

## ISRT Board Meeting 12/5/2020

### **2020 wrap up:**

-ISRT financial report for 2020 to be approved by the board

-ASRT SLDP for 2022 application and selection process (Jul 1 – Sept. 30<sup>th</sup> 2021)

- 2020 SLDP participants will attend the 2021 Annual Governance and House of Delegates Meeting.

-Who will represent the ISRT at ASRT's 2021 Annual Governance and House of Delegates Meeting in Reno, NV?

- We need two affiliate delegates and two alternate delegates (we need to fill out the Affiliate Delegate Submission Form by Jan. 29, 2021. This was sent to us by Bianca Strong on 11/13/20)

-For the second year in a row we received \$5000 from the ASRT for the Affiliate Financial Assistance Program.

### **Discussion on the possibility of a virtual conference for Spring 2021 and what it would take:**

-ASRT requirements for CE approval

- ISRT Certificate Template (Review USRT template)
- ISRT Speaker Information (Review USRT template)
- ASRT Attendance Verification Requirements

Thank you for reaching out to the ASRT. We understand your need to offer activities in a webinar format due to COVID-19. If you would like to offer your activity in a webinar format, the activity must have a valid approval, be presented on a scheduled date and time, and implement 2-factor attendance verification, as outlined below.

Group viewing:

- Sign-in sheets must be used at all viewing locations (participants must sign in before the broadcast begins).
  1. A site monitor documents attendance and verifies attendees are present for the entire broadcast (an attendee can be the site monitor).
  2. Individual viewing (attendees must register prior to the broadcast):

- The coordinator maintains records (data from broadcast platform) indicating when each attendee logs on and off.
  1. One of the following is also required:
  2. A post-broadcast quiz.
    - A post-broadcast survey.
    - Engagement data provided by the broadcast platform.
    - Visual monitoring of attendees by the sponsor.

Natasha Hadrych-Rosier, M.B.A., M.H.A., R.T.(R)(T), CAE

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- **Site monitor (Stephanie Kawamura)**

January Spirit is a flexible business service to help non-profits host conferences (both live and virtual). Some services provided include:

- Registration -- This includes full management of registration including the collection of funds, direct depositing the funds to the state account, and needed reports for face-to-face or virtual meetings. It does not include credit card and e-check fees (those will be collected by e-payments. It does not include on-site services if that is needed.
  - \$2.50 per person
  - Discount of 3% for each whole 100 registered annually. For example, if 400 register, 12% discount.
- CE Certificates
  - \$3.00 per person if January Spirit tracks attendance
  - \$2.50 per person if the State tracks attendance
  - Discount of 3% for each whole 100 registered annually. For example, if 400 register, 12% discount.
- Membership
  - \$2.00 - 5.00 per member (depends on needs)
- Virtual hosting -- Hosting the event and taking care of all technical issues
  - \$15.00/hour + \$20/day
- App creation and management
  - \$800 -- year 1
  - \$400 -- subsequent years if there are no major changes
- Web creation and management
  - \$800 -- year 1
  - \$400 -- subsequent years if there are no major changes

Currently, because I am small, I provide **very** different services for each organization and may provide different services than the ones listed above upon request. Also, I am happy to bundle and discount services. What services do you think Idaho needs for the 2021 conference?

Please let me know how I can help. I can also be reached by phone (435-232-1515) after 2 pm MT (on weekdays and all day on Saturday)

-We have to submit all required documents to the ASRT 30 days before the actual conference date.

-USRT charged the attendees a \$25 registration fee for 8 CE credits back in September. They had another virtual conference in November and charged \$15 for 4 credits.

-Speakers will pre-record presentation on Zoom or screencast. 5-10 minutes for questions at the end. Participants can use the chat feature on Zoom so the presenter can be preparing their responses to the questions.

-In the past the USRT typically has 50 people attend in person. For their first virtual conference they had 80 attend online. They did a post survey and it was unanimous everyone loved having the conference virtually.

Other items to discuss for a virtual conference:

-Vendors

-Sponsors (still try to receive donations to pay for site monitor)

-Speakers

-Student bowl (Kahoot)

-Posters and Essay competition

-Nomination Committee and Election of Officer

Example of USRT Certificate Template

**CREDIT HOURS EARNED THROUGH THE USRT**

6. Name of CE Sponsor

Biennium: \_\_\_\_\_

**PARTICIPANT** 1. The name of part participant

NAME: \_\_\_\_\_

USRT#: \_\_\_\_\_

ARRT#: \_\_\_\_\_

**CONTACT INFO**

EMAIL: \_\_\_\_\_

8. CE reference number

9. Identification of approving RCEEM/ RCEEM+SLA

4. Category A or A+ designation

3. Title of the activity

The Following are Category "A or A+" Credits Approved by the ASRT:

2. Printed dates of attendance

5. Number of contact hours

ASRT Approved Course Title	ASRT Ref. #	Date Completed	Activity Exp. Date	Credit Type	Credits Earned
Help me teach those who may make your job a challenge!	UTX0008118	11/03/2018	11/04/2018	A	1.00
Systematic review of the Chest and Pathology	UTX0008120R	11/03/2018	11/04/2018	A+	1.00
A comprehensive view on Cardiac MR	UTX0008121	11/03/2018	11/04/2018	A	1.00
Medical 3D Printing and Visualization	UTX0008122	11/03/2018	11/04/2018	A	1.00
Teleradiology - Impact in the Pediatric Setting	UTX0008123	11/03/2018	11/04/2018	A	1.00
Vascular Interventional Procedures	UTX0008124R	11/03/2018	11/04/2018	A+	1.00
Keys to a Healthy Spine	UTX0008125	11/03/2018	11/04/2018	A	1.00
<b>Total Credits Earned</b>					<b>7.00</b>

10. Expiration date of CE activity

7. Signature of Authorized CE sponsor

*Laurie Coburn*

Laurie Coburn RT(R), (CV), (ARRT), MSRS  
President

Thank you for agreeing to speak at the Idaho Society of Radiologic Technologists (ISRT) conference. Please fill out the following information in order to help us register for CE credit through the ASRT. This information must be submitted to a ISRT board member 45 days before the date of the conference.

ISRT speaker information:

Name and Title(s): \_\_\_\_\_

Email Address: \_\_\_\_\_

Title of Presentation: \_\_\_\_\_ (make sure the title has something to do with medical imaging)

Place of employment: \_\_\_\_\_

Objectives for the presentation:

Examples:

- A. At the conclusion of this presentation the attendee will be able to identify common tumors in the female pelvis.
- B. At the conclusion of this presentation the attendee will be able to identify 5 patient communication methods.

1.

2.

3.

4.

5.

Please provide a short biography that we can use for an introduction:

Publish Power Point to attendees (in PDF format): Y/N

What time do you prefer to give your presentation (on the hour)?

Can we publish your picture on our website and Facebook page? Y/N

If yes, please fill out the attached form.

Please email this form and other attachments to Trevor Ward (wardtrev@isu.edu)

Thank you again for participating in our conference!

ISRT Board

ISRT Speakers 2020

**Friday and Saturday main session speakers:**

- Ron Jones: Tech burn out
- Turn Key speaker
- Matt Anderson: Joint replacements on a medical mission in El Salvador
- (Rikki Waller, Christopher Wertz, Matthew Nolan, Scott Fuller): Panel Discussion on AAPM Policy PP 32-A
- John Lampignano: Imaging Patients in the Autism Spectrum
- Leslie Kendrick: CT Radiation Safety
- IMI Radiologist
- Tanya Nolan: Speak up: Your Profession Wants to Hear You

**Ultrasound Women's Health Breakout**

- Amy M. Lex: Ultrasound Elastography/ Breast Ultrasound Imaging Review: Anatomy, Indications and Technique
- Joie Burns: Ultrasound Imaging of Gynecologic Pathology
- Wendy Mickelsen and Chelsie Wheatley: US/Mammo and Women's Health

**Other possible speakers ideas:**

- Michael A. Cecil: Improving the Patient Experience

Effective: 05/29/2020

**TOTAL BALANCE FROM CHASE BANK ACCOUNTS: \$19,957.14**

- Business balance-Checking \$ 6105.01
- Business balance-Savings \$ 13,852.13
- PayPal Balance \$ 0.00

2019 Annual Conference

- Total Income: \$12,579.91
- Total Expenses: \$13, 257.17
- Total Profit: \$ (677.26)

DEPOSITS

- Membership Revenue \$2065.26
- Conference sponsors and vendor booths \$ 0 (\$1800.00 received and refunded due to conference cancellation—COVID)
- Conference Registrations \$0 (all refunded due to conference cancellation)

MEMBERSHIP TOTAL (as of 5/29/20)

Active	84
Students	63
TOTAL	147

**Proposed ISRT Budget for 2020-2021**

- 2,000.00.....Deposit money for 2021 Conference
- 900.00.....Board member registration fees for conf.
- 1,200.00.....Hotel expenses for 2021 conference
- 200.00.....Mileage reimbursement
- 1,100.00.....Pizza for students during tech week 2020
- 500.00.....Membership mail-outs and associated costs
- 800.00.....Student Prizes for conference 2021
- 500.00.....Committee Thank You gifts/cards
- 100.00.....Office supplies
- 500.00.....Speaker gifts
- 0.00.....Website hosting (Paid through 2020)

Total: \$ 7,800.00

**Proposed versus Actual ISRT Budget for 2019-2020**

Item	Proposed	Actual	Explanation
Deposit money for 2019 Conference	2,000.00	\$0.00	\$1500. Refunded due to conference cancellation
Board member registration fees for 2020 conference	800.00	\$0	Conference cancelled
Hotel expenses for 2020 conference	1,200.00	\$0	Conference cancelled
Mileage reimbursement	500.00	\$0.00	
Pizza for students during tech week Nov. 2019	1,000.00	\$636.76	Schools
Membership mail-outs and associated costs	1,500.00	\$581.01	Postcard printing & mailing for 2020 annual conference
Student Prizes for conference 2020	800.00	\$0.00	Conference cancelled
Committee Thank You gifts/cards	500.00	\$0.00	Conference cancelled
Office supplies	200.00	\$0.00	
Speaker gifts for 2020 conference	500.00	\$0.00	Conference cancelled
Website hosting (Paid through 2020)	0.00	\$134.00	Website add-on tools for registrations
Total:	\$9,000.00	\$1351.77	