

Shadowing for Kent Salem Diagnostic Medical Sonography Applicants 2024

To familiarize applicants with the role and duties of a sonographer, the sonography program has reinstated the job shadowing requirement. Documentation of **eight (8) hours** of shadowing is required as a part of the application to the sonography program. All eight hours may be completed at a single facility or split between two different facilities, and must be completed by April 1, 2023. Please refer to the attached chart for contact information to schedule shadowing at a Kent-Salem affiliated clinical site. Applicants must adhere to individual hospital requirements for shadowing as listed. Applicants may choose to shadow at a site not listed on the chart, and are then individually responsible for gathering information about and adhering to particular facility's shadowing requirements.

Applicants are strongly encouraged to avoid attempting to schedule these hours in late March, as shadowing opportunities may fill quickly.

Documentation: **Take two pages with you to each shadowing experience: the following pages – 2024 JOB SHADOWING DOCUMENTATION** (which you will complete and return to Cyndi Peterson after completion of shadowing), **and 2024 JOB SHADOWING/OBSERVATION FORM** (<https://www.kent.edu/columbiana/dms-or-ultrasound>) (which you will give to supervising sonographer on the day of shadowing. The facility will fax it to Cyndi Peterson.)

Dress Code: Applicants must dress in a professional manner to include dress/casual pants with a short or long sleeve shirt and appropriate shoes (athletic shoes are acceptable). Applicants must not wear T-shirts, sleeveless or low-cut tops, jeans, shorts, or open toed shoes. There are to be no visible piercings, hoop/dangling earrings, large necklaces or bracelets, no visible tattoos or extreme hair colors. No perfume or scented lotions. Failure to follow the rules may result in cancellation of the shadowing.

Code of Conduct: As a visitor it is expected that the applicant will respect the employees' efforts to conduct themselves as courteous professionals. Although the student experience is observation only, the job shadowing is intended to be an interactive learning process.

HIPAA: All information must be kept confidential to ensure patient privacy by following HIPAA policies.

Cell Phone/Smart Watch/Earbud Use: These devices must be silenced and stowed away during shadowing. The use of electronic devices while shadowing will reflect on your evaluation by the technologist.

Infection Control: Infection control is always important to an applicant's and patient's well-being. Hand hygiene is an important method to prevent infection to the patient and applicant so practice hand hygiene frequently. Masks must be worn if required by facility. Applicants will not participate in any exam of a known COVID-19 patient.

Breakfast: It is recommended that applicants eat breakfast prior to shadowing to prevent light-headedness.



JOB SHADOWING/ OBSERVATION REQUIREMENT – 2024 APPLICATION

Job shadowing /observation is **required** as part of the application process for the Diagnostic Medical Sonography Program at Kent State University Salem Campus. A **minimum of eight hours** must be completed. Shadowing must be completed within twenty-four months preceding submission of the application. No points will be awarded for shadowing exceeding 8 hours. Applicants are strongly encouraged to avoid attempting to complete these hours in March.

Name of Prospective Student (print) _____

Date of Shadowing	Number of hours	Name of Health Care Facility Location: City, State	Printed Name and Phone Number of Contact Person at Facility	Signature of Sonographer/ Contact Person at Facility
1/25/24	4	Anywhere Imaging Salem, Ohio	Jane Doe RDMS (123) 456-7890	Jane Doe

NOTE: Shadowing may be scheduled at any facility offering ultrasound imaging that permits shadowing. Please refer to the program webpage for individual health care institutional requirements and contact person.

Bring this completed form to Cyndi Peterson, Office 170Q on the Salem Campus

or

Mail this completed form to:

Cyndi Peterson
Program Director, Diagnostic Medical Sonography
Kent State University Salem Campus
2491 State Route 45 South
Salem, Ohio 44460



Diagnostic Medical Sonography Program 2024 Job Shadowing/Observation Form

Part I—Applicant: Print your name below, sign the waiver statement and submit this form to the sonographer observing you. Form may be duplicated for second shadowing experience, if applicable.

Applicant's Name _____

Waiver: *I waive the right to review this completed form in order to afford an unbiased evaluation.*

Signature of Applicant _____ Date _____

Part II: Sonographer: Please complete the information below. The form will be reviewed by the admissions committee as part of the application process. All information will remain confidential.

Name of Facility _____

Please circle the characteristic that best describes the applicant during this shadowing:

Arrival Time	Applicant arrived on time	Applicant was 5 minutes late	Applicant was late by 10 or more minutes
Professional Appearance	Appearance was appropriate	Appearance was somewhat appropriate	Appearance was not appropriate
Interest in sonographic procedures	Applicant showed a great deal of interest in the procedures performed	Applicant was somewhat interested in the procedures performed	Applicant showed little interest in the procedures performed
Concern for the Patient	Applicant showed concern for the patient	Applicant showed some concern for the patient	Applicant showed little concern for the patient
Communication Skills	Communication skills were excellent	Communication skills were average/fair	Communication skills were poor
Professional Conduct	Professional conduct was appropriate	Professional conduct was somewhat acceptable	Professional conduct was not appropriate
Overall Impression	Applicant made a very good impression	Applicant made a good impression	Applicant made a poor impression

Sonographer signature _____ Date _____

Please send completed form to **Cyndi Peterson** via **fax (330) 337-4255** or mail to:

Kent State University – Salem Campus
Diagnostic Medical Sonography Program
2491 State Route 45
Salem, Ohio 44460

**Shadowing for Kent Salem Diagnostic Medical Sonography Applicants 2023
Requirements and Contact Information for Current Kent Salem DMS Clinical Sites**

Facility	Contact	Requirements	Notes
Akron Children's Hospital Mahoning Valley <i>Boardman, OH</i>	misaiah@akronchildrens.org Marcia Isaiah	Proof of: COVID vaccination Flu vaccination for current flu season	
Akron Children's Hospital <i>Akron, OH</i>	misaiah@akronchildrens.org Marcia Isaiah	Proof of: COVID vaccination Flu vaccination for current flu season	
Aultman Alliance Community Hospital <i>Alliance, OH</i>	https://aultman.org/education/students-at-aultman-hospital/ah-job-observation-2/#/	Proof of: 2-step TB testing COVID vaccine Flu vaccine (or signed waiver)	
Aultman Hospital <i>Canton, OH</i>	https://aultman.org/education/students-at-aultman-hospital/ah-job-observation-2/#/	Proof of: 2-step TB testing COVID vaccine Flu vaccine (or signed waiver)	
East Liverpool City Hospital <i>East Liverpool, OH</i>	EMAIL BOTH: DRice2@primehealthcare.com Doug Rice AND TDawson@primehealthcare.com Teresa Dawson	Proof of: COVID vaccination Flu vaccination for current flu season Complete site-specific form	
Cleveland Clinic and affiliates	Jennifer Rennick RENNICJ@ccf.org	Proof of: Background check	

(including Akron General facilities and Union Hospital, Dover) <i>various locations</i>		COVID vaccination Tdap booster within past 10 year Measles (rubeola) immunization Mumps immunization German measles (rubella) immunization Chicken pox (Varicella) immunization Hepatitis B immunization (or signed waiver)	
Salem Regional Medical Center <i>Salem, OH</i>	Paul.Satterlee@salemregional.com Paul Satterlee	Proof of: COVID vaccination Complete site-specific job shadowing form	4 hours at a time maximum per facility M-F 8 a.m.-noon
University Hospitals - Portage Medical Center <i>Ravenna, OH</i>	Jennifer.Fannin@UHhospitals.org Jennifer Fannin	Proof of: COVID vaccination Flu vaccination for current flu season 2-step TB testing completed within last 6 months (negative)	4 hours at a time maximum per facility
Mercy Health <i>Youngtown, Boardman and Warren, OH</i>	<i>No information currently provided for shadowing process</i>	<i>No information currently provided for shadowing requirements</i>	