

Registered Cardiac Sonographer (RCS)

Supporting documentation should be addressed appropriately (i.e. to CCI).

Sample Employment Verification Letter

- 1) Employer's original, official letterhead or stationery.
- 2) Indicate the date the letter was signed by employer/supervisor.
Should not be older than six months from the date the application is received at CCI Headquarters.
- 3) Indicate the name of the applicant.
- 4) Indicate full- or part-time employment.
- 5) Indicate the time period of employment.
- 6) Indicate the primary duties of applicant, related to the field of cardiovascular technology.
- 7) Indicate the number of studies performed during the applicant's employment.
- 8) Original signature of direct supervisor, who must be a MD or DO or hold an active RCCS, RCES, RCIS, RCS, RDCS, RDMS, RPhS, RVS, or RVT credential.

Sample Student Verification Letter

- 1) Educational program's original, official letterhead or stationery.
- 2) Indicate the date the letter was signed by educational director.
- 3) Indicate the name of the applicant.
- 4) Indicate full- or part-time student.
- 5) Indicate the date or expected date of graduation.
- 6) Indicate the specialty of the educational program.
- 7) For non-programmatically accredited educational programs, indicate the program length, program specialty (echo), and the number and specialty of clinical hours accrued.
- 8) Original signature of the educational director.

Sample Clinical Experience Letter

- 1) Clinical site's original, official letterhead or stationery.
- 2) Indicate the date the letter was signed by the clinical supervisor.
- 3) Indicate the name of the applicant.
- 4) Indicate the number of clinical hours. (Required if applying under RCS5.)
- 5) Indicate the number of studies performed during the applicant's clinical training (required if applying on or after July 1, 2013).
- 6) Indicate the time period during which the clinical hours were performed.
- 7) Original signature of the clinical supervisor.

IMPORTANT: If an individual's clinical hours were obtained after graduation or if the hours are not a requirement for their educational program, then those hours **WOULD NOT** count toward the 800-hour minimum under qualification RCS5.

