

## MSRT ACE Approval Process

For each activity (i.e. lecture, presentation, etc.), the following must be submitted:

1. Completed Request for Approval of Educational Activities Form.
2. Outline or brief description of lecture/activity, including the educational objective.
3. Faculty/speaker's credentials (CV/resume), relative to the subject matter being presented.
4. Approval Fee is \$35.00

The request for approval is then mailed or emailed, if you have Pre-Paid ACE Approval Coupons, 30 days prior to the date of the activity to the MSRT office.

Any request for approval which does not contain the necessary documentation will be returned unprocessed with the approval denied. The request may be re-submitted with the appropriate documentation.

Continuing education points are awarded on the basis of contact hours. For a program/activity to earn 1 point it must be at least 50 minutes in length. Presentations that last 30 to 44 minutes will receive .5 points and lectures 45 to 49 minutes in length will receive .75 points.

The approved ACE form and Sign-In Record are sent to the person responsible for the activity. Sponsors must keep completed records (Sign-In Record and approved Request for Approval of Education Activities form) on file for 4 years. Sponsors are responsible for these sheets that contain the MSRT ACE approval number and the category assignment for the State's CE requirements such as: Diagnostic Radiography (DR), Diagnostic Radiography/Mammography (DR/M), Diagnostic Radiography/Computed Tomography (DR/CT), Diagnostic Radiography/Cardiac-Interventional Radiography (DR/CVIR), Vascular-Interventional Radiography (VIR), Nuclear Medicine Technology (NM), Radiation Therapy (RT), General Healthcare (GH), Radiation Protection (RP)

MSRT ACE approvals indicate that the activity has been approved for the ARRT CE requirement of a Category "A" credit. The ARRT recognizes state approved CE as category A for Massachusetts Licensed Technologists only. Participants at the activity should legibly print their name and last 4 digits of their social security number on the sign in sheet and indicate if they belong to the American Society of Radiologic Technologists (ASRT) Evidence of Continuing Education (ECE.) program.

The ARRT recognizes that some states have legislation requiring technologists to earn CE credits in order to maintain a state license to practice in their profession. Technologists who complete CE activities in the state in which their licensed as part of their state's licensing requirements may count the CE credit as Category A if the state regulatory agency is mandated by law to evaluate CE activities for licensing purposes and has approved the activity for CE credit. The state licensing agencies currently approved as meeting ARRT criteria include Florida, Illinois, Iowa, Kentucky, Massachusetts, New Mexico, Oregon and Texas.

### After an Activity is Completed

The sponsor of the activity must keep the original approved ACE form and completed Sign-In Record on file for four years. If participants indicate that they belong to the ASRT ECE program, the person responsible for the educational activity must inform those individuals to mail a copy of their certificate of attendance and a copy of their Massachusetts Radiation Control Program license to:

American Society of Radiologic Technologists  
ECE Program  
15000 Central Avenue, SE  
Albuquerque, NM 87123-3917

This can be easily accomplished by indicating on the certificate of attendance that ASRT members must submit this required documentation to the ASRT, within 30 days of the activity date, in order to receive credit documentation with the ASRT. Participants of an activity approved by the MSRT must be issued some form of attendance verification which must include the following information:

1. Participant's name
2. Topic Title and Faculty/Speaker's name
3. Date of program
4. MSRT approval number
5. Number of continuing education credits and category
6. Signature of Host

## Advanced Life Support Certification/Re-certification & College Courses

Approval fee is \$15.00 for members and \$30.00 for Non-Members

The MSRT will approve Advanced Cardiac Life Support (ACLS) or Pediatric Advanced Life Support (PALS) certification issued by the Red Cross, the American Heart Association or the American Safety and Health Institute for 6 Credits in the modality an individual is licensed in, i.e., Radiography, Nuclear Medicine, Radiation Therapy or Mammography. Remember, these advanced CPR certification credits are limited to 6 Credits for a continuing education biennium.

For approval of these advanced CPR certification credits, MSRT members must submit an ACE "Individual Request for Approval of Educational Activity" form and send in a copy of their valid ACLS or PALS, card issued by the American Heart Association, the Red Cross, or the American Safety and Health Institute as proof of attendance to the MSRT office.

The MSRT will be granting credits that meet the State's requirements for Continuing Education credits. You must provide the Massachusetts Radiation Control Program (RCP) with an approved MSRT ACE approval form in order to receive your 6 continuing education credits for advanced CPR certification. If you only submit a copy of your ACLS/PALS card to the Radiation Control Program the RCP will only award you one (1) continuing education credit.

The ARRT recognizes a copy of a valid ACLS or PALS card from the American Heart Association, the Red Cross, or the American Safety and Health Institute as proof of continuing education documentation. The ARRT awards 6 category A credits for current Advanced Life Support certification with a limit of 6 category A credits allowed per biennium.

### College Course Approval

The MSRT will continue to approve college courses by accredited post-secondary educational institutions. The MSRT approval will meet the State's continuing educational requirements. College courses will be approved and categorized according to the course content. For example, a "Cross Sectional Anatomy Course for CT Technologists" may satisfy a DR credit, if actual CT images are correlated with cadaver images. Credits will be granted for relevant courses in the health and medical sciences, physical sciences, social sciences, radiological sciences, biologic sciences, communication (verbal & written), mathematics, computers, management and education methodology. Some course areas that are not considered relevant or applicable for continuing education credits include, but are not limited to: archeology, astronomy, fine arts, geology, geography, history, music, philosophy, religion, etc.

Individuals who complete college courses should submit an ACE "Individual Request for Approval of Educational Activity" form to the MSRT office and the following documentation: the course description/syllabus and a copy of the grade transcript indicating a grade C or better. Grade transcripts must indicate whether the credits are for semester credits or quarter semester credits.

Councilors will evaluate the course descriptions/syllabus for approval and categorization for the state's licensing requirements. Credits will be granted at a rate of 12 CE credits for each academic quarter credit and 16 CE credits for each academic semester credit.

The ARRT recognizes a copy of an official grade transcript indicating a grade "C" or better as proof of continuing education documentation for courses offered by accredited post-secondary educational institutions in the biologic sciences, physical sciences, radiologic sciences, health and medical sciences, social sciences, communication (both written and verbal), mathematics, computers, management or education methodology. The ARRT grants category A credits at a rate of 12 Continuing Education (CE) credits for each academic quarter credit and 16 CE credits for each academic semester credit.

### **Modality Assignment for Educational Activities**

Approval fee is \$15.00 for members and \$30.00 for Non-Members

If an individual attends a lecture approved by an agency recognized by the State of Massachusetts' Radiation Control Program but the certificate of attendance does not contain the categorizations designated by the State the MSRT will categorize this lecture according to the State's requirements. The MSRT member would submit a "Request for Modality Assignment for Educational Activities" form to the MSRT's office, along with a copy of the approval or certificate of attendance, from an agency recognized by the State (e.g. AMA , ANA, ACR, ARRS, ASRT, MNA, RSNA, SDMS, SNM-TS), and a brief outline or description of the lecture. The councilor will then categorize this lecture according to the State's requirements. **PLEASE NOTE: a Modality Assignment is not an approval by the MSRT.**