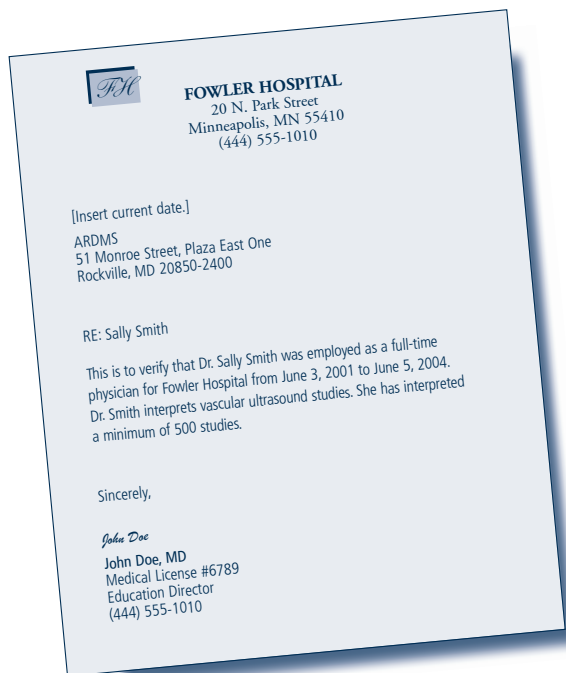
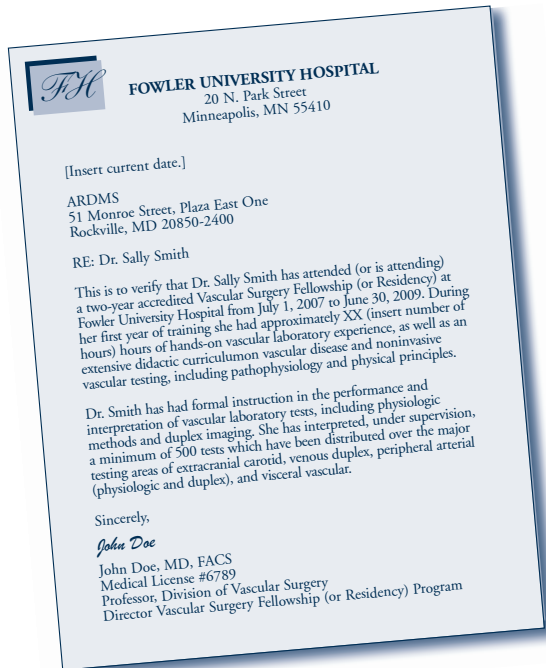
Applicants must apply online, pay all fees and submit all of the required supporting documentation in order for ARDMS to determine if they are eligible to sit for ARDMS examinations. Fees are processed before documentation review takes place.

By submitting a completed and signed application to ARDMS for review, you agree that:

- 1 You will be bound by and comply with all ARDMS rules and policies as from time may be established or amended, including but not limited to, the timely payment of all applicable fees, satisfaction of all annual maintenance, certification and renewal requirements, and compliance with the ARDMS discipline rules;
- 2 The information provided in your application and in support of your application and any other information that you may provide to ARDMS in the future is truthful and accurate. In the event that information you provide to ARDMS changes or you learn that it is untrue or inaccurate, you will provide corrected information to ARDMS in a timely manner;
- 3 All documents, communications, and other information received by ARDMS become the property of ARDMS and will not be returned;
- 4 ARDMS, in its discretion, may request from you or others information concerning matters that may be relevant to your eligibility for certification and certification status;
- 5 ARDMS may communicate to state or Federal authorities, employers, and others information concerning your eligibility for certification or certification status;
- 6 Without limitation, ARDMS may deny, revoke, suspend, or otherwise take action with regard to your eligibility for certification or certification in the case of:
 - a Ineligibility for ARDMS certification;
 - b Irregularity in connection with any ARDMS examination;
 - c Unauthorized possession of, use, or access to ARDMS examinations, documents, or materials;
 - d Material misrepresentation or fraud: (i) regarding ARDMS certification, or (ii) in any statement to ARDMS including, but not limited to, statements made to assist the applicant, registrant, or prospective candidate to apply for, obtain, or retain certification;
 - e Revocation, suspension, or other disciplinary action by a state licensing board, Federal agency, or national professional association;
 - f The conviction of, plea of guilty, or plea of nolo contendere to any crime (felony and/or misdemeanor) other than a speeding or parking violation; or
 - g Failure to cooperate with ARDMS concerning investigations of alleged grounds for discipline, including the collection of relevant information.
- 7 The decision as to whether your examination results and other eligibility requirements qualify you for certification rests solely and exclusively with ARDMS and that its decision is final;
- 8 Sanctions may be imposed for any violation of the ARDMS discipline rules, and ARDMS may make information publicly available concerning your sanction status; and
- 9 You hereby agree to release and exonerate, and shall indemnify and hold harmless, ARDMS and its officers, directors, committee members, employees, agents and representatives (“Indemnified Parties”) from any and all liability of every nature and kind growing out of any action or inaction by any Indemnified Party pertaining to your ARDMS application, eligibility, examination, certification, or status.

Note: ARDMS will not receive visitors at the headquarters office.

Sample Letters Documenting Clinical Experience



Letter(s) documenting clinical experience must:

- Be an official letter with address and telephone number indicated
- Include the current date
- Indicate full-time or part-time training/experience (if part-time, state the total number of hours worked)
- State actual dates of training/experience
- Contain original signatures; letters cannot be signed by a relative of the applicant
- Provide a physician's medical license number
- Include number of cases scanned/studies interpreted (minimum of 500)

Note: All foreign diplomas and documents must include a notarized translation in English and a course by course evaluation done by a Foreign Education Transcript Evaluation Organization (see page 14). ARDMS requires applicants to submit either the original or an official, notarized copy of the evaluation report to support the application. If the applicant has taken and passed all three parts of and earned the Educational Commission for Foreign Medical Graduates (ECFMG®) certification, a copy of the ECFMG® certificate may be submitted with a copy of a current, valid MD or DO license from the U.S. or Canada in lieu of the evaluation.

Examination Prerequisites

Prerequisite requirements are subject to change at any time and from time to time. Applicants must meet current prerequisite requirements in effect at the time of application.

Eligibility will not be determined by telephone, fax, or electronic transmission (e-mail). Applicants must apply online, pay all fees and submit all of the required supporting documentation in order for ARDMS to determine if they are eligible to sit for ARDMS examinations.

First-Time Applicants: Please read these prerequisite requirements carefully. Please select one of the following prerequisites and be sure that all requirements under that prerequisite are met before submitting your application.

Please note that if you currently hold the RDMS, RDCS or RVT credential(s), you are considered a first-time applicant for the PVI examination and must meet all the requirements of one of the following prerequisites in order to apply.

Re-applicants: If you were previously approved to sit for the PVI examination and did not pass and are applying to re-take the examination, you are considered a re-applicant for that examination and do not need to choose a prerequisite. You will just need to submit your online application and pay the fees.

Prerequisite A1

MD or DO with RVT (Active Status)

Physicians who currently hold the RVT credential with active status may apply directly for the PVI credential examination.

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Documentation

Copy of a current, valid medical license is the only documentation required.

Prerequisite A2

MD or DO, Current ICAVL or ACR Lab Accreditation

MD or DO degree with current, valid license to practice in the U.S. or Canada, and current Intersocietal Commission for the Accreditation of Vascular Laboratories (ICAVL) or American College of Radiology (ACR) vascular ultrasound accreditation.

+

Documentation

1. Copy of MD or DO current, valid license to practice in the U.S. or Canada.
2. Letter from ICAVL or ACR identifying applicant as a current member of the medical staff of an accredited vascular ultrasound laboratory unit.

Prerequisite B1

Formal Training (U.S. and Canada)

Education

MD or DO degree earned in the U.S. or Canada.

+

Training

Attendance of an Accreditation Council for Graduate Medical Education (ACGME) or Royal College of Physicians and Surgeons of Canada (RCPSC) accredited residency or fellowship that includes didactic and clinical vascular laboratory/ultrasound interpretation experience as an integral part of the program.

+

Interpretation Experience

The applicant must be able to document interpretation experience with a minimum of 500 vascular laboratory studies as shown on page 3. These studies should be distributed over the following testing areas:

- Carotid duplex ultrasound
- Transcranial Doppler
- Peripheral arterial physiologic testing
- Peripheral arterial duplex ultrasound
- Venous duplex ultrasound
- Visceral vascular duplex ultrasound

+

Continuing Medical Education (CME)

If the period of formal training ended more than three (3) years prior to the candidate's application date, then the candidate must be able to document a minimum of 12 credit-hours of ARDMS-accepted CME specifically related to vascular ultrasound earned within three years prior to the date of application for examination.

+

Documentation (continued on top of next column)

Documentation (continued from prerequisite B1)

1. Copy of medical school diploma.
2. Original letter from residency/fellowship program director verifying dates of attendance and completion of a minimum of 500 vascular laboratory interpretation studies as shown on page 3.
3. If applicable: Certificates or other original documentation for a minimum of 12 credit-hours of ARDMS-accepted CME specifically related to vascular ultrasound.
4. Applicants should maintain a patient log or other record of interpretation experience with a minimum of 500 vascular laboratory studies. This log does not need to be submitted with the application but may be requested as part of a random audit. This documentation should be maintained by the applicant for at least three years following the date of application for examination.

Prerequisite B2

Informal Training (U.S. and Canada)

Education

MD or DO degree earned in the U.S. or Canada.

+

Interpretation Experience

The applicant must be able to document interpretation experience with a minimum of 500 vascular laboratory studies. These studies should be distributed over the following testing areas:

- Carotid duplex ultrasound
- Transcranial Doppler
- Peripheral arterial physiologic testing
- Peripheral arterial duplex ultrasound
- Venous duplex ultrasound
- Visceral vascular duplex ultrasound

+

Continuing Medical Education (CME)

The applicant must document 12 credit-hours of ARDMS-accepted CME specifically related to vascular ultrasound earned within three years prior to the date of application for examination.

+

Documentation

1. Copy of medical school diploma.
2. Original letter from medical director of vascular laboratory or other physician describing the applicant's experience with vascular laboratory interpretation as shown on page 3. The applicant may write this letter if no other physician is available.
3. Certificates or other original documentation for 12 credit-hours of ARDMS-accepted CME specifically related to vascular ultrasound.
4. Applicants should maintain a patient log or other record of interpretation experience with a minimum of 500 vascular laboratory studies. This log does not need to be submitted with the application but may be requested as part of a random audit. This documentation should be maintained by the applicant for at least three years following the date of application for examination.

Prerequisite C1

Formal Training (Outside U.S. and Canada)

Education

MD or DO degrees equivalent to those of the U.S. or Canada.

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Training

Formal Training—Completion of a residency or fellowship that includes appropriate didactic and clinical ultrasound/vascular experience as an integral part of the program.

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Interpretation Experience

The applicant must be able to document interpretation experience with a minimum of 500 vascular laboratory studies. These studies should be distributed over the following testing areas:

Carotid duplex ultrasound
Transcranial Doppler
Peripheral arterial physiologic testing
Peripheral arterial duplex ultrasound
Venous duplex ultrasound
Visceral vascular duplex ultrasound

+

Continuing Medical Education (CME)

If the period of formal training ended more than three years prior to the candidate's application date, then the candidate must be able to document a minimum of 12 credit-hours of ARDMS-accepted CME specifically related to vascular ultrasound earned within three years prior to the date of application for examination.

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Documentation

1. Original credential report or official notarized copy of the evaluation converting the foreign medical degree in the U.S. or Canada. A listing of organizations that produce individualized, written reports describing each certificate, diploma or degree earned and specifying its U.S. or Canadian equivalent can be found on page 14. If the applicant has taken and passed all three parts of and earned the Educational Commission for Foreign Medical Graduates (ECFMG®) certification, a copy of the ECFMG® certificate may be submitted *with* a copy of current, valid MD or DO license from the U.S. or Canada in lieu of the evaluation.
2. Original letter from residency/fellowship program director verifying successful completion of the program and describing the applicant's experience with vascular laboratory interpretation during the training period as shown on page 3.
3. Certificates or other documentation for a minimum of 12 credit-hours of ARDMS-accepted CME specifically related to vascular ultrasound.
4. Applicants should maintain a patient log or other record of interpretation experience with a minimum of 500 vascular laboratory studies. This log does not need to be submitted with the application but may be requested as part of a random audit. This documentation should be maintained by the applicant for at least three years following the date of application for examination.

Prerequisite C2

Informal Training (Outside U.S. and Canada)

Education

MD or DO degrees equivalent to those of the U.S. or Canada.

+

Interpretation Experience

The applicant must be able to document interpretation experience with a minimum of 500 vascular laboratory studies. These studies should be distributed over the following testing areas:

Carotid duplex ultrasound
Transcranial Doppler
Peripheral arterial physiologic testing
Peripheral arterial duplex ultrasound
Venous duplex ultrasound
Visceral vascular duplex ultrasound

+

Continuing Medical Education (CME)

The applicant must document 12 credit-hours of ARDMS-accepted CME specifically related to vascular ultrasound earned within three years prior to the date of application for examination.

+

Documentation

1. Original credential report or official notarized copy of the evaluation converting the foreign medical degree in the U.S. or Canada. A listing of organizations that produce individualized, written reports describing each certificate, diploma or degree earned, and specifying its U.S. or Canadian equivalent can be found on page 14. If the applicant has taken and passed all three parts of and earned the Educational Commission for Foreign Medical Graduates (ECFMG®) certification, a copy of the ECFMG® certificate may be submitted *with* a copy of a current, valid MD or DO license from the U.S. or Canada in lieu of the evaluation.
2. Original letter from medical director of vascular laboratory or other physician describing the applicant's experience with vascular laboratory interpretation as shown on page 3.
3. Certificates or other original documentation for 12 credit-hours of ARDMS-accepted CME specifically related to vascular ultrasound.
4. Applicants should maintain a patient log or other record of interpretation experience with a minimum of 500 vascular laboratory studies. This log does not need to be submitted with the application but may be requested as part of a random audit. This documentation should be maintained by the applicant for at least three years following the date of application for examination.

Note: Prerequisite requirements are subject to change from time to time and at any time. Applicants must meet current prerequisite requirements in effect at the time of application.

The examination required for the RPVI credential costs \$500 USD and includes a \$100 USD non-refundable processing fee.

Address on Record

The address you supply on your application or the current supplied address will be your address on record. **It is your responsibility to directly notify ARDMS in writing of any address change. ARDMS Registrants can update address information online by logging on to the secure MY ARDMS/Registrant Resources section of www.ARDMS.org.**

Mailing Address for Online Applications with Documentation Only

Please mail your online application summary and the “Documents Required” to:

ARDMS
Attn: Application Online Processing
51 Monroe Street
Plaza East One
Rockville, MD 20850-2400

Mailing Address for Online Applications with Payment and Documentation

The ARDMS online application gives applicants the option to pay the examination fee(s) via mail using Visa, MasterCard, check or money order. The address below should be used exclusively by applicants sending payments via mail. Please mail your online application summary, your “Documents Required” and required mailed payment form (available online at: www.ARDMS.org/PVImailedpayment) to:

ARDMS
Attn: Accounting – Application Payments/Documents
51 Monroe Street
Plaza East One
Rockville, MD 20850-2400

Admission to Test Centers

To be admitted to the testing center, candidates must present two current, valid signature IDs – one of which must include a current, valid government photo ID (e.g., driver’s license, passport). The name indicated on the ID document must exactly match that on the ARDMS Examination-Confirmation Letter. If the proper IDs are not presented to the test center personnel, the candidate will be denied admission and, subsequently, will forfeit the entire examination fee and seat.

Candidates will also need the ID and password provided to them in the ARDMS Examination-Confirmation Letter to (1) schedule an appointment online and (2) to log in to the computer at the testing site.

ARDMS suggests candidates bring the Examination-Confirmation Letter to the test center.

Test center personnel will supply a pencil and scratch paper, if needed. Some test centers may provide an erasable white board in place of the pencil and scratch paper. Candidates are not permitted to bring books, paper, calculators, mobile phones, any electronic devices, or other materials into the testing room. Candidates are required to check all personal possessions at the admission desk.

Rescheduling Examinations

Candidates may reschedule the date and time of their examination any time during the 90-day eligibility period subject to the following policy: Reschedule an appointment by notifying the testing vendor at least 96 hours prior to the scheduled examination date.

Examination Extensions

Candidates who are unable to schedule an appointment with the testing vendor within the 90-day eligibility period may request a ONE-TIME 60-day extension for each examination. To request an extension, follow the steps below: (please fill out a form for EACH examination you are requesting an extension for).

- 1 Request must be made in writing to ARDMS (include your name, ARDMS number, phone number and the name of the specific exam). Please email (examextensions@ardms.org), fax (301-738-0312) or mail the request to the ARDMS office.

Mail to:

ARDMS

Attn: Examination Extension

51 Monroe Street, PE 1

Rockville, MD 20850-2400

- 2 must be received at least 96 hours prior to the end of the current eligibility period
- 3 are granted only one time

If you already have a scheduled appointment, you must call the testing vendor at least 96 hours prior to the scheduled examination and notify them that you are cancelling your scheduled appointment.

The entire examination fee is forfeited if the request is received too late, an appointment is never made, or the applicant does not keep a scheduled appointment.

Examination Cancellations

To cancel an examination and receive a partial refund, your request must be in writing and received in the ARDMS office no later than 96 hours prior to either the last date of the eligibility period or the scheduled examination appointment time. ARDMS will refund your examination fee, less the \$100 USD processing fee, per examination.

If an examination appointment has been made, the candidate must also contact the testing vendor to cancel the scheduled appointment no later than 96 hours prior to the scheduled examination appointment time. The candidate will receive a cancellation number from the testing vendor. The appointment cancellation number must be included in your request for cancellation and partial refund to ARDMS.

Requests must be made in writing to ARDMS (include your name, ARDMS number, phone number and the name of the specific exam). Please email (examcancellations@ardms.org), fax (301-738-0312) or mail the request to the ARDMS office.

Mail to:
ARDMS
Attn: Examination Cancellation
51 Monroe Street, PE 1
Rockville, MD 20850-2400

Candidates who arrive late for a scheduled appointment or do not show up for a scheduled appointment will forfeit the entire examination and processing fee.

Special Accommodations/Arrangements

In compliance with the Americans with Disabilities Act (ADA), ARDMS will provide reasonable testing accommodations for candidates with professionally diagnosed disabilities as defined by the ADA. Under the ADA, a “disability” encompasses a physical or mental impairment that substantially limits one or more major life activities (e.g., walking, sitting, standing, seeing, hearing, speaking, breathing, learning, working, caring for oneself, and performing manual tasks). Having a diagnosed impairment does not necessarily mean that an individual is disabled within the meaning of the ADA, and not all disabilities require test accommodations.

Test accommodations are adjustments or modifications of standard testing conditions. They are designed to allow candidates with disabilities to participate in the examination without compromising the validity of the examination, providing an unfair advantage to the disabled candidate or imposing undue burdens on ARDMS. Applicants seeking special accommodations must submit, along with their completed application:

- 1 an original and current letter (dated within the last five years) typed on official letterhead from a qualified physician who specializes in the disability; such professional must document the disability, its severity, describe the applicant’s limitation due to the disability and state exactly what accommodations are recommended. The letter submitted to ARDMS must contain the original signature and the credentials of such professional;
- 2 a current (dated within the last five years) detailed, comprehensive medical evaluation/report of the diagnosed disability from the physician or health professional; and
- 3 a completed ADA Special Accommodations Questionnaire found on page 17, must be completed in its entirety each time you apply for examination.

Note: Submission of incomplete or illegible questionnaires and/or insufficient supporting documentation delays the processing of your request. Your application cannot be fully processed until all supporting documentation is received by the ARDMS. The examination application will be considered incomplete without the required supporting documentation and examination fees may be refunded, minus the non-refundable examination processing fee per examination.

The purpose for supplying the above required documentation is to validate that the applicant is covered under the ADA meaning of “disabled.” ARDMS may request additional documentation to support an applicant’s request. All information presented to ARDMS in seeking special accommodations will be kept confidential and will be used by ARDMS only to determine what special accommodations, if any, will be made.

If the accommodation request is approved, ARDMS will mail a Special Accommodation Notice, which will include the approved accommodation. The notice will denote a phone number for the candidate to call the test vendor in order to make the appropriate accommodations.

All special accommodation forms and related documents will be kept confidential and will only be released with written consent of the applicant.

Non-Discrimination Policy

ARDMS complies with all applicable non-discrimination laws.

Violators of ARDMS Rules

ARDMS posts the names of Registrants, candidates, and applicants who have been found in violation of ARDMS’ disciplinary rules and identifies the imposed sanction(s).

This information is available online on the ARDMS website (www.ARDMS.org/violation).

The online posting will list sanctioned individuals for as long as each sanction is in place for the individual. Once the individual's sanction period comes to an end, if ever, ARDMS will remove the individual's name from its online posting. However, if ARDMS is asked whether a particular individual has ever been sanctioned, ARDMS will respond with the level of detail required to furnish a complete and accurate response, even after the individual's sanction period has ended.

Legal and Disciplinary Compliance

ARDMS rules indicate that ARDMS may take action against an Applicant, Candidate, or Registrant in the case of conviction, plea of guilty or plea of nolo contendere to any crime or for being subject to disciplinary action by a State Licensing Board, Federal Agency, and/or a National Professional Association.

Candidates and Registrants who are presently charged with, or been convicted or found guilty of or plead nolo contendere to any crime (felony and/or misdemeanor), other than a speeding or parking violation or have been subject to disciplinary action as stated above are required to disclose this information to the ARDMS immediately.

First-Time Applicants who are presently charged with, or been convicted or found guilty of or plead nolo contendere to any crime (felony and/or misdemeanor), other than a speeding or parking violation or have been subject to disciplinary action as stated above are required to disclose this information to the ARDMS with their initial application for examination; all future violations or disciplinary actions must then be reported to the ARDMS immediately.

Upon disclosing a criminal matter or disciplinary action, Applicants, Candidates, and Registrants are required to submit official documentation from the presiding court system or disciplinary body verifying the following information in addition to a personally written detailed description of the circumstances leading to the criminal charge or disciplinary action:

- What the initial charges were; and
- What the final judgment was (guilty, no contest, etc); and
- What the sentencing requirements were and for how long (example: probation for 24 months, fine, etc); and
- The current status of the sentencing requirements (complete, case closed, etc). You must provide documentation that either verifies that each sentencing requirement has been completed in full OR a letter from the courts verifying that this case is closed and all of the requirements have been satisfied.

Applicants, Candidates or Registrants disclosing an initial or subsequent criminal violation or disciplinary action will

be assessed a \$150 USD non-refundable Initial Legal Review Fee. Additional fees may be assessed, depending on the level of review required to issue a final determination:

Hearing Based on Record Only - \$100 USD
(individual declines participation)
Telephonic Hearing - \$100 USD*
In-Person Hearing - \$500 USD*
Appeal Hearing - \$500 USD*
Reinstatement Hearing - \$300-\$600 USD*.

* Note: All fees are non-refundable.

Pre-application Interpretation of Rules Involving Criminal Matters

ARDMS conducts a "pre-application review," for a \$125 USD non-refundable fee, for individuals who wish to determine the impact of a previous criminal matter on their eligibility to apply for ARDMS certification. You may obtain additional information regarding the pre-application process along with the appropriate forms by visiting www.ARDMS.org/legal.

Examination Information

The Physicians' Vascular Interpretation (PVI) examination is four-hours long and consists of approximately 200 multiple-choice questions.

Examination Administration

ARDMS and its test vendor reserve the right to refuse admission to a candidate if the proper identification and verification forms are not presented or if the examination has begun. If a candidate is refused admission for either of these reasons or fails to appear at a test site for a scheduled appointment, the candidate will not receive a refund of the examination fee or processing fee, or any credit for future examinations. Please see the Admission to Test Centers section on page 6.

ARDMS examinations are limited to candidates who are seeking an ARDMS credential in good faith, have met eligibility requirements, and not to any other individual for any other purpose. The proctor at any ARDMS assigned test site works to maintain a secure and proper examination administration. In this capacity, a proctor may seat and/or relocate a candidate before or during an examination.

All examination materials are the sole property of ARDMS. The materials are not available for review by candidates before or after the examination administration. Candidates are not permitted to bring in or remove from the examination room any examination related materials. Candidates are not permitted to reproduce any examination materials

in whole or in part. The sharing or reporting of the terms or substance of any examination content, orally or in writing, with anyone, including other examination candidates, program directors, and course instructors, is prohibited. The reproduction of any ARDMS copyrighted material, in whole or in part, is a Federal offense and may also subject any individual to the sanctions set by ARDMS. The decision to release a candidate's score(s) on an ARDMS examination qualifying the candidate for certification rests solely and exclusively with ARDMS and its decision is final.

ARDMS does not condone any form of deceptive or unauthorized examination behavior, activity, or misconduct at any time during the administration of any ARDMS examination. Deceptive or unauthorized behavior, activity, or misconduct during an ARDMS examination administration includes, but is not limited to: copying or recording examination questions or answers, sharing examination content information, disrupting the examination, using notes, or otherwise giving or receiving any unauthorized information or assistance.

If any form of deceptive or unauthorized behavior, activity, or misconduct is observed and subsequently documented by an authorized examination administrator (examination proctor, written test center organizer and/or computer-based test center administrator), or evidenced by statistical analysis of answer sheets and review of examination materials, ARDMS may invalidate, withhold, and/or revoke the examination scores or bar the candidate from all future ARDMS examinations, either permanently or for a specific time period. The ARDMS decision on any such matter is final.

Examination Scores and Scoring Method

ARDMS uses a criterion-referenced methodology for scoring all examinations. With this type of scoring methodology, there is no curve and candidates do not compete against each other. In constructing criterion-referenced examinations for ARDMS, the test score is based on the number of items answered correctly or the point that represents basic skills and knowledge. A great deal of time is spent ensuring that the cut-off scores are derived fairly.

A portion of the test questions may be unscored items. These items are not scored and are used for future examination development. Candidates will not know whether an item is scored or not.

ARDMS test results are reported as a scaled score, ranging from 300 to 700. A scaled score of 555 or higher is required to pass all ARDMS examinations. The scaled score is not

a percentage point of correct answers nor is it built on a "curve" where a certain percentage would pass and a certain percentage would fail.

Applicant/Candidate Appeals

Decisions by ARDMS regarding initial staff determination of eligibility to take an examination, or continued certification, and disruptive examination conditions may be appealed to the ARDMS Review Panel. The grounds for appeal to the review panel are only those stated in the previous sentence. Actions regarding ARDMS disciplinary policy may not be appealed to the ARDMS Review Panel.

An appeal to the ARDMS Review Panel must be made in writing by:

- e-mail, to appeals@ARDMS.org with the subject line of "Appeal"
- letter, addressed to ARDMS, Attn: Appeal, 51 Monroe Street, Plaza East One, Rockville, Maryland 20850-2400;
- fax, to (301) 738-0312, marked Attn: Appeal

All such appeals must be received by ARDMS within 30 days of the date (1) that ARDMS mailed the notice denying eligibility to take the examination or (2) the date on which a disruptive examination condition or examination occurred. The written appeal must identify the precise factual basis, and the applicable rules or examination conditions that are the basis for the appeal. Verification of a score may be requested for a fee of \$35 USD.

Retaking Examinations

Candidates who are unsuccessful in passing an examination and wish to reexamine must reapply. They need to complete a new application form and submit with it all appropriate documentation and the examination fee(s). No additional supporting documentation is required. Unsuccessful candidates may reapply at any time. However, there is a mandatory 60-day waiting period before a new examination eligibility period can begin.

Notification of Examination Results/Release of Scores

Preliminary examination results are available to the candidate immediately upon conclusion of the test at the testing center. However, the results are provisional and are subject to final review and acceptance by ARDMS.

Results are not released over the telephone, by fax, or any other electronic transmission such as e-mail. No other individual or party is entitled to receive the examination results of a candidate.

After Becoming Registered

In recognition of becoming registered, Registrants will receive a certification packet containing a temporary ARDMS Identification (ID) Card and an official certificate within six weeks. The name of the Registrant is printed on the certificate exactly as written on the application form. The official ARDMS ID Card is sent at a later date.

Note: Degrees and additional certifications are not printed on ARDMS certificates or ID cards.

Active and Retired Registrants receive *Registry Reports*, the ARDMS quarterly newsletter. Active Registrants are listed online in the ARDMS Directory of Registrants (www.ARDMS.org/statusverification/index). ARDMS RPVI Registrants are entitled to use the initials of the credential earned (Registered Physician in Vascular Interpretation, RPVI) subject to continued compliance with all current and future rules and standards. Certificates, cards, logos, patches, and emblems of ARDMS; the name American Registry of Diagnostic Medical Sonographers; American Registry for Diagnostic Medical Sonography; ARDMS; Registered Diagnostic Medical Sonographer, RDMS; Registered Diagnostic Cardiac Sonographer, RDCS; Registered Vascular Technologist, RVT; Registered Physician in Vascular Interpretation, RPVI; and abbreviations relating thereto are all the exclusive property of ARDMS and may not be used in any way other than as specified by ARDMS without the express written consent of ARDMS.

Certification is a privilege, not a right. The ARDMS Board of Directors maintains legal authority to award ARDMS certification designations. ARDMS may also withhold, suspend, or revoke any certification designation in accordance with the policies, rules, and regulations it establishes.

Annual Renewal Fee

To maintain Active registration status for the RPVI, RDMS, RDCS and RVT credentials, there is an annual renewal fee for each calendar year. Registrants who pay their annual renewal fee receive an updated ID card and their names will appear online in the ARDMS Directory of Registrants.

By paying your annual renewal fee, you will be attesting that: (1) you are in compliance with all ARDMS' rules and policies (available online at www.ARDMS.org/policies), including ARDMS CME requirements; and (2) you shall continue to comply with all ARDMS rules and policies on an ongoing basis, as may be amended from time-to-time, without prior notice.

Requirements for Continuing Education

To meet the continuing education requirement established by ARDMS, Registrants must accrue continuing medical education (CME) credits on an ongoing basis. ARDMS will credit you with 15 CME points upon passing the PVI examination. **To maintain Active status, individuals registered as RPVI must accrue a minimum of 30 ARDMS-accepted CME credits in vascular ultrasound per three-year period, irrespective of the number of earned credentials.**

ARDMS uses a CME audit system to verify compliance with continuing medical education requirements. ARDMS will conduct an annual audit of a percentage of randomly selected Registrants whose three-year CME period ended in the previous year. It is the Registrant's responsibility to keep and maintain documentation of their ARDMS-accepted CME credits in vascular ultrasound for a minimum of four (4) years. In the event that you are selected for audit, you must provide CME documentation of the minimum 30 ARDMS-accepted CME credits per three-year period.

If randomly selected for the CME audit, it is the responsibility of the Registrant to provide ARDMS with appropriate CME documentation as proof of attendance at a course or activity. The name on all supporting documentation must be consistent and must match the name ARDMS has on file for you. If it does not, you will need to submit legal documentation of the name change (e.g. a copy of marriage license or driver's license) with your CME documentation.

CME documentation (certificates, etc.) must also include the following information:

- Name of participant
- Date of course or activity
- ARDMS number (if applicable)
- ARDMS approved sponsoring organization (e.g. General Hospital and Medical Center)
- ARDMS approved provider organization (e.g. AMA, ASRT, ASUM, CMECmte - CMA, CSDMS, CSVS, JCAHPO, SDMS, SVU. This list is subject to change. Please visit www.ARDMS.org for a complete list.)
- Title of course or activity
- Number of credit hours awarded

<i>Continuing Medical Education Certificate</i> presented by Sponsoring Organization to Jane Doe in recognition of successfully completing General Hospital and Medical Center: OB/GYN Ultrasound Symposium on March 27, 2009 and Earning 12 Continuing Medical Education Credit Hours Awarded by (Provider Organization)	
<i>March 27, 2009</i>	<i>John Doe</i>
Date	Program Director

Your three-year CME period begins the day you receive your initial credential and become an ARDMS Registrant. Since the three-year CME period is based on the calendar year (January 1st through December 31st), your CME period may include any time that remains in the year you become credentialed plus the next three years. For example, if you became credentialed on August 15, 2006, your three-year CME period would be from August 15, 2006 through December 31, 2009. Your next three-year period from then on, would start with the regular calendar year and will run from January 1, 2010 through December 31, 2012. And so on...

For more information about CME credits and where they can be earned, please visit the ARDMS website at www.ARDMS.org.

Administrative Fee for Failure to Meet Renewal Requirements

By paying the annual renewal fee, a Registrant is attesting to completion of the continuing competency requirement. Registrants who fail to pay the annual renewal fee by December 31st of each year will have their credential(s) revoked. In order to have their credential(s) reinstated, the Registrant must pay the annual renewal fee as well as a \$150 USD administrative fee by February 28th. Appeals with additional fees and/or CMEs are accepted each year through August 1st.

Failure to meet the requirement by August 1st will result in a Registrant's credential(s) remaining revoked and the Registrant will be required to retake all necessary ARDMS examinations and pay all applicable fees to regain active status.

Registry Status

- 1 Active Registry Status – Registrants who are current in payment of their annual renewal fee and in the continuing competency requirement.
- 2 Retired Registry Status – Registrants who are no longer actively working in the field, but wish to maintain their association with ARDMS. Retired status Registrants are listed in the online ARDMS Directory of Registrants.

There is no requirement to maintain CMEs. Retired status must be requested in writing, and this status is permanent. Reinstatement to ARDMS as an Active Registrant requires reexamination as a first-time applicant.

The additional conditions of Retired status are as follows:

A Registrant must have Active status at the time of the request for Retired status. Additionally, if you have been selected for CME audit, you can not be placed on Retired status until your audit is complete and you are in full compliance with ARDMS CME requirements.

Retired status Registrants have a reduced yearly fee of \$10 USD and receive *Registry Reports* and other informational mailings.

Name/Address Changes

Registrants, applicants, or candidates who change their name and/or address must notify ARDMS immediately.

Registrants' address changes can be made:

- online, at www.ARDMS.org by logging in to MY ARDMS/Registrant Resources
- by phone (800) 541-9754

Name changes, which must be faxed (301-738-0312) or mailed, must be made in writing and include legal documentation of the change (e.g., a copy of marriage license or driver's license). Please include your ARDMS number on all documentation sent to ARDMS. Documents must be mailed to:

ARDMS
Attn: Name Changes
51 Monroe Street
Plaza East One
Rockville, MD 20850-2400

Country/Area Chart

Country/Area	Code	Country/Area	Code	Country/Area	Code
Afghanistan	093	Czech Rep.	42	Japan	081
Albania	355	Dem. Rep. of the Congo	761	Jordan	962
Algeria	213	Denmark	45	Kazakhstan	8
American Samoa	684	Diego Garcia	246	Kenya	254
Andorra	376	Djibouti	253	Kiribati	686
Angola	244	Dominica	808	Korea (North)	850
Anguilla	259	Dominican Republic	812	Korea (South)	82
Antigua (Barbuda)	271	East Timor	811	Kuwait	965
Argentina	054	Ecuador	593	Kyrgyzstan	9
Armenia	374	Egypt	20	Laos	856
Aruba	297	El Salvador	503	Latvia	371
Ascension Island	247	Equatorial Guinea	240	Lebanon	961
Australia	061	Eritrea	291	Lesotho	266
Austria	043	Estonia	372	Liberia	231
Azerbaijan	994	Ethiopia	251	Libya	218
Bahamas	603	Faeroe Islands	298	Liechtenstein	423
Bahrain	973	Falkland Islands	500	Lithuania	370
Bangladesh	880	Fiji Islands	679	Luxembourg	352
Barbados	604	Finland	358	Macao	853
Belarus	375	France	033	Macedonia	389
Belgium	032	French Antilles	596	Madagascar	261
Belize	501	French Guiana	594	Malawi	265
Benin	229	French Polynesia	689	Malaysia	060
Bermuda	441	Gabon Republic	241	Maldives	960
Bhutan	975	Gambia	220	Mali Republic	223
Bolivia	591	Georgia	995	Malta	356
Bosnia	387	Germany	049	Maritime Atlantic East	871
Botswana	267	Ghana	233	Maritime Atlantic West	874
Brazil	055	Gibraltar	350	Maritime Indian	873
British Virgin Islands	85	Greece	30	Maritime Pacific	872
Brunei	673	Greenland	299	Marshall Islands	692
Bulgaria	359	Grenada	472	Martinique	693
Burkina Faso	226	Guadeloupe	590	Mauritania	222
Burundi	257	Guam	671	Mauritius	230
Cambodia	855	Guatemala	502	Mayotte Island	270
Cameroon	237	Guinea	224	Mexico	52
Canada	1	Guinea-Bissau	245	Micronesia	691
Cape Verde Island	238	Guyana	592	Moldova	373
Cayman Islands	345	Haiti	509	Monaco	35
Central African Rep.	236	Holy See (Vatican City)	511	Mongolia	976
Chad Republic	235	Honduras	504	Montserrat	473
Chile	56	Hong Kong	852	Morocco	212
China	87	Hungary	36	Mozambique	258
Christmas Island	668	Iceland	354	Myanmar	095
Cocos (Keeling) Island	59	India	091	Namibia	264
Colombia	57	Indonesia	062	Nauru	674
Comoros	269	Iran	098	Nepal	977
Congo Republic	242	Iraq	964	Netherlands	031
Cook Islands	682	Ireland	353	Netherlands Antilles	599
Costa Rica	506	Israel	972	New Caledonia	687
Croatia	385	Italy	039	New Zealand	064
Cuba	053	Ivory Coast	225	Nicaragua	505
Cyprus	357	Jamaica	876	Niger Republic	227

Country/Area Chart (continued)

Country/Area	Code	Country/Area	Code
Nigeria	234	Tonga Islands	676
Niue	683	Trinidad & Tobago	868
Norfolk Island	672	Tunisia	216
Norway	047	Turkey	090
Oman	968	Turkmenistan	993
Pakistan	92	Turks & Caicos	649
Palau	680	Tuvalu	688
Panama	507	Uganda	256
Papua New Guinea	675	Ukraine	380
Paraguay	595	United Arab Emirates	971
Peru	051	United Kingdom	44
Philippines	063	United States of America	0
Pitcairn	67	Uruguay	598
Poland	048	Uzbekistan	998
Portugal	351	Vanuatu	678
Qatar	974	Venezuela	058
Reunion Island	262	Vietnam	084
Romania	040	Wallis & Futuna Isls.	681
Russia	10	Western Sahara	37
Rwanda	250	Western Samoa	685
Saipan	670	Yemen	967
San Marino	378	Yugoslavia	381
Sao Tome	239	Zambia	260
Saudi Arabia	966	Zimbabwe	263
Senegal	221		
Seychelles Islands	248		
Sierra Leone	232		
Singapore	065		
Slovakia	421		
Slovenia	386		
Solomon Islands	677		
Somalia Republic	252		
South Africa	027		
Spain	34		
Sri Lanka	094		
St. Helena	290		
St. Kitts & Nevis	869		
St. Lucia	758		
St. Pierre & Miquelon	508		
St. Vincent	810		
Sudan	249		
Suriname	597		
Svalbard & San Mayen Island	600		
Swaziland	268		
Sweden	046		
Switzerland	041		
Syria	963		
Taiwan	886		
Tajikistan	11		
Tanzania	255		
Thailand	066		
Togo	228		
Tokelau	605		

Foreign Education Transcript Evaluation Organizations

If you were educated outside of the United States, your transcripts must be evaluated by a Foreign Transcript Evaluation Agency. The evaluation must be done course by course. This process may take up to eight weeks. Below is a list of agencies that perform these evaluations:

American Association of Collegiate Registrars and Admissions Officers (AACRAO)

www.aacrao.org/international/foreignEdCred.cfm
(202) 296-3359
1 Dupont Circle NW, Suite 520
Washington, DC 20036

International Credential Assessment Service of Canada (ICAS)

www.icascanada.ca
(519) 763-7282
147 Wyndham Street North, Suite 409
Guelph, Ontario, Canada N1H 4E9

International Education Research Foundation, Inc. (IERF)

www.ierf.org
(310) 258-9451
P.O. Box 3665
Culver City, CA 90231

World Education Services, Inc.

www.wes.org
(212) 966-6311
P.O. Box 5087
New York, NY 10274-5087

World Education Services, Inc (Canada)

www.wes.org/ca
(866) 343-0070
45 Charles Street, Suite 700
Toronto, Ontario, Canada M5Y 1S2

Educational Credential Evaluators, Inc.

www.ece.org
(414) 289-3400
P.O. Box 514070
Milwaukee, WI 53203-3470

Educational Perspectives

www.educational-perspectives.org
(312) 421-9300
P.O. Box 618056
Chicago, IL 60661-8056

Foundation for International Services, Inc. (FIS)

www.fis-web.com
(425) 248-2255
14926 35th Ave West, Suite 210
Lynnwood, WA 98087

International Consultants of Delaware, Inc.

www.icdel.com
(215) 222-8454
3600 Market Street, Suite 450
Philadelphia, Pennsylvania 19104

University of Toronto Comparative Education Service

www.adm.utoronto.ca/ces/
(416) 978-2185
Office of Admission, 315 Bloor Street West
Toronto, Ontario, Canada M5S 1A3

Globe Language Services, Inc.

www.globelanguage.com
(212) 227-1994
319 Broadway, 2nd Floor
New York, New York 10007

ARDMS Terms: Definitions

Applicant – An individual who has applied to sit for an ARDMS examination and whose eligibility awaits determination.

ARDMS – The American Registry for Diagnostic Medical Sonography tests the basic competency of sonography professionals.

Candidate – An individual who has met a prerequisite, submitted an application, and has been officially approved by ARDMS to sit for an examination.

Certification Examination – Examination used as a statistically validated method for testing the basic competency of sonography professionals.

Continuing Medical Education (CME) Credits – The term CME stands for Continuing Medical Education. CME programs are intended, literally, to continue the medical education of health care professionals. They may learn about new developments by taking courses, attending medical conferences or in some cases, by reading and taking a test. CME credit points are assigned after completion of such educational activities. See page 10.

Credential – The Registered Physician in Vascular Interpretation (RPVI) credential is earned by passing the ARDMS PVI certification examination.

First-time Applicant – An individual who meets one or more of the following conditions:

- Applying under a prerequisite for the first time;
- Applicants previously approved by ARDMS to sit for the Sonography Principles and Instrumentation (SPI) examination under the SPI Examination Requirement;
- An RPVI Registrant applying for the RDMS, RDCS or RVT credential for the first time; and/or
- An individual previously determined ineligible.

Foreign Transcript Evaluation Organizations – Organizations that evaluate international educational documents. See page 14.

Full-Time – Defined as 35 hours per week, at least 48 weeks per year.

Part-Time – Requirements are prorated over a period of time equivalent to full time. Twenty hours per week would take approximately two years to be considered equivalent to one year of full-time.

Prerequisite – In order to earn an ARDMS credential, an individual must apply under one of the published standards. See pages 4-5.

Re-Applicant – A re-applicant is a candidate or Registrant who has previously applied and been approved by ARDMS to take or has taken an ARDMS examination and who is applying to take another examination. This does not include an individual who has only been approved to sit for the Sonography Principles and Instrumentation (SPI) examination under the SPI Requirement. Please note that if you currently hold the RDMS, RDCS or RVT credential(s), you are considered a first-time applicant for the PVI examination.

Registrant – An individual who has successfully passed the examination(s) necessary to earn an ARDMS credential, and has been officially notified by ARDMS.

Special Accommodations/Arrangements – (through the Americans with Disabilities Act) – Candidates seeking special arrangements for taking ARDMS examinations must submit with their application a Request for Special Accommodations. See page 7.



RPVI APPLICATION SUBMISSION CHECKLIST

Please make sure each document under the prerequisite selected is included with your application. Incomplete applications will be returned less the processing fee per examination.

Prerequisite copy of current, valid medical license

A1

Prerequisite copy of MD or DO current, valid license to practice in the U.S. or Canada **and**

letter from ICAVL or ACR identifying applicant as a member of the medical staff of an accredited vascular ultrasound laboratory unit.

A2

Prerequisite copy of medical school diploma **and**

original letter from residency/fellowship program director verifying successful completion of a minimum of 500 vascular laboratory studies and describing the applicant's experience with vascular laboratory interpretation during the training period, **and**

if formal training ended more than three years prior to application: certificates or other original documentation for a minimum of 12 credit-hours of ARDMS-accepted CME specifically related to vascular ultrasound.

B1

Prerequisite copy of medical school diploma **and**

original letter from Medical Director of vascular laboratory or other physician describing the applicant's experience with vascular laboratory interpretation. The applicant may write this letter if no physician is available, **and**

certificates or other original documentation for 12 credit-hours of ARDMS-accepted CME specifically related to vascular ultrasound.

B2

Prerequisite original or notarized official Foreign Transcript Evaluation or a copy of the ECFMG® certificate *with* a copy of a current, valid MD or DO license from the U.S. or Canada **and**

original letter from residency/fellowship program director verifying successful completion of a minimum of 500 vascular laboratory studies and describing the applicant's experience with vascular laboratory interpretation during the training period, **and**

certificates or other original documentation for 12 credit-hours of ARDMS-accepted CME specifically related to vascular ultrasound.

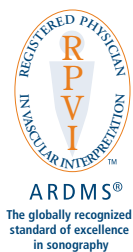
C1

Prerequisite original or notarized official Foreign Transcript Evaluation* or a copy of the ECFMG® certificate *with* a copy of a current, valid MD or DO license from the U.S. or Canada **and**

original letter from Medical Director of vascular laboratory or other physician describing the applicant's experience with vascular laboratory interpretation, **and**

certificates or other original documentation for 12 credit-hours of ARDMS-accepted CME specifically related to vascular ultrasound.

C2



ADA Special Accommodations Questionnaire

In compliance with the Americans with Disabilities Act (ADA), ARDMS will provide reasonable testing accommodations for candidates with professionally diagnosed disabilities as defined by the ADA. Under the ADA, a “disability” encompasses a physical or mental impairment that substantially limits one or more major life activities (e.g., walking, sitting, standing, seeing, hearing, speaking, breathing, learning, working, caring for oneself and performing manual tasks). Having a diagnosed impairment does not necessarily mean that an individual is disabled within the meaning of the ADA, and not all disabilities require test accommodations.

Test accommodations are adjustments or modifications of standard testing conditions designed to allow candidates with disabilities to participate in the examination without compromising the validity of the examination, providing an unfair advantage to the disabled candidate or imposing undue burdens on ARDMS.

Applicants seeking special accommodations must complete this questionnaire in its entirety. Along with this questionnaire, applicants must submit, with their completed examination application:

(1) an original and current letter (dated within the last five (5) years) typed on official letterhead from a qualified physician or other health professional who specializes in the disability; such professional must document the disability, its severity, describe the individual’s limitations due to the disability, and state exactly what accommodations are recommended. The letter must contain the original signature and the credentials of such professional; and

(2) a current (dated within the last five (5) years) copy of a detailed, comprehensive medical evaluation/report of the diagnosed disability from the physician or health professional.

Please type or print.

Date _____ ARDMS Number _____

Name _____

Address _____

City _____ State _____ ZIP/Postal Code _____

Phone No. _____ E-mail address _____

1. Which specific examination are you seeking accommodations for? _____

2. Have you taken this examination before? _____ Yes _____ No

a) If yes, did you receive special accommodations for this examination? _____ Yes _____ No

3. What is the nature of your disability? (circle one):

Learning disability Physical disability Psychiatric disability

Visual disability Hearing disability Other: _____

4. When was your disability first professionally diagnosed? (circle one):

Less than 1 year ago 1-2 years ago 3-5 years ago More than 5 years ago

5. Accommodations must be appropriate to the disability and must be validated on the supporting documentation provided by the physician or health professional. What accommodations are you requesting? (circle one)

Isolated testing room Additional testing time Both

a) If requesting additional time, please indicate the amount of time as supported by your documentation. (circle one)

Time and one half Double time

6. Did you receive accommodations during prior classroom or testing experiences?

a) Standardized Examinations _____ Yes _____ No

If yes, accommodations received: _____

b) College _____ Yes _____ No

If yes, accommodations received: _____

c) Secondary or elementary school _____ Yes _____ No

If yes, accommodations received: _____

Please Note: Submission of incomplete or illegible questionnaires and/or insufficient supporting documentation slows the processing of your request. Your application cannot be processed until all supporting documentation is received by the ARDMS. The examination application will be considered incomplete without the required supporting documentation and the examination fee may be refunded, minus the non-refundable examination processing fee.

By signing, I attest that all information provided on this questionnaire is true and accurate to the best of my knowledge.

Signature _____ Date _____

(Your request will not be processed without a signature)

AMERICAN REGISTRY FOR DIAGNOSTIC MEDICAL SONOGRAPHY

51 MONROE STREET, PLAZA EAST 1
ROCKVILLE, MARYLAND 20850-2400

PHONE: (301) 738-8401 • TOLL-FREE: (800) 541-9754

FAX: (301) 738-0312/0313

WEBSITE: WWW.ARDMS.ORG