

## Volunteer Time for DMS

We want you to **see** what **HOSPITAL** ultrasound scans consists of so you can determine your level of interest in this career field, since virtually all of our graduates find work in hospitals and not in OB labs (Scanning babies). Therefore, even though other health programs at Greenville Tech may take various kinds of volunteer activities, please remember that in order to receive credit for DMS volunteer time, **all volunteer hours must be hospital-based**. No other types of volunteer time will be accepted.

- To receive maximum points, 6-8 hours must be completed with you **OBSERVING** in a **hospital ultrasound room/department that does abdominal scans**. No obstetrical labs and no echocardiography/vascular labs. These hours can be part of your 50 hours.

You may use an alternate local hospital. Documentation requirements are as follows:

- A letter on **hospital letterhead** should be submitted with the Weighted Admission form.
- The letter should be completed by a volunteer services **coordinator**. The letter must be **dated** and **signed** by that person with a phone number or email denoted so we can contact them to **verify** your hours of service.
- 50 hours of service: The letter must state **which** departments you rotated through, the date(s) and how many hours were spent in **each** department.
- 6-8 hours observing in an ultrasound lab: If your letter does not have specific information about your rotation in a **hospital** ultrasound lab, stating that you were **observing ultrasound scans on actual patients**, you will **not** be eligible for the extra points on the weighted admissions form that are given for a rotation in an ultrasound lab. No exceptions. We want you to **see** what a **HOSPITAL** ultrasound scans consists of so you can determine your level of interest in this career field. You must complete the *Volunteer Ultrasound Shadowing Evaluation Form*

You may select a **hospital** near you. To get started, you contact **their volunteer services coordinator**. Many hospitals have MANY people trying to volunteer—**DO NOT DELAY** in getting started.

**VOLUNTEER/SHADOWING EVALUATION FORM  
INPATIENT ULTRASOUND DEPARTMENT**

**VOLUNTEER NAME:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

**Part A:** To be completed by the evaluating Sonographer

<b>Demonstrated the following characteristics of Professional Behavior:</b>	<b>YES</b>	<b>NO</b>
<b>PROFESSIONAL APPEARANCE</b> <ul style="list-style-type: none"> <li>• Follows volunteer dress policy</li> <li>• Neat and professional appearance</li> </ul>		
<b>DEPENDABILITY:</b> <ul style="list-style-type: none"> <li>• On time, prepared, and remains in the assigned area consistently</li> </ul>		
<b>STUDENT/STAFF RELATIONSHIP:</b> <ul style="list-style-type: none"> <li>• Effective communication skills</li> <li>• Always respectful</li> </ul>		
<b>INITIATIVE:</b> <ul style="list-style-type: none"> <li>• Involved and eager to learn</li> <li>• Interest was shown (observed exams and procedures)</li> <li>• Did not sit in the Sonographer work area while exams and procedures were being performed)</li> </ul>		
<b>CELLS PHONES:</b> <ul style="list-style-type: none"> <li>• Stowed away during volunteer time.</li> <li>• The volunteer should not be on his or her cell phone during volunteer hours.</li> </ul>		

**Comments:**

**Evaluating Sonographer Name:** \_\_\_\_\_

**Part B: Ultrasound Shadowing Essay**

In a separate Word document, the volunteer must write a 250-word summary answering the questions listed below. The summary and the evaluation form should be uploaded with the DMS Weighed Admissions form and other weighted admissions documents. Points for shadowing in a hospital-based ultrasound department will not be awarded if the summary of your shadowing experience and evaluation form are not uploaded with your completed weighted admissions documents. Points will also not be awarded if the volunteer receives a "no" for any of the objectives listed in Part A and/or the volunteer fails to answer all the essay questions listed in Part B.

1. List and describe at least 5 (five) procedures performed in the Ultrasound Lab.
2. Identify the basic components of the Ultrasound equipment.
3. Discuss the role and duties of a sonographer.
4. List the clinical information obtained before an exam.