

# REGISTRY REPORTS

FALL 2004

PROFESSIONAL EXCELLENCE • QUALITY CARE • PATIENT SAFETY • WORLDWIDE REACH



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## ARDMS NEWS

### *The new Fetal Echocardiography Examination is now available!*

**W**hen ARDMS invited interested individuals to sign up for a pilot examination for the Fetal Echocardiography (FE) specialty, we were overwhelmed with the immediate response. Now that the new FE specialty examination is available to everyone, we encourage you to apply!

You can apply for the FE specialty under either the Registered Diagnostic Medical Sonographer (RDMS) credential or under the Registered Diagnostic Cardiac Sonographer (RDCS) credential. However, please note that once the designated credential is selected, it cannot be switched.

ARDMS also wants to help you prepare for the Fetal Echocardiography examination. The FE examination content outline is available online at [www.ardms.org](http://www.ardms.org) by selecting "Examination Information."

If you are interested in earning the new FF credential, you, as a reapplicant, will need to submit (1) an original letter confirming the length of your clinical training or experience in fetal echocardiography and (2) after Dec. 31, 2004, you'll need to submit a completed ARDMS fetal echocardiography clinical verification form. You will also need to fill out the ARDMS application and submit the required fees. See page 12 of the "ARDMS Information & Examination Application Booklet" for further details.

You wanted it, and now you've got it! Be a part of ARDMS history. Be one of the first individuals to earn this new ARDMS credential.

To request application materials be sent to you to apply for the Fetal Echocardiography Specialty, fill out the online application packet request form at [www.ardms.org/appresources/apprequest.htm](http://www.ardms.org/appresources/apprequest.htm) or visit [www.ardms.org](http://www.ardms.org) and click on "Application Resources." •

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## Letter from the Chair



**A**RDMS, through its Certification Committee, regularly reviews the prerequisites under which applicants apply for examinations. Currently, based on education and clinical experience, candidates apply under one of five existing prerequisites. However, five years ago, based on such a review, the ARDMS Board of Directors voted to eliminate Prerequisite 5 as of Dec. 31, 2004. This prerequisite applies to candidates with a high school education or equivalent (5A) or a high school diploma plus two years of post high school education (5B).

In September 2003, the ARDMS Certification Committee began a review of Prerequisite 2. Under this prerequisite, graduates of CAAHEP-approved (Commission on Accreditation of Allied Health Education Programs) or CMA-approved (Canadian Medical Association) ultrasound/vascular technology education programs are eligible to sit for ARDMS examinations following graduation.

ARDMS has undertaken a rigorous, impartial and comprehensive review to determine what changes, if any, should be made to this prerequisite. Following public notice, written comments were received from any organization or individual who wished to comment on Prerequisite 2 during the period from Nov. 1, 2003 through March 31, 2004. In March 2004, ARDMS received notice that the Joint Review Committee on Education in Diagnostic Medical Sonography (JRC-DMS) was contemplating disassociation from CAAHEP. In response to this development, ARDMS extended the public comment period to July 1, 2004. ARDMS received approximately 600 comments from more than 125 organizations and individuals by the July 1 deadline.

Based upon comments from the ultrasound community, a staff report was prepared and reviewed by the ARDMS Certification Committee. The staff report concluded that, based on the public's comments, ARDMS should "recognize an accrediting agency under Prerequisite 2 that documents it is an independent organization recognized by the United States Department of Education (DOE) or the Council for Higher Education Accreditation (CHEA) for accrediting agency programs in the United States, and the Canadian Medical Association (CMA) for accrediting agency programs in Canada." Further, the accrediting agency should "provide programmatic accreditation specifically for diagnostic medical sonography/diagnostic cardiac sonography/vascular technology."

The entire staff report is available on the ARDMS Web site ([www.ardms.org](http://www.ardms.org)).

The ARDMS Certification Committee invites the public to review and comment on the staff report. This is the third public comment period concerning the review of Prerequisite 2. Written comments on the staff report will be accepted until Nov. 10, 2004. A public meeting will convene in Washington, D.C., on Dec. 9, 2004 from 8 a.m. – 12 p.m. EST where those who have submitted a written report addressing the staff report may, upon request and time permitting, present their views in-person to a subcommittee of the Certification Committee and to staff members.

Any revisions to the staff report as a result of the current public comments will be presented to the Certification Committee and the ARDMS Board of Directors for consideration at its Feb. 2005 meeting. A final announcement of any Prerequisite 2 revisions will be made by April 1, 2005.

We thank those individuals and organizations that have commented on Prerequisite 2, and look forward to the completion of our review of this important topic.

*Paul A. Cardullo*

Paul A. Cardullo, MS, BSN, RVT, FSVU  
Chair, ARDMS Board of Directors

## Renewal Reminder

### Have you met your renewal requirements for 2005?

**Y**ou should have received your renewal notice in the mail reminding you of the two requirements for maintaining your credential(s) with ARDMS:

1. submission of a minimum of 30 ARDMS-acceptable CME credits earned within your three-year CME cycle
2. payment of annual Registry fee

Remember, there are two new items of note for the 2005 renewal cycle:

1. The annual Registry fee has been increased from \$45 to \$60 USD or from \$60 to \$75 CND. ARDMS did not adjust the fee for Retired Registrants, which is \$10 USD or \$13 CND.
2. ARDMS will assess a \$150 USD (\$187 CND) administrative fee for Registrants who fail to comply with the continuing competency requirement and/or payment of the annual Registry fee on or before Dec. 31 of each year. Registrants who fail to comply with the continuing competency requirement and/or payment of annual Registry fee by Dec. 31 of each year will be required to meet those requirements as well as pay the administrative fee by Feb. 28 (Feb. 29 during leap year).

#### What does this mean to you?

**If you fail to meet your CME requirement by Dec. 31, 2004**, you will have to complete your CME requirement AND submit a \$150 USD (\$187 CND) administrative fee by Feb. 28, 2005. If you fail to meet those requirements by that time, you will be dropped from the Registry.

**If you fail to pay your annual Registry fee by Dec. 31, 2004**, you will have until Feb. 28, 2005 to submit both your annual Registry fee of \$60 USD (\$75 CND) AND a \$150 USD (\$187 CND) administrative fee. If you fail to meet those requirements by that time, you will be dropped from the Registry.

**If you fail to meet your CME requirement and pay your annual Registry fee by Dec. 31, 2004**, you will have to complete your CME requirement AND pay your annual Registry fee of \$60 USD (\$75 CND) AND submit a \$150 USD (\$187 CND) administrative fee by Feb. 28, 2005. If you fail to meet all of those requirements by that time, you will be dropped from the Registry. •

### New Service: Preapplication Interpretation of Rules Involving Criminal Matters

**A**RDMS now offers the opportunity for a prospective applicant to be advised prior to submitting a full examination application as to whether or not his or her actual (not hypothetical) matter would violate ARDMS rules pertaining to criminal matters.

In the past, ARDMS has been unable to counsel prospective applicants prior to application as to whether certain matters would violate ARDMS disciplinary rules. However, now, individuals who have particular questions concerning interpretation of ARDMS rules as they apply to actual criminal matters may request preapplication determination from ARDMS of their eligibility as it relates to this rule. The fee for such preapplication request is \$125.

Crimes involving public health and safety may include, but are not limited to rape; sexual abuse; violence or threat of violence; driving while intoxicated; the use, distribution or sale of controlled substances; and fraudulent creation, alteration or use of medical records, prescription blanks or health insurance claims.

These pre-eligibility determination procedures are limited to criminal matters, not other issues of eligibility. Specifically, a request under this program will respond only to actual cases in which a conviction, plea of guilty or plea of nolo contendere has already occurred. The rule and procedure do not apply, for example, to matters involving arrest only, or where a criminal trial or plea bargain is pending.

Furthermore, this service is **not** available for determinations concerning other eligibility issues. Individuals who seek to utilize this rule to request eligibility determination not related to criminal matters (such as, for example, under which prerequisite to apply) will lose their \$125 fee and their materials will be returned.

If you would like to obtain more details regarding a request of pre-application interpretation of rules involving criminal matters, please visit [www.ardms.org/appresources/preapplication.htm](http://www.ardms.org/appresources/preapplication.htm) or visit [www.ardms.org](http://www.ardms.org) and click on "Application Resources." If you wish to take advantage of this new service, the procedure on how to apply as well as the form that must be submitted are available online. •

### Educators/Program Directors: Have you submitted your Clock Hours Form?

#### ARDMS Now Offers a New Form Online

All first-time applicants are required to document a minimum of 12 clock hours of education specific to each credential for which they are applying. As program directors, you must complete and send in a Clock Hours Form, capturing the necessary continuing medical education (CME) information that your students will need in order to apply for ARDMS certification.

Once received, this information will be recorded – eliminating the need for you to provide CME documentation *each time* one of your students applies to ARDMS.

**The Clock Hours Form is only valid for two years.** It is your responsibility to resend the form with accurate information every two years. It is also your responsibility to keep the form up-to-date. If there are any changes prior to the two-year deadline, you will need to send in an updated form.

Make sure you complete the Clock Hours Form and send it in. We created this form in an effort to make documenting clock hours quicker and easier for both you and your students.

To obtain a Clock Hours Form, visit [www.ardms.org](http://www.ardms.org) and click on "Educators." •



# ARDMS Staff and You – a Mutually Beneficial and Respectful Relationship

**W**ell into March of next year, ARDMS goes through its “busy season.” Registrant Services (RS) Coordinators receive hundreds of calls per day – Registrants inquiring about CMEs, applicants asking about prerequisites, candidates calling about examination extensions and everything in between. We get them all!

Our dedicated staff is here to answer your calls and address your issues. We try our best to answer requests quickly in order to move onto the next call or respond to the next e-mail, all while still trying to offer courteous and helpful personal attention to each individual who requests our services.

However, please keep in mind that during the “busy season” (September – March), ARDMS receives an *enormous* increase in the volume of phone calls, faxes, e-mails and snail mail. During this time, telephone on-hold and e-mail response times may take longer. We graciously ask for your patience and cooperation.

## **Here are some things you can do:**

**Visit the ARDMS Web site.** The answer to just about every question you can ask an RS Coordinator on the phone is readily available to you at any time with the click of the mouse at [www.ardms.org](http://www.ardms.org).

We have a “Frequently Asked Questions” section of the Web site, along with access to all issues of *Registry Reports*, and the homepage highlights all of the newest and most important ARDMS-related information that you need to know.

In addition, this year we revamped the ARDMS Web site to make it easier to navigate and made the information easier to locate and access. We’ve already seen an increase in individuals accessing our Web site to utilize the many services we have available online.

**Don’t wait until the last minute.** Many of the calls we receive during the “busy season” are from Registrants rushing to meet the Registry’s renewal requirements (submission of a minimum of 30 ARDMS-acceptable CME credits and payment of annual fee) by the Dec. 31 deadline.

Don’t get caught in the end-of-the-year rush! ARDMS accepts CMEs all year round. Avoid the panic. Avoid the wait on the

phone. Avoid the stress. Send your CMEs in early. Get it out of the way.

Also, once you receive your renewal notice in the mail (usually September), you can go online to pay your annual Registry fee and obtain a receipt! Quick. Easy. Stress-free. We also have a telephone receipt-request service (for annual fees) at (800) 541-9754 x101 that is just as simple to utilize.

**Remember office hours.** ARDMS is open from 8:30 a.m. – 12:30 p.m. and from 1:30 – 5 p.m. EST, Monday through Friday. ARDMS is closed from 12:30 – 1:30 p.m. We strongly suggest that you listen to the voice message you receive when you call in. The office may be closed due to inclement weather or a holiday, or staff may be out of the office or unable to take calls for part of the day due to important developmental meetings.

**If you are on-hold, don’t hang up.** Our phone system puts callers into a numerical queue. If you are on-hold and hang up and call again in an effort to get in contact with someone quicker, you will be placed at the end of the queue – waiting even longer to get in touch with an RS Coordinator. If you are on-hold, the fastest way to reach someone is to stay on-hold. But remember, this only applies to business hours.

## **What ARDMS offers you:**

We know that policy changes and new information can be overwhelming. ARDMS staff is here to help. If you can’t find the answers you’re looking for on the Web, give us a call. We are happy to assist you in any and every way we can.

## **What ARDMS hopes of you:**

ARDMS staff is available to help you in any way we can; however, verbal abuse will not be tolerated. Our staff members are not required to tolerate name-calling, cursing or other offensive language or behavior from its callers. We realize that some situations may be frustrating, but we ask for your patience and cooperation during phone calls. Abusive language will cause any phone call to be terminated. All members of ARDMS staff abide by this rule.

# What To Do If You Fail to Meet the Renewal Requirements by December 31, 2004

There are two requirements for maintaining your credential(s) with ARDMS:

1. submission of a minimum of 30 ARDMS-acceptable CME credits earned within your three-year CME cycle
2. payment of your annual Registry fee

ARDMS will assess a \$150 USD (\$187 CND) administrative fee for Registrants who fail to comply with the continuing competency requirement and/or payment of the annual Registry fee on or before Dec. 31 of each year.

Registrants who fail to comply with the continuing competency requirement and/or payment of annual Registry fee by Dec. 31 of each year will be required to meet those requirements as well as pay an administrative fee by Feb. 28 (Feb. 29 during leap year).

**If you do not meet the Dec. 31, 2004 deadline, then you must follow the directions below.**

IF	THEN	WHAT SHOULD I DO?
If you paid your annual Registry fee but failed to meet your CME requirement by Dec. 31, 2004	<p>You must complete your CME requirement <b>AND</b> submit a \$150 USD (\$187 CND) administrative fee by Feb. 28, 2005.</p> <p>If you fail to meet these requirements by that time, you will be dropped from the Registry and will be required to reapply, submit the appropriate fees and documentation, and re-examine for certification.</p>	<p><b>You must mail in your CME documentation AND a check for your administrative fee of \$150 USD (\$187 CND) for receipt in the ARDMS office by Feb. 28, 2005.</b></p> <p>Between Dec. 31, 2004 and Feb. 28, 2005, ARDMS will only accept CME documents pertaining to the 2005 renewal by mail. No faxes are permitted.</p> <p>Your CME documents must include your Registry Number and must be mailed to ARDMS marked as follows: ATTN: Status Appeals, ARDMS, 51 Monroe Street, Plaza East One, Rockville, MD 20850-2400. Please make sure you mark the letter exactly as directed above. Any omissions may lead to processing delays.</p> <p><b>Be sure to include your payment for the \$150 USD (\$187 CND) administrative fee.</b> Please write your Registry number on your check.</p>
You met your CME requirement by Dec. 31, 2004 but failed to pay your annual Registry fee	<p>You will have until Feb. 28, 2005 to submit both your annual Registry fee of \$60 USD (\$75 CND) <b>AND</b> a \$150 USD (\$187 CND) administrative fee.</p> <p>If you fail to meet these requirements by that time, you will be dropped from the Registry and will be required to reapply, submit the appropriate fees and documentation, and re-examine for certification.</p>	<p><b>You can pay your annual Registry fee of \$60 AND the \$150 administrative fee online</b> by visiting <a href="http://www.ardms.org">www.ardms.org</a> and clicking on the yellow "Registrant Secured Services" box.</p> <p><b>Or you can send a check to the ARDMS office</b> for \$210 USD (\$262 CND) – for the administrative fee and your annual Registry fee.</p> <p>Your check must include your Registry Number and must be mailed to ARDMS marked as follows: ATTN: Status Appeals, ARDMS, 51 Monroe Street, Plaza East One, Rockville, MD 20850-2400. Please make sure you mark the letter exactly as directed above. Any omissions may lead to processing delays. No faxes permitted.</p>
You did not meet your CME requirement or pay Registry fee	<p>You must complete your CME requirement <b>AND</b> pay your annual Registry fee of \$60 USD (\$75 CND) <b>AND</b> submit a \$150 USD (\$187 CND) administrative fee by Feb. 28, 2005.</p> <p>If you fail to meet these requirements by that time, you will be dropped from the Registry and will be required to reapply, submit the appropriate fees and documentation, and re-examine for certification.</p>	<p><b>You must mail in your CME documentation AND a check for your administrative fee AND your annual Registry fee (\$210 USD or \$262 CND total) for receipt in the ARDMS office by Feb. 28, 2005. You cannot pay your fee online. You must mail in a check with your CME documents.</b></p> <p>Between Dec. 31, 2004 and Feb. 28, 2005, ARDMS will only accept CME documents pertaining to the 2005 renewal by mail. No faxes are permitted.</p> <p>Your CME documents must include your Registry Number and must be mailed to ARDMS marked as follows: ATTN: Status Appeals, ARDMS, 51 Monroe Street, Plaza East One, Rockville, MD 20850-2400. Please make sure you mark your letter exactly as directed. Any omissions may lead to processing delays.</p> <p><b>Be sure to include your payment for the \$150 USD (\$187 CND) administrative fee.</b> Please write your Registry number on your check.</p>



51 Monroe Street  
Plaza East 1  
Rockville, MD 20850-2400

## Registry Reports

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## CME COURSE DIRECTORY 2004-05

**Nov. 12-14, 2004**  
**WASHINGTON, DC**

National Tutorial on Stroke  
<https://www.iame.com/courses/courses.html>

**Dec. 6-10, 2004**  
**ST. PETE BEACH, FL**

Introduction to 2D/M-Mode  
Echocardiography and Cardiac  
Doppler/Color Flow Imaging  
[www.gcus.com/gcschedule.htm](http://www.gcus.com/gcschedule.htm)

**Dec. 11, 2004**  
**BOTHELL, WA**

Stress Echo Imaging  
[www.pvicme.com/stressecho.html](http://www.pvicme.com/stressecho.html)

**Jan. 22, 2005**  
**ST. PETE BEACH, FL**

Breast Ultrasound  
[www.gcus.com/gcschedule.htm](http://www.gcus.com/gcschedule.htm)

**Feb. 11-13, 2005**  
**LAS VEGAS, NV**  
**FOUR SEASONS HOTEL**

Ob/Gyn Ultrasound: How to  
Optimize Your Skills and  
Prepare for the Future  
[www.aium.org/events/events.asp](http://www.aium.org/events/events.asp)

*ARDMS publishes meeting and conference notices as an informational source only. This is only a compilation of possible CME courses. ARDMS does not review or endorse these or other sources of CME information. Registrants seeking CME credits should ensure in advance that ARDMS accepts the sponsor of the particular activity.*

## O N G O I N G CME COURSE OFFERINGS

Breast Ultrasound Foundation. Two 45-minute CDs on breast ultrasound. (800) 541-9754 x221  
[www.breastultrasound.org](http://www.breastultrasound.org)

Burwin Institute. Breast sonography, echocardiography, vascular ultrasound. (877) 625-5297  
[www.burwin.com](http://www.burwin.com)

PVICME. Training in vascular (including interpretation) and cardiac ultrasound. (425) 398-7772  
[www.pvicme.com](http://www.pvicme.com)

Davies Registry Reviews and Study Aids. Ultrasound education and test preparation. Books, videos, CD-ROMs and flashcards. (877) 792-0005  
[www.daviespublishing.com](http://www.daviespublishing.com)

ESP Ultrasound. Registry Review and continuing education. (281) 292-9400, [www.esp-inc.com](http://www.esp-inc.com)

Gulfcoast Ultrasound Institute. St. Pete Beach, Fla. (800) 619-1900  
[www.gcus.com](http://www.gcus.com)

Independent Study Aid Courses. CME credits and Registry review courses. Vascular physics, vascular technology, obstetrics and gynecology, abdominal sonography. (800) 617-3389.

Institute for Advanced Medical Education. Educational courses and online learning. (914) 921-5700  
[www.iame.com](http://www.iame.com)

Jefferson Ultrasound Institute. Philadelphia, (888) 390-5051.

Keith Mauney & Associates Ultrasound Training Institutes. Hands-on training in adult & pediatric echocardiography, peripheral, carotid & vertebral, abdominal, pelvic, breast and endovaginal ultrasound. (800) 845-3484  
[www.kmaultrasound.com](http://www.kmaultrasound.com)

Meded Interactive. Sonographic applications for breast evaluation, sonographic approach to breast evaluation, practical adjunct to mammography, acute aortic syndrome, renal sonography essentials. Courses nationwide. (888) 639-0817  
[www.mededinteractive.com](http://www.mededinteractive.com)

Pegasus Lectures, Inc. Registry review programs, continuing education, independent learning, exam simulations and college partnership programs. Frank Miele, MSEE President. (972) 564-3056  
[www.PegasusLectures.com](http://www.PegasusLectures.com)

*Please note that there isn't sufficient space for a complete listing of all available ultrasound CMEs. See the CME providers' Web sites for additional ultrasound CME course offerings*