Renew Your Membership for 2016 and Renew Your Commitment to Professional Development

By Elaine Bogner, CMD, and Lee Hales, CMD
Membership Committee Co-Chairs

The AAMD Membership Committee is thrilled to announce that we have reached record numbers of 3,185 members in 2015! As a member, you can expand your medical dosimetry knowledge, acquire new techniques to help develop your treatment planning skills, and take your career to a new level.

Renew your membership to continue receiving all these great career benefits:

• Access to more than 100 MDCB approved CE credits
• Automatic upload of credits earned through AAMD activities to your MDCB Learning Plan
• Access to online recorded modules, presentations, and live webinars

Visit the AAMD website at www.medicaldosimetry.org to explore the AAMD continuing education activities you will have access to next year.

Renew your membership online by December 31 to be entered into a drawing for a free Annual Meeting registration or one of three Member Plus upgrades!

Thank you for your continued support of AAMD!

A Look Ahead to 2016 AAMD Continuing Education

With the holidays upon us and 2015 coming to a close, we have a chance to see how far AAMD has come over the past few years. Looking back just three years, AAMD has increased the amount of educational activities from just over 100 unique activities to 149 at the close of this year. In 2012, dosimetrists earned 21,493 credits through AAMD. Today we have awarded 30,143 CEs. A few years ago, AAMD started to encourage members to go beyond earning just 50 credits every five years. We wanted to provide so much education that our profession would always be on the leading edge of dosimetry technology and practices. We wanted our members to participate in as much education as they could even after they had earned enough credits to maintain their CMD credential, and we believe based on the numbers provided that we have succeeded in this endeavor.

2016 holds a new future for dosimetry related continuing education. The Continuing Education Committee, the Directed Journal Reading Committee and the Board of Directors have been spent the past few months reading comments from the webinars and meetings to create a new curriculum based on your needs and suggestions.

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As we come to a close of another year, I have been reflecting on some of the things that have happened in 2015. The AAMD has celebrated its 40th anniversary with multiple activities. We again surpassed our annual meeting attendance with over 635 registrants, who earned more than 10,000+ CE credits throughout the week. With the support of our corporate partners, we were able to provide several pre-conference workshops, lunch symposia and various other hands-on workshops, allowing our attendees a number of options to gain their continuing education hours. We learned about the history of the AAMD at the annual meeting and we shared that history in the special summer issue of the Medical Dosimetry Journal.

We had the largest recorded attendance for the National Medical Dosimetrist’s Day webinar series. This year’s celebration featured five free webinars, provided by some of AAMD’s corporate partners, during the week of August 17. Registration averaged over 1,000 for each day. Treatment planning professionals from more than 30 countries registered for these events.

AAMD Region IV held its first meeting in conjunction with the 2015 Roswell Park Cancer Institute Radiation Conference for Therapists and Dosimetrists in September in Niagara Falls. There were over 200 radiation oncology professionals in attendance for that two-day event.

Looking ahead to the coming year, there are going to be many opportunities to further your knowledge in medical dosimetry and satisfy your continuing education needs.

- The 41st Annual Meeting will be held at the Omni Atlanta Hotel at CNN Center in Atlanta, GA, June 12 – 16, 2016.
- Plans are being made for two regional meetings in 2016, so keep your eyes and ears open for dates and locations.
- Member Plus will continue to offer an affordable way to earn additional online CE credits.
- There are plans in the making for special webinar series for students and educators.
- We will again celebrate National Medical Dosimetrists’ Day with free CE credits.

In 2016, the AAMD will attempt to work more closely with our related societies, so that we are more in tune with each other’s agendas and programs, thereby reducing any confusion or concerns regarding future information affecting our members.

I would encourage you to get more involved in your profession. Make 2016 the year you submit a case study to the journal or an abstract to give as a presentation at an AAMD meeting. Share with your treatment planning experience and insights with your colleagues as this information is so valuable to all medical dosimetrists!

I am thankful for the 3,200+ members of the AAMD. I am thankful for the role we, as medical dosimetrists, play in the radiation oncology profession. I am thankful for the dedication of our members to make dosimetry the hub of information in our clinics. And lastly, I am thankful for the hard work of the AAMD volunteers and headquarters’ staff who work to promote the AAMD as the go-to organization for medical dosimetry education and professional resources.

In your service,
Ray Lawson, CMD, RT(R)(T)
AAMD President
rlawsonjr@yahoo.com
2016 AAMD Continuing Education (Continued)

Here are some of the ideas that will be incorporated:

• AAMD will be reducing the number of Directed Journal Reading activities from eight quizzes to six per year. This will allow the DJR Committee the extra time they need to find articles that are the most applicable to our members. To make up for the credit difference, AAMD will introduce additional live member webinars that are essential to every day dosimetry. We will also introduce new, recorded presentation modules. Every AAMD member will still have access to a minimum of 20 CE credits every year as part of regular membership.

• The lecture series in 2016 will focus on vendor-specific treatment planning case studies and an anatomy/contouring series.

• Member Plus subscribers will continue to have access to over 20 additional credits of online education. These activities will continue to include the recorded annual meeting presentations and regular webinar series, but will also include additional webinars, recorded presentations and online modules.

• A student series will include vendor treatment planning, professional development, career services and board preparation topics.

• A CE series designed specifically for educators will be offered.

We are very excited to put together a curriculum that provides enough variation that both new and experienced dosimetrists always have something new to learn on from available educational activities. As a special note, please remember that AAMD educational activities are in no way affected by the new MDCB rule on self-paced education, so you can earn as many credits as you would like through our programs.

Are You Getting the Credits You Earned?

The start of 2015 also came with new online education requirements from the MDCB. Every online activity offered by AAMD requires a post activity quiz in order to receive CE credit. Throughout the year AAMD has averaged over 300 attendees per webinar, but only 150-200 people complete the required quiz. Over the past year that would mean that at least 500 members missed out on 2,000 CE credits. If you are participating in AAMD online learning, make sure you take the 5-10 minutes to log in to the AAMD website and complete the activity quiz.

Here are some of the ideas that will be incorporated:

AAMD Is Seeking Leaders

By Susan Gehr, CMD, and Adam Brown, CMD
AAMD Nominations and Volunteer Committee Co-Chairs

The AAMD is seeking outstanding leaders. We need members who are willing to participate and make a difference. We hope you will consider running for office or submit nominations of those you believe are well qualified to be candidates for next year’s elected positions. Nominations are being accepted for the following positions:

• President-Elect
• Member at Large II
• Region I Representative - Alaska, Arizona, California, Hawaii, Idaho, Nevada, Oregon, Washington, Utah, British Columbia (Canada)
• Region II Representative - Arkansas, Colorado, Iowa, Kansas, Louisiana, Minnesota, Missouri, Montana, Nebraska, New Mexico, North Dakota, South Dakota, Oklahoma, Texas, Wyoming, Alberta (Canada), Manitoba (Canada), Saskatchewan (Canada)

If you would like to nominate someone for one of the open positions, please contact the AAMD Nominations and Volunteer Committee Co-Chairs: Adam Brown (abrown@revenuecycleinc.com) or Susan Gehr (sgehr529@gmail.com)

To be eligible for nomination, the nominee must be a current AAMD Full CMD Member in good standing. For the Regional Representative position, the candidate must reside in one of the states covered in that region. All positions are three-year terms, beginning on August 1, 2016 and ending on July 31, 2019. Position descriptions have been recently updated and can be found on the AAMD website.

All nomination online applications need to be completed by December 31, 2015. Elections will take place in the spring of 2016.

Not ready for a board position just yet? Start by volunteering for one of the AAMD committees or task groups. We are in the process of updating all of our committees, identifying our current needs, and utilizing more volunteers in the future. Share your passion and knowledge of medical dosimetry with your peers and become an integral part of the success of the AAMD. After you renew your AAMD membership, click on the volunteer link and get started volunteering for your profession.
What made you decide on a career in medical dosimetry?

My decision and path to become a medical dosimetrist began as a radiologic technologist. Medical imaging is a field that is truly amazing. The technology behind it and the ability to diagnose a variety of diseases without invasive procedures always kept me hooked. On top of this, the time I spent with the patients was truly priceless and I knew I wanted to go into a field where I could develop even more meaningful relationships with each person I met. Radiation therapy was the perfect fit, and I decided to further my education. During my clinical training, I had the opportunity to work side-by-side with each member of the radiation oncology team and discovered dosimetry. Every treatment plan presented a unique challenge for the dosimetrist, and this was something that intrigued me. I knew that no two days could be the same! After observing and assisting the dosimetrist, I loved the level of critical thinking that was necessary to design a treatment plan and knew it was the job for me.

How did you go about your job search? Did you utilize the AAMD Career Services Center?

My job search began about three months prior to graduation from the program. As a student member of the AAMD, I was able to utilize the job search section of the AAMD website as the first step in the process. Along with that, I used online search engines to find jobs within different regions of the country that I was interested in. I found that networking with people on LinkedIn, as well as in person at the AAMD Annual Meeting, was the best way to get my name out there.

Did you post your resume or did you review the current job postings?

I did not post my resume on my AAMD profile, but instead utilized my LinkedIn profile to advertise myself.

What was helpful on the AAMD website as far as your career decision and/or job search?

I found that the most helpful part of the AAMD website was the InterviewStream online interview preparation tool. InterviewStream provided some guidance on what type of questions to expect as a new graduate applying for my first job. Along with the sample questions, the InterviewStream tool allowed me to record myself answering questions and really fine-tune my responses.

Did you find the Career Center on the AAMD website easy to access and maneuver?

Yes, the Career Center was easily accessible from the home page. After logging into the Career Center, it was easy to search for postings by location and keywords.

Please describe any challenges or accomplishments you experienced as a medical dosimetry student that you would like to share with other medical dosimetry students and educators.

When applying to numerous positions, it became hard to keep track of the details of each individual posting. In order to help me with this, I recorded every position I applied for in a notebook. I included the date I applied, key parts of the job description, treatment planning system used, and any other unique information about the job that stood out to me. I also would recommend attending any type of conference to network with others in the field. I attended the AAMD annual conference and was able to meet other students, dosimetrists, and even set up two interviews while in Orlando this past June. After these interviews, I was offered an on-site interview, which ultimately resulted in obtaining a position at Wexner Medical Center at Ohio State University in Columbus, OH.
Looking for a New Job? Try the AAMD Career Center!
By Mary Headley, CMD, Career Services Committee Co-Chair

The AAMD Career Center provides its members with the latest employment opportunities. Whether you are a seasoned dosimetrist or just starting your career, the Career Center can provide resources to assist you with your career search.

To access the job board, click on the Career Center tab and select “For Job Seekers.” Here you can create an account, post or create your resume and cover letter, or search the latest job postings from employers, recruiters and the web. If you’re seeking a specific position or location, you can narrow your search by creating a personal job alert matching keywords or job type criteria. You’ll be notified by email when an opportunity arises.

Under the Resources tab you will find a content library offering a variety of career advice and topics selected by career coaches. Perhaps it has been awhile since you searched for a new job. You might want to consider hiring a career coach to assist you in your search. Let’s face it, most people in our lives tend to tell us what we want to hear, where a career coach will be honest and tell you what you need to hear and help guide you to your career goal. If you’re interested in a career coach, there are three career experts to choose from, each offering their areas of expertise. They are also available to offer career advice and answer questions on aspects of your job search. Post your question under “Ask the Experts” and they will try to return your answer in a day.

When looking for a new job, it is always a great idea to brush up on your interview skills. The Career Center offers a mock interview website for our members. To access InterviewStream on the AAMD website, select the Career Center tab, select the Interview Stream link from the drop-down menu and follow the instructions to create your free account. Once the dashboard appears, select the easy step-by-step tutorial on how to conduct an interview.

The InterviewStream technology utilizes a webcam to help you improve your interview skills. You can practice a mock interview with InterviewStream and evaluate your verbal and non-verbal performance. The right tips and techniques can help you improve your performance and boost your confidence. Interview skills, like other skills you’ve learned in your life, have taken a lot of practice to perfect. Experts agree the best ways to prepare for a job interview is to practice a variety of questions. You can also check out the helpful resources tab for user guides, tips and strategies to assist you through the interview process.

The Career Services Committee encourages you to check out these helpful resources.

In Memoriam:
Carol Ann Schneider, CMD
By Christopher J. Moore, CMD
AAMD Historian

The AAMD lost a true stalwart of the organization recently. Carol Ann Schneider passed away after a lengthy illness, and her passing deeply affects those who had the privilege of working alongside her during her years as a Committee Chair, Board Member and President.

Mrs. Schneider worked as a Medical Dosimetrist for many years in the Omaha, Nebraska area. She began her service to the AAMD in 1983 when she became the Region II Director, a post in which she served until her election to the 3-year Presidential cycle began in 1992. Mrs. Schneider served in a variety of Chair positions within the AAMD, including the Education, Directed Journal Reading and Awards Committees. She was proudly in the first class of certification initiates as she passed her MDCB Exam in 1998 in its inaugural presentation.

Jan Jensen, who served on the Board with Mrs. Schneider and Co-Chaired the infamous AAMD Cruise in 1995 with her, had this to say regarding Mrs. Schneider: “Carol Ann lived and breathed the AAMD and infused in me an enthusiasm to volunteer. My life was richer for having known her and calling her my friend.” Pamela Lemish, who also served on the Board alongside Mrs. Schneider, noted that she was a wonderful friend and colleague. “Carol encouraged me to become involved in the AAMD very early in my career and was always my best cheerleader. Her countless hours and dedication to the AAMD influenced not only our organization but the practice of medical dosimetry as we know it today.”

Recognizing the invaluable role Mrs. Schneider played in the AAMD, the organization capped her outstanding career by granting her the AAMD Award of Excellence in 2002. While the AAMD is a robust, vibrant and ever-growing organization today, it remains essential that we remember the accomplishments and service that individuals such as Mrs. Schneider performed in those earlier days. Carol Ann Schneider will be missed, but her legacy of selflessness and volunteerism lives on.
Get Ready for the Premier Educational Event for Medical Dosimetrists!

By Keitt Mobile, CMD, and Madison Fletcher, CMD
Annual Conference Committee Co-Chairs

The AAMD Annual Conference Committee (ACC) would like to remind you to mark your calendars for the 41st Annual Meeting, June 12 - 16, 2016 at the Omni Atlanta Hotel at CNN Center. There will also be additional preconference sessions held on Friday, June 10 and Saturday, June 11.

This year’s theme is “Turning up the Heat on Cancer: Optimizing Tomorrow’s Plans under Today’s Constraints.”

Educational topics will include:
• General Interest – New Technologies, Reviews, Professional Development
• Back to Basics – Clinical Anatomy and Contouring
• Safety Culture in Radiation Oncology Departments
• Case Studies on IMRT, VMAT, SBRT and Image Registration
• Treatment Planning Tips and Tricks

Other 41st Annual Meeting opportunities include:
1. Additional Saturday workshops – plan to arrive in Atlanta on Friday evening or early Saturday to take full advantage! These workshops will possibly include Advanced Contouring, Billing and Coding, Eclipse Training for New and Advanced Users, CMD Exam Review and more!
2. Opportunity to hear from the AAMD Board of Directors
3. Special activities for students and educators
4. Recognition of new AAMD Fellows
5. Additional time to spend in the Exhibit Hall with more than 25 Radiation Oncology vendors
6. A full day of breakout sessions so you can customize your educational experience – and still have access to the sessions you missed via online recordings after the meeting!

Why go to Atlanta for the Annual Meeting?
• Earn over 35 CE credits through general sessions, workshops and symposia
• Expand your knowledge with five days of educational sessions
• Network with colleagues and cultivate new relationships (more than 600 radiation oncology professionals were in Orlando for the 2015 meeting)
• Meet influential leaders in radiation oncology
• Experience all Atlanta has to offer, including the World of Coke, the Atlanta Aquarium, great dining and much more!

Don’t miss this amazing educational event! Registration will open in February 2016. More information will be forthcoming via emails and on the AAMD website. Hope to see you there!

And the Winner Is….

Congratulations to the winner of the 40th Annual Meeting Survey drawing: Victoria Keechi, a student member from Montgomery, TX. Victoria won an AAMD meeting registration that can be used for an annual meeting in the next two years or a regional meeting plus one night of hotel accommodations.
Regional Meetings Offer Education and Networking
By Lee Hales, CMD
Regional Director and Region IV Representative

The 2015 Region IV Meeting / Roswell Park Cancer Institute Conference for Therapists and Dosimetrists, held September 10 - 12 in Niagara Falls, NY, was a great success, with 239 attendees and 14 vendors participating. Reviews have been highly positive. I’d like to thank our speakers, vendors, volunteers, attendees and AAMD HQ for making the meeting a great success!

We’re in the planning stages for Region III (mid-west) and Region I (west) meetings in the spring and late summer/early fall of 2016, respectively, with dates and locations forthcoming. If you are interested in presenting and/or volunteering at either of these meetings, please contact the Regional Representatives: Region III – Scott Green (greensc@gvsu.edu) and Region I – Mary Ann Hagio (mhagio@mednet.ucla.edu).

Webinar Presenters Needed for 2016

Do you or one of your radiation oncology colleagues have an interesting topic to present to medical dosimetrists? The Continuing Education Committee is now accepting abstracts for webinars to be presented in 2016 for the Member Plus Curriculum, Student Webinar Series, Medical Dosimetry Educators’ Series or other AAMD Member Webinars. Get all the details on the AAMD website.
“Never be afraid to raise your voice for honesty and truth……”
(W. Faulkner)

The Advocacy Team is working to raise awareness in our medical communities and with sister organizations of the purpose of medical dosimetry in the radiation oncology setting through the AAMD. Bringing to light the positive impact of the dosimetrist as a valuable team member and central hub for planning communication builds a relationship with, administrators, physicists, educators and therapists that is necessary for the safe and accurate delivery of radiation treatments for the intent to cure or palliate cancer processes. The Team is intentionally reaching out to organizations such as AAPM, ASTRO, SROA, ASRT and others as a starting point in building these relationships.

One such outreach activity featured Immediate Past President Susan Cagle and former Secretary Cara Sullivan giving an outstanding presentation, titled “The Changing Face of the Medical Dosimetrist: How Does this Affect Your Department?” to administrators at the recent SROA annual meeting. The presentation sparked some interesting discussions during and after the presentation, which further underscored the need for continued dialogue with the administrators to educate them on medical dosimetry, as well as to gain feedback from the administrators on their perceptions of medical dosimetry.

As a way to promote awareness and understanding beyond the medical community, the Team is also monitoring State and Federal legislative processes. The application to be recognized by the Bureau of Labor Statistics (BLS) Standard Classification is still pending. It was received by the BLS as the first application to be reviewed. We will be sending along any progress to the Membership as we are made aware. This recognition will establish the medical dosimetrist as a distinct profession in the eyes of the government and allow for future conversation as to the importance of the profession having statistical information as support.

Also, it’s important to be aware of your personal State and Federal representation. The Advocacy Team encourages you to research your Senators and Representatives and then reach out to them through your local community offices. You can find this information through a simple web search on www.senate.gov and www.house.gov.

If at any time, you have questions or suggestions please don’t hesitate to bring them to our attention through the AAMD. It is a pleasure to promote this profession.

Special Thanks to Our 2015/2016 Sponsors

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News from the Formal Education Committee
By Jacky Nyamwanda, CMD, and Mellonie Brown, CMD

The AAMD Formal Education Committee (FEC) is pleased to welcome Mellonie Brown, MET, CMD, RT(T), as the new committee co-chair, effective August 2015. Mellonie brings a wealth of experience in education and is currently the Program Director of the Medical Dosimetry Program at Radiological Technologies University in South Bend, Indiana. We are grateful to outgoing chair, Collen Brogan-Raasch, BS, CMD, RT(T), for her outstanding leadership during her two-year term.

What’s Missing from the AAMD Facebook and LinkedIn Groups? YOU!
By Mark Littell, CMD
Communications Committee Co-Chair

With 1,300+ members, the AAMD Facebook group is your most valuable Medical Dosimetry Q&A resource. Join the discussion to share tips, tricks and treatment planning advice with your peers. Have a question? Feel free to start a discussion. There’s no better way to get advice from dosimetrists around the world.

Also utilize these groups for non-clinical advice: billing questions, staffing comparisons, hardware/software opinions and meeting networking. Be sure to complement your AAMD Career Center job posting with a mention and personal connection on the social media pages as well.

Join the open discussion today!
Facebook: American Association of Medical Dosimetrists
LinkedIn: American Association of Medical Dosimetrists

From the Editor

AAMD welcomes your comments about the content of the eMonitor. Let us know if you have ideas for articles too. Please email your feedback to the Editor: Stacey Wilson, AAMD Director of Marketing, swilson@medicaldosimetry.org
Meet the AAMD Education and Research Foundation Board of Trustees

Theresa M. Kwiatkowski, BS, CMD, RT (T), FAAMD  
Chair  
Senior Medical Dosimetrist at Rochester General Hospital in Rochester, NY. Active member of the AAMD, serving as President Elect (2008-2009), President (2009-2010), Immediate Past President (2010-2011), Region IV Director (2005-2008), Writing Competition Co-Chair and Protocol and Ethics Chair.  
Currently working with a federally-listed Patient Safety Organization (PSO), the American Society for Radiation Oncology (ASTRO) and the American Association of Physicists in Medicine (AAPM) on the RO-ILS: Radiation Oncology Incident Learning System™ Committee.

Anne Marie Vann, MEd, CMD, RT(R)(T), FAAMD  
Secretary  
Educational Coordinator University of Wisconsin - La Crosse Medical Dosimetry Program. 30 + years in radiation therapy and medical dosimetry education. PRN clinical dosimetrist. Advocate for life-long learning to benefit patients and the medical dosimetry profession.

Mark Russell, MS, RT(R)(T), MhA, Retired  
Treasurer  
Most recently served as Director of Dosimetry and Technology, Moffitt Cancer Center, Tampa, FL. 40+ years in radiation oncology as therapist, dosimetrist, physics assistant, manager, Institute Chief Financial Officer, Medical Equipment Manufacturer.

Matthew Daniels, PhD, MBA, DABR  
Trustee  
Senior Product and Physics Manager / Medical Physicist with Sun Nuclear / Health First Cancer Institute. Has worked as a medical physicist for over eight years in both the clinic and industry. Currently helps build products that ensure cancer patients are treated safely.

Anjenette Milligan, MS, CMD, RT(R)(T)  
Trustee  
35+ years radiation oncology. Has worked as medical dosimetrist, manager, instructor and consultant. Served on AAMD board and numerous committees. Currently works at A and M Resources.  
Constant advocate of radiation oncology, technology, patient advocacy, professional development, education and research.

Susan L Swanson, MS  
Trustee  
Chief Operating Officer, Rad-E-Us Consulting. 35+ years in clinical, business development and senior management positions in healthcare acute, ambulatory, as a medical physics practice group co-founder/ owner and current doctoral candidate at Emory NHW School of Nursing. Consulting focus includes clinical, technical, leadership, and operations in the radiation medicine arena including medical device companies, developing end-to-end solutions for radiation treatment deployment and support in national and international arenas.

Deborah Stacey  
Administrative Assistant  
Lead Access Associate-Lipson Cancer Center, Rochester, NY. 20+ years in Radiation Oncology as Lead Clinical Secretary, Treatment Authorization Lead, Process Development. Continual advocate for patient needs from first appointment to completion of treatment, crossing all modalities of care/needs, ensuring patient satisfaction.

Melanie Dempsey, MS, CMD, RT(R)(T), FAAMD  
Trustee  
Assistant Professor, Virginia Commonwealth University. Has been a part of the radiation therapy community for over 30 years. Started career as a radiation therapist, then became a medical dosimetrist and department manager of a radiation oncology department. In 2006, came “full circle” and now teaches the next generation of radiation therapists.

Coming Soon from the Foundation:  
- Request for volunteers for the Scholarship Review Committee  
- Application information for the 2016 Annual Meeting Travel Grants
Call for Nominations
Applications for CMD Board Member At-large positions are accepted from November 1 to February.
Interested candidates are asked to download and complete an application. Please email application with a current CV, letter to the president indicating your service goals and two letters of recommendation to info@mdcb.org with the subject line “MDCB Board Nomination.”
Join us in promoting the profession and in supporting of the Mission of the MDCB: “to steer the advancement of the Medical Dosimetry profession by establishing certification and continuing education standards to enhance quality patient care.”

What are the qualifications for board service?
• Be a CMD for a minimum of three years
• Have a minimum of a BS degree
• Be a current practicing dosimetrist
• Have experience in service to a professional society (i.e. AAMD, ASRT.)

What’s involved?
• CMD Board terms are five years in length.
• The Board meets for two days, three times a year, in cities across the US and Canada. The selection of the locations varies so that no particular board members are burdened with traveling long distances to attend meetings. At board meetings issues related to the administration of the certification exam, policy and strategic initiatives are considered.
• Individual board members’ knowledge and expertise are an important component during discussions. Each member should be prepared to discuss the issues at all meetings.
• Each board member serves on one or more board committees: Executive, Eligibility, Ethics, Finance, Maintenance of Certification, Test Development or Nominating. Time commitment on each committee varies and may be up to two hours per week. Committee service is rotated annually.
• Board members are required to submit five exam items for each board meeting and will be awarded a maximum of 20 CE during the board term.

Credential Renewal Reminder
The Annual CMD Credential Renewal is now available. Renewal fee must be submitted by December 31, 2015.

Learning Plan Review Schedule for 2016
To assist CMDs in maintaining their learning plans, in 2016, the MDCB will be reviewing learning plans based on the following schedule:
Year 5 of Cycle: Continuous review for CMDs with 5-year cycle ending in 2016.
Year 4 of Cycle: January, April, July and October for CMDs with 5-year cycle ending in 2017.
Year 3 of Cycle: February, May, August and November for CMDs with 5-year cycle ending in 2018.
Year 2 of Cycle: March, June, September and December for CMDs with 5-year cycle ending in 2019.
Year 1 of Cycle: March, June, September and December for CMDs with 5-year cycle ending in 2020.