

Steps for Choosing Your Prerequisite

For First-time applicants only. Re-applicants please reference page 8 for requirements. Applicants who previously applied for the Sonography Principles and Instrumentation (SPI) examination under the SPI Examination Requirement, must choose a prerequisite in order to apply for a specialty examination.

If you are applying for the Sonography Principles and Instrumentation (SPI) examination and are unable to meet the requirements of a prerequisite, please review the SPI Examination Requirement on page 14.

- Visit the ARDMS website (www.ARDMS.org) to access the ARDMS Prerequisite and Requirement Eligibility Program (PREP) at www.ARDMS.org/PREP which will present you with a series of questions to guide you in choosing a prerequisite or requirement. If you choose not to use the online ARDMS Prerequisite Selection program, please follow the steps below.
- Find your education level in the section labeled "Education."
- Ensure you have met the clinical experience requirement within that prerequisite.
- Assemble the required documentation under "Documentation Required with Application" and submit with an online application form and appropriate fees.
- When you see a numbered term, please refer to "Notes About the Prerequisites" on this page.

Please note that if you currently have only been approved to sit for the Physicians' Vascular Interpretation (PVI) examination and wish to attain the RDMS, RDCS or RVT credential(s), you are considered a first-time applicant and must meet all the requirements of one of the following prerequisites in order to apply.

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.

Notes About the Prerequisites

¹ A two-year allied health education program that is patient-care related is defined as (1) 24 full-time consecutive calendar months or (2) 60 semester credits or (3) 84 quarter credits (4) and requiring a clinical internship/externship to complete the program. Credit hours are based on U.S. equivalency in a post secondary institution. The program or school must be authorized by an accrediting agency to award semester or quarter credits and the type of credits granted must be reflected on the transcript. Transcripts reflecting clock hours must be converted to credit hours. If submitting a foreign degree, an original course by course foreign transcript evaluation must accompany the application summary and indicate the aforementioned requirements.

² Full-time is defined as 35 hours per week, at least 48 weeks per year. If working part time, the requirements are prorated. Twenty hours per week would take approximately two years.

³ Clinical ultrasound/vascular experience may be obtained one of two ways: (1) being employed as an ultrasound/vascular sonographer in a clinical setting for a minimum of 12 months, or (2) successfully completing a formal, full-time ultrasound program that is a minimum of 12 months in length and includes appropriate clinical and didactic hours. If the total length of the program exceeds 12 months, the applicant must successfully complete the program in its entirety prior to using the program as documentation of the required clinical ultrasound/vascular experience. It is recommended that an applicant be directly involved in a minimum of 800 diagnostic cases during his/her clinical experience in each specialty area for which he/she is applying. Clinical diagnostic settings include hospitals, clinics and private practices. ARDMS does not accept volunteer, instructorship, unpaid, barter or veterinarian experience. The time frames in which the education and clinical requirements are met cannot overlap. Clinical experience earned to document the education requirement cannot also be used to support the clinical requirement.

⁴ The mandatory program director letter, found on page 16, (for prerequisite 2) is valid for one year from the date of graduation. This applies only to students who graduated on or after January 1, 2007. If the application and appropriate supporting documentation are not received after one year of successful completion of the program, or if you graduated prior to January 1, 2007, the applicant will need new documentation verifying successful program completion, and a current, completed, original signed CV form for each applied-for specialty area will be required. An original letter per student is required.

⁵ The mandatory program director letter, found on page 16, (for prerequisite 3B) is valid through the expected graduation date. This applies only to students who graduated on or after January 1, 2007. If the student chooses to apply after graduation, then new supporting documentation verifying successful program completion and a current, completed, original signed CV form for each applied-for specialty area will be required. An original letter per student is required.

Note: If the Bachelor's Degree sonography/vascular technology program is also programmatically accredited through one of the following: Council for Higher Education Accreditation (CHEA), United States Department of Education (USDOE), or Canadian Medical Association (CMA), and the students have graduated, then the prerequisite 3B students should apply under prerequisite 2.

Examination Prerequisite Chart

The Sonography Principles and Instrumentation (SPI) Examination Requirement may be found on page 14.

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.

Prerequisite 1

Education
A single two-year allied health education program that is patient-care related¹

Allied health occupations include, but are not limited to, diagnostic medical sonographer, radiologic technologist, respiratory therapist, occupational therapist, physical therapist and registered nurse.

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Required Clinical Ultrasound/Vascular Experience
12 months of full-time² clinical ultrasound/vascular experience³

Note: If you are using your DMS program for the educational requirement, you still have to document an **additional** 12 months of clinical ultrasound/vascular experience earned outside the two-year program.

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Documentation Required with Application

- 1) Official transcript from two-year allied health education program is noted under the above "Education" requirement. Must state specific number of credits and indicate quarter or semester based system
and
- 2) Copy of education program certificate, credential or license
and
- 3) Original letter from supervising physician, sonographer/technologist or educational program director indicating a minimum of 12 months of full-time clinical/vascular experience including exact dates of ultrasound experience/successful completion of sonography program as shown on page 15
and
- 4) Original signed and completed clinical verification (CV) form for each appropriate specialty area(s). **CV forms are located on pages 31-35.**

Prerequisite 2

Education
Graduate of a program accredited by an agency recognized by the Council for Higher Education Accreditation (CHEA), United States Department of Education (USDOE) or Canadian Medical Association (CMA), that specifically conducts programmatic accreditation for diagnostic medical sonography/diagnostic cardiac sonography/vascular technology.

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Required Clinical Ultrasound/Vascular Experience
No additional experience is required.

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Documentation Required with Application

- 1) Copy of diploma from ultrasound/vascular program or an official transcript indicating the date the degree was conferred
and
- 2) Original letter signed by program director and/or medical director indicating date of graduation or successful completion of the program⁴. Program directors must use the mandatory formatted sample letter, available at www.ARDMS.org/PDletter.pdf, as shown on page 16
and
- 3) The CV form is not required if the application is submitted and received in the ARDMS office within one year after successful completion of the program. Otherwise an original signed and completed CV form for each appropriate specialty area(s) must be submitted. **CV forms are located on pages 31-35.**

Prerequisite 3A

Education
Bachelor's degree (any major) or foreign degree equivalent to a Bachelor's degree in the U.S. or Canada

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Required Clinical Ultrasound/Vascular Experience
12 months of full-time² clinical ultrasound/vascular experience³

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Documentation Required with Application

- 1) Copy of Bachelor's degree or an official transcript earned in the U.S. or Canada or an original foreign transcript evaluation indicating that the degree is equivalent to a Bachelor's degree in the U.S. or Canada
and
- 2) Original letter from supervising physician, sonographer/technologist or educational program director indicating a minimum of 12 months of full-time clinical/vascular experience including exact dates of ultrasound experience/successful completion of sonography program shown on page 15
and
- 3) Original signed and completed clinical verification (CV) form for each appropriate specialty area(s). **CV forms are located on pages 31-35.**

**Prerequisite
3B**
Education

Bachelor's degree in sonography or vascular technology or foreign degree equivalent to a Bachelor's degree in sonography or vascular technology in the U.S. or Canada.

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Required Clinical Ultrasound/Vascular Experience

No additional experience is required.

Note: Sonography or vascular technology Bachelor's degree applicants may take the examination one year prior to the completion of degree, provided they have completed 12 months of full-time clinical experience within the program.

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Documentation Required with Application

- 1) Copy of Bachelor's degree or an official transcript earned in the U.S. or Canada or an original foreign transcript evaluation indicating that the degree is equivalent to a Bachelor's degree in the U.S. or Canada
and
- 2) Original letter signed by education program director verifying length of ultrasound or vascular experience. If program is not completed at the time of application a letter signed by the program director stating graduation date and completion of appropriate clinical ultrasound experience ³ is needed ⁵. Program directors must use the mandatory formatted sample letter, available at www.ARDMS.org/PDletter.pdf, as shown on page 16
and
- 3) The CV form is not required if the application is submitted and received in the ARDMS office within one year prior to successful completion of the program, provided that the applicant has completed 12 months of full-time clinical experience within the program at the time that the application is submitted. Otherwise an original signed and completed clinical verification (CV) form for each appropriate specialty area(s) must be submitted. **CV forms are located on pages 31-35.**

**Prerequisite
4A1**
Education

General, U.S., and Canada — MD or DO degree earned in the U.S. or Canada
and

Formal 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 ultrasound/vascular experience as an integral part of the program.

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Required Clinical Ultrasound/Vascular Experience

The applicant must be able to document clinical experience with a minimum of 800 studies in the area in which he/she is applying for.

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Documentation Required with Application

- 1) Copy of medical school diploma
and
- 2) Original letter from residency/fellowship program director verifying dates of attendance and completion of a minimum of 800 studies in the area in which you are applying
and
- 3) Original signed and completed clinical verification (CV) form for each appropriate specialty area(s). CV forms are located on pages 31-35.
and
- 4) Applicants should maintain a patient log or other record of the 800 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 application for at least three (3) years following the date of application for examination.

**Prerequisite
4A2**
Education

General, U.S., and Canada — MD or DO degree earned in the U.S. or Canada

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Required Clinical Ultrasound/Vascular Experience

12 months of full-time clinical ultrasound/vascular experience.

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Documentation Required with Application

- 1) Copy of medical school diploma
and
- 2) Original letter from supervising physician, sonographer/technologist or educational program director indicating a minimum of 12 months of full-time clinical/vascular experience including exact dates of ultrasound experience/successful completion of sonography program (visit www.ARDMS.org/sampleletters for examples). If you are the supervising physician, you may write your own letter.
and
- 3) Original signed and completed clinical verification (CV) form for each appropriate specialty area(s). CV forms may be found at: www.ARDMS.org/CV. CV forms are located on pages 31-35.

**Prerequisite
4B1**
Education

General — **Outside U.S.** — MD or DO degrees equivalent to those of the U.S. or Canada

and

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

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Required Clinical Ultrasound/Vascular Experience

The applicant must be able to document clinical experience with a minimum of 800 studies in the area in which he/she is applying for.

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Documentation Required with Application

- 1) Original credential report or official notarized copy of the evaluation converting the foreign medical degree must indicate that this medical degree is equivalent to a doctor of medicine 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 at www.ARDMS.org/ForeignTranscripts. 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.
and
- 2) Original letter from residency/fellowship program director verifying dates of attendance and completion of a minimum of 800 studies in the area in which you are applying
and
- 3) Original signed and completed clinical verification (CV) form for each appropriate specialty area(s). CV forms are located on pages 31-35.
and
- 4) Applicants should maintain a patient log or other record of the 800 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 application for at least three (3) years following the date of application for examination.

Prerequisite
4B2
Education

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

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Required Clinical Ultrasound/Vascular Experience

12 months of full-time clinical ultrasound/vascular experience.

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Documentation Required with Application

1) Original credential report or official notarized copy of the evaluation converting the foreign medical degree must indicate that this medical degree is equivalent to a doctor of medicine 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 at www.ARDMS.org/ForeignTranscripts. 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.

and

2) Original letter from supervising physician, sonographer/technologist or educational program director indicating a minimum of 12 months of full-time clinical/vascular experience including exact dates of ultrasound experience/successful completion of sonography program (visit www.ARDMS.org/sampleletters for examples). If you are the supervising physician, you may write your own letter.

and

3) Original signed and completed clinical verification (CV) form for each appropriate specialty area(s). CV forms are located on pages 31-35.

 Prerequisite
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Education

General — Must hold an Active certification with Cardiovascular Credentialing International (CCI)-RCS or RVS, American Registry of Radiologic Technologist (ARRT)-Vascular Sonography, Sonography or Breast, or Australian Society of Ultrasound in Medicine (ASUM)-DMU.

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Required Clinical Ultrasound/Vascular Experience

Previously met by achievement of other organization's credential.

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Documentation Required with Application

1) Copy of Active certification identification card or copy of license

and

2) Original signed and completed CV form for each appropriate specialty area(s). CV forms are located on pages 31-35.

ARDMS offers an Application Submission Checklist towards the end of this application. Please remove this checklist and use it to ensure you submit all the necessary documentation with your application. You can also obtain additional copies of the ARDMS Application Submission Checklist by visiting www.ARDMS.org/checklist.