

2025



ASMIRT

Advance Practice Re credentialling Process

Your profession. Your future.

Australian Society of Medical Imaging and Radiation Therapy
Contact us at info@asmirt.org or call us on +61 3 9419 3336

asmirt.org



There are a number of protected titles for medical radiation practice. They include:

Medical Radiation Practitioner (MRP)

Diagnostic Radiographer (DR)

Medical Imaging Technologist (MIT)

Radiographer

Nuclear Medicine Scientist (NMS)

Nuclear Medicine Technologist (NMT)

Radiation Therapist (RT).

For the purposes of our documentation we use the broad descriptor Medical Radiation Practitioner (MRP) recognising that it covers a range of areas of practice.



info@asmirt.org
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Advanced Practitioner Re-Credentialing Process

The credentialed Advanced Practitioner (AP) is required to provide evidence to the Advanced Practitioner Reference Group (APRG) at the completion of three (3) years working in an AP role, demonstrating that they are continuing to work in this capacity and therefore should be re-credentialed. The evidence should be provided to APAP for review no later than three (3) months prior to the expiry of their AP certification.

Renewal Notification

Notification of a forthcoming certification expiry (which is the date on certificate) will be emailed six (6) months prior to the expiry date. This email will contain a link to this document. Renewals will ONLY be sent to practitioners who are current financial members of the ASMIRT and is dependent on a current registered email address being maintained by the member.

Renewal Process

Evidence is to be forwarded to certification@asmirt.org. APRG will review the evidence supplied and make recommendation to the ASMIRT Board of Directors for re-credentialing or not. Acknowledgement of receipt of re-credentialing submission and application form will be provided by the ASMIRT secretariat via email within 2 weeks of receiving the submission. Feedback will be provided by the APRG chair via email within 6 weeks of receipt of re-credentialing submission if more information is required. If more information is required, then the AP will have two weeks to fulfil this request. The timelines outlined in this document enable opportunity for the AP to apply for re-credentialing and supply additional information if required prior to their status expiry.

All APRG members will be asked to declare any conflict of interest prior to the review of any re-credentialing process. The APRG chair will review the conflict of interest and advise whether the member will be excluded from the review process. A minimum of five APRG members will be required to review each re-credentialing submission. Unanimous support is required for re-credentialing of the AP before recommendation is made to the Board of Directors.

Renewal Requirements

The evidence required for re-credentialing is as follows:

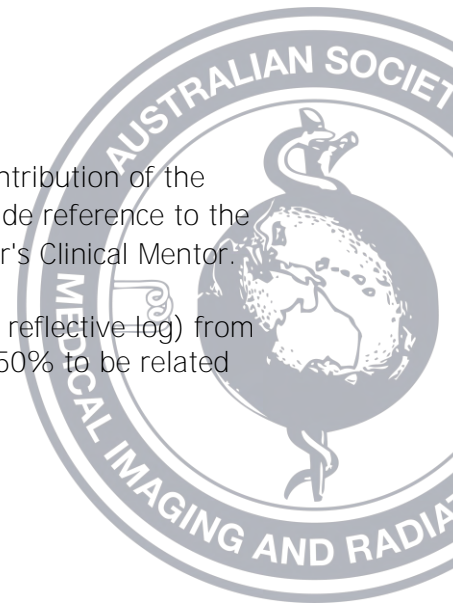
- A cover letter from the AP briefly outlining how they continue to fulfil the 7 key dimensions of practise:
 - Expert Communication
 - Internal and External Collaboration
 - High level of professionalism
 - Advanced clinical expertise
 - High level of scholarship and teaching
 - Professional judgement based on evaluation of evidence and clinical situation
 - Clinical leadership

(Maximum 500 words)



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- A letter of support from the nominated Manager, outlining the contribution of the Advanced Practice role to the department. This letter should include reference to the ongoing support and endorsement from the Advanced Practitioner's Clinical Mentor.
- CPD transcript/summary record (itemised list rather than detailed reflective log) from the past 3 years (Format not limited to the ASMIRT CPD log and 50% to be related to expert advanced practice field).
- Curriculum Vitae (Maximum 8 pages)
- Application form and fee



Notification of Outcome

Notification of the outcome of the re-credentialing process will be provided to the AP by the Board of Directors before certification expiry. The AP will be acknowledged and/or presented with their renewed Advanced Practice certificate at the next ASMIRT National Conference. The date of certification will be taken to be the date on the certificate.

Late Applications

Any later applications may be considered by APRG on a case-by-case basis.

Lapsed Certification

If Practitioners neglect to renew their Advanced Practice Certification within 4 months of the expiry date, their Certification will be deemed lapsed by APRG.

Extensions

Practitioners who are unable to fulfil the requirements of renewing their Advanced Practice Certification before the renewal due date are able to apply for an Advanced Practice Certification Extension. An extension to the renewal period may be considered upon the written request of the applicant.

Supporting documentation must be attached to the application for review by APRG (**Doctor's** certificates, letter from Employer, Statutory Declaration etc).

Extension applications will be assessed on a case-by-case basis by APRG. The extension period granted is at the discretion of APRG, however a period of not more than four months may be granted based on the circumstances.

Appeals

Appeals against the findings and recommendations of APRG shall be decided and resolved by the ASMIRT Board of Directors.

All appeals must be made within three (3) months of the date of notification of the APRG decision.





Appeals must be in writing and addressed to:

Chief Executive
Australian Society of Medical Imaging and Radiation Therapy
P.O. Box 16234
Collins Street West
Victoria 8007

Email: execoff@asmirt.org

Appeals should clearly set out:

- The reasons for the appeal
- Provide new or additional relevant documentation/information for assistance in the appeals process.

Appeals not containing additional information or based on reasons other than those related to the application assessment processes are unlikely to succeed.

The appeal process will be conducted to the following guidelines:

- The written appeal and any additional/relevant information plus the original documentation will be referred to APRG;
- APRG will complete a re-evaluation and convey the findings to the Board;
- Appeals not amended will then be referred to the Board of ASMIRT who will:
 - Fully discuss the appeal ensuring that no deviation to the guidelines has occurred
 - Ensure that any new information supplied by the applicant has been considered by APRG
 - Seek advice and any recommendation from the APRG Chairperson, and
 - Resolve a decision on the appeal

The Chief Executive shall convey the result of the appeal to the applicant setting out the reasons for their decision and (if applicable) any change from the APRG decision.

The decision of the Board of Directors will be final.

