

# Washington State Radiological Society

## Chapter Bylaws

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## **Article I – Name**

The name of this organization shall be the Washington State Radiological Society, a chapter of the American College of Radiology, hereinafter referred to as the "Chapter."

## **Article II – Purposes**

The purposes of the Chapter shall be those of the American College of Radiology, hereinafter sometimes referred to as the "College", to advance the science of radiology, improve radiologic service to the patient, study the socioeconomic aspects of the practice of radiology, and encourage improved and continuing education for radiologists and allied professional fields. The Chapter shall also represent radiology and the interest of its members with state interdisciplinary councils, payor committees, the state policy makers and agencies.

## **Article III – Affiliation**

The Chapter will be an affiliate of the American College of Radiology.

## **Article IV – Membership**

### **Section 1 – Classes of Membership**

Membership in this organization shall be of six classes: (1) Member, (2) Associate Member, (3) Member in Training, (4) Allied Health (5) Retired or Inactive Member, and (6) Affiliate Member. All members in each membership category must be members of the American College of Radiology. The Chapter does not discriminate on the basis of race, religion, gender, age, national origin or sexual orientation in granting or terminating membership or in regard to any of the benefits of membership.

### **Section 2 – Qualification and Admission of Members**

Physicians who have been certified in a radiological discipline, including nuclear medicine, by the American Board of Radiology, the American Osteopathic Board of Radiology, the American Board of Nuclear Medicine, the Royal College of Physicians and Surgeons of Canada or the College des medecins du Quebec are eligible to be Members of the Chapter.

Medical physicists who are certified or considered the equivalent of certified by the American Board of Radiology (ABR) are eligible to be Members of the Chapter.

A Member shall have the right to be appointed to committees, and to hold elective office.

### **Section 3 – Qualification and Admission of Associate Members**

Physicians who are engaged in the practice of radiology, including nuclear medicine, and who have completed an approved residency program in radiology and are otherwise eligible for membership in the Chapter, but who have not been certified by the American Board of Radiology, the American Osteopathic Board of Radiology, the American Board of Nuclear Medicine, the Royal College of Physicians and Surgeons of Canada or the College des medecins du Quebec are eligible to be Associate Members of the Chapter.

Medical physicists who are engaged in the practice of medical physics and are otherwise eligible for membership in the Chapter but who are not certified or considered the equivalent of certified by the American Board of Radiology (ABR) are eligible to be Associate Members of the Chapter.

An Associate Member shall have the right to be appointed to committees but shall not have the right to hold elective office.

### **Section 4 – Qualification and Admission of Members in Training**

Members in Training shall be those physicians who are in approved radiology residencies or fellowships, medical students registered in a formal educational program at an LCME or AOA approved medical school, and medical physicists who are registered in a formal educational program in medical physics. Member in Training status shall normally terminate within six (6) months following completion of the period of training. Those individuals who go directly from an approved residency to a fellowship program or from a medical educational program to an approved radiology residency program may continue as members in training until completion of their training. Within six months after completion of training, the Member in Training will automatically become a member of the Chapter in the appropriate class of membership, unless he or she affirmatively declines membership.

A Member in Training shall have the right to be appointed to committees, but shall not have the right to hold elective office.

### **Section 5 – Qualification and Admission of Allied Health Members**

Non-physician medical professionals, such as MRI scientists and radiologist assistants, whose special qualifications are deemed valuable to the Chapter and who are approved for membership

to the ACR, are eligible to be Allied Health members of the Chapter. Radiologist assistants must be certified by the ARRT as a Registered Radiologist Assistant. An Allied Health Member shall have the right to be appointed to committees, but shall not have the right to hold elective office.

## **Section 6 – Qualification and Admission of Retired and Inactive Members**

Members who are approved for the status of Retired Member or Retired Fellow of the ACR may be a Retired Member of the Chapter.

Retired Members shall have the right to be appointed to committees and to serve in elected office within the Chapter during the first six years following his/her retirement. Retired Members shall have the right to vote during the first six years following his/her retirement.

Temporarily Inactive Members shall be those from the above memberships who, for reasons acceptable to the Chapter's Executive Committee, are temporarily unable to continue their practice. Temporarily Inactive Members shall not have the right to vote. Temporarily Inactive Members shall have the right to be appointed to committees.

Inactive Members shall also be those Members and Fellows of the Council of Affiliated Regional Radiation Oncology Societies (CARROS) Chapter of the American College of Radiology who, by their own choice, elect not to participate in the activities of the Chapter. They shall be liable for the payment of Chapter dues, adjusted for the deduction of CARROS dues, and shall be counted for councilor allocation purposes, but shall not be able to vote, hold serve in elected office or be appointed to committees.

## **Section 7 – Qualification and Admission of Affiliate Members**

Affiliate Members shall be a member in one of the above membership categories who maintains active membership in another Chapter that is not in the state where his/her principal practice is conducted, but chooses to have membership in this Chapter.

Affiliate Members shall pay dues to both Chapters, have the right to vote, have the right to be appointed to committees and have the right to hold elected office.

## **Section 8 – Membership Dues**

Admission to membership and continuation of membership shall be contingent upon payment of dues to the Chapter and the American College of Radiology as may then be in force.

## **Article V – Officers**

### **Section 1 – Officers**

The officers of the Chapter shall be the president, vice president, secretary, treasurer, and immediate past president. The offices of secretary and treasurer may be combined. All Chapter officers shall be members of the American College of Radiology.

### **Section 2 – Duties of the President**

The president shall be the presiding officer of the Chapter and shall perform all the duties that custom and parliamentary practice associate with the office of the president. He or she shall act as chairman of the Executive Committee.

### **Section 3 – Duties of the Vice President**

The vice president shall be a member of the Executive Committee. In the absence of the president or in the event of the president's inability or refusal to act, the vice president shall perform the duties of the president and, when so acting, shall have all the powers of and be subject to all of the restrictions of the president.

### **Section 4 – Duties of the Secretary**

The secretary shall be a member of the Executive Committee. The secretary shall record and preserve the minutes of the business meetings of the Chapter and the Executive Committee. The secretary shall notify the members and the American College of Radiology of election outcomes.

### **Section 5 – Duties of the Treasurer**

The treasurer shall be a member of the Executive Committee. The treasurer shall receive all monies due the Chapter and shall disburse such monies. The treasurer shall make a report of the funds and membership of the Chapter at each Executive Committee and annual meeting.

### **Section 6 – Duties of Past President**

The immediate past president shall be a member of the Executive Committee. In the absence of the President and Vice President, the past president shall perform the duties of the president and, when so acting, shall have all the powers of and be subject to all the restrictions of the president.

### **Section 7 – Election**

To be eligible for election or re-election as an officer, the individual must be a Member, Retired Member, or Affiliate Member as specified in Article IV, Sections 3, 7, and 8.

No later than 30 days prior to the annual meeting of the Chapter, the Chapter Nomination Committee shall mail a single slate of officer nominees for membership approval. At the annual meeting additional nominations shall be accepted from the floor and election shall be by a voice vote of members present. A majority of votes cast for the slate or individual nominees shall be declared elected.

### **Section 8 – Terms**

The terms of the president, vice president, secretary, treasurer, and past president shall be two years, or until their successors are elected and qualified.

### **Section 9 – Vacancies**

Vacancies occurring in any office shall be filled by action of the Executive Committee. The officer thus chosen shall serve for the unexpired portion of the term of the officer whose office is being filled.

## **Article VI – Standing Committees**

The standing committees of the Chapter are:

- Awards and Honors Committee
- Budget and finance Committee
- Communications Committee
- Executive Committee
- Fellowship/Nominations Committee
- Government relations Committee
- Payor relations Committee
- Program Committee

### **Section 1 – Awards and Honors Committee**

The Awards and Honors Committee shall be comprised of the President and two-four past Presidents. The President shall serve as the chair and shall appoint the members of the committee. It may periodically recommend a Gold Medal, to a chosen recipient or recipients at the time of the annual meeting of the WSRS.

Nominations should be submitted to the Chair of the Committee. The following criteria and procedures shall apply:

- 1.1 The award shall be for outstanding service to radiology and radiologists of Washington, or for meritorious scientific achievement that reflects credit upon radiology in Washington.
- 1.2 The award is not obligatory each year.
- 1.3 The recipient shall have been a member of the WSRS for at least five years.
- 1.4 A nominee shall be member in good standing with the ACR.
- 1.5 Nominations shall be presented to the Chair at least three months prior to the date of any duly selected interim meeting or the date of the annual business meeting. The Executive Committee may nominate suitable candidates for such award on its own.
- 1.6 Approval of a nominee shall require a two-thirds vote of the Executive Committee.
- 1.7 The award should not be made posthumously, except when the recipient has died following his or her selection.

### **Section 2 – Budget and Finance Committee**

The president shall appoint a budget and finance committee to prepare annually a budget to be presented to the Executive Committee and to assist the Executive Committee in their oversight responsibilities relating to fiscal management. The treasurer or secretary-treasurer shall serve as chair of the committee.

### **Section 3 – Communications Committee**

The president shall appoint a communications committee to identify and execute strategies for communicating with Chapter members and the public. The President shall appoint the chair of the committee.

### **Section 4 – Executive Committee**

The Executive Committee shall be comprised of the president, vice president, secretary, treasurer, past president, ACR Councilors, and the Young Physician Alternate Councilor. The President shall serve as the chair. The Executive Committee shall carry on the business of the Chapter and report its activities to the membership at each annual meeting. Meetings of the executive committee may be conducted by electronic means. A simple majority of voting members of the Executive Committee constitutes a quorum.

### **Section 5 – Fellowship/Nominations Committee**

The committee shall consist of three members appointed by the President and approved by a majority of the Executive Committee, and when possible, are Fellows of the American College of Radiology. The committee shall annually review the membership of the Chapter for the purpose of nominating members to fellowship in the ACR, and prepare an election single slate of nominees for officers, councilors, and alternate councilors for membership approval at the annual meeting of the Chapter.

### **Section 6 – Government Relations Committee**

The president shall appoint a government relations committee to anticipate and review proposed legislation that affects the practice of radiology in the state. The committee will report findings and recommendations for action to the Executive Committee. The president shall appoint the chair of the committee.

### **Section 7 – Payor Relations Committee**

The president shall appoint a payor relations committee. This committee may consist of, but is not limited to diagnostic radiology, radiation oncology, and nuclear medicine CAC and Managed Care ACR Network representatives. This committee shall have the responsibility of monitoring reimbursement issues and providing input and testimony as appropriate to various bodies concerned with reimbursement issues as they affect radiology in the state of Washington. The president shall appoint the chair of the committee.

### **Section 8 – Program Committee**

The president shall appoint a program committee to develop Chapter educational programs. The committee will present program proposals for executive committee approval. The president shall appoint the chair of the committee.

### **Section 9 – Additional Committees / Liaison Appointments**

The president may appoint additional committees, ad hoc or otherwise, to carry out the purpose and goals of the Chapter. Such committees may include, but are not limited to, bylaws, membership, and awards and honors. In addition the president may appoint Chapter Liaisons to represent the Chapter on various interdisciplinary councils and commissions as required.

## **Article VII – Councilors and Alternate Councilors of the American College of Radiology**

### **Section 1**

The Chapter shall elect councilors to the Council of the American College of Radiology in such numbers and on the terms authorized by the Bylaws of the College and the rules and regulations of the ACR Council.

### **Section 2 – Election of Councilors and Alternate Councilors**

Election of councilors shall be by voice vote at the appropriate annual meeting of the Chapter, and the nominee for each vacancy who shall receive a majority of the votes cast shall be declared elected. For each councilor so elected, the Chapter shall elect, by the same procedure, an alternate councilor. Councilors and alternate councilors must be members or fellows of the College.

Councilors and the Young Physician Alternate Councilor shall serve on the Executive Committee of the Chapter.

### **Section 3 – Term of Office**

The term of office of a councilor or alternate councilor shall be prescribed by the current Bylaws of the American College of Radiology.

### **Section 4 – Duties of a Councilor**

The councilor's primary duty is to serve as a representative from the Chapter in the Council - the legislative body - of the American College of Radiology. The duties of councilors shall include attending and participating actively in the meetings of the Chapter and of the College, familiarizing themselves with activities and problems at the local and national level, acting as liaison between the Chapter and the College and interpreting each to the other, contributing to both groups' ideas, guidance and advice, and stimulating preparation of resolutions of the Chapter for presentation to the Council.

## **Section 5 – Duties of an Alternate Councilor**

Alternate councilors shall aid the councilors in the performance of their duties and may accompany the councilors to meetings of the Chapter and of the College. The alternate councilor shall act for the councilor in the councilor's absence or in the event of the councilor's inability to act.

## **Article VIII – Resident and Fellow Section**

Members in training may organize as a section governed by its own constitution and bylaws. The mission and bylaws of the section shall be consistent with those of the Chapter and the American College of Radiology. The president of the resident and fellow section shall serve as a non-voting member of the Executive Committee of the Chapter.

## **Article IX – Meetings**

### **Section 1 – Annual Meeting**

The annual meeting of the Chapter shall be held once a year at such place as shall be selected by the Executive Committee. Notice of the exact time and place of such meeting shall be mailed to the members of the Chapter no fewer than 30 days prior to such date. Additional regular meetings may be scheduled by the Executive Committee, and notice of the date, time and place thereof shall be mailed to the members of the Chapter no fewer than 15 days prior to any such scheduled meeting.

### **Section 2 – Special Meetings**

Special meetings of the Chapter shall be called: (a) by the president when deemed necessary by the Executive Committee; (b) at the request of the American College of Radiology; or (c) by petition of one third of the voting members in good standing or by 10 such members, whichever is less. Notice stating the date, time, place and purpose of the meeting shall be mailed to each member at least 15 days prior to the meeting. At a special meeting, no business may be transacted except that for which such special meeting was called.

### **Section 3 – Quorum**

A quorum shall consist of 10 or more voting members of the Chapter.

## **Article X – Indemnification**

The Chapter shall have the power to indemnify any of its officers, members, committee chairs and members, employees and agents against expenses, judgments, fines, settlements, and other amounts actually and reasonably incurred in connection with activities undertaken at the Chapter's request if such person acted in good faith and in a manner the person reasonably believed to be in the best interest of the Chapter to the extent such indemnification is permitted by law. The individual will be indemnified for expenses, including attorney's fees, reasonably incurred in any threatened, pending, or completed action or proceeding, whether civil, criminal, administrative, or investigative, by reason of the fact that the individual acted on behalf of the Chapter.

Indemnification can be made only as to a specific case, upon a determination that indemnification is proper in the circumstances, and must be authorized by a majority vote of a quorum of executive committee members who are not parties to the proceeding, or by a majority vote of a quorum of voting members who are not parties to the proceeding.

The Chapter shall have the power to purchase and maintain insurance on behalf of any agent of the Chapter against any liability asserted against or incurred by the agent in such capacity or arising out of the agent's status or such capacity, whether or not the Chapter would have the power to indemnify the agent against liability under the provisions of applicable state statutes.

## **Article XI – Code of Ethics**

The Code of Ethics of the American College of Radiology, as published in the College's most recent bylaws, is hereby expressly adopted as the ethics of the Chapter.

### **Section 1 – Principles of Ethics**

The Chapter shall abide by the Principles of Ethics of the American College of Radiology.

### **Section 2 – Rules of Ethics**

The Chapter shall abide by the Rules of Ethics of the American College of Radiology.

### **Section 3 – Disciplinary Procedures for Violation of Rules of Ethics**

A Member of the Chapter may be censured, suspended or expelled for due cause pursuant to the Principles of Ethics, Rules of Ethics and disciplinary procedures set forth in these bylaws. Disciplinary proceedings shall be confidential. The levels of disciplinary action shall be defined as follows:

Censure: A censure shall be a written reprimand to the member from the secretary of the Chapter, with no loss of benefits of membership. Such censure shall be made a part of the membership file of the member.

Suspension: A suspension shall cause the member to lose the benefits of membership for a specific period of time as determined by the ACR Ethics Committee, after which the individual may be fully reinstated upon review by the ACR Ethics Committee. Suspension shall be for such term as the ACR Ethics Committee determines is necessary to ensure modification of behavior.

Expulsion: Expulsion shall cause the member to be removed from the rolls of the Chapter. An expelled member shall not be entitled to any of the benefits of membership. The ACR shall not accept a reapplication for membership from an expelled member until a prescribed period, as the ACR Ethics Committee shall determine, has elapsed from the date the individual was notified of the Committee's action.

Grounds for Disciplinary Action: A member of the Chapter may be disciplined for any one or more violations of the Rules of Ethics of the American College of Radiology. Additionally, a member may be disciplined for:

- Limitations or restriction of any right associated with the practice of medicine by any state or Canadian province, including the revocation, suspension, and restriction of a medical license or the voluntary surrender of a license while under investigation.
- Conviction of any felony.
- Conviction of scientific fraud (see ACR Rules of Ethics, Section 2, Number 10)

### **Disciplinary Process:**

A complaint that a member of the Chapter has violated the Rules of Ethics may be filed in writing to the President of the Chapter. The Executive Committee shall investigate the merits of the charges. If the Executive Committee shall determine that the charges have merit, and require future investigation, the complaint shall be promptly reported to the Ethics of the American College of Radiology by the secretary of the Chapter.

The ACR Ethics Committee shall investigate and dispose of ethics matters in accordance with such procedures as specified in the ACR bylaws, and rules or regulations.

## **Article XII – Amendments**

### **Section 1**

Amendments to these bylaws should be presented in writing, either electronically, by mail or in person, to the Executive Committee. The Executive Committee will present the proposed amendments to the general membership, either by mail or electronically, at least 30 days prior to an electronic vote which will be approved by the favorable concurrence of two-thirds of the members. electronic votes.

### **Section 2**

Any amendment so adopted shall not be contrary to requirements for Chapter status in the American College of Radiology and shall be immediately forwarded to the College for its records.

## **Article XIII – Rules of Order**

In the absence of any provision in these bylaws, all meetings of the Chapter shall be governed by the parliamentary rules and usages contained in the current edition of Sturgis' "Standard Code of Parliamentary Procedure.

## **Article XIV – Dissolution**

In the event of dissolution or final liquidation of the Chapter, all of its assets remaining after payment of its obligation shall have been made or provided for, shall be distributed according to applicable law to and among such corporation, foundation or other organizations organized and operated exclusively for scientific and educational purposes consistent with those of the Chapter as shall be designated by the Executive Committee.

With the adoption of these bylaws, all previous bylaws are repealed.

Date Adopted June 27, 2010