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## THE IOWA SOCIETY OF RADIOLOGIC TECHNOLOGISTS

### FELLOW GUIDELINES

The purpose of this document is to aid those ISRT members who are applying for ISRT Fellow status.

The ISRT Fellow Committee is a standing committee and is appointed by the President. The ISRT Fellow Committee and Chair will be responsible for the following:

1. The ISRT Fellow Committee members shall be ISRT Fellows and are appointed for a two-year term with the possibility of reappointment.
2. The Committee shall consist of a Chair and two (2) members.
3. The Chair shall receive the applications and shall notify the applicants that the applications were received. Any applications received past the due date, or on expired forms, will not be evaluated. Applicant is eligible for reapplication the next year if necessary.
4. It is required that, the applicant include a professional CV/resume with the application.
5. All requested verification information **MUST** be included with the application at the time the application is sent to the Fellow Committee Chair.
6. The application **must** be received, via e-mail, postal service or personal delivery, by the ISRT Fellow Committee Chair, on or before **November 1<sup>st</sup>** of the year prior to the expected Fellow elevation. The applicant will be notified of receipt of the application. A completed application consists of the filled out application and cover/flow sheet. Both documents **must** be forwarded together to the Chair of the Fellow Committee by the November 1<sup>st</sup> deadline.
7. The application fee of **\$50.00 MUST** be included with the application in the form of a check or money order made to ISRT. If the application is sent via e-mail, the payment can be submitted through the isrt.org website by the November 1<sup>st</sup> deadline.
8. The Chair will provide one copy of each application to the other members of the committee no later than **December 1<sup>st</sup>** of the year received.
9. The Chair will provide a report to the President immediately after the deadline regarding the number of applications received and the names of those applying.
10. No later than **February 1<sup>st</sup>** prior to Fellow elevation, the applicant will be asked to provide a biographical sketch of 650 words outlining their ISRT activities and careers. The biographical sketch, must be received by the Fellow Chair, on or before **March 1<sup>st</sup>** of the year of elevation. The biographical sketch may be used by the Fellow Chair when the applicant is elevated to ISRT Fellow.
11. Any questions should be directed to the Fellow Committee Chair, and that person is identified on the ISRT.ORG website.

12. Any application not containing appropriate verification will be returned with the missing verification(s) noted. The application fee will NOT be returned. One copy will be retained for the files and a report detailing the return of the application will be made to the President. The applicant may reapply with the new application and fee of \$35.00.
13. The application MUST be submitted EXACTLY as formatted. ANY reformatting or change to the application will result in the application's denial.
14. The completed application must be submitted in a three ring binder. Documentation must follow the page in which points are claimed. If the application is submitted via e-mail, the format must be the same as if it were submitted in a binder.
15. If additional lines or spaces are required to list all activities within a subsection, the applicant MUST use an additional page with the appropriate column headings. Insert the extra page immediately after the printed application page.
16. Verification for EACH claimed point shall be one of the following, although, in some cases, there are additional forms of verification. Contact the Fellow Chair if you have questions.

Types of verification:

- a. Copy of committee appointment letter/e-mail
- b. Elected or appointed office as published in the Hawkeye Static Newsletter.
- c. Copy of ISRT minutes that identify the person and the office/committee in the minutes. This may be due to the report presented or other information regarding the committee or office.
- d. For work related years claimed, a letter/e-mail from someone in the hospital/facility that has staffing responsibility can serve as verification.
- e. For certifications, a copy of the current/active registry/certification agency card showing the certification will serve as verification. Primary Certification is the FIRST certification you achieve. Additional primary certifications can be:
  1. ARRT: R, N, T. All other ARRT certification are post primary.
  2. NMTCB: CNMT is primary all others are post primary.
  3. ARDMS, RDMS, RDCS, and RVT are all primary. All additional ARDMS certifications are post primary.
  4. Advanced Practice Certifications are post primary.
  5. Additional Post primary certifications: CBDT (Certified Bone Densitometry Technologist), CRA (Certified Radiology Administrator), CIIP (Certified Imaging Informatics Professional) and RCIS (Registered Cardiovascular Invasive Specialist).
- f. For any degree verification (only the highest degree will receive points), a copy of the diploma will be verification. If a copy of the diploma/certificate is not available, a letter/e-mail from the granting institution will be verification.
- g. Additional questions regarding acceptable point verification are to be directed to the Chair, ISRT Fellow Committee.



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### ISRT Point Scale

The minimum requirement, to achieve Fellow of the Iowa Society of Radiologic Technologists (FISRT) is 100 points.

A minimum of 50 points must be earned in Section A: ISRT Service

Points earned in Section B and/or Section C may total no more than 50 points.

#### Section A: ISRT Service

Points/each year

1. Board of Directors:
  - Officer: Elected or Appointed-
    - President-Elect, President 3
    - Executive Board Member, Vice President 2
    - Secretary, Treasurer, Delegate to ASRT 1
    - Convention General Chair, District Representative 1
  - Other Board Member:
    - Executive Secretary, Hawkeye Static Editor, Webmaster, Historian, AV Chair, Parliamentarian, Program Chair, other 1
2. Committee member 1
3. Committee Chair (Program, Registration) 2
4. Subcommittee Chair, co-Chair, or member 0.5
5. Active Member, after 5 years. Maximum 10 points 1
6. Life Member 2
7. Invited Memorial Lecturer 2
8. Conference Lecturer per hour. Maximum 5 points 1
9. ISRT Scientific Exhibit/ Essay Competition:
  - First Place 3
  - Second Place 2
  - Third Place 1
10. Technologist Scholarship Recipient 1

<b>Section B: District/Area Activities:</b>	Points/each year
1. Officer	1
2. President/ Vice President	2
3. Committee Chair or Committee Member	1
4. Essay/Exhibit Competition:	
First Place	3
Second Place	2
Third Place	1
5. Meeting lecturer per hour. Maximum 5 points	1
6. Active Member. Maximum 10 points	1
7. Life Membership	2

<b>Section C: Other Professional Contributions:</b>	Points/each year
<b>Education: Highest Degree only</b>	
PhD./ Other Doctorate	8
Masters	6
BA/BS	4
Associates	2
<b>Primary Registry:</b>	
ARRT, NMTCB, ARDMS- first registry ONLY	3
(all others will be considered post-primary)	
Post-Primary Certification (CT, M, PET, etc.)	1
<b>Employment in the Radiation Sciences: Maximum 20 points</b>	
1. Each year of full time employment	2
2. Each year of part time employment	1
<b>ASRT Activity:</b>	
1. ASRT Membership, 1 point/year: Maximum 10 points	1



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## APPLICATION FOR ISRT FELLOW

All applications MUST be submitted on the current Fellow application. Any reformatting of this form will result in disqualification of the application. If additional space is needed, attach a separate sheet after the printed sheet. Refer to the Fellow Guidelines for more information regarding the addition of sheets. All activity claimed MUST be completed by October 1<sup>st</sup> of the year the application is submitted.

### Section A: ISRT Service

1. Board of Director's Officer: Elected or Appointed- President, President-Elect

Position	Year/Term	3.0 point/year	Points Earned

2. Other Board of Director's Office: Executive Chair, Jr. Executive Member, Vice President

Position	Year/Term	2.0 point/year	Points Earned

3. Other Board Positions: Secretary, Treasurer, Delegate to the ASRT, Meeting General Chair, District/Area President/Vice President, Hawkeye Static Editor, Webmaster, Historian, AV Chair, Parliamentarian, Program Chair, other

Position	Year/Term	1.0 point/year	Points Earned

4. Committee Member

Position	Year/Term	1.0 point/year	Points Earned

5. Committee Chair (Program, Registration)

Position	Year/Term	2.0 point/year	Points Earned

6. Subcommittee Chair, Co-Chair or member

Position	Year/Term	0.5 point/year	Points Earned

7. Active Member category, after 5 years. Maximum 10 points

Year joined	Membership years	1.0 point/year	Points Earned

8. Life Member

Year Inducted	2.0 points	Points Earned

9. Invited Memorial Lecturer (M.J.Keilly)

Year Lecture given and Title of Lecture	2.0 points	Points Earned

10. Conference Lecturer per hour. Maximum 5 points

Year	Lecture Title	1.0 point/hr	Points Earned

11. ISRT Scientific Exhibit/Essay Competition

Points: 1<sup>st</sup> place 3 points, 2<sup>nd</sup> place 2 points, 3<sup>rd</sup> place 1 point

Year	Place	Exhibit or Essay	Title	Points Earned

12. Technologist Scholarship

Year awarded	1.0 point	Points Earned

**Section B: District/Area Activities: District # \_\_\_\_\_, Area # \_\_\_\_\_ (could be more than one district/area. List all in which you are claiming activity)**

1. Officer: Treasurer, Secretary, Executive Secretary

Position	Year/Term	1.0 point/year	Points Earned

2. District/Area Representative to the ISRT Board of Directors: President, Vice President

Position	Year/Term	2.0 points/year	Points Earned

3. Committee Chair or Committee Member

Position	Year/Term	1.0 point/year	Points Earned

4. District/Area/RT. or Student Essay/Exhibit Competition

Points: 1<sup>st</sup> place 3 points, 2<sup>nd</sup> place 2 points, 3<sup>rd</sup> place 1 point

Year	Place	Title of Exhibit or Essay	Points Earned

5. Meeting lecturer per hour. Maximum 5 points

Year	Lecture Title	1.0 point/hour	Points Earned

6. Active Member. Maximum 10 points

Year joined	Total number of years	1.0 point/year	Points Earned

7. Life Member

Year Inducted	2.0 points	Points Earned

**Section C: Other Professional contributions**

1. Education: **Highest Degree Only**: Associates (2 points), BA/BS (4 points), Masters (6 points), PhD/other Doctorate (8 points): Copy of diploma can be verification.

Year of Degree	Degree Earned	University/College	Points Earned

2. Additional Primary Registry: ARRT, NMTCB, ARDMS- first registry does not get points, only ADDITIONAL Primary Registries earn points: Current registry card will provide verification.

Registry	Date registered	Registry earned	3.0 points/Registry	Points Earned
ARRT				
NMTCB				
ARDMS				

3. Post-Primary certification: ex: CT, M, PET, ARDMS registries after first ARDMS registry, etc):

Registry	Date registered	Registry earned	1.0 point/Registry	Points Earned

4. Employment in the Imaging Sciences: Technologist, Education, Management, etc.

Maximum 20 points

A. Full-Time:

Facility	Date started	Date ended	2.0 points/year	Points Earned

B. Part-Time:

Facility	Date started	Date ended	1.0 points/year	Points Earned

ASRT Activity:

Membership: A copy of your ASRT Profile, or current membership card will be verification The maximum total earned is 10 points.

Year joined	Total years	1.0 points/year	Points Earned

**All questions should be addressed to the FISRT Fellow Chair. That person is identified in the list of Board positions on the isrt.org website.**





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## FELLOW ISRT FLOW SHEET

The applicant information below is to be filled out and sent with the completed FISRT application and application fee to the ISRT Fellow Committee Chair.

### Applicant Information

Name	Mailing Address	City, State, Zip Code

Credentials	Cell Phone #	Home Phone #

Work Phone #	E-mail address	Date submitted

### Committee Information

Date app & fees received	Application received by	Date President notified of receipt

Reviewer	Additional Reviewer	Action: Elevate (Yes, No)

Date President notified	other	Date filed

Date & Location of Elevation Ceremony