

## Application for Fellow Status

The AHRA Fellow designation recognizes the significant contributions of AHRA members to our professional association.

Using the evaluation point scale and form on the following pages, members may submit an application for Fellow status. Applications are made to the Member Recognition Team and require the sponsorship of a current AHRA Fellow. All applicants will be notified of the Committee's decision, and those members who qualify for Fellow status will be recognized at the Annual Meeting.

## Instructions

1. There are 4 major categories. Each of these has a minimum point requirement as well as a maximum point limit. Some items within categories also have maximum point limits.
2. Items within each category are assigned a point value, indicated in parentheses. The applicant identifies the year(s) of achievement for each item and multiplies that number by the point value.

*Example (from Category I, Section A, Item 10):*

Each at-large appointment of appointment as a *member* of a committee, team, task force, work group, board team, etc. (excluding annual meeting design team) for a full term of 1 month or more.

**(2 points)**

Appointment:                      Editorial Review Board                      1989-1992                      6 points  
(3 years at 2 points per year = 6 points)

3. All accomplishments (e.g., selected offices, committee appointments, publications, etc) must have been completed at the time of this application in order to be eligible for consideration. For a multi-year term, each year of service must be completed before points are applied, but the multi-year term need not be completed (e.g. if you began a term in August 2009 to finish in August 2012, you can receive credit for 1 year of service after August 2010, 2 years of service after August 2011, the 3<sup>rd</sup> year of service is not eligible for credit until after August 2012)

4. Applicant must submit appropriate documentation to support the total point value of each category (specific types of documentation will vary; might include copies of diplomas, CE letters, title pages of articles or books, etc). A resume or curriculum vitae is also required. Log-on to [www.ahraonline.org](http://www.ahraonline.org) (member home/view activities) to view a record of member activities. Applications submitted without supporting documentation cannot be processed.

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### Application Deadline: May 6, 2019

Completed applications should be emailed to:

[smurray@ahra.org](mailto:smurray@ahra.org)

or mailed to

AHRA: The Association for Medical Imaging Management

Attention: Sarah Murray

490B Boston Post Rd, Suite 200

Sudbury, MA 01776

It is the applicant's responsibility to assure that all application materials have been received by AHRA by the deadline. We strongly recommend applications be sent return receipt requested.

## ahra Application for Fellow Status

### Application Checklist

- ✓ List only completed accomplishments (each credited term of service must have been completed at the time of application)
- ✓ List each accomplishment in only one category and section.
- ✓ Application must meet category and application *minimum* point requirements.
- ✓ No points can be credited in each category and section above the *maximum* point limit.

Application MUST include:

- ✓ Completed, signed application form
- ✓ Sponsor's signature from a current AHRA Fellow
- ✓ Supporting documentation
- ✓ Resume or curriculum vitae

### Applicant Information

Please Type or Print Legibly

Name: \_\_\_\_\_ Date: \_\_\_\_\_  
                    *First*                    *Middle*                    *Last*

Title: \_\_\_\_\_ Department: \_\_\_\_\_

Full Name of Institution: \_\_\_\_\_

Street: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_ Country: \_\_\_\_\_

Phone: \_\_\_\_\_ Ext: \_\_\_\_\_ Email Address: \_\_\_\_\_

### Sponsor Information

The role of the sponsor is to assist the individual applying for Fellowship status, by reviewing the application to determine readiness and if needed, identifying possible next steps if the individual has not yet met the criteria. The sponsor will present a supporting statement (recommendation) on behalf of the applicant. Sponsor must be a current AHRA Fellow

Sponsor Name: \_\_\_\_\_

Title: \_\_\_\_\_ Department: \_\_\_\_\_

Full Name of Institution: \_\_\_\_\_

Street: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_ Country: \_\_\_\_\_

Phone: \_\_\_\_\_ Ext: \_\_\_\_\_ Email Address: \_\_\_\_\_

I agree to sponsor the above-named individual's application for AHRA Fellow status.

Sponsor's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

*(Electronic signature is acceptable)*

## Category I: ahra Contributions

*Submit all relevant documentation with application. Contributions are at Regional or National level.*

A. AHRA Long-Term Contributions	Year(s)	Points
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1. AHRA President	<b>(10 points)</b>	_____	_____
2. AHRA President-Elect	<b>(6 points)</b>	_____	_____
3. AHRA Past President	<b>(6 points)</b>	_____	_____
4. AHRA Board of Directors	<b>(6 points)</b>	_____	_____
5. Annual Meeting Design Team Chair	<b>(6 points)</b>	_____	_____
6. Annual Meeting Design Team Member	<b>(4 points)</b>	_____	_____
7. Radiology Administration Certification Commission (RACC) Chair	<b>(6 points)</b>	_____	_____
8. Radiology Administration Certification Commission (RACC) Commissioner	<b>(4 points)</b>	_____	_____
9. AHRA Education Foundation Chair	<b>(4 points)</b>	_____	_____
10. AHRA Education Foundation Director	<b>(3 points)</b>	_____	_____
11. Spring Conference Design Team Chair	<b>(4 points)</b>	_____	_____
12. Spring Conference Design Team Member	<b>(3 points)</b>	_____	_____
13. Fall Conference Design Team Chair	<b>(4 points)</b>	_____	_____
14. Fall Conference Design Team Member	<b>(3 points)</b>	_____	_____
15. Each appointment of <i>chairperson, leader, or editor</i> of a committee, team, task force, work group, board team etc. (excluding conference design teams) <i>for a full term of 1 month or <u>more</u>.</i>	<b>(3 points)</b>	_____	_____
Appointment: _____		_____	_____
Appointment: _____		_____	_____
Appointment: _____		_____	_____
Appointment: _____		_____	_____
16. Each at-large appointment or appointment as a <i>member</i> of a committee, team, task force, work group, board team, etc. (excluding conference design teams) <i>for a full term of 1 month or <u>more</u>.</i>	<b>(2 points)</b>	_____	_____
Appointment: _____		_____	_____
Appointment: _____		_____	_____
Appointment: _____		_____	_____
Appointment: _____		_____	_____

**B. AHRA Short-Term Contributions**

**Year(s) Points**

1. Each appointment of *chairperson, leader, or editor* of a committee, team, task force, work group, board team etc. (excluding conference design teams) *for a full term of 1 month or less.*

**(2 points)**

Appointment: \_\_\_\_\_

Appointment: \_\_\_\_\_

Appointment: \_\_\_\_\_

Appointment: \_\_\_\_\_

2. Each at-large appointment or appointment as a *member* of a committee, team, task force, work group, board task force, etc. (excluding conference design teams) *for a full term of 1 month or less.*

**(1 points)**

Appointment: \_\_\_\_\_

Appointment: \_\_\_\_\_

Appointment: \_\_\_\_\_

Appointment: \_\_\_\_\_

3. On-site volunteer service at the Annual Meeting **(1 point/3 point max)**

Appointment: \_\_\_\_\_

Appointment: \_\_\_\_\_

Appointment: \_\_\_\_\_

**C. AHRA Membership**

**Points**

*Maximum 10 points*

AHRA member since \_\_\_\_\_ (year)

1. First 5 year of membership **(1 point total)** \_\_\_\_\_

2. Each year of membership after the first 5 years **(1 point per year)** \_\_\_\_\_

**Total points:** \_\_\_\_\_

**Summary Category I: AHRA Contributions**

A. AHRA Long-Term Contributions \_\_\_\_\_

B. AHRA Short-Term Contributions \_\_\_\_\_

C. AHRA Membership (maximum 10 points) \_\_\_\_\_

Total points: \_\_\_\_\_

*Category I: minimum 15 points required; maximum 40 points allowed.*

## Category II: Education

Submit all relevant documentation with application. Certification must not be revoked, lapsed, or otherwise out of good standing.

A. National Certification	Year Earned	Points
---------------------------	-------------	--------

**Maximum 10 points**

- |  |                    |       |       |
|--|--------------------|-------|-------|
| 1. Certified Radiology Administrator (CRA) Certification   | <b>(10 points)</b> | _____ | _____ |
| 2. Certification by ARRT, RDMS, NMTCB or other allied health national certification requiring a minimum of 24 months of educational programs | <b>(3 points)</b>  |       |       |
| Certification: _____   |                    | _____ | _____ |
| Certification: _____   |                    | _____ | _____ |
| Certification: _____   |                    | _____ | _____ |
| Certification: _____   |                    | _____ | _____ |

B. Advanced Degrees	Year Earned	Points
---------------------	-------------	--------

Points awarded for highest degree obtained, not each degree earned.

- |  |       |       |       |
|--|-------|-------|-------|
| 1. <u>Highest</u> advanced degree attained | _____ | _____ | _____ |
|--|-------|-------|-------|
- Associates degree **(5 points)** *or* Baccalaureate degree **(7 points)** *or* Masters degree **(10 points)** *or* Doctorate **(15 points)**

C. CEU Participation	Points
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**Maximum 25 points**

Credit given for AHRA sponsored or ARRT category A credit-approved programs only. Credits must be earned within the last five years prior to submitting application.

- |                      |                                   |       |  |
|----------------------|-----------------------------------|-------|--|
| 1. CEU Participation | <b>(1 point for every 5 CEUs)</b> | _____ |  |
|----------------------|-----------------------------------|-------|--|

<b>Summary Category II: Education</b>	
A. National Certification (maximum 10 points)	_____
B. Advanced Degrees	_____
C. CEU Participation (maximum 25 points)	_____
Total points:	_____
<i>Category II: minimum 25 points required; maximum 40 points allowed.</i>	

## Category III: Professional Experience

*Submit all relevant documentation with application. Credit given for full time work in imaging or healthcare related areas only.*

A. Non-management	Points
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1. From \_\_\_\_\_ to \_\_\_\_\_ **(1 point per year)** \_\_\_\_\_

B. Management	Points
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1. From \_\_\_\_\_ to \_\_\_\_\_ **(4 point per year)** \_\_\_\_\_  
(full-time imaging or healthcare work not included in section A(above) only)

<b>Summary Category III: Professional Experience</b>	
A. Non-management	_____
B. Management	_____
Total points:	_____
<i>Category III: minimum 20 points required; maximum 25 points allowed.</i>	

## Category IV: Professional Contributions

*Submit all relevant documentation with application. Attach additional sheets if necessary.*

A. Article Publication	Points
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**Maximum 40 points**

*\* For articles written with a co-author, divide points based on your actual contribution (e.g. for a Radiology Management article where the work was even split between yourself and one other author, you would earn 5 points (50% of 10 points))*

1. Feature article(s) published in *Radiology Management* **(10 points each article)**
- Title: \_\_\_\_\_
- Date Published: \_\_\_\_\_ Contribution percentage\*: \_\_\_\_\_ \_\_\_\_\_
- Title: \_\_\_\_\_
- Date Published: \_\_\_\_\_ Contribution percentage\*: \_\_\_\_\_ \_\_\_\_\_
- Title: \_\_\_\_\_
- Date Published: \_\_\_\_\_ Contribution percentage\*: \_\_\_\_\_ \_\_\_\_\_
- Title: \_\_\_\_\_
- Date Published: \_\_\_\_\_ Contribution percentage\*: \_\_\_\_\_ \_\_\_\_\_
2. Article(s) published in other peer reviewed professional journals (e.g. those journals found in *Index Medicus/Medline*) **(3 point each article; maximum 10 points)**
- Title: \_\_\_\_\_
- Date Published: \_\_\_\_\_ Contribution percentage\*: \_\_\_\_\_ \_\_\_\_\_

3. Column in *Radiology Management*

(5 points each column)

Title: \_\_\_\_\_

Date Published: \_\_\_\_\_ Contribution percentage\*: \_\_\_\_\_

Title: \_\_\_\_\_

Date Published: \_\_\_\_\_ Contribution percentage\*: \_\_\_\_\_

Title: \_\_\_\_\_

Date Published: \_\_\_\_\_ Contribution percentage\*: \_\_\_\_\_

4. Article in *Link*

(2 points each article)

Title: \_\_\_\_\_

Date Published: \_\_\_\_\_ Contribution percentage\*: \_\_\_\_\_

Title: \_\_\_\_\_

Date Published: \_\_\_\_\_ Contribution percentage\*: \_\_\_\_\_

Title: \_\_\_\_\_

Date Published: \_\_\_\_\_ Contribution percentage\*: \_\_\_\_\_

**B. AHRA Presentations**

**Points**

**Maximum 40 points**

*\* For presentations given with a co-presenter, points are determined based on the length of your portion of the total presentation.*

1. Speaker at AHRA Annual Meeting, seminar, conference, webinar, or other AHRA educational event. **(10 points each hour, 5 each hour for subsequent presentations of the same lecture)**

Lecture Title: \_\_\_\_\_ Co-presenters\*: \_\_\_\_\_

Event: \_\_\_\_\_ Date(s): \_\_\_\_\_

Lecture length: \_\_\_\_\_

Lecture Title: \_\_\_\_\_ Co-presenters\*: \_\_\_\_\_

Event: \_\_\_\_\_ Date(s): \_\_\_\_\_

Lecture length: \_\_\_\_\_

2. Poster Submission

(7 points each)

Study Title: \_\_\_\_\_ Co-presenters\*: \_\_\_\_\_

Event: \_\_\_\_\_ Date(s): \_\_\_\_\_

3. Round Table Leader AHRA Annual Meeting, seminar, conference, webinar, or other AHRA educational event.

(2 points each)

Topic: \_\_\_\_\_ Co-presenters\*: \_\_\_\_\_

Event: \_\_\_\_\_ Date(s): \_\_\_\_\_

**C. Book Author****Points***Credit given for imaging, healthcare, or management related areas only.***1. Sole Author of book (40 points each book)**

Book Title: \_\_\_\_\_

Publication Date: \_\_\_\_\_

**2. Author 1 or more chapters (15 points per chapter)**

Chapter Title: \_\_\_\_\_

Book Title: \_\_\_\_\_

Contribution percentage\*: \_\_\_\_\_ Publication Date: \_\_\_\_\_

*\*For chapters with a co-author, divide points based on your actual contribution (e.g., for a textbook chapter where the work was split evenly between yourself and one author, you would earn 7.5 points (50% of 15 points))***D. Other Outstanding AHRA Achievements and AHRA Awards****Points**For example: Gold Award, *Radiology Management* Editorial Award, Award for Excellence, etc. (scholarships do not qualify) **(15 points each)**

Award: \_\_\_\_\_ Date: \_\_\_\_\_

Award: \_\_\_\_\_ Date: \_\_\_\_\_

Award: \_\_\_\_\_ Date: \_\_\_\_\_

Award: \_\_\_\_\_ Date: \_\_\_\_\_

**Summary Category IV: Professional Contributions**

A. Article Publications (maximum 40 points) \_\_\_\_\_

B. Presenter (maximum 40 points) \_\_\_\_\_

C. Book Author \_\_\_\_\_

D. Other Outstanding AHRA Achievements and AHRA Awards \_\_\_\_\_

Total points: \_\_\_\_\_

*Category IV: minimum 20 points required; maximum 50 points allowed.*



## Application Point Totals

**Category I: AHRA Contributions**

*(minimum 15 points required; maximum 40 points allowed)*

*Category Total*

\_\_\_\_\_

**Category II: Education**

*(minimum 25 points required; maximum 40 points allowed)*

*Category Total*

\_\_\_\_\_

**Category III: Professional Experience**

*(minimum 20 points required; maximum 25 points allowed)*

*Category Total*

\_\_\_\_\_

**Category IV: Professional Contributions**

*(minimum 20 points required; maximum 50 points allowed)*

*Category Total*

\_\_\_\_\_

**Total points:**

\_\_\_\_\_

***Minimum 120 total points required to be eligible for Fellow status***

**My signature certifies that the information in this application is true and accurate to the best of my knowledge.**

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_