

**MISSOURI RADIOLOGICAL SOCIETY
CHAPTER BYLAWS**

(1977, revised 1995, 2002, 2009, 2012, 2013, 2014, 2016)

ARTICLE I – NAME

The name of the organization shall be the Missouri 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”: advancing the science of Radiology (diagnostic radiology, radiation oncology, interventional radiology, nuclear medicine, and medical physics); improving radiologic service to patients and the medical community; studying the socioeconomic aspects of radiology; and encouraging improved and continuing education for radiologists and allied professionals; and the establishment and maintenance of high medical and ethical standards in the practice of radiology.

ARTICLE III – AFFILIATION

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

ARTICLE IV – MEMBERSHIP

Section 1

There shall be seven classes of members in the chapter: (1) Active Members, (2) Associate Members, (3) Members in Physics, (4) Associate Members in Physics, (5) Members in Training and Members in Training in Physics, (6) Retired Members and (7) Affiliate Members.

1. *Active Membership.* An active member shall:
 - a. be a physician certified in radiology or one of its recognized branches by the American Board of Radiology, the American Osteopathic Board of Radiology, or the Royal College of Physicians and Surgeons of Canada; or engaged in nuclear medicine on a full-time basis and certified by a specialty board that is a member of the American Board of Medical Specialties or its Canadian equivalent;
 - b. be of high professional reputation;
 - c. have the right to be appointed to committees and to hold office in the chapter;
 - d. have the right to vote.

Individuals who become members of the College through membership in the Council of Affiliated Regional Radiation Oncology Societies (CARROS) shall also become members of a local chapter of the College.

2. *Associate Members.* An associate member shall:
 - a. be a physician who is engaged in the practice of radiology on a full-time basis, who has completed an approved residency program in radiology, and who meets all the requirements of active membership except requirement (1)(a) of this Section 1;
 - b. not have the right to hold office in the chapter;
 - c. have the right to be appointed to committees;
 - d. have the right to vote.

3. *Members in Physics.* A member in physics shall:
 - a. be certified as a physicist by the American Board of Radiology;
 - b. have the right to be appointed to committees and to hold office in the chapter;
 - c. have the right to vote.

4. *Associate Members in Physics.* An associate member in physics shall:
 - a. be a physicist engaged in the practice of radiologic physics on a full-time basis, but not certified by the American Board of Radiology;
 - b. not have the right to hold office in the chapter;
 - c. have the right to be appointed to committees;
 - d. have the right to vote.

5. *Members in Training and Members in Training in Physics.* A member in training or a member in training in physics shall:
 - a. occupy a residency or fellowship in radiology approved by the Council on Medical Education of the American Medical Association or the American Osteopathic Association (or a formal educational program in medical physics);
 - b. not have the right to vote or to hold office in the chapter;
 - c. not be required to pay dues;
 - d. have the right to be appointed to committees; and
 - e. never have been a member of the chapter before.
 - f. Introductory membership: After (1) completion of training; (2) certification by the American Board of Radiology, the American Osteopathic Board of Radiology, or the Royal College of Physicians and Surgeons of Canada; and (3)

appropriate review by the chapter, the member in training or the member in physics will automatically become a member of the chapter in the appropriate class of membership, unless the member in training affirmatively declines membership.

Dues for these members shall be assessed in accordance with Article XI.

6. *Retired Members.*

Retired Member and Fellow status may be conferred by the ACR Board of Chancellors upon application of a Member or Fellow who has fully retired from professional practice, and who in the judgment of the Board of Chancellors should be relieved from payment of dues.

A Retired Member or Fellow shall have the right to vote, serve in elected or appointed office, and hold committee appointments in the chapter during the first six years following his/her retirement. Retired members shall not be required to pay dues.

7. *Affiliate Members.* An affiliate member shall:

- a. 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 or her principal practice is conducted, but chooses to have membership in this state chapter;
- b. pay dues to both chapters;
- c. have the right to vote;
- d. have the right to be appointed to committees, and
- e. have the right to hold office in the chapter.

Section 2

Application for any of the classes of membership established in Section 1 of this article shall be in writing on a form provided by the secretary, except for members-in-training, in approved residencies and fellowships, who are automatically members of the American College of Radiology. Application for all classes of membership except retired status shall include an agreement to abide by the bylaws of the chapter including the Code of Ethics of the American College of Radiology. An application must be endorsed by two active members of the chapter who shall certify the applicant's qualifications for membership.

When a member in good standing transfers from this chapter ("old chapter") to a chapter in another state ("new chapter"), the old chapter, after receiving notification from the College of the change, should send a notice of the member's standing to the new chapter, and send his or her

original application to the ACR within a reasonable time, not to exceed six (6) weeks.

When a member in good standing of another chapter transfers to this chapter, the ACR sends the member's file to the new chapter. The secretary of the new chapter shall notify the new member via electronic or other means that the transfer process has been completed. Chapter dues shall be assessed on a pro-rata basis for the year in which the transfer occurs.

Section 3

If the ACR grants a member a waiver of dues (Article XII, Section 4, ACR bylaws) or Retired Member or Fellow status (Article III, Section 13, ACR bylaws), that member can continue as an active member of the Missouri chapter as long as that waiver or retired status remains in force in accordance with the ACR bylaws.

Section 4

Any member of the chapter may resign by submitting a letter of resignation to the chapter secretary.

Section 5

1. The Executive Committee may censure, suspend, or expel any member of the chapter for violation of its rules, regulations, or principles, in accordance with the procedures outlined below.
2. Disciplinary questions related to such violations shall be initially referred, in writing, to the president of the chapter. The matter shall be referred to the chapter's Committee on Judicial Affairs, which shall investigate the merits of the charges. On the basis of the findings of this investigation, the Committee of Judicial Affairs shall recommend to the president either that disciplinary action be taken or that no such action be taken. If the Committee on Judicial Affairs decides that disciplinary action should be taken, its recommendations shall be submitted to the president via electronic or other means.
3. If disciplinary action is recommended by the Committee of Judicial Affairs, the member shall be notified by registered or certified mail that a professional review action may be taken against him or her and the reasons for the proposed action. The member shall be informed that he or she has the right to request a hearing on the proposed action at any time within sixty (60) calendar days. The member shall be provided with a written summary of his or her rights during the hearing. A member who does not request a hearing within the sixty-day period waives the right to such a

hearing and shall be deemed to have accepted the recommendation of the committee. The committee's report shall then be forwarded to the Chapter's Executive Committee for ratification, in accordance with Section 9 of this article. If the disciplinary action is based on professional conduct or competence that affects or could affect patient health or welfare, the final decision of the chapter shall be reported to the National Practitioner Data Bank within thirty (30) days. A failure to request a hearing after a complaint has been filed and found to be meritorious will also result in loss of membership in the chapter.

4. If the member requests a hearing on a timely basis, the president of the chapter must give him or her notice via electronic or other means of the time, place and date of the hearing. The hearing shall take place no earlier than thirty (30) calendar days after the date notice has been sent. Postponements and extension of the hearing date may be granted by the hearing officer on a showing of good cause. The notice of the hearing shall include the names of witnesses expected to testify.
5. The hearing shall be held before an arbitrator mutually acceptable to the physician and the chapter, a hearing officer appointed by the chapter who is not in direct economic competition with the member involved, or a panel of three active members of the chapter appointed by its Executive Committee who are not in direct economic competition with the member involved. The right to a hearing may be forfeited if the member fails to appear without good cause, and the member shall be deemed to have accepted the disciplinary action involved. If the right is forfeited without good cause, membership in the chapter may be terminated, and a report on the action may be forwarded to the National Practitioner Data Bank.
6. During the hearing, the member has the right to be represented by an attorney or other person of his or her choice; the right to have a record made of the proceedings, copies of which may be obtained by the physician on payment of any reasonable charges associated with its preparation; the right to call, examine, and cross-examine witnesses; the right to present evidence determined to be relevant by the arbitrator, hearing officer or panel, regardless of its admissibility in a court of law; and the right to submit a written statement at the close of the hearing.

7. Evidence at the hearing should be presented first by the chapter Executive Committee and then by the member. The Executive Committee may then introduce evidence to rebut the member's evidence but may not introduce evidence or issues not previously raised either by the committee or by the member. The complainant shall be entitled to attend the hearing and may be required to testify. Judicial rules of evidence and procedure relating to the conduct of the hearing, the examination of witnesses and the presentation of evidence shall not apply to a hearing conducted under the terms of these bylaws. The Executive Committee shall bear the burden of persuading the hearing officer or panel by a preponderance of the evidence that the action or recommendation is reasonable and warranted.
8. At the end of the hearing, the member has a right to receive the written recommendation of the arbitrator, hearing officer, or panel, including the basis for the recommendation. He or she also has the right to receive the written decision of the chapter, including the basis for the decision.
9. Ratification of disciplinary action against any member of the chapter shall require the affirmative vote of no fewer than three-fourths of the membership of the Executive Committee present at the meeting when the action is taken. On ratification by the Executive Committee, the disciplinary action shall be effective and be promptly reported to the Judiciary Committee of the American College of Radiology by the secretary of the chapter. Members against whom disciplinary actions are taken by the chapter may appeal the decision to the Judiciary Committee of the ACR.
10. If no appeal is made within thirty (30) days, a letter containing the final decision shall be prepared by the arbitrator, officer or panel, with a copy going to the member who is the subject of the disciplinary action. A waiver of the right to appeal shall be deemed to mean that the member has accepted the decision of the chapter. If the disciplinary action is based on professional conduct or competence that affects or could affect patient health or welfare, the final decision of the chapter shall be reported to the National Practitioner Data bank within thirty (30) days.
11. Before the ACR's Judiciary Committee hears an appeal, it shall notify, by registered or certified mail, the member in question no fewer than thirty (30) calendar days before its meeting that the

member may then appear in person or be represented by an attorney or other person of his or her choice to present any arguments that the member believes will show that the disciplinary action should be reversed. If the member fails to appear or send his or her representative to the appeal hearing, then a final report of the chapter's decision shall be sent to the member and forwarded to the state medical board or licensing authority within thirty (30) days in accordance with the regulations of the National Practitioner Data Bank.

12. If a majority of the Judiciary Committee determines that the disciplinary action taken by the chapter against one of its members is supported by the evidence and is the result of fair procedures that are consistent with the Bylaws of the ACR and of the chapter, the Judiciary Committee shall affirm the disciplinary action. If a majority of the Judiciary Committee reverses the disciplinary action, the matter may be remanded in whole or in part for further proceedings or may be completely or partially dismissed.
13. The chapter's Executive Committee and the ACR's Judiciary Committee shall comply with all procedures for reporting adverse professional review actions based on professional conduct or competency that affects or could affect patient health or welfare to the National Practitioner Data Bank.

ARTICLE V – OFFICERS

Section 1

The officers of the Chapter shall be the president, the president-elect, the vice-president, the secretary/treasurer, and the councilors and alternate councilors. All Chapter officers shall be members of the American College of Radiology. The term of office of each officer shall begin at the conclusion of the chapter annual meeting, with the exception of councilors and alternate councilors who shall take office after the end of the ACR annual meeting.

Section 2

Election shall be by ballot at the annual meeting of the Chapter, and the nominee for each office designated in Section 1 who receives a majority of votes cast shall be declared elected. In case no candidate receives a majority, a second ballot shall be taken on two candidates receiving the greatest number of votes.

ARTICLE VI –BOARD OF DIRECTORS AND EXECUTIVE COMMITTEE

Section 1

The governing body of this chapter shall consist of a Board of Directors, elected by and from the active members of this chapter. Candidates for Director shall be nominated by the nominating committee and they shall be elected by the membership at the annual meeting. Directors shall be elected from one of the three geographic areas as follows:

1. Metropolitan Kansas City and Jackson County, Missouri
2. Metropolitan St. Louis and St. Louis County, Missouri
3. Out State, or the area comprising the remainder of the State of Missouri excluding the two areas listed above.

There shall be at least one representative from each geographic area on the nominating committee.

One director shall be elected from a geographic area for every multiple of twenty (20) active members from that area, and an additional director shall be elected if there are from ten (10) to nineteen (19) active members in addition to the multiple of twenty (20).

Directors shall be elected for a term of three years and their terms shall be staggered. An elected director may be elected to succeed himself or herself for one additional three-year term but shall not be eligible for re-election to additional terms until a lapse of not less than one year. A director is required to be an eligible member in good standing in the chapter. Should any vacancy occur in the membership of the Board of Directors, the Board of Directors shall elect a replacement from the appropriate geographic area providing such election is with approval of other members of the Board from the same geographic area. Such replacement shall serve until the next annual meeting.

The Board of Directors shall transact any and all business for and in behalf of the chapter, establish dues and special assessments, and present to the membership such matters as it deems necessary for the members' consideration.

Section 2

The Executive Committee shall be composed of the president, the president-elect, vice-president, immediate past president, and secretary/treasurer. This committee shall act for the chapter between regular meetings of the chapter and shall perform such duties as specified elsewhere in these bylaws.

ARTICLE VII – DUTIES OF OFFICERS AND COMMITTEES

Section 1

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 be a member ex-officio of all committees and shall act as chairman of the Executive Committee.

Section 2

In the absence of the president, or in his or her inability to act, the order of succession to the duties of the office shall be as follows:

President-Elect
Vice-President

Section 3

The secretary shall record and preserve the minutes of the proceedings of meetings of the chapter and of the Executive Committee and shall forward promptly to the headquarters of the American College of Radiology a copy of the minutes of each meeting of the chapter. He or she shall notify all members of the chapter of their appointments and shall keep a record of the membership of the chapter. He or she shall notify all members as to time and place of meetings and of any special business to be brought before the chapter.

Section 4

The treasurer shall receive all monies due the chapter and shall disburse such monies. He or she shall make a report of the funds of the chapter of each annual meeting.

Section 5

The president, president-elect, and vice-president shall each serve a term of one year. The secretary/treasurer shall serve a term of three years. The secretary/treasurer may be elected to a second term. The president, president-elect and vice-president may only serve a one-year term.

Section 6

When an office shall fall vacant, the Executive Committee may name a member as a pro tem. At the next meeting of the chapter, the name of the member so appointed shall be presented to the membership for confirmation. If the appointment is not confirmed, the members present shall elect a member to serve in the vacant position. In either case, the member thus chosen shall serve for the unexpired portion of the term of office being filled. The pro tem appointment shall not count toward any term limits applied to that office.

Section 7

The president shall appoint such committees as are necessary for the proper functioning of the chapter in addition to the following standing committees:

1. *Membership Committee*

This committee shall review applications for all classes of membership in the chapter and shall report its recommendations to the Executive Committee at any regular meeting. Recruitment activities shall be conducted by this committee.

2. *Program Committee*

This committee will prepare programs for chapter meetings, workshops for residents, and efforts in continuing education.

3. *Committee on Radiologic Practice*

This committee shall be charged with the duty of assisting members of the chapter in the practice economics of radiology in accordance with the principles and policies of the American College of Radiology. This committee will also relate to third-party insurance carriers.

4. *Fellowship Committee*

This committee shall annually review the membership of the chapter for the purposes of nominating members to fellowship in the American College of Radiology. This committee should be composed of fellows of the College.

5. *Legislative Committee*

This committee should anticipate and review legislation proposed that affects the practice of radiology in the state. Their findings shall be reported to the chapter for action.

6. *Technologist Advisory Committee*

This committee shall assist organizations and individuals in projects and programs undertaken to advance radiologic technology. (Recommended: They will also be responsible for furnishing names of radiologists to survey programs of radiologic technology to the Joint Review Committee of Education in Radiologic Technology).

7. *Committee on Judicial Affairs*

This committee shall consider charges of unethical conduct involving a member of the chapter and shall transmit its recommendations to the Executive Committee of the chapter. The Judicial Affairs Committee shall be composed of three members appointed by the president with the approval of the Executive Committee. Where possible, except for the chairman, members of

the Executive Committee shall not be appointed to the Committee on Judicial Affairs.

8. *Bylaws Committee*

The Bylaws Committee shall be responsible for periodic review of the bylaws and provide recommended revisions when necessary.

9. *Nominating Committee*

This committee shall present to the annual meeting nominations for all offices established in these bylaws and shall, when possible, consist of three past presidents and at least two members elected by the chapter who are not members of the Executive Committee. Elected members shall serve a single two (2) year term, with one (1) of these two members elected in alternate years.

10. *Sections for Members in Training and/or Resident Physicians*

Members in training, members in training in physics, and/or resident physicians may organize in sections governed by their own bylaws, subject to the approval of the Executive Committee.

**ARTICLE VIII – 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 shall be by ballot 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. In case no candidate for a vacancy receives a majority, a second ballot shall be taken on the two candidates for the vacancy receiving the greatest number of votes. 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.

Section 3

The term of office of a councilor shall be three years, or whatever term of office is prescribed in the current Bylaws of the American College of Radiology. He or she may be eligible to succeed himself or herself for one additional term of three years, but shall not be eligible for re-election to additional terms until a lapse of not less than one year; provided, however,

that notwithstanding anything in this Section 3 to the contrary, the terms of any or all of the councilors first elected under this Article VIII may be established at less than three years to insure that the terms of one-third of the councilors or a number as near as practical so elected expire each year.

The term of office of an alternate councilor shall be one year; alternates shall be eligible to succeed themselves. An alternate councilor shall be eligible at any time to be elected a councilor for a full three-year term.

Section 4

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 councilor shall include attending and participating actively in the meetings of their chapter and of the College; familiarizing themselves with activities and problems at the local and national levels; acting as liaison between their chapter and the College and interpreting each to the other; contributing to both groups' ideas, guidance and advice; and stimulating preparation of resolutions of their chapter for presentation to the Council.

Section 5

The alternate councilor shall help the councilor in the performance of his or her duties and accompany him or her to meetings of the chapter and of the College. The alternate councilor shall be prepared to act for the councilor whenever necessary.

ARTICLE IX – MEETINGS

Section 1

The annual meeting of the chapter shall be held at such time in conjunction with the Missouri State Medical Association annual meeting. Notice of the exact time and place of such meeting shall be made to the membership no later than thirty (30) days prior to such date. Additional regular meetings may be scheduled by the Executive Committee, and notice of the time and place thereof shall be mailed to the membership no later than thirty (30) days prior to any such scheduled meeting.

Section 2

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 ten such members, whichever is less.

Notice stating the time, place and purpose of the meeting shall be made to each member at least twenty-one (21) days prior to the meeting. At a special meeting, no business may be transacted except that for which such special meeting was called. Any special meeting of the chapter may include participation and voting by a member by telephone or videoconference if authorized by the president.

Section 3

A quorum shall consist of at least fifteen voting members of the chapter.

Section 4

The following shall be the order of business at all regular meetings of the chapter:

1. Call to order
2. Reading of the minutes of the previous meeting of the chapter and the meetings of the Executive Committee
3. Report of the secretary
4. Report of the treasurer
5. Report of the Membership Committee
6. Election of new members
7. Report by the president as chairman of the Executive Committee
8. Report of the Committee on Radiologic Practice
9. Report of Committee on Judicial Affairs
10. Other committee reports
11. Communications
12. Unfinished business.
13. New business
14. Report of councilor(s)
15. Report of the Nominating Committee
16. Election of officers
17. Adjournment

ARTICLE X – STANDING RULES

Roberts Code of Parliamentary Procedure shall be the authority governing all business meetings of the chapter, unless otherwise provided in these bylaws.

ARTICLE XI – DUES AND ASSESSMENTS

All active and associate members, members in physics, associate members in physics **and** affiliate members shall pay dues in an amount based upon a budget prepared by the Executive Committee and approved by the members at the annual meeting. Members in training, members in training in physics, Retired Members and Fellows (refer to Article IV, section 1, 6.a), and those granted a waiver of dues by the ACR (refer to Article IV, section 3) shall not pay dues.

Introductory members shall not be assessed for dues for the remainder of the billing cycle in which they complete their training and for the next complete billing cycle.

Assessments of dues-paying members may not be levied except upon recommendation of the Executive Committee and by a majority vote at the annual meeting of the chapter, notice of such recommendation having been sent to each such member no later than thirty (30) days prior to the meeting.

Names of the members in arrears in payment of dues or assessments shall be referred to the Executive Committee for action.

ARTICLE XII – AMENDMENTS

Section 1

Amendments to these bylaws may be made at any regular meeting of the chapter by the favorable concurrence of two-thirds of the members present and voting, provided the proposed amendments shall have been presented in writing to the Executive Committee at least forty-five (45) days prior to the meeting at which the proposed amendments are to be voted on. The Executive Committee shall notify the members of the Missouri Radiological Society via electronic or other means at addresses maintained by the Secretary-Treasurer of the Society of proposed amendments no later than thirty (30) days prior to such meeting.

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.

Revised March 19, 2016