



Society for Pediatric **Interventional** Radiology

Bylaws of Society for Pediatric Interventional Radiology

Mission Statement:

To support and advance the specialty of Pediatric Interventional Radiology for the purpose of improving patient care

Goals:

- **Patient Care**

To promote excellence in clinical care of children through the practice of pediatric interventional radiology

- **Education and Training**

To sustain the development and growth of pediatric interventional radiology through a focus on education and training.

- **Research**

To advance the future development of pediatric IR through research, critical practice evaluation and innovation.

- **Communication / Collaboration**

To provide a forum and infrastructure for networking, communication and collaboration, to support current and future pediatric interventional radiologists (PIRs) within a multidisciplinary environment.

- **Public Relations/Advocacy**

To foster recognition of SPIR within the medical and hospital communities, radiological societies and in the general public.

Organization Structure

The **Society for Pediatric Interventional Radiology** (SPIR) is a non-profit organization governed by a Board of Directors.

Board of Directors (BOD):

The BOD will include:

- Five Directors
- Five Officers:
 - Treasurer
 - Secretary
 - President-elect
 - President
 - Immediate Past President

New Directors and Officers are nominated by the Nominating Committee (see below) and approved by the Membership at the annual business meeting.

Each elected **Director** will serve a term encompassing four years with one new director elected at each meeting or as necessary to fill vacancies.

- Duties:
 - Assistance with planning and implementing the annual meeting and day-to-day operations of the Society
 - Service on committees of the board at the discretion of the president
 - Participation in the monthly Board meetings
 - Oversight of communication with SPIR members and the public
- Eligibility:
 - Will have completed 5 years in Pediatric IR practice
 - Must be a General Member in good standing within the Society
 - May be a former board member
 - May be put forth for consideration by a colleague or may self-nominate for consideration
 - Will complete a statement of intent and submit CV during the mid-year selection process, prior to the meeting of the Nominating Committee

Each **Officer** is elected from the pool of Directors and serves as Treasurer for a one-year term in the calendar year following election (January 1 to December 31). After completing a term as Treasurer, the Treasurer will serve the subsequent term as Secretary, the next term as President-elect, the following term as President, and the final term as Immediate Past President.

Officer Duties are detailed and maintained in a document in the Society's electronic files and are available upon request. These are updated as needed.

The BOD will supervise the role and activities of the Executive Director to deliver the mission of the Society

Junior representatives

- The junior representatives have a role in representing the needs of the member-in-training membership of the Society, promoting awareness of the Society's activities amongst trainees both within and outside the Society, and encouraging MIT involvement within the Society. The representatives should actively seek to strengthen and widen the outreach of the Society, through communication with other trainee organizations and via social media channels.
- The junior representatives advise on the social media profile of the Society, including the Society website, and participate in the social media activities of the Society, in conjunction with the Communications committee.
- The junior representatives may be invited to attend and contribute to part of any monthly BOD call, at the discretion of the BOD. The representatives have no voting rights within the BOD.
- At the time of consideration, the junior representatives will be General Members with less than five years status as an attending PIR or a member-in-training at the PIR Fellowship level or equivalent.
- Eligible Society members will be invited at the annual business meeting to apply to the Board in writing for this position, giving a short statement of their suitability and vision for the role. The representative will be elected by the BOD from amongst the applications received and will be notified of their election by 1st December of the year.
- Two junior representatives will concurrently serve staggered terms. The first-year representative serves an initial year following election (January 1 to December 31) with collaboration and guidance from the second-year representative.

Standing Committees

There will be an **Executive Committee** chaired by the President. Members will include the Immediate Past President, the President-elect, the Secretary and the Treasurer.

The **Nominating Committee** will consist of four members with three elected by the general membership for a term encompassing one year. The committee will include and be chaired by the Immediate Past President.

The Nominating Committee will review mid-year applications, meet, and choose a slate of candidates which are forwarded to the Board of Directors for approval. The nominations will be for the Treasurer for the forthcoming year and/or any other open position on the Board and one or more new Directors depending on the needs of the Society.

The following committees will be composed of members of the BOD based on skills and interests. Each will report progress to BOD during monthly meetings.

Communications Committee

Will oversee communication with Membership and all interested parties via marketing materials, email, the official SPIR website, online forum, newsletters and social media.

Scientific Program Committee

Will oversee the Scientific Program that culminates in presentation of work at the Annual Meeting, including determination of format, solicitation of submissions, selection of reviewers, selection of content for the Program, and selection of award winners.

Education and Training Committee

Will work to gather and organize educational materials for the Society's website and webinar outreach. Will address standards for trainees and training programs in Pediatric Interventional Radiology.

Vendor/Sponsorship Committee

Will work with industry in order to maintain supportive relationships that bolster the educational and financial needs of the Society.

Research and Registries Committee

Will work to organize efforts to collaborate on research projects and registries in the field of Pediatric IR.

SPIR Membership

A. General Membership

This class of membership will include individuals with a special interest and competency in pediatric interventional radiology. General members have the right to vote, to serve on committees, and to hold any office in the Society. General members are required to pay annual dues. There shall be no limit on the number of general members. The requirements for general membership are as follows:

1. The individual must be a physician, and a Diplomate of the American Board of Radiology, certified in Radiology by the Royal College of Physicians and Surgeons of Canada or the College of Physicians and Surgeons of Quebec, or have equivalent qualification as determined by the Board of Directors.
2. The candidate must have completed at least one year of formal post-graduate training in pediatric radiology, interventional radiology, or interventional neuroradiology radiology.

OR

3. If a candidate has not completed a formal post-graduate training program, but has special competency in pediatric interventional radiology, the Board of Directors may confirm this fact based on the application.
4. The Board of Directors may grant exceptions to these requirements for candidates with valuable contributions to the society.

Requirements include submission of an application with a CV and approval of the Board of Directors.

B. Associate Membership

This class of membership includes other radiologists, physicians, or allied health partners such as (but not limited to) technologists, nurses, physicians assistants, nurse practitioners, basic scientists, clinical researchers, and paramedical professionals that have special interest and competency in pediatric interventional radiology.

Requirements include submission of an application with a CV, a letter of recommendation from an active member, and approval of the Board of Directors.

C. Member-in-Training

This class of membership will include college or medical students, residents, and fellows with special interest in pediatric interventional radiology.

Requirements are as follows:

1. The member-in-training must submit an application with a CV and letters of recommendation from their program director and an active member.
2. The individual may remain a member-in-training until they complete their formal training.

D. Inactive Membership

General members who do not pay dues in any calendar year become inactive members for the following calendar year. They may regain active member status by paying dues during this period. If they do not, they lose membership after one year as an inactive member and must reapply in the normal manner if they wish to re-join the SPIR.

E. Emeritus Membership

General members who are no longer in practice will automatically transition to emeritus membership status upon retirement. It is the duty of the general member to inform the Society of their retirement status. The Emeritus Member is no longer required to pay annual dues but retains all of the privileges of the general member with the exception of the right to vote.

F. General Membership with Subsidized Dues

This class of membership is for individuals who can fulfill all requirements for Active Membership as described in the bylaws but practice in an economically developing country that is significantly underserved by Pediatric Interventional Radiology and who are unable to maintain annual dues payments. Sponsored Members have the right to vote, to serve on committees, and to hold any office in the society.

Applicants from “low-income economy” countries based on the World Bank Organization may be offered complimentary membership.

Applicants from “lower-middle economy” countries based on the World Bank Organization may be offered complimentary membership upon submission of a written request detailing the need for fee waiver.

Election of Members

Membership

1. The candidate may apply in writing directly to the Board of Directors.
2. The candidate must submit the following information:
 - a. Completed application form
 - b. CV
 - c. Associate members and Members-in-training must also submit a letter of recommendation from an active member.
 - d. Members-in-training must also submit a letter of recommendation from their program director verifying their training status.
3. Candidates who, on review by the Board of Directors, meet all relevant requirements will be admitted to membership of the Society.

Honors and Recognitions

A. The Gold Medal

This shall be the highest honor accorded to a member of the SPIR. Nominations will be solicited each year from the SPIR Membership and will be awarded as merited on a yearly basis at the discretion of the Board of Directors.

Criteria for selection must include at least one of the following:

1. Substantial contributions to the specialty of Pediatric Interventional Radiology through clinical excellence, education, mentoring and research.
2. Extraordinary contributions to enhance the development and/or stature of Pediatric Interventional Radiology, including service to the Society.
3. Outstanding lifetime service to Pediatric Interventional Radiology

B. The Pioneer Award

This award shall be given at the completion of each annual meeting to the presenting author of the best Scientific Abstract of the Scientific Program. The naming of impartial judges and the judging process will be managed by the Scientific Committee.

There shall be a **Business Meeting** at the annual SPIR Meeting.