

CONTINUING EDUCATION REQUIREMENTS FOR RENEWAL OF SCRQSA CERTIFICATION

SECTION 1. INTRODUCTION

Certification is a method of assuring the medical community and the public that an individual is qualified to practice within the profession. Although a practicing technologist may maintain an acceptable level of competency after certification in the entry-level skill that are being frequently used by the technologist in a particular practice setting, changing technology and job responsibilities may render the technologist less competent if there is failure to acquire current knowledge and skills consistent with new developments in Radiologic Technology.

Continuing education (CE) provides a mechanism for technologists to fulfill their responsibility to maintain competence and prevent professional obsolescence. Participation in continuing education demonstrates accountability to peers, physicians, healthcare facilities and the public. It also reinforces the Code of Ethics endorsed by the SCRQSA and which is recognized as the standard of conduct for Radiologic Technologists.

The CE requirements for maintaining certification are contained herein.

The SCRQSA does not keep a running record of CE credits for certificants. Certificate holders are responsible for their own records. At the end of a certification cycle, a CE Summary Form is sent with the application for renewal of certification. The CE activities completed to comply with the requirements should be listed on the summary form and the form returned with the renewal. A random sample of renewals may be selected and those technologists will be requested to submit copies of their documentation in order to verify the activities listed on the summary form. The SCRQSA will not return documentation when submitted.

SECTION 2. RATIONALE FOR CONTINUING EDUCATION

Certification is a method of assuring the medical community and the public that an individual is qualified by knowledge and skills to practice within the profession. After initial certification, advancing technology and changing job responsibilities may require a technologist to update their knowledge and skills consistent with any new developments in Radiologic Technology.

Continuing education (CE) provides a mechanism for technologists to fulfill their responsibility to maintain competence and prevent professional obsolescence. Participation in continuing education demonstrates accountability to peers, physicians, health care facilities and the public. It also reinforces the Code of Ethics endorsed by the SCRQSA. **ALL CERTIFIED TECHNOLOGISTS ARE REQUIRED TO COMPLY WITH THE CE REQUIREMENTS REGARDLESS OF THEIR EMPLOYMENT STATUS.** The CE requirements apply to all SCRQSA certified technologists who are actively practicing in the profession and to technologists who are not currently practicing, but who either plan to return to active practice or think that return to active practice is a possibility.

SECTION 3. RENEWAL OF CERTIFICATION

When a SCRQSA certificate is first issued, it is current for two years. Thereafter, the certificate holder must complete the application for renewal of certification on a biannual basis.

Sixty (60) days prior to expiration, an application for renewal of certification is mailed by the SCRQSA. The certificant has until the expiration date to return the completed application and fees.

SECTION 4. BIENNIUM REPORTING CYCLE

The CE requirements and renewal of certification are linked to a two-year cycle (biennium). Credits earned in one biennium cannot be carried forward into the next biennium.

SECTION 5. CE REQUIREMENTS FOR NEW CERTIFICATE HOLDERS

Certificants who have passed their first certification exam will begin the mandatory CE requirements two years from issuance of the certificate.

SECTION 6. SATISFACTION OF CONTINUING EDUCATION REQUIREMENTS BY EARNING CREDITS.

Continuing education programs must be initially approved by, but not limited to one of the following professional organizations: ASRT, SCCA, AMA, AAMA, ASPMA, SNM, or accredited colleges/universities. The SCRQSA's acceptance of the courses for CE requirements will be based on instructor qualifications and the relevance of the course to the scope of practice of the certificant.

SECTION 7. CE PROBATION STATUS: APPLICANTS FOR RENEWAL WHO FAIL TO MEET THE MANDATORY CE REQUIREMENTS.

A certificant who applies for renewal but who fails to meet the CE requirements within the previous biennium, will automatically be transferred to a "CE probation" status. Individuals who are on probation due to failure to meet the CE requirements or proof of ARRT standing will receive a credential card indicating CE probation. This status will be reported in response to any inquiries regarding the technologist's standing with the SCRQSA.

Certificants who have been classified as being on probation due to not meeting the CE requirements may be removed from probation status by successfully completing continuing education credits. One half of the number of credits is required in a biennium plus the number of credits lacking from the previous biennium, and payment of assessed penalty fees as determined by the board. All CE probation credits must meet the SCRQSA's definition of approved credit. In addition to the continuing education credits that are required during the first 12 months of the next biennium for removal from probation status, the certificant must complete the total number of credits required for the appropriate level of practice by the end of the biennium in order to remain in compliance with the requirements.

A certificant placed on CE probation who has not met the requirement to the satisfaction of the SCRQSA within one (1) year, will be dropped and considered as no longer certified by the SCRQSA.

SECTION 8. FAILURE TO RENEW CERTIFICATION

Currently, a certificant who fails to apply for renewal of certification or who does not pay the recertification fee, or who does not meet the CE probation requirements is dropped and considered no longer certified by the SCRQSA. The status of the individual will be reported to DHEC and present or prospective employers inquiring about the status of such a person will be told that the individual is not certified by the SCRQSA. Since information for those who do not renew certification can quickly become outdated and since providing such information is a service reserved only for certificants, no information on the person (other than that they are not certified by the SCRQSA) will be provided (See Section 9 for information on reinstatement requirements for certification by the SCRQSA)

SECTION 9. REINSTATEMENT OF CERTIFICATION

All SCRQSA certificants are assigned a CE reporting cycle based on the date of initial certification. CE will be required as follows:

Reinstatement requested prior to the biennium ending date. If the certificant meets all eligibility requirements for certification, reinstatement will be achieved upon payment of assessed fees.

Reinstatement requested within one year after the biennium ending date.

Report the total number of credits required for the appropriate level of practice during the previously assigned biennium.

OR

Apply for reinstatement under CE probation. CE credits completed during the previous biennium may be reported (See Section 7 for information on removal for CE probation).

Reinstatement requested more than one year after the biennium ending date.

Reinstatement will not be allowed without successful re-examination which the individual is eligible. Upon reinstatement, a new biennium reporting cycle will begin on the date of recertification. If a certificant is able to provide evidence of compliance with the CE requirements during the assigned biennium or the CE probation period and he or she meets all other requirements for certification including penalty fees, they will be allowed to reinstate without re-examination.

SECTION 10. REQUIREMENTS FOR CONTINUING EDUCATION ACTIVITIES

All activities applied toward the CE requirements must meet the SCRQSA's definition of a continuing education activity. (See Section 15 for the definition of Continuing Education Activity). The definition states that a learning activity must be planned, organized and administered to enhance the knowledge and skills underlying the professional performance that a technologist uses to provide services to patients, the public, or the medical profession. Activities relevant to the radiation sciences meeting this definition may qualify as approved CE credit depending upon whether they have been approved by the SCRQSA or a SCRQSA-approved association or agency.

The individual is responsible for selecting activities that the sponsor has already submitted for approval, and which is relevant to the scope(s) of practice for the individual. Retroactive approval will not be considered.

SECTION 11. AWARDING OF CE CREDITS

Activities as identified in Section 10 are awarded the number of CE credits assigned by the evaluation mechanism or as specified in this section. A contact hour is defined as being equal to 50-60 minutes. Activities longer than one hour should be assigned whole or partial CE credit based on the 60-minute hour. Educational activities of 30-49 minutes in duration will be awarded one-half CE credit. An activity that lasts less than 30 minutes will receive no credit.

Activities meeting the definition of an approved academic course (See Section 16) will be awarded credit at the rate of 12 CE credits for each academic quarter credit or 16 CE credits for each academic semester credit. An official transcript must include the month and year the course was completed. An indication that the class was passed (pass/fail) or a grade of "C" or better is required to receive CE credit for an academic course.

Basic CPR certification (BLS) will be awarded 3 CE credits with a valid CPR card from the Red Cross or the Heart Association, limited to 3 credits per biennium.

SECTION 12. DOCUMENTATION AND REPORTING PROCEDURES

All certificants are required to maintain proof of participation in continuing education in continuing education activities. Certificate holders who are registered with the ARRT will be required to submit a current copy of the ARRT certification card. Certificate holders who are not registered with the ARRT will be required to submit a list of the completed CE activities on the CE Report Form and attest to the truthfulness of the information. Individual CE documentation forms verifying participation SHOULD be returned with the renewal form. The SCRQSA reserves the right to request original documentation when in its sole opinion there is any question regarding authenticity. If original documentation is requested, it will be returned at the end of the inquiry. The certificant is responsible for keeping the original documents for one full year after the end of the reporting cycle.

Documentation of participation in approved continuing education activities must be on a form that clearly indicates the information needed to identify the activity as having been approved by a mechanism approved by the SCRQSA. Documentation must include name of the participant, dates of attendance, title and content of the activity, number of contact hours for the activity, name of the sponsor, signature of the instructor or an authorized representative of the sponsor issuing the documentation, and CE reference number provided by

the organization approving the activity. A copy of a college transcript and a course description serve as sufficient documentation for approved academic courses as defined by the SCRQSA.

SECTION 13. REQUIREMENTS FOR CE SPONSORS

Sponsors of continuing education activities are responsible for the content, quality and integrity of the educational activity. Sponsors plan, organize, support, endorse, subsidize and/or administer educational activities. Sponsors are also responsible for documenting participation by the attendees for possible verification at a later date. Sponsors may be, but are not limited to: national, regional, state and district professional societies, academic institutions, health care agencies, health care facilities, federal, state and local government agencies or individuals. Sponsors must apply for and receive approval from SCRQSA in order to award credit for activities.

SECTION 14. RESPONSIBILITIES OF THE CERTIFICANT

Compliance with the CE requirements is ultimately the individual's responsibility. If an activity is intended for use as approved credit, it is the individual's responsibility to contact the sponsor of the CE activity if there are questions as to whether the activity has been approved by the SCRQSA for credit.

THE CERTIFICANT IS RESPONSIBLE FOR MAINTAINING PROPER DOCUMENTATION ON ACTIVITIES. As noted in Section 12, the certificant is also responsible for providing proper documentation at the request of the SCRQSA for validation of CE participation.

SECTION 15. REQUIRED CONTINUING EDUCATION HOURS

R.T.(R)	24 HRS./BIENNIUM
R.T.(N) or NMTCB	24 HRS./BIENNIUM
R.T.(T)	24 HRS./BIENNIUM
CLR-General	12 HRS./BIENNIUM
CLR-Chest	6 HRS./BIENNIUM
CLR-Podiatric	6 HRS./BIENNIUM
CLR-Chiropractic	12 HRS./BIENNIUM
CBD	12 HRS./BIENNIUM
CBD-Peripheral	No CE required

SECTION 16. DEFINITION OF TERMS

Terminology used within this document is defined as follows:

ACR: American College of Radiology, 1891 Preston White Drive, Reston, VA 22091, Phone: 800-227-5463
Website: www.acr.org

AHRA: American Healthcare Radiology Administrators, 111 Boston Post Road, suite 105, Sudbury, MA 01776
Website, www.AHRAonline.org

Approved Academic course: A formal course of study that is relevant to the radiologic sciences and patient care and is offered by an accredited post-secondary educational institution in the biological sciences, physical sciences, radiologic sciences, health and medical sciences, social sciences, communication (verbal and written) mathematics, computers, management, or education methodology. Some subject areas that may NOT be applicable include courses in astronomy, fine arts, geology, geography, history, music and philosophy.

ARRT Website Address: Information on the ARRT can be found at www.rrt.org

ASPMA: American Society of Podiatric Medical Assistants

ASRT: American Society of Radiologic Technologists, 15000 Central Avenue SE, Albuquerque, NM 87123,

Phone: (505) 298-4500 Website: www.asrt.org

Audit: An official verification of CE credits reported to SCRQSA. The SCRQSA can request individual CE records and/or certificates of participation that are used to validate the CE credits reported to the SCRQSA

Biennium: A period of time spanning two (2) years. As used in the SCRQSA renewal process, the first date of SCRQSA certification marks the beginning of the first biennium.

*Approved Credit - an activity that qualifies as a Continuing education Activity as defined in this documents and which meets one of the following criteria, is awarded approved credit.

1. Activities approved by one of the following organizations

American College of Radiology
American Healthcare Radiology Administrators
American Society of Radiologic Technologists
Society of Nuclear Medicine - Technologists Section
Society of Vascular Technology
International Society of Clinical Densitometry

2. Activities approved by one of the following other organizations (only if relevant to the radiologic sciences profession):

American Medical Association - Category 1
American Nurses Association - through the ANCC
South Carolina Chiropractic Association
American Society of Podiatric Medical Assistants
American Association of Medical Assistants

Approved Academic Courses (see references to an approved academic course in this section and in Section 11)

4. CPR Certification through the Heart Association or the Red Cross

Certification: The process of granting a certificate attesting to the demonstration of qualifications in a profession.

Contact Hour: Contact hour is defined as being equal to 50 - 60 minutes and is awarded one continuing education credit.

Continuing Education Activity: A learning activity that is planned, organized and administered to enhance the professional knowledge and skills underlying professional performance that a technologist uses to provide services for patients, the public or the medical profession. In order to qualify as continuing education, the activity must be planned, organized and provide sufficient depth and scope of a subject area.

CPR: credit will be awarded for valid CPR certification. Credits are awarded on the date of the certification or re-certification. A copy of a valid certification card issued by the Red Cross or the Heart Association will serve as documentation. CPR certification in Basic Life Support or Advanced CPR certification will be awarded 3 credits per biennium.

Documentation: Proof of participation in a particular educational activity. May be submitted in the form of a certificate of completion or an itemized list from the sponsor. All documentation must include: name of participant, dates of attendance; title and content of the activity; number of contact hours for the activity; name of the sponsor; signature of the instructor or an authorized representative of the sponsor issuing the documentation; and a reference number if the activity has been approved by the any SCRQSA-approved association or agency.

ISCD: International Society of Clinical Densitometry 1104 Main Street - Suite 600, Vancouver, WA 98660
Phone: 360-694-5010 Website address

MDCB: Medical Dosimetry Certification Board, Phone 390-343-1202

NMTCB: Nuclear Medicine Technology Certification Board, Phone 404-314-1739

Presentation: An educational activity in which the presenter prepares and orally presents a topic with proper documentation, a presenter will receive 3 CE credits for the development of a presentation that has been evaluated and approved by an SCRQSA-approved association or agency as an approved activity, as well as 1 CE credit for each hour of actual presentation. Each presentation can only be used once. This total must not exceed 12 credits per biennium.

Probation Status: Certificants who apply for renewal but who fail to meet the CE requirements will be placed on CE probation status. Certificants who are audited and fail to respond to the audit request, and/or fail to provide proper documentation acceptable to the SCRQSA will be placed on CE probation Status. (See Section 7.)

Radiologic Technology: The health profession comprised of certified technologists who provide services for physicians, patients and the public. This "umbrella" term encompasses the imaging and therapeutic modalities in medical radiology.

Reinstatement: A technologist who fails to renew certification or fails to comply with the CE requirements for renewal of certification will be dropped, and no longer certified by the SCRQSA. In order to become certified again, the technologist must apply for reinstatement of the certificate and meet other requirements as set by the SCRQSA (See Section 9).

Reinstatement by Re-Examination: Non-compliance with the CE requirements for a period of 3 or more years from the beginning of a biennium will require reinstatement by means of re-examination. Reinstatement will not be allowed without successful re-examination in the scope of practice in which the individual is eligible.

SCCA: South Carolina Chiropractic Association

Sponsor: An individual or an organization responsible for the content, quality and integrity of the educational activity. A sponsor plans, organizes, supports, endorses, subsidizes and/or administers educational activities. (See Section 13.)

SVT: Society of Vascular Technology, 4601 President's Drive, Suite 260, Lanham, MD 20706 Phone: 301-459-7550 Website: www.wvnet.org