



Dated this day of June 4, 2017

The ISRT Board of Directors has voted to dissolve all of the Areas affiliated with the ISRT due to declining participation at the District (or Area) level This means that current Areas cannot use the **free** ASRT continuing education approval process for future meetings. The ISRT Board of Directors is committed to work with hosting sites to provide educational events and has added additional members to the BOD to assist with implementing this process.

Two scenarios could be used for the hosting sites that choose to plan continuing education events.

Scenario 1

- A. Hosting sites could plan an educational event; submit program, and budget to ISRT Member at Large chairperson to be approved by ISRT committee.
- B. If approved, ISRT will submit for ASRT approval. Information required for submitting to ASRT to be sent to ISRT Member at Large chairperson.
- C. ISRT will do brochures and promotions.
- D. ISRT will be responsible for registration, sign in sheets and CE documentation.
- E. ISRT will provide board member(s) to be present at the meeting.
- F. ISRT will cover expenses of the educational event.
- G. All proceeds will go to the ISRT.

Scenario 2

- A. Hosting sites could plan an educational event.
- B. Hosting sites would be responsible to submit all required documentation directly to ASRT and pay the fee for CE approval.
- C. Hosting sites would be responsible to manage all aspects of the educational event, including brochure, registration, sign in sheets, certificates, etc., etc.
- D. Hosting sites would be responsible for retaining continuing education records.
- E. Hosting sites would be financially responsible for the educational event and reporting to IRS.
- F. ISRT would have no fiscal /legal responsibility for any aspect of the educational event.
- G. Hosting site shall not use any ISRT logos, licensing, or representation, etc., etc.