PAGE: INTRODUCTION

ELIGIBILITY
Candidates must be active ACR members and meet additional criteria as outlined in the list of candidate qualifications. Please complete the following prior to beginning your application:

- Review position qualifications and time commitments.
- Log in to My ACR to review and complete your profile.
- Read the ACR Electioneering Policy and the Code of Conduct.

Seek guidance from your chapter and/or the College Nominating Committee if you have questions regarding your qualifications.

APPLICATION DEADLINE
The deadline to submit candidate applications is 11:59pm ET on December 6, 2023. Applications will not be accepted after the submission deadline.

Applications must include:

- Complete online candidate application form.
- Two letters of recommendation.
- Chapter verification for CSC and CNC positions.
- Current curriculum vitae.
- Recent photograph.
- Current COI disclosure questionnaire.

It is highly recommended to begin your application as early as possible to ensure that you meet the December 6, 2023 11:59 PM ET deadline as it is the responsibility of the applicant to complete all sections of the application by this deadline. Several sections of the application require follow up or verification by the applicant or others which cannot be guaranteed to be turned around within 24 hours.

LETTERS OF RECOMMENDATION
At least two current ACR members who are not members of the Board of Chancellors must endorse your application. Any member with direct knowledge of your achievements may write a letter of recommendation. Use the membership directory to obtain email addresses with which to contact your selected endorsers.

CHAPTER VERIFICATION
Applicants must obtain verification of their councilor status from their chapter for the positions of Council Steering Committee (CSC) member or councilor/alternate councilor status for the position of College Nominating Committee (CNC) member for the term nominated (through May 31, 2026). Look up chapter leadership contact information on the ACR Chapters web page.

For assistance, contact chapters@acr.org.
ELECTION MANUAL PUBLICATION
All candidate application responses, including relevant disclosures from your COI questionnaire, will be published in the ACR Election Manual unless otherwise stated, if you are selected for the final slate. Candidates appearing on the slate will have an opportunity to review a proof page prior to publication.

Your curriculum vitae may also be made available to supplement the information published in the election manual.

REQUIRED ATTENDANCE AT ACR ANNUAL MEETING
All candidates must attend the ACR 2024 annual meeting in person from April 13-17, 2024 in Washington, DC.

Candidates in contested elections will deliver a two-minute presentation to the Council.

The CNC will make recommendations for the following elected and/or selected positions:

- **Board of Chancellors (BOC) vacancies**
  - President (elected 1-year term)
  - Vice President (elected 1-year term)
  - Commission on Leadership & Practice Management (elected 3-year term)
  - Commission on Medical Physics (elected 3-year term)
  - Commission on Pediatric Radiology (elected 3-year term)
  - Member-At-Large (elected 3-year term)
  - American Roentgen Ray Society (ARRS) Representative (selected 3-year term)
  - Radiological Society of North America (RSNA) Representative (selected 3-year term)
  - Young and Early Career Professional Section Representative (elected 2-year term)

- **Council Steering Committee (CSC) vacancies**
  - Council Steering Committee member (4 members annually elected- 2-year term)
    - Chapter verification by applicant of councilor status for the term nominated (through 5/31/2026) is required prior to submission.

- **College Nominating Committee member** (3 members annually elected- 2-year term)
  - Chapter verification by applicant of councilor or alternate councilor status for the term nominated (through 5/31/2026) is required prior to submission.

- **Intersociety Summer Conference - Private Practice Representative** (selected 2-year term)

Be sure to review complete details for position qualifications and time commitment, the ACR Electioneering Policy and the Code of Conduct.
Candidate Qualifications & Time Commitment

It is important to the College that each person elected, selected, or appointed to an office be willing and able to devote sufficient time to the requirements of the position.

Approximate time commitments necessary to fulfill the duties of each position are as follows:

**President**

This is an elected position. Traditionally the outgoing chair of the Board of Chancellors (BOC) is elected to serve as president the next year. In alternate years, other current and/or past BOC members are considered for this position. Normally this person is someone who has completed their sixth year on the BOC.

The president will:

- be a member on the BOC;
- be a member on the Executive Committee;
- be a member on the Budget & Finance (B&F) Committee;
- act as ex-officio of all commissions and committees (except CNC, CSC, and Judiciary Committee);
- deliver the presidential address at the ACR Annual Meeting;
- perform other duties as may be prescribed by the BOC or Executive Committee;
- attend 3 BOC meetings a year – Spring (5 days), Fall (6 days), Winter Retreat (3 days);
- participate on conference calls (approximately 6 per year);
- attend chapter meetings (approximately 6 per year);
- make society visits (approximately 4 per year); and
- attend other meetings (approximately 4 per year).

**Vice-President**

This is an elected position. Traditionally a member rotating off the BOC after serving 5-6 years is recommended for this position.

The vice-president will:

- be a member on the BOC;
- be a member on the Executive Committee;
- be a member ex-officio of all commissions and committees (except CNC, CSC, and Judiciary Committee);
- perform such duties as may be prescribed from time to time by the BOC, Executive Committee or president;
- attend 3 BOC meetings a year – Spring (5 days), Fall (6 days), Winter Retreat (3 days);
serve as liaison to the Canadian Association of Radiologists and may attend up to 5 additional in-person meetings;*
participate in conference calls (approximately 6 per year); and
attend chapter meetings (approximately 4 per year).
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.

*subject to change

**Board Positions**

The BOC shall employ its powers for the diligent promotion of the purposes of the ACR and shall have authority and jurisdiction to conduct its business and affairs in accordance with applicable laws, its articles of incorporation, and the bylaws. According to the ACR Bylaws, the Board shall consist of a number of chancellors, not to exceed 34 voting members.

Contested elections for positions on the BOC are not mandatory. However, if there is more than one nominee for an elected position, and if that elected position would fill a vacant specialty or operational commission, then the College Nominating Committee (CNC) will designate specific candidates for that particular specialty or operational commission. A number of chancellors, not to exceed 15, are elected by the Council for a three-year renewable term. Up to nine members are appointed by the BOC and serve a one-year renewable term for a total of six years. Four societies (ARRS, ARS, ASTRO, and RSNA) are invited to have representation on the BOC. Each society may be asked to submit the names of 3 members (who must be members of the ACR), which are presented to the CNC who, after consultation with the chair of the BOC, selects one individual from each organization to serve on the Board for one three-year renewable term. In addition, one chancellor may be selected as proposed by the Canadian Association of Radiologists (CAR) to serve a single term of two (2) years.

**BOC Members**

- must be practicing radiologists or radiological physicists who have been actively involved in the College and have leadership qualities beneficial in addressing the issues brought to the Board;
- accept the duty of attending all sessions of the ACR Annual Meeting and its reference committees;
- are responsible for implementing programs and activities, which accomplish policy goals, support activities of the College, and have the authority to act on behalf of the College in a broad range of activities;
- carry out Council policy and goals;
- guide the finances of the College;
- develop, review and approve annual reports covering the activities of the year from commissions, committees, and task forces;
• serve on commissions/committees and/or task forces as determined;
• meet 3 times a year – Spring (5 days), Fall (6 days), Winter (3 days);
• participate on conference calls. (approximately 2 a year);
• attend chapter meetings. (approximately 3 per year); and
• attend commission & committee meetings and participate in their conference calls;
  (average of 6 hours per week not including meetings or conference calls).

**Council Speaker**

To be eligible to serve as a council speaker, the candidates must have served a minimum of two (2) years on the present or on a former Council Steering Committee (CSC) prior to the election. The speaker is elected at the annual meeting for a single two-year term.

The speaker

• serves as the presiding officer at all Council meetings;
• arranges any supplemental programs that may be held in connection with the meetings of the Council;
• gives general supervision to the conduct of the affairs of the Council;
• performs other duties as may be assigned by the Council;
• votes only in the instance of a tie;
• is a voting member of the executive committee, BOC, & B&F;
• serves as chair of the CNC to elect a chair/co-chair;
• assigns reports to reference committees;
• appoints councilors to the Credentials Committee;
• appoints tellers to tabulate election results;
• appoints other work groups as deemed necessary for the proper functioning of the Council;
• acts as an ex-officio member of all such work groups;
• appoints councilors-at-large;
• attends 3 meetings a year – Spring (5 days) Fall (6 days) Winter (3 days);
• participates on conference calls (approximately 8 per year);
• attends chapter meetings (approximately 3 per year);
• serves as liaison on a commission and/or committee; and
• conducts practice parameters and technical standards review.
• (average of 4 hours per week not including meetings or conference calls)
**Council Vice-Speaker**

To be eligible to serve as a council vice-speaker, the candidates must have served a minimum of two (2) years on the present or on a former CSC prior to the election. The vice-speaker is elected at the annual meeting for a single two-year term.

The vice-speaker

- presides in the speaker’s absence or at the discretion of the speaker;
- reviews the Digest of Council Actions;
- reviews Sunset Policies;
- is a voting member of the executive committee, BOC & B&F;
- attends 3 meetings a year - Spring (5 days) Fall Retreat (6 days) Winter (3 days);
- participates on conference calls (approximately 8 per year);
- attends chapter meetings (approximately 3 per year);
- serves as commission and/or committee liaison; and
- conducts practice parameters and technical standards review. (average of 4 hours per week not including meetings or conference calls)

**Council Steering Committee**

The CSC consists of the speaker, vice-speaker, and at least 15 but no more than 20 additional members of the Council. Eight members, who must have at least one year remaining as a councilor for the term for which they are nominated, are to be elected by the Council. At each annual meeting, four members are to be elected from the candidates. Elected members of the CSC shall be eligible for re-nomination and re-election for a second 2-year term if they qualify. Councilors with only one year remaining as a councilor who win re-election can serve their final year as a councilor-at-large. The other members are appointed by the speaker and approved by the Council. Geographic distribution should be considered when recommending candidates/nominations. Nominees for election to the CSC should have attended at least one previous ACR annual meeting as a councilor, alternate councilor, or chapter officer.

CSC members:

- **must be a councilor for the term nominated**;
- represent the Council between Council meetings;
- have primary responsibility for planning and evaluating the ACR Annual Council Meeting;
- provide Council liaison with the BOC, chapters (make chapter visits-approximately 3 per year), and radiological organizations with representation on the Council;
- serve as liaisons to ACR commissions, ACR chapters, and council-represented subspecialty societies;
- may be assigned to reference committees;
are assigned as liaisons to each regional or specialty caucus;
should take an active role in debate of resolutions during reference committee sessions;
meet at a convenient time and site before each scheduled meeting of the Council in order to conduct business that may come before it;
attend 3 meetings a year –Spring (5 days), Fall Retreat (6 days) Winter (3 days);
participate on conference calls (approximately 6 per year);
participate in Capitol Hill visits;
are asked to participate in RADPAC; and
play a major role in the development and revision of the ACR’s Practice Parameters and Technical Standards. Each parameter or standard that is expected to undergo field review is assigned to one or two CSC members to chair the final phases of the review process. CSC members appoint a review committee that meets by conference call to resolve comments submitted during the field review process, if such comments can’t be resolved via email. The calls last between 20 minutes and 2 hours during the months of September through January.

College Nominating Committee

The CNC consists of 9 members (6 elected by the Council, 2 appointed from the BOC, and 1 appointed from the CSC), of which each year three are elected by the Council to serve one 2-year term. **Members must be a councilor or alternate councilor for the term nominated.** A member of the CNC may not be a nominee of the committee.

The CNC members

- meet via conference call to elect a chair/vice-chair for the CNC (meeting is chaired by Council speaker and held within 30 days following the ACR Annual Meeting);
- meet (usually via conference call) no earlier than one month and no later than five months after elections are held at ACR annual meeting;
- send letters to chapter presidents, councilors, alternate councilors, and society leaders seeking nominations;
- take an active role in recruiting candidates through letters, phone calls, e-mail, and/or other appropriate means;
- inform members of nominations for the offices of president, vice-president, Council speaker, Council vice-speaker, vacancies on the BOC, candidates for CSC, CNC, and Intersociety Private Practice and Members-In-Training representatives;
- propose nominee(s) with suitable qualifications to fill each vacant elected position on the BOC (in consultation with the chair of the BOC);
- select one member of the ACR who is in private practice to attend the Intersociety Summer Conference for one 2-year term;
inform the membership at least 45 days before the ACR Annual Meeting of its nominations;
• present nominations to the Council at its annual meeting;
• participate on 2-4 conference calls a year to review information on candidates, and attend one meeting and/or conference call to recommend slate (lasts about 1 hour).

**Intersociety Private Practice Representative**

The CNC selects one candidate each year to serve a one 2-year term on the Intersociety Committee. The candidate must be a physician who has a private office and/or who practices in a hospital without a radiology residency program.

The private practice representative

• attends the Intersociety Summer Conference; and
• writes a report for the Council.
Select the position for which you are applying.

When selecting either Board of Chancellors or Council Steering Committee, you **must** select a specific position in the second drop-down list.

In order to be eligible for the position of **Council Steering Committee (CSC) member**; candidate must be a **councilor** for the term nominated (through 5/31/2025). Chapter verification of this prerequisite is required by the application deadline.

In order to be eligible for the position of **College Nominating Committee (CNC) member**; candidate must be a **councilor or alternate councilor** for the term nominated (through 5/31/2025). Chapter verification of this prerequisite is required by the application deadline.

**POSITION**
Select one Category

**Board of Chancellors (BOC)**
--- ○ ACR President
--- ○ ACR Vice President
--- ○ Member-at-Large
--- ○ YPS Position
--- ○ Commission on Leadership and Practice Development
--- ○ Commission on Medical Physics
--- ○ Commission on Pediatric Radiology
--- ○ RSNA Representative
--- ○ ARRS Representative

**Council Steering Committee (CSC)**
--- ○ Council Steering Committee member*
--- ○ College Nominating Committee (CNC) member*
--- ○ Intersociety Summer Conference - Private Practice Representative
**Page: Code of Conduct**

Please make a selection from the dropdown list below. If applicable, review and affirm the relevant oath of office and code of conduct prior to submission.

*Note: The positions on the College Nominating Committee and Intersociety Summer Conference do not require this review and affirmation.*

**The position that I am applying for is:** *

Select one option

- o on the Board of Chancellors (BOC).
- o on the Council Steering Committee (CSC).
- o on the College Nominating Committee (CNC).
- o the Intersociety Summer Conference - Private Practice representative.
American College of Radiology Board of Chancellors Oath of Office & Code of Conduct

Chancellor’s Oath of Office

American College of Radiology (ACR) Board of Chancellors members agree to this Oath of Office upon its adoption or upon joining the Board. Such agreement will include written acceptance of the provisions included in this document.

I, as a chancellor of the American College of Radiology, declare that, in carrying out my duties as a chancellor I will:

- Exercise the duties of my office and fulfill my responsibilities in good faith and in the best interests of the ACR.
- Exercise these responsibilities, at all times, with due diligence, care and skill in a reasonable and prudent manner.
- Respect and support the ACR’s Bylaws, Policies, Code of Conduct and decisions of the Board.
- Keep confidential all information that I learn about chancellors, members, personnel, and any other matters specifically determined or generally considered to be matters of confidence including and especially matters dealt with during executive (closed) sessions of the Board.
- Conduct myself in a spirit of collegiality and respect for the collective decisions of the Board and subordinate my personal interests to the best interests of the ACR.
- Participate fully and honestly in discussions and decisions regarding the business of the ACR. Once decisions have been made by the Board, I will acknowledge, support and adhere to decisions legitimately taken in the transaction of the ACR’s business in all public statements and forums, and will limit any statements of dissent or concern only to discussions among members of the Board.
- Immediately disclose any real or potential conflict of interest as defined in the ACR Conflict of Interest Policy, participate honestly in any ACR evaluation of such matter, and recuse myself from discussions and decisions regarding any issue where the Board determines there is a real or perceived conflict of interest.
- Immediately resign my position as chancellor in the event that I, or a two-thirds majority of chancellors on the Board voting on this issue, have concluded that I have breached my Oath of Office or Code of Conduct.

Board Code of Conduct

The Board commits itself and its chancellors to ethical professional, and lawful conduct, including proper use of authority and appropriate decorum when acting on behalf of the ACR. Chancellors will at all times conduct themselves in a manner that:

- Supports the mission, vision, values, goals, and objectives of the ACR.
• Serves the overall best interests of the ACR rather than any particular constituency.
• Fosters credibility and good will toward the ACR, and takes no action to knowingly discredit the good name and credibility of the ACR.
• Respects principles of fairness and due process.
• Demonstrates respect for individuals in all manifestations of their cultural and linguistic diversity and life circumstances.
• Respects and gives fair consideration to diverse and opposing viewpoints.
• Demonstrates due diligence and dedication in preparation for and attendance at the meetings, special events and in all other activities on behalf of the ACR.
• Ensures that the financial affairs of the ACR are conducted in a responsible and transparent manner with due regard for their fiduciary responsibilities and public trusteeship.
• Avoids real or perceived conflicts of interest.
• Complies with the Bylaws and policies, in particular this Code of Conduct, the Oath of Office, and Conflict of Interest policies.
• Publicly acknowledges, supports, and adheres to decisions legitimately taken in the transaction of the ACR’s business.

Conflicts of Interest

Chancellors shall act at all times in the best interest of the ACR rather than particular special or personal interests. Chancellors shall comply with the ACR Conflict of Interest Policy and shall complete and submit the ACR Conflict of Interest disclosure form according to ACR policy.

Disposition of Complaints and Disputes involving Chancellors

• The Executive Committee, in a meeting duly called for the purpose, shall review any complaints that a chancellor has violated any provision of the ACR’s Bylaws, Policies, Code of Conduct, or Oath of Office. Any member of the Executive Committee against whom a complaint is made shall not participate in the review of that complaint or any recommendation regarding that complaint.
• The Executive Committee shall similarly review disputes between chancellors that interfere with the ability of the Board to carry out its business. Any member of the Executive Committee who is involved in a dispute with another member of the Board shall not participate in the review of that dispute or any recommendation regarding that dispute.
• Allegations of serious illegal activity shall be immediately referred by the Executive Committee to the police or other appropriate authorities for investigation. Any chancellor against whom such allegations are made shall, on request of the Executive Committee, take a leave of absence from the Board until completion of the investigation.
The review of all complaints or disputes shall include an opportunity for the chancellor(s) concerned to present their positions. This will normally be accomplished in a special closed session of the Executive Committee called for this purpose, with due notice provided to all parties.

Every attempt shall be made to resolve such matters expeditiously and fairly.

All recommendations regarding resolution of such matters shall be brought to the Board for decision.

The decision of the Board shall be final and may include disciplinary action. Should the chancellor refuse to abide by the decision, the Board will determine appropriate disciplinary action. Such action may include, but is not limited to, formal or informal censure by the presiding officer of the Board, or a request for the chancellor’s resignation.

**Affirmation**

Select one or more options

☐ I affirm that I have read and will adhere to the oath of office and code of conduct for the Board of Chancellors.
American College of Radiology Council Steering Committee Oath of Office & Code of Conduct

CSC Oath of Office

American College of Radiology (ACR) Council Steering Committee members agree to this Oath of Office upon its adoption or upon joining the Council Steering Committee. Such agreement will include written acceptance of the provisions included in this document.

I, as a CSC member of the American College of Radiology, declare that, in carrying out my duties as a CSC member I will:

- Exercise the duties of my office and fulfill my responsibilities in good faith and in the best interests of the ACR.
- Exercise these responsibilities, at all times, with due diligence, care and skill in a reasonable and prudent manner.
- Respect and support the ACR’s Bylaws, Policies, Code of Conduct and decisions of the CSC.
- Keep confidential all information that I learn about CSC members, ACR members, personnel, and any other matters specifically determined or generally considered to be matters of confidence including and especially matters dealt with during executive sessions of the CSC.
- Conduct myself in a spirit of collegiality and respect for the collective decisions of the CSC and subordinate my personal interests to the best interests of the ACR.
- Participate fully and honestly in discussions and decisions regarding the business of the ACR. Once decisions have been made by the CSC, I will acknowledge, support and adhere to decisions legitimately taken in the transaction of the ACR’s business in all public statements and forums, and will limit any statements of dissent or concern only to discussions among members of the CSC.
- Immediately disclose any real or potential conflict of interest as defined in the ACR Conflict of Interest Policy, participate honestly in any ACR evaluation of such matter, and recuse myself from discussions and decisions regarding any issue where the CSC determines there is a real or perceived conflict of interest.
- Immediately resign my position as a CSC member in the event that I, or a two-thirds majority of CSC members on the CSC voting on this issue, have concluded that I have breached my Oath of Office or Code of Conduct.

CSC Code of Conduct

The CSC commits itself and its members to ethical professional, and lawful conduct, including proper use of authority and appropriate decorum when acting on behalf of the ACR. CSC members will at all times conduct themselves in a manner that:

- Supports the mission, vision, values, goals, and objectives of the ACR.
- Serves the overall best interests of the ACR rather than any particular constituency.
- Fosters credibility and good will toward the ACR, and takes no action to knowingly discredit the good name and credibility of the ACR.
- Respects principles of fairness and due process.
- Demonstrates respect for individuals in all manifestations of their cultural and linguistic diversity and life circumstances.
- Respects and gives fair consideration to diverse and opposing viewpoints.
- Demonstrates due diligence and dedication in preparation for and attendance at the meetings, special events and in all other activities on behalf of the ACR.
- Ensures that the financial affairs of the ACR are conducted in a responsible and transparent manner with due regard for their fiduciary responsibilities and public trusteeship.
- Avoids real or perceived conflicts of interest.
- Complies with the Bylaws and policies, in particular this Code of Conduct, the Oath of Office, and Conflict of Interest policies.
- Publicly acknowledges, supports, and adheres to decisions legitimately taken in the transaction of the ACR’s business.

Conflicts of Interest

CSC members shall act at all times in the best interest of the ACR rather than particular special or personal interests. CSC members shall comply with the ACR Conflict of Interest Policy and shall complete and submit the ACR Conflict of Interest disclosure form according to ACR policy.

Disposition of Complaints and Disputes involving CSC members.

- The Executive Work Group, in a meeting duly called for the purpose, shall review any complaints that a CSC member has violated any provision of the ACR’s Bylaws, Policies, Code of Conduct, or Oath of Office. Any member of the Executive Work Group against whom a complaint is made shall not participate in the review of that complaint or any recommendation regarding that complaint.
- The Executive Work Group shall similarly review disputes between CSC members that interfere with the ability of the Board to carry out its business. Any member of the Executive Work Group who is involved in a dispute with another member of the CSC shall not participate in the review of that dispute or any recommendation regarding that dispute.
- Allegations of serious illegal activity shall be immediately referred by the Executive Work Group to the police or other appropriate authorities for investigation. Any CSC member against whom such allegations are made shall, on request of the Executive Work Group, take a leave of absence from the CSC until completion of the investigation.
• The review of all complaints or disputes shall include an opportunity for the CSC member(s) concerned to present their positions. This will normally be accomplished in a special closed session of the CSC Executive Work Group called for this purpose, with due notice provided to all parties.
• Every attempt shall be made to resolve such matters expeditiously and fairly.
• All recommendations regarding resolution of such matters shall be brought to the CSC for decision.
• The decision of the CSC shall be final and may include disciplinary action. Should the CSC member refuse to abide by the decision, the CSC will determine appropriate disciplinary action. Such action may include, but is not limited to, formal or informal censure by the presiding officer of the CSC, or a request for the CSC member’s resignation.

AFFIRMATION *
Select one or more options

☐ I affirm that I have read and will adhere to the oath of office and code of conduct for the Council Steering Committee.
PAGE: **CHAPTER VERIFICATION OF COUNCILOR AND/OR ALTERNATE COUNCILOR STATUS**

Applicants are required to reach out to their chapter to obtain verification of their councilor status for the position of Council Steering Committee (CSC) member or councilor/alternate councilor status for the position of College Nominating Committee (CNC) member for the term nominated (through 5/31/2026).

- It is the responsibility of the applicant to seek this verification and upload the documentation by the December 6, 2023 application deadline.
  - Visit the ACR Chapters web page for chapter leadership contact information: [https://www.acr.org/Member-Resources/ACR-Chapters/Chapters](https://www.acr.org/Member-Resources/ACR-Chapters/Chapters)
  - If you need assistance with your chapter request please reach out to chapters@acr.org
- It is highly recommended that you reach out to your chapter for this request as early as possible to assist you in meeting the December 6, 2023 deadline.
- Email correspondence received from your chapter leadership verifying your status, saved as a pdf file is acceptable documentation for upload.

**Council Steering Committee (CSC) member:**

In order to be eligible for the position of Council Steering Committee (CSC) member; candidate must be a councilor for the term nominated (through 5/31/2026). Documentation supporting chapter verification of this prerequisite is required to be uploaded by the application deadline.

**College Nominating Committee (CNC) member:**

In order to be eligible for the position of College Nominating Committee (CNC) member; candidate must be a councilor or alternate councilor for the term nominated (through 5/31/2026). Documentation supporting chapter verification of this prerequisite is required to be uploaded by the application deadline.

Chapter verification documentation must be uploaded by the application deadline of December 6, 2023 11:59 PM ET.

*Documentation must be in pdf file format or the system will NOT accept the file for upload.*
POSITION FOR CHAPTER VERIFICATION *
Select the position for which you are applying from the drop down list below.

Applicants applying for positions on the Council Steering Committee (CSC) or College Nominating Committee (CNC), are required to obtain chapter verification and upload documentation prior to final submission of their application. All other position applicants will proceed to the next page.

Select one option

- Board of Chancellors (BOC): ACR President
- Board of Chancellors (BOC): ACR Vice President
- Board of Chancellors (BOC): Member-At-Large
- Board of Chancellors (BOC): YPS Position
- Board of Chancellors (BOC): Commission on Leadership and Practice Development
- Board of Chancellors (BOC): Commission on Medical Physics
- Board of Chancellors (BOC): Commission on Pediatric Radiology
- Board of Chancellors (BOC): RSNA Representative
- Board of Chancellors (BOC): ARRS Representative
- Council Steering Committee (CSC): Council Steering Committee member*
- College Nominating Committee (CNC) member*
- Intersociety Summer Conference - Private Practice Representative

CHAPTER VERIFICATION DOCUMENTATION UPLOAD FOR CSC MEMBER APPLICATION *
Chapter verification documentation must be uploaded by the application deadline of December 6, 2023 11:59 PM ET.

- It is highly recommended that you reach out to your chapter for this request as early as possible.
- It is the responsibility of the applicant to seek this verification and upload the documentation by the application deadline.

Documentation must be in pdf file format or the system will NOT accept them for upload.

[File Upload]
Chapter verification documentation must be uploaded by the application deadline of December 6, 2023 11:59 PM ET.

- It is highly recommended that you reach out to your chapter for this request as early as possible.
- It is the responsibility of the applicant to seek this verification and upload the documentation by the application deadline.

*Documentation must be in pdf file format or the system will NOT accept them for upload.*
Please note that contact information is populated from your ACR member profile and will be publicized in the election manual unless otherwise stated.

*Full street addresses, telephone numbers and NPI numbers will not be published. City and state may be included in election manual publication and CNC report at the annual meeting.

Carefully review your personal information below to ensure accuracy. Your profile information must be current for committee review and publication in the election manual.

Applicants may be ineligible to seek ACR office if they fail to submit or update their member profile data accordingly.

Contact information is populated from your ACR member profile. You will not be able to make changes to this information within the application.

Update contact information in your ACR member profile if the details below do not reflect current information.

Contact our membership team at membership@acr.org by clicking here for assistance with updating your ACR member profile. A separate window will open for you to compose your email.
FULL LABEL NAME *

REFERRED FULL NAME
Please provide your full name as you would prefer it to be printed in the election manual if it differs from what is listed in your member profile.

MEMBER ID

REFERRED ADDRESS
Street:

Line2:

City:

CountryCode:

State:

Zip:

EMAIL ADDRESS *

NATIONAL PROVIDER IDENTIFIER *
Applicant's NPI number will be used by The American College of Radiology to query the National Practitioner Data Bank. The NPI number and information will not be published.
**Upload CV**

CV must be uploaded before submitting any endorsement requests. The CV is made available for the endorser’s reference and review by the CNC.

Applicant CV may also be made available for review by the membership to supplement information published in the election manual.

Please submit your CV in **PDF** format.

[File Upload]

**Upload Photo**

Minimum size: 3"x4" (head and shoulders). At least 300 DPI high-resolution camera settings and no web images. Full color, file format: **TIF** or **JPEG**.

Photo is required for publication in the election manual, candidate signage and the College Nominating Committee report at the annual meeting.

[File Upload]
Page: Letters of Recommendation

A minimum of two letters of recommendation from ACR members need to be provided. Limit your response to four letters of recommendation.

Applications are not considered complete until at least two letters of recommendation have been uploaded. The applicant will be unable to save and submit their application until the minimum of two letters have been uploaded.

Letters of recommendation are due December 6, 2023 at 11:59 PM ET. It is the responsibility of the applicant to follow up with endorsers to ensure this deadline is met on your behalf.

Letters must be in pdf file format or the system will NOT accept them for upload.

*Please note that current members of the Board of Chancellors (BOC) may not be solicited for letters of recommendation.

Letters of recommendation are provided for review by the CNC as part of the complete application and will NOT be published.
ENDORSER 1 *
Provide the full name and e-mail address of the ACR member from whom you are requesting letters of recommendation.

Use your Enter key after entering email address to submit the address, wait for green check mark to indicate correct email address of endorsing member. With entering the correct email address, the Send Request Now button will then appear; now click on Send Request Now to send a system email to the endorser.

Please note current members of the Board of Chancellors may not be solicited. Letters of recommendation are due no later than **December 6, 2023 at 11:59 PM ET**.

**FullName:**

________________________

**Email:**

________________________

ENDORSER 2 *
Provide the full name and e-mail address of the ACR member from whom you are requesting letters of recommendation.

Use your Enter key after entering email address to submit the address, wait for green check mark to indicate correct email address of endorsing member. With entering the correct email address, the Send Request Now button will then appear; now click on Send Request Now to send a system email to the endorser.

Please note current members of the Board of Chancellors may not be solicited. Letters of recommendation are due no later than **December 6, 2023 at 11:59 PM ET**.

**FullName:**

________________________

**Email:**

________________________

**Would you like to add another endorser?** *
Select one option

- [ ] Yes
- [ ] No
ENDORSER 3 *
Provide the full name and e-mail address of the ACR member from whom you are requesting letters of recommendation.

Use your Enter key after entering email address to submit the address, wait for green check mark to indicate correct email address of endorsing member. With entering the correct email address, the Send Request Now button will then appear; now click on Send Request Now to send a system email to the endorser.

*Please note current members of the Board of Chancellors may not be solicited.* Letters of recommendation are due no later than December 6, 2023 at 11:59 PM ET.

FullName: 

Email:

**WOULD YOU LIKE TO ADD ANOTHER ENDORSER?**
Select one option

- [ ] Yes
- [ ] No

ENDORSER 4 *
Provide the full name and e-mail address of the ACR member from whom you are requesting letters of recommendation.

Use your Enter key after entering email address to submit the address, wait for green check mark to indicate correct email address of endorsing member. With entering the correct email address, the Send Request Now button will then appear; now click on Send Request Now to send a system email to the endorser.

*Please note current members of the Board of Chancellors may not be solicited.* Letters of recommendation are due no later than December 6, 2023 at 11:59 PM ET.

FullName: 

Email:
PAGE: CONFLICT OF INTEREST
All applicants will receive a COI enrollment email within one week of starting the application process.

For assistance with COI please contact acrcoi@acr.org by clicking here. A separate window will open for you to compose your email.

Your disclosure questionnaire must be updated or completed by December 6, 2023 at 11:59 PM ET in order for your candidate application to be considered complete.

*If a candidate fails to submit or update their disclosure accordingly, they may be ineligible to seek ACR office.

CERTIFICATION *
Select one or more options

☐ I certify that I have read the ACR Conflict of Interest Policy and will submit or update my disclosure questionnaire before this application closes. Furthermore, I understand my ongoing affirmative duty to keep my COI disclosure record current. Accordingly, if at any time following the submission of that form, I become aware of any actual, potential, or perceived conflict, or if the information provided therein becomes inaccurate or incomplete, I will promptly update my disclosure through ACR’s COI Risk Manager portal. * I understand and agree that if I fail to submit or update my disclosure accordingly, I may be ineligible to seek ACR office.
PAGE: EDUCATION
Applicant education and training will be published in the election manual.

Provide graduate, medical, and other degrees, in order of most current. For each education record, you must provide the start and end year, degree, school, city, state/province, and country. Please limit to four records.

EDUCATION ACTIVITIES: PLEASE SELECT ONE. *
Select one option

○ I have education activities to share.
○ I do not have education activities to share.

EDUCATION *

<table>
<thead>
<tr>
<th>Education Activity</th>
</tr>
</thead>
</table>

Provide residency and fellowship training program details, in order of most current. For each training program record, you must provide the start and end year, training program level, institution, city, state/province, and country. Please limit to four records.

TRAINING ACTIVITIES: PLEASE SELECT ONE. *
Select one option

○ I have training activities to share.
○ I do not have training activities to share.

TRAINING *

<table>
<thead>
<tr>
<th>Training Activity</th>
</tr>
</thead>
</table>

Please provide the required information below pertaining to your current clinical practice employment. In order from most income to least income, list your primary clinical practice employment first and add up to two additional employment records (up to three in total) to accurately reflect the sources of your clinical practice or direct patient care administrative services income. Sources representing <5% of total income need not be listed.

If you hold leadership, advisory, or consulting roles in addition to the clinical practice employment listed, this information must be disclosed on the ACR Conflict of Interest Questionnaire.

Up to three employment records can be provided.

If you have a unique employment arrangement that cannot be conveyed using the fields below, please contact acrcoi@acr.org. A separate window will open for you to compose your email.
GROUP/PRACTICE NAME *

PARENT ORGANIZATION *

EMPLOYER TYPE *
Select one option

- Academic institution
- Department of Veterans Affairs facility
- Health system or hospital
- Hospital-affiliated group practice
- Independent private practice
- Locum Tenens/Independent contractor
- Military Treatment Facility
- Multi-specialty entity
- National radiology practice
- Non-hospital group practice
- Outpatient Clinic
- Teleradiology
- U.S. Public Health Service

PRIMARY PRACTICE *
Select one option

- Diagnostic Radiologist
- Interventional Radiologist
- Medical Physicist
- Radiation Oncologist
**SUBSPECIALTY** *
Select one or more options

- ☐ 3-D Conformal Radiotherapy
- ☐ Abdominal Imaging
- ☐ Brachytherapy
- ☐ Breast Imaging
- ☐ Breast Radiation Oncology
- ☐ Cardiovascular
- ☐ Coronary Artery Brachytherapy
- ☐ Emergency/Trauma
- ☐ Gastrointestinal
- ☐ Genitourinary
- ☐ Gynecologic Radiation Oncology
- ☐ Head and Neck Radiation Oncology
- ☐ Intensity-Modulated Radiation Therapy
- ☐ Interventional Radiology
- ☐ Linear Acceleration
- ☐ Lung Radiation Oncology
- ☐ Mammography
- ☐ Musculoskeletal
- ☐ Neuro Imaging
- ☐ Neurointerventional
- ☐ Nuclear Medicine
- ☐ Pediatric
- ☐ Pediatric Radiation Oncology
- ☐ Prostate Radiation Oncology
- ☐ Radiosurgery
- ☐ Thoracic
- ☐ Women’s Imaging

**POSITION HELD** *

**WOULD YOU LIKE TO ADD A SECOND EMPLOYER?** *
Select one option

- ☐ Yes
- ☐ No
GROUP/PRACTICE NAME *

PARENT ORGANIZATION *

EMPLOYER TYPE *
Select one option

- Academic institution
- Department of Veterans Affairs facility
- Health system or hospital
- Hospital-affiliated group practice
- Independent private practice
- Locum Tenens/Independent contractor
- Military Treatment Facility
- Multi-specialty entity
- National radiology practice
- Non-hospital group practice
- Outpatient Clinic
- Teleradiology
- U.S. Public Health Service

PRIMARY PRACTICE *
Select one option

- Diagnostic Radiologist
- Interventional Radiologist
- Medical Physicist
- Radiation Oncologist
**SUBSPECIALTY** *
Select one or more options

☐ 3-D Conformal Radiotherapy
☐ Abdominal Imaging
☐ Brachytherapy
☐ Breast Imaging
☐ Breast Radiation Oncology
☐ Cardiovascular
☐ Coronary Artery Brachytherapy
☐ Emergency/Trauma
☐ Gastrointestinal
☐ Genitourinary
☐ Gynecologic Radiation Oncology
☐ Head and Neck Radiation Oncology
☐ Intensity-Modulated Radiation Therapy
☐ Interventional Radiology
☐ Linear Acceleration
☐ Lung Radiation Oncology
☐ Mammography
☐ Musculoskeletal
☐ Neuro Imaging
☐ Neurointerventional
☐ Nuclear Medicine
☐ Pediatric
☐ Pediatric Radiation Oncology
☐ Prostate Radiation Oncology
☐ Radiosurgery
☐ Thoracic
☐ Women's Imaging

**POSITION HELD** *
WOULD YOU LIKE TO ADD A THIRD EMPLOYER? *
Select one option

☐ Yes
☐ No

GROUP/PRACTICE NAME *

PARENT ORGANIZATION *

EMPLOYER TYPE *
Select one option

☐ Academic institution
☐ Department of Veterans Affairs facility
☐ Health system or hospital
☐ Hospital-affiliated group practice
☐ Independent private practice
☐ Locum Tenens/Independent contractor
☐ Military Treatment Facility
☐ Multi-specialty entity
☐ National radiology practice
☐ Non-hospital group practice
☐ Outpatient Clinic
☐ Teleradiology
☐ U.S. Public Health Service

PRIMARY PRACTICE *
Select one option

☐ Diagnostic Radiologist
☐ Interventional Radiologist
☐ Medical Physicist
☐ Radiation Oncologist
**SUBSPECIALTY** *
Select one or more options

- 3-D Conformal Radiotherapy
- Abdominal Imaging
- Brachytherapy
- Breast Imaging
- Breast Radiation Oncology
- Cardiovascular
- Coronary Artery Brachytherapy
- Emergency/Trauma
- Gastrointestinal
- Genitourinary
- Gynecologic Radiation Oncology
- Head and Neck Radiation Oncology
- Intensity-Modulated Radiation Therapy
- Interventional Radiology
- Linear Acceleration
- Lung Radiation Oncology
- Mammography
- Musculoskeletal
- Neuro Imaging
- Neurointerventional
- Nuclear Medicine
- Pediatric
- Pediatric Radiation Oncology
- Prostate Radiation Oncology
- Radiosurgery
- Thoracic
- Women's Imaging
ACR Activities
ACR activities are provided for review by the CNC as part of the complete application and will be published in the election manual.

ACR Activities
List from most current ACR activity. Limit your responses to the ten most relevant.

For questions regarding activities listed, please contact the Office of Member Engagement at cnc@acr.org by clicking here. A separate window will open for you to compose your email.

Page: Chapter Activities
Please confirm your primary ACR chapter membership in the field below. This content will be made available for publication in the election manual and College Nominating Committee report at the annual meeting.

ACR Chapter: *

Chapter Activities
List from most current state chapter activity. Limit your responses to the five most relevant.

For questions regarding State Chapter activities listed, please contact the Office of Chapter and Member Engagement at cnc@acr.org by clicking here. A separate window will open for you to compose your email.
PAGE: HONORS, ACHIEVEMENTS, & APPOINTMENTS

Honors, achievements and appointments are provided for review by the CNC as part of the complete application and will be published in the election manual.

Provide the most current honors first. Please limit your response to eight honors.

PLEASE SELECT ONE. *
Select one option

○ I have honors to share.
○ I do not have honors to share.

HONORS *

Honor

Provide major academic, practice appointments and/or achievements. Please limit your response to eight appointments and/or achievements.

PLEASE SELECT ONE. *
Select one option

○ I have major achievements/appointments to share.
○ I do not have major achievements/appointments to share.

MAJOR ACHIEVEMENTS/APPOINTMENTS *

Achievement/Appointment
PAGE: PUBLICATIONS
Provide the number of publications, chapters, and presentations published. Enter "0" if there is nothing to provide in the fields below.

This content will be made available for publication in the election manual.

NUMBER OF PUBLICATIONS *

NUMBER OF BOOK CHAPTERS *

NUMBER OF PRESENTATIONS *

PAGE: AREAS OF INTEREST/EXPERTISE
Areas of Interest/Expertise are provided for review by the CNC as part of the complete application and will be published in the election manual.

In paragraph format, please briefly describe your radiology career in terms of training, continuing education, leadership, mentoring, service to patients and examples of advancing radiology that would enhance your capability. If none, please enter N/A.

AREAS OF INTEREST AND/OR EXPERTISE *
**PAGE: ACR ISSUES/ACR RESPONSE**
Applicant response to this question is provided for review by the CNC as part of the complete application and will be published in the election manual.

**WHAT DO YOU THINK ARE THE MOST IMPORTANT ISSUES FACING THE ACR? IF NONE, PLEASE ENTER N/A.** *

Applicant response to this question is provided for review by the CNC as part of the complete application and will be published in the election manual.

**HOW SHOULD THE ACR RESPOND TO THEM? IF NONE, PLEASE ENTER N/A.** *

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**PAGE: REASON FOR SEEKING OFFICE**
Applicant response to this question is provided for review by the CNC as part of the complete application and will be published in the election manual.

**PROVIDE REASON(S) FOR SEEKING OFFICE. IF NONE, PLEASE ENTER N/A.** *
Page: Electioneering Policy

Review and affirm the terms of the electioneering policy prior to submitting the application.

Background: In 1997, the ACR Council approved the recommendations of the report of the Governance Committee. In one of its recommendations, the Governance Committee “strongly suggest(ed) that strict limits on electioneering be imposed.” In addition, the committee expressed concern that the election process itself could become a time-consuming distraction for the Council given other matters before it. In response, the earlier ACR policies and procedures documents discouraged campaigning but did not outright prohibit it.

In 2008, the ACR Council passed Resolution 41, directing the ACR Council Steering Committee to develop and implement binding regulations for candidate communications and to publish those regulations in the ACR Election Manual and additionally communicate them directly to all candidates.

Candidate Opportunities to Communicate Credentials & Views: Current ACR policies and procedures provide the following opportunities for candidates to communicate their credentials and views to the Council:

- Information about all candidates is detailed in a standardized manner in the ACR Election Manual which is made available to all councilors in advance of each ACR annual meeting. The Election Manual includes a photograph of each candidate, a standardized curriculum vitae, which includes relevant biographical information, and personal comments provided by the candidates.
- All candidates in contested elections have the opportunity to make a two-minute presentation to the ACR Council prior to the election. Presentations will be live for in-person meetings and pre-recorded for virtual meetings. If pre-recorded, presentations will be made available on demand prior to the Annual Meeting.

Rules Regarding Electioneering: In response to ACR policy as passed by the Council, the Council Steering Committee sets forth the following updated rules regarding electioneering:

1. Candidates are prohibited from mass distribution of any self-promotional campaign materials via traditional mail, e-mail, phone, or other electronic media. Candidates who use social media to promote or even announce their candidacy will be considered in violation of these regulations.
2. Candidates are prohibited from distributing campaign buttons, stickers, pens, or any other election self-promotional items prior to or at the ACR Annual Meeting.
3. Candidates are prohibited from displaying or distributing campaign posters, balloons or other election self-promotional visual aids at the ACR Annual Meeting and at any other meeting or event where multiple ACR members are expected to be present.
4. Candidates may visit (in-person or virtually) the geographic and specialty caucuses that they would normally attend because of their practice location or practice type.
Candidates currently serving in leadership positions (e.g., Board of Chancellors, Council Steering Committee) would normally be expected to visit caucuses where meeting attendance is considered a normal part of their duty (e.g., as assigned by the BOC chair or Council speaker). If a candidate has ACR business that is enhanced or needs attendance at caucus meetings, they must petition the speaker, vice speaker, and chair of the College Nominating Committee (CNC) for permission to attend such caucus meetings, and if given permission, shall do so only in order to conduct such business. Candidates should decline all other invitations to attend caucus meetings.

5. At the discretion of caucus organizers, candidates may be introduced to the caucus, but may not speak about their candidacy, even if so invited by caucus organizers or other attendees. Simply raising their hand or standing in a caucus meeting when so introduced should suffice to allow those in caucuses to visually identify them.

6. Candidates failing to abide by these rules may be disqualified from participating in elections held during the affected Annual Meeting. Specifically, any candidate who violates these rules may, at the discretion of a committee composed of 1) the speaker, 2) the vice speaker, and 3) the chair of the College Nominating Committee, be declared ineligible for election in that year and have his or her name stricken from the ballot.

7. Any questions concerning the appropriateness of election activities should be directed to the ACR Office of Governance and Member Engagement at 800-227-5463, ext. 4998 or tbehbahani@acr.org.

_ACR Electioneering Policy Approved by the ACR Council Steering Committee; (last updated January 2021)_

**AFFIRMATION** *
Select one or more options

- I agree that I have reviewed and will adhere to the terms of the electioneering policy.
All candidate application responses, including relevant disclosures from your COI questionnaire, will be published in the ACR Election Manual unless otherwise stated, if you are selected for the final slate. Candidates appearing on the slate will have an opportunity to review a proof page prior to publication.

Your curriculum vitae may also be made available to the ACR membership to supplement the information published in the election manual.

All sections of the application must be completed along with any required attachments/uploads in order to be submitted for review by the College Nominating Committee. Candidates may not make edits once their application is submitted. This includes any further changes or additions.

Applications are not considered complete until at least two letters of recommendation have been uploaded. The applicant will be unable to save and submit their application until the minimum of two letters have been uploaded.

Chapter verifications and letters of recommendation are also due no later than December 6, 2023 at 11:59 PM ET. Please be sure to follow up with your chapter contacts and endorsers to ensure this deadline is met on your behalf.

You may only review and edit your application prior to clicking submit until December 6, 2023, at 11:59 PM ET.

Typing your name in the signature box below constitutes your electronic signature. You will be notified in February regarding the candidate slate forwarded by the College Nominating Committee.

**Attestation**
Select one or more options

☐ I attest that the information provided is correct, current and complete.

**Signature**
Typing your name serves as your signature.