

Thank you for your interest in serving as a scan model volunteer for Tacoma Community College's Diagnostic Medical Sonography program! Please read all instructions and requirements below. If you have any questions, you can email us at [DMS@tacomacc.edu](mailto:DMS@tacomacc.edu), and a member of our team will get back to you.

All forms can be found on the [DMS site](#) – click on the “Associate of Applied Science – Diagnostic Medical Sonography” tab. The forms can be found under the Volunteer Scan Model heading.

### **Important Things to Note as a Scan Model Volunteer.**

**This applies to all volunteers, both pregnant and non-pregnant.**

- Participation is voluntary and may be discontinued at any time by either the participant or program staff.
- The program reserves the right to decline or cancel participation at its discretion.
- This experience is educational only and does not replace medical care, diagnosis, or treatment.
- All participants must comply with faculty direction, safety protocols, and professional conduct standards while in the TCC Sonography Lab.

As an educational institution, we are bound by the [Family Educational Rights and Privacy Act \(FERPA\)](#) regulations to protect student privacy, and as such, we have strict requirements regarding guests and documentation, including video recording and photos, that must be followed. If a volunteer participant violates these restrictions, the scan will end immediately and the volunteer will be asked to leave the lab.

- No guests or children are permitted in the lab at any time.
- No recording of any kind is allowed. This includes (but is not limited to) video, audio, FaceTime, and photography. This restriction includes any device, including phones, cameras, recording devices or hands-free cameras (eyewear, etc.)

Note that requirements differ for pregnant and non-pregnant volunteers. Please read the directions below for details and next steps.

### **Are You Pregnant? Follow All Directions Here:**

Non-pregnant volunteers, please scroll down to the following section on Page 2.

Participation as a pregnant scan model volunteer requires medical clearance from a licensed medical provider. The provider must be a medical doctor (MD or DO) or Certified Nurse Midwife. Documentation from Physician Assistants (PA), Nurse Practitioners (ARNP) or Doulas will not be accepted. Required documentation must be completed and submitted to the DMS program at least 48 hours prior to your scheduled lab time or the appointment may be canceled. All documentation must be completed, scanned, and emailed to [DMS@tacomacc.edu](mailto:DMS@tacomacc.edu).

### **Required Documentation:**

- Completed and signed Tacoma Community College Diagnostic Medical Sonography Scan Lab Model Consent and Release of Liability Form (all pages must be complete and included within your scanned documents).
- Medical provider authorization is required. Your licensed healthcare provider must approve participation.

- Your provider must complete the Provider Approval portion and it must include provider name and contact information.
- If your provider cannot complete the supplied form, then an official letter with provider signature (similar to a “permission to fly” letter as required by airlines) will suffice.
- MyChart messages or screenshots are not permissible.

**Pregnant Volunteer Session Expectations:**

- Sessions are scheduled for approximately one (1) hour.
- You may be scanned by multiple students and/or instructors during the session.
- Image acquisition is for educational purposes only and is not a diagnostic medical exam.
- Images may be provided to you only if obtainable during the session (there is no guarantee that baby will be in a good position for images).

**Preparation and Conduct for Pregnant Volunteers:**

- Do not intentionally fill your bladder prior to arrival unless specifically instructed.
- Wear a two-piece outfit (no dresses, jumpsuits or one-piece garments) to allow appropriate access for scanning.
- Bring a new, unopened USB flash drive if you would like copies of images.

**Non-Pregnant Volunteers**

Participation as a non-pregnant scan model does not require provider clearance but still requires formal consent and adherence to all program policies.

**Required Documentation (Must be completed before scheduling):**

- Completed and signed program consent/permission form (all pages).

**Session Expectations:**

- Sessions are scheduled for approximately one (1) hour.
- You may be scanned by multiple students and/or instructors.
- Scanning is performed strictly for educational purposes and is not a diagnostic evaluation.

**Preparation and Conduct:**

- Do not intentionally fill your bladder unless instructed otherwise for a specific exam type.
- Wear a two-piece outfit (no dresses, jumpsuits or one-piece garments).

If you have questions or need clarification regarding documentation or scheduling, please reach out to us prior to submitting your forms.

Thank you!  
DMS Program Team