

This handbook provides important information for persons planning to take the ARRT-administered state licensing examination for purposes of state credentialing in Fluoroscopy.

# **EXAMINATION HANDBOOK**

*for State Licensing Exams  
administered by ARRT in*

# **2020**

*for Fluoroscopy*

Policies, procedures, and information in this handbook supersede previous editions. Please review this information carefully. You are responsible for understanding the contents of this handbook. Direct questions and/or correspondence to the state agency with which you applied for licensing.

***Important Notice: State Licensing is Not ARRT Credentialing***

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*The American Registry of Radiologic Technologists (ARRT) does not certify and register individuals based upon the results of the Fluoroscopy Examination. ARRT administers this examination solely for state agencies.*

# How to Use This Handbook

This Examination Handbook is designed to help state licensing candidates understand and prepare for the examination. It is published for each calendar year, but changes to content specifications and policies and procedures may occur during the year so be sure to check [www.staterhc.org](http://www.staterhc.org) for updates. To ensure that your exam experience is as successful as possible, you will want to read the following information very carefully and keep this handbook for future reference.

The information in this handbook supersedes that in any prior publications of the ARRT. Earlier versions may contain outdated information. It is your responsibility to obtain a handbook corresponding to the year in which your examination is to be completed, as noted on the front cover of the handbook; and to familiarize yourself with the contents.

ARRT does not discriminate against individuals on the basis of their race, color, creed, religion, national origin, sex, marital status, status with regard to public assistance, familial status, disability, sexual orientation, gender identity, veteran status, age, or any other legally protected basis.

ARRT is unable to respond to questions regarding individual state licensing requirements and application procedures. Direct your questions to your state licensing agency. A link to individual state licensing agency contact information can be found at [www.staterhc.org](http://www.staterhc.org).

## Watch for These Symbols



This exclamation point is your pointer to key pieces of information you need to know.



This icon tips you to ways you can streamline your journey through the examination process.

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1255 Northland Drive, St. Paul, Minnesota 55120-1155  
Telephone (651) 687-0048

**Visit our website at [www.arrt.org](http://www.arrt.org)**

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# State Licensing vs. ARRT Credentialing

The Fluoroscopy Examination for state licensing purposes is administered by The American Registry of Radiologic Technologists®, but state licensing is *not* ARRT credentialing.

## State Licensing

More than 75 percent of the states have licensing laws covering the practice of radiologic technology. In those states, you must obtain a state license before you can work as a radiologic technologist. In addition, many states use ARRT exam scores and/or credentials when making licensing decisions.

ARRT's Fluoroscopy Examination is designed for candidates who have relevant foundational qualifications (e.g., physicians, radiologic technologists, physician's assistants, physician extenders, advanced nurse practitioners), including education and clinical competency for the specific fluoroscopy procedures they will be performing. ARRT's Fluoroscopy Examination is *not* intended for limited x-ray machine operators, medical assistants, chiropractic technicians, or other ancillary medical personnel.

Candidates are required to meet minimum eligibility requirements that include instruction related to the following:

- patient dose reduction,
- occupational dose reduction,
- image recording, and
- quality control of fluoroscopy equipment.

It is the state licensing agency's responsibility to ensure that the standard requirements are met prior to finding a candidate eligible for the Fluoroscopy Examination.

Direct any questions about licensing requirements to your individual state licensing agency. ARRT is unable to respond to questions regarding licensing requirements of specific states. See Appendix F for a list of state licensing agencies.

## ARRT Exams for State Licensing

ARRT designs its examinations in collaboration with consultants from various specialties. The examinations consist of questions designed to measure the knowledge and cognitive skills underlying the intelligent performance of the major tasks typically required of an individual competent in that discipline.

### Exam Fees

Fees paid to the ARRT are not refundable under any circumstances, nor can they be transferred to another examination discipline.

### Copyrighted Exam Material

Law prohibits any attempt to reproduce all or part of the examinations. Anyone caught removing exam materials from the test center, whether by physical removal or by reproducing materials from memory, will be prosecuted to the full extent of the law and will be permanently barred from future examinations.

### Exam Fees

*Fees paid to the ARRT are not refundable under any circumstances, nor can they be transferred to another examination discipline.*

# Upholding Exam Security

ARRT has strict security regulations and takes exam security seriously. ARRT prohibits you from cheating on your exam or taking action that would help another candidate cheat. If you violate the regulations, you can face legal action and/or risk being banned from future testing.



## Candidate Agreement On



### Exam Disclosure

*Disclosing exam information using language that is substantially similar to that used in questions and/or answers on the ARRT exams is considered an attempt to subvert the integrity of the exam when such information is gained as a direct result of having been a candidate. This includes (but is not limited to) disclosures to: students in educational programs, graduates of educational programs, educators or anyone else involved in the preparation of candidates to sit for the exam. It is also considered an attempt to subvert the integrity of the exam to receive, from an exam candidate, exam information that uses language that is substantially similar to that used in questions and/or answers on the ARRT exam, whether requested or not, or to relay such information.*



## Help Us Protect



### Exam Security

*If you know of any situations in which the security of ARRT exam materials might be compromised, we invite you to visit [www.staterhc.org](http://www.staterhc.org).*

## Why Does Security Matter So Much?

It's a matter of public health.

Security is critical to ensuring that the examination is an accurate and reliable measure of the critical knowledge and cognitive skills underlying the tasks typically required for the practice of medical imaging, interventional procedures, and radiation therapy. In fact, subverting the integrity of ARRT's exams is illegal, based on a Minnesota law that went into effect August 1, 2010. You can find language about the law by visiting [www.staterhc.org](http://www.staterhc.org).

Ask yourself: Would you want a loved one to receive care from an individual who passed the ARRT-administered exam because they got a sneak peek at questions and memorized the answers rather than having learned all the critical content that the questions scientifically sample?

## Disclosing Exam Information: The Bright Line Between What's OK and What's Not

Candidates for state licensing and/or permit examinations see language in the ARRT state licensing examination handbooks, as well as the non-disclosure screens at the test center that clarify what they are agreeing to comply with regarding exam security. This language is reproduced in the box on page 15.

Failing to comply with these agreements can result in an ARRT investigation which may lead to the invalidation of the results of the current and any prior examinations. This could also permanently bar you from all future exams and the appropriate state licensing agency will be notified. Violating these agreements could also lead to legal action. Appendix G lists potential exam disclosure scenarios.

If you have any questions about your responsibilities under ARRT's exam disclosure policy, visit [www.staterhc.org](http://www.staterhc.org). A video depicting the consequences of violating this policy is available at [www.arrt.org/video-library](http://www.arrt.org/video-library).

# Before the Examination

Schedule an appointment to test during your 90-day assigned window, at any of hundreds of test centers across the U.S.

## ▼ **Status Report**

### ● **Info Incorrect?**

*If the information on your State Candidate Status Report is incorrect, contact your state licensing agency — not ARRT — right away, and before trying to schedule an exam appointment.*

## Candidate Status Report

ARRT will mail a Candidate Status Report (CSR) (see Appendix D for sample) to you after your exam fee is processed at ARRT. The CSR contains candidate identification information, your permanent ARRT-assigned ID number, and examination window dates.

Be sure your name on the CSR matches your IDs that you will bring for admission to the test center (see “Acceptable Forms of ID” on page 12). Notify your state immediately — and before scheduling your appointment — if any identification information is incorrect. Do not contact ARRT with identification changes.

Don't schedule your exam appointment until you receive a new CSR and verify that the information on your CSR is correct. You may then schedule your exam appointment. Your 90-day examination window shows the dates during which you may take the exam. After your window expires, your CSR is no longer valid and your fee is forfeited. You will be required to contact your state licensing agency for a new exam eligibility.

If you lose your CSR, please contact ARRT and a duplicate will be mailed. If you do not receive your exam information within the anticipated processing time of four weeks, contact your state licensing agency to verify they have approved your application for examination and have forwarded your exam eligibility to ARRT.

## ARRT 90-Day Examination Window

ARRT will assign you a 90-day exam window, which will be printed on your CSR. You should schedule your exam appointment for a date within the 90-day exam window printed on your CSR. Generally, examination windows begin on the Wednesday after your exam payment is processed at the ARRT and extend for 90 calendar days. For example, if an application is processed on Thursday, April 16, 2020, the examination window begins on Wednesday, April 22, 2020, and ends on Monday, July 20, 2020.

Your exam window will close automatically after 90 days, or if you miss your appointment, your appointment is not canceled in time, if you fail to comply with the non-disclosure agreement at the test center (see page 15), the name on your IDs do not match the name on your CSR, or if you have an invalid ID. In addition, your fee is forfeited and in order to be assigned a new exam window, you would have to re-apply through your state licensing agency.

## Test Centers

ARRT examinations are administered by Pearson VUE, the electronic testing business of Pearson Education. Their network of more than 200 high-security test centers is specifically designed and built for professional licensure and certification markets in the U.S. and its territories. Certain international test centers are equipped to deliver ARRT exams in selected cities in Canada, Europe, Asia, and Australia. A geographic list of test center locations appears in Appendix E of this handbook, but please keep in mind that location changes may occur after publication. Current test center locations and driving directions may be viewed at [www.staterhc.org](http://www.staterhc.org).

TIP

### **Testing Accommodations: Ask Up Front**

*Requests for testing accommodations must be submitted to ARRT each time you want to take an exam and before scheduling an exam appointment with Pearson VUE.*

## **Testing Accommodations**

To comply with the Americans With Disabilities Act (ADA), we'll provide testing accommodations if our partner organization, Paradigm Testing, determines that you meet ADA requirements. Exam accommodations include any changes to standard testing procedures, including requests for additional time, a reader, as well as medical aids such as insulin pumps, Pico magnifiers, lumbar pillows, asthma inhalers, etc.

### **Process for Exam Fees Paid Directly to ARRT**

If your state sends you information on paying ARRT directly, you must submit a Request for Test Accommodations form (located at [www.staterhc.org](http://www.staterhc.org)) along with a copy of your state eligibility letter and cashier's check or money order (personal and business checks are not accepted.) **If you are requesting testing accommodations, you may not pay for your exam using the credit card option.**

Once ARRT receives your information, we'll send you instructions (including a 10-digit alpha/numeric authorization code) explaining how to submit your online request for accommodations to Paradigm Testing. You'll also be required to submit documentation verifying the reason you need accommodations.

ARRT will not assign you an exam window until Paradigm notifies us of the approval or denial of your request for accommodations. If Paradigm denies your request, you have the option to appeal their decision.

If you request accommodations with ARRT, but do not submit your documentation to Paradigm, we will return your fee after one year and your exam eligibility will close. If you apply for accommodations and then decide you no longer wish to go through the approval process, you will need to notify ARRT by fax (651.681.3293, attn: StateRHC Coordinator) to process your exam without test accommodations.

### **Process for Exam Fees Paid Directly to State**

If you paid your exam fee to your state licensing agency and have been assigned an exam window, do NOT schedule an exam appointment. You must submit a Request for Test Accommodations form (located at [www.staterhc.org](http://www.staterhc.org)) to ARRT. Once ARRT receives your request form, we'll send you instructions (including a 10-digit alpha/numeric authorization code) explaining how to submit your online request for accommodations to Paradigm Testing. You'll also be required to submit documentation verifying the reason you need accommodations.

Do NOT schedule your exam appointment with Pearson VUE until you receive approval or denial notification of your request for accommodations. If Paradigm denies your request, you have the option to appeal their decision.

If you request accommodations with ARRT, but do not submit your documentation to Paradigm or decide you wish to test without accommodations, you may go ahead and schedule your exam appointment.

Remember, you must submit a Request for Test Accommodations form to ARRT each time you are eligible for examination. If you don't submit the form each time you wish to take an exam, you'll have to take your exam without accommodations for the assigned window.

If you asked for and received approval for ADA accommodations, ARRT will send you a letter with instructions on scheduling your appointment with Pearson VUE. You will need to bring your approval letter with you to your exam appointment and give it to test center staff when checking in.

## Name/Address Change?

### **Notify Your State**

*You should notify your state licensing agency (not ARRT) of any name and/or address changes immediately and before scheduling an examination appointment.*

### **Window Extensions: Maximum of Three Changes**

*If approved by your state licensing agency, you may be allowed a maximum of three window changes per exam application. If a third window change is allowed to expire, you will forfeit your exam fee. To be considered for a new exam window, you must make your request to your state licensing agency.*

## Address or Name Changes

You must immediately notify your state licensing agency — not ARRT — of any changes to your name or address as submitted on your application form. Changes cannot be processed by ARRT, the Pearson VUE Call Center or at the test center.

At the test center, the name on your IDs must match your name as it appears on your CSR (the only permissible exception is middle initial versus middle name, as long as the first letters match). Name change requests must be directed to your state licensing agency at least 10 business days before your scheduled appointment to allow enough time for your information to be submitted to Pearson VUE for processing.

Requests received less than 10 business days before may not be processed in time, which may result in your being turned away from the test center and forfeiting your fee. If the name on your IDs doesn't match your CSR, cancel your appointment (see pages 9-10) and correct the discrepancy with your state licensing agency at the number listed on the front of your CSR. Don't schedule a new appointment until you receive a new CSR and verify the changes are correct.

## Extending an Exam Window

If circumstances make it impossible for you to schedule an examination during your assigned 90-day exam window, you may request a window extension. Direct requests to your state licensing agency at the number listed on the front of your CSR for approval. If your state approves the change, it will contact ARRT to arrange a window extension. ARRT processes window extension requests only when they are received from your state licensing agency, not from you.

If you have an existing appointment, you must cancel it before requesting a window extension, scheduling a new exam date, or changing the test center location. (See "Canceling or Rescheduling Your Appointment" on pages 9-10.)

ARRT must receive a written request from the state — not you — for a new window on or before the last day of your current 90-day examination window. If your window expires on a weekend or holiday, your request must be received on or before the last business day prior to the expiration date. (Saturday, Sunday and holidays are not considered ARRT business days.) Your new exam window will begin on the day ARRT processes the extension request. ARRT will not accept requests for specific window dates.

ARRT cannot process requests it receives after the last day of your current 90-day exam window or if an examination appointment has been scheduled. ARRT will send you a new CSR when your request is processed.

# The Exam Appointment

Once you receive your CSR from ARRT and confirm all of the information is correct, you're ready to schedule the appointment.

## Scheduling Your Appointment

Pearson VUE schedules appointments on a first-come, first-served basis. As soon as you receive your CSR, you may schedule your appointment one of two ways:

- calling the Pearson VUE Call Center at the toll-free phone number shown on your CSR (Monday–Friday, 7 a.m.–7 p.m. Central Time); or
- online at [www.pearsonvue.com/arrt](http://www.pearsonvue.com/arrt).

Even if you don't want to take your exam immediately, it's better to schedule early to obtain your desired choice of exam date. If you delay too long in scheduling your examination you may not find an available appointment prior to your exam window expiration date. If your window is allowed to expire, you must re-apply with your state licensing agency.



## Internet Scheduling

*After you have been notified of your eligibility to sit for the exam, you may schedule online at [www.pearsonvue.com/arrt](http://www.pearsonvue.com/arrt).*

*When you arrive at the web page, the process will differ depending on if you're a first-time or returning user.*

*First-time users should click on the "Create an Account" link, where you will be asked for your ID number and personal information listed on your Candidate Status Report. Make sure the information you enter on the screen matches the information on the front of your CSR. When creating your profile, follow the prompts until you have completed the process and can select the "Finish" link. You will be provided a link to follow the prompts for scheduling your exam.*

*Returning users should click on the "Sign In" link. If you have forgotten your password, click on the "Forgot my Password" link and follow the prompts.*

*To schedule online, candidates must provide an email address. Otherwise, phone the Pearson VUE Call Center directly to schedule an appointment.*

You will be providing and receiving a great deal of important information when scheduling your appointment with Pearson VUE. It is your responsibility to manage that information each step along the way.

### Have Your Information Available

Have your CSR at hand when going online or calling to schedule. You cannot schedule a testing appointment until you receive your CSR. You will be able to select a test center from those in Appendix E or on the Pearson VUE website.

When calling to schedule an appointment, you will be asked to verify your name and address and to provide your ID number and the exam name from your CSR. (ARRT does not provide ID numbers over the phone.) Calls may be recorded for quality assurance purposes.

NOTE: Call Center staff cannot make changes (except adding email and phone info) to your application information you provided to the state and to ARRT. Resolve any discrepancies in name or address with your state licensing agency before you schedule your appointment.

Pearson VUE Call Center staff will help you schedule a date and time for your exam. Test centers are generally open Monday through Friday between 8 a.m. and 6 p.m. Some test centers may offer extended evening or weekend hours.

### Confirm Your Scheduling Information

Space is provided on the back of your CSR for you to write the date, time, confirmation number, test center location, and name of the Call Center representative. Pearson VUE will immediately email a letter confirming your appointment. The letter will include the address, phone number, and directions to the test center, as well as the date and time of your exam and other important information. Directions are also available at [www.pearsonvue.com/arrt](http://www.pearsonvue.com/arrt).

NOTE: Occasionally the email confirmation may be filtered into a SPAM folder based on the security settings of an individual's email account. Be aware that the email confirmation comes from [PearsonVUEconfirmation@pearson.com](mailto:PearsonVUEconfirmation@pearson.com). If you do not receive the email confirmation from VUE immediately, check your filter settings and/or contact the VUE Call Center to confirm your email address on file and appointment date and time, and request that a new confirmation email be sent.

ARRT and your state licensing agency are not able to confirm testing dates, times, or locations for your exam, nor can they provide driving directions to test centers.

## Missing Your Appointment

If you fail to keep your appointment or reschedule it as detailed in the next section your file will close and you will forfeit your exam fee. ARRT and your state licensing agency are not responsible for appointment time discrepancies between you and the test center.

## Canceling or Rescheduling Your Appointment

You may cancel or reschedule an appointment up to 24 hours (one business day) prior to the scheduled appointment — either by phoning (800) 632-9055 (leaving a voicemail on an answering machine is not acceptable) or at [www.pearsonvue.com/arrt](http://www.pearsonvue.com/arrt) (be sure to follow the prompts to complete the process). Pearson VUE will immediately send you an email confirmation each time an appointment is scheduled, changed or canceled. If you do not receive a confirmation, contact Pearson VUE the next day to confirm the transaction.

The table on the next page shows that appointments for a given time on the scheduled exam day must be canceled by that same time on the preceding business day:



## Follow-Up and Confirm Your Exam Appointment

*You are responsible for confirming the date, time, and location of your exam with Pearson VUE. If you don't receive an email confirmation immediately after scheduling, you should call the Pearson VUE Call Center to confirm over the phone and request that a duplicate confirmation letter be sent.*

*This applies to appointments scheduled via the Call Center as well as those scheduled via the Internet.*



### Calling to Reschedule?

#### Remember to Cancel

Just because you call to reschedule a testing appointment doesn't necessarily mean that your initial appointment is automatically canceled. And an uncanceled appointment is your responsibility, potentially resulting in forfeiting the application fee.

If you call Pearson VUE intending to reschedule a testing appointment, your initial appointment will remain in effect until you formally approve a new appointment date/time. If you can't find an appropriate alternative appointment and plan to call back later, your initial appointment will still be on the books.

Play it safe when changing your appointment. Be sure to specifically request that your initial appointment is canceled. You will receive an email confirmation immediately after your cancellation request is processed.

### Exception

Due to call center hours if your appointment is in a time zone ahead of Central (i.e., Eastern or further east), you must cancel any 8 a.m. appointment by 7 p.m. CT two days in advance.

Scheduled Exam Day	Cancel/Change Deadline (same time as appointment)
Monday	Friday of the preceding week
Tuesday	Monday of the same week
Wednesday	Tuesday of the same week
Thursday	Wednesday of the same week
Friday	Thursday of the same week
Saturday	Friday of the same week

For example, if your exam is scheduled for 9 a.m. on Monday, you must call by 9 a.m. on Friday to cancel your appointment. VUE will follow-up with a confirmation email detailing your cancellation or appointment change information.

NOTE: National holidays and weekends are not considered business days.

If you fail to appear for your scheduled appointment and do not reschedule it through the procedure above, you will forfeit your examination fee. Neither ARRT nor your state licensing agency are responsible for appointment errors.

Pearson VUE charges a \$10 fee for exam appointments that are canceled or rescheduled. Pearson VUE will collect fees by credit card payment (American Express, MasterCard, Visa or Discover) at the time the appointment is canceled or rescheduled. This includes all changes made online and via the Pearson VUE Call Center.

ARRT does not grant exceptions for missed appointments under any circumstances.

# Exam Administration

## Day

Here's a preview of what you'll encounter when you open the test center's front door on the day of your state licensing exam appointment.

## Exam Content

The content specifications for the Fluoroscopy Examination are included in this book as Appendix A.

ARRT doesn't provide specific lists of study materials or textbooks because the exams are built using many references. ARRT neither recommends nor endorses any review programs, mock registries, or study guides for any of its examinations.

ARRT owns the copyright for the examinations. Law prohibits any attempt to reproduce all or part of the examinations. Anyone caught removing exam materials from the test center, whether by physical removal or by reproducing materials from memory, will be prosecuted to the full extent of the law and will be permanently barred from future examinations.

### Pilot Questions

Pilot questions are unscored questions embedded in the exam. ARRT uses data from these pilot questions to evaluate new exam questions. This is a cost-effective way to develop exam materials for future candidates, just as past candidates assisted in piloting questions for today.

These questions are not identified as pilot questions, and they appear just like any other question on the test. A designated percent of your test may be unscored pilot questions, and ARRT has allotted extra time for you to complete them. Your answers to these questions will not affect exam scores.

TIP

### **What to Expect on Exam Day**

ARRT encourages you to watch the “What to Expect on Exam Day” video at [www.rrt.org/video-library](http://www.rrt.org/video-library) to familiarize yourself with the process. NOTE: You will not see a preliminary score after your exam as depicted in the video.

TIP

### **Invalid ID? Cancel Appointment**

If you arrive at the test center with invalid forms of ID, you will not be admitted to take your exam and you will forfeit your fee.

Your ID is invalid if:

- it is not current (expired), or
- the name on ID varies from that on your ARRT file, or
- there is no signature, or
- it is not an accepted form of ID.

Cancel your appointment in time and reschedule when you have acquired two forms of valid ID.

### **Palm Vein Recognition Replaces Fingerprint**

Beginning January 1, 2011, a new biometric procedure was added to the admissions process, replacing the fingerprint process. Called palm vein technology, it scans the veins inside the hand to create a digital template that represents your vein pattern. The pattern reader uses a safe, near-infrared light source, similar to a television remote.

Repeat candidates that have had their digital fingerprint captured at a previous exam will be required to provide a fingerprint match and then enroll in the palm vein recognition system. Exams taken after this initial procedure will use the palm vein system only.

All other steps of the admissions process will remain the same. You will still be required to bring a valid photo ID and secondary ID, have a photograph taken, and sign a digital signature pad.

Learn more about the process at [www.staterhc.org](http://www.staterhc.org).

## **Test Center Environment**

Pearson VUE test centers provide computerized testing for many organizations. Be aware that other exams may be administered in the test center at the same time as ARRT examinations.

Most test centers are located in buildings comprised of several other offices. Waiting areas at the test centers are small. Friends, relatives or children will not be permitted to wait in the test center or to contact you during your examination.

Test center personnel try to maintain a comfortable temperature in the testing rooms. In spite of these efforts, the room may be too cool or too warm for an individual’s preference, so dress accordingly. Be aware that outerwear (overcoat, windbreaker, jacket, etc.) is not allowed in the testing room; however, clothing typically worn indoors (sweater, sweatshirt without hood, blazer, etc.) is allowed.

Keep in mind that there will be other people at the test center taking exams, so typing, coughing and/or people entering and leaving the testing room may be heard. It is impossible to provide a completely noise-free exam environment. If you feel these distractions may be disruptive to your testing, be sure to request earplugs before beginning your exam. Noise reduction headphones can also be provided.

## **Follow Procedures**

Test center personnel adhere to designated procedures to ensure that their operations meet ARRT criteria for standardized testing. Review the following information before the examination to become familiar with the procedures.

### **Arrive Early**

Having already confirmed the location of the test center, plan your schedule and route to ensure that you arrive at least 30 minutes before your scheduled appointment, to allow time for check-in procedures. Be sure to allow ample time for your commute, especially if inclement weather is a factor.

If you arrive at the test center 15 minutes after your scheduled appointment, you may be required to forfeit your appointment. If an appointment is forfeited, the test center will report to ARRT your failure to take the examination and your file will close. ARRT does not refund examination fees on forfeited appointments. To be considered eligible for a new exam window, you must contact your state licensing agency.

### **ID, Photo, Signature, Palm Vein Recognition (PVR)**

When you arrive at the test center, you will be required to show two forms of identification, both of which show your signature and your pre-printed name as it appears on your CSR. One of the IDs must be a current official government-issued photo ID. See next page for examples of the two types of IDs required.

Your name on your government-issued ID must be the same as that on record with ARRT, as reflected on your most recent CSR. Your ID may contain your full middle name as long as the middle initial on your CSR matches the first letter of your middle name. If your name has a cultural variation, ensure that the same variation appears on the CSR and both IDs.

If you arrive without proper ID or with discrepancies in your name listed on the IDs, you will not be admitted to the test center. You will not be allowed to re-schedule your exam appointment and will forfeit your examination fee. If you are admitted with questionable ID, you may have your score canceled following investigation by ARRT.

Upon checking in, you will be asked to provide a digital signature, which constitutes

a) your consent for ARRT and/or Pearson VUE to retain and transmit personal data and exam responses; and b) your agreement to abide by the ARRT Rules Agreement, which will be presented to you prior to your exam.

You will also have your palm vein scanned and be photographed. If you leave the testing area for any reason, your palm will be scanned upon leaving and again before re-entering.

The palm-vein information and photo are for authentication purposes only. The information is kept confidential and not shared with any organization.

## Assignment to Testing Station

Test center personnel will give you a short orientation, provide you with a copy of the ARRT Rules Agreement (See Appendix I) to read, and then escort you to an assigned workstation. You must remain in your assigned seat during the examination, except when authorized to leave by a test center staff member.

You will be required to keep all personal items in a secure locker. Don't wear jewelry that may be noisy or disruptive in the testing room. You will be asked to remove jewelry that is wider than 1/4" as such items can pose a threat to exam security. If you bring a phone or other electronic device, turn off the device and store it in your locker. You may not access any electronic device until you have completed your exam and are ready to leave the test center. You cannot access items placed in a secure locker or anywhere else in the test center building for the duration of your exam unless you receive written pre-approval from ARRT. This includes breaks. Test centers assume no responsibility for candidates' personal belongings.

If you need to leave the testing room for personal reasons, you must first raise your hand to get test center staff's permission. No additional time is allowed to make up for lost time due to this reason. Test center staff is required to file an incident report with ARRT on any candidate that leaves the testing room for more than 10 minutes.

Test center personnel are not trained to answer specific questions related to ARRT examination content.



### **Don't Bring Yours... Calculators Are Provided**

*Personal calculators aren't permitted, so don't even bring one to the test center. You can use theirs.*

## Calculators and Notes

Personal calculators are not permitted. Examples of calculators are presented in the tutorial at the beginning of the exam. Both scientific and basic four-function calculators are provided on the computer, or you may request a basic four-function calculator from test center personnel. Appendix B presents facsimiles of the computer calculators.

Test center personnel will provide an erasable note board and pen, which may be replaced as needed during testing but may not be removed from the testing room at any time. You are not to use the note board until after responding to the non-disclosure agreement, and may not hold your note board up to the screen when responding to questions. You are not allowed to take scratch paper, pens, or pencils into the testing room.

## Acceptable Forms of Identification

### Primary

Must be government-issued, have **pre-printed name, photo, and signature**, and not be expired.

- Government-issued driver's license
- State ID card
- Passport
- Military ID – Bar code for signature acceptable with Military IDs only

**Very Important!** Please note that Permanent Residence Cards ("Green Card") or any other IDs that do not have the candidate's signature **will not be accepted** at the test center as valid primary or secondary identification.

### Secondary

Must have **pre-printed name and signature** and not be expired.

- Government-issued IDs (e.g., U.S. Social Security card)
- Employee ID or work badge
- Bank automatic-teller machine (ATM) card
- School ID
- Credit card
- Any form of ID on the primary list

## Requesting Assistance

Raise your hand to notify test center personnel if:

- you need assistance adjusting the computer screen's brightness or contrast;
- you would like a hand-held calculator;
- you need earplugs;
- an image appears too large to be fully viewed;
- you suspect a problem with the computer;
- you need another erasable note board;
- you need a break;
- you have completed the exam; or
- you need a staff member for any other reason.

TIP

### **Pace Yourself...**

*It's important to use your time economically. Time remaining is displayed in the upper right corner of the computer screen. If a question is difficult, guess at the answer, flag the question for review and go on to the next question. When you have finished the examination and there is still time left, go back to the questions that you flagged and review them. (See Appendix B for more information.)*

## Exam Timing

Time allowed for completing an exam is based on the number of questions.

The Fluoroscopy Examination allocates 2 hours for answering exam questions. You will have 2.5 hours in total, allowing 18 minutes for the tutorial before the exam, followed by two minutes to respond to the non-disclosure agreement and 10 minutes for the survey at the end of the exam. You may not use this extra half hour to answer exam questions.

ARRT recommends that you complete the tutorial to familiarize yourself with the testing program and the online calculators. You must also click "A" for the non-disclosure agreement (see box on page 15) before starting your exam.

Voluntary breaks are subtracted from the allowed exam time; that is, the clock is not stopped during voluntary breaks.

## Test Center Misconduct and Score Cancellation

Numerous security measures are enforced during the exam administration to ensure the integrity of ARRT exams. Be aware that you will be observed at all times while completing the exam. This includes direct observation by test center staff, as well as video and audio recording of the testing session.

### **Zero Tolerance Policy**

ARRT has a zero tolerance policy regarding possession of cell phones and other electronic devices in the test center, as well as candidates leaving the test center building prior to completing the examination and attempting to re-enter the test center. Automatic score cancellation will result for any candidate violating this policy.

1. Under no circumstances are candidates permitted to access cell phones or any other type of electronic device after check-in at the test center. Test center personnel are instructed to dismiss any candidate found in possession of an electronic device after the candidate has completed the check-in procedures. This includes candidates on breaks.

Such electronic devices include, but are not limited to:

- cellular phones;
- media players;
- compact disc players or any other electronic communication/recording/listening device;
- removable storage devices;
- personal digital assistants (PDAs);
- calculator or computing watches;
- scan pens;
- laptop computers, tablets or any computer device; and
- photographic devices.

If a candidate is found possessing, or otherwise having access to, a cell phone or any other type of electronic device during the administration of their exam, the candidate will not be allowed to continue testing and the test center administrator

will file an incident report. Possession of a cell phone or any other type of electronic listening device after check-in will result in automatic score cancellation.

2. If test center staff observes a candidate leaving the test center building and re-entering the test center prior to completing the exam, the candidate will not be allowed to continue testing and the test center administrator will file an incident report. Leaving the test center building and attempting to re-enter the test center will result in automatic score cancellation.
3. Candidates should not bring papers, pamphlets, books, notebooks or study guides into the test center. If you bring these items they must remain in your locker for the duration of your exam. If you are found in possession of, or otherwise having access to, any prohibited item during the administration of your exam, you will not be allowed to continue testing and the test center administrator will file an incident report. This will also result in automatic score cancellation.
4. For any candidate demonstrating misconduct or irregular behavior during or in connection with the examination — as evidenced by observation, statistical analysis of exam responses or otherwise — the ARRT will withhold examination scores and may revoke or suspend a certificate, deny or reject an application for renewal of certification and registration, censure or take any other appropriate action. This includes permanently barring the candidate from all future examinations, terminating candidate participation in the exam and invalidating the results of that exam and any prior exam.

Examples of misconduct or irregular behavior include, but are not limited to:

- Removing items from a secured locker without prior authorization;
- Giving or receiving unauthorized help;
- Attempting to take the examination for someone else;
- Failing to follow test center staff instructions;
- Tampering with the operation of the computer or attempting to use it for any function other than completing the examination;
- Attempting to remove exam content (in any format) from the test center;
- Creating a disturbance of any kind; and
- Accessing notes, books, study guides or unauthorized electronic devices.

If found to be in violation of this policy, you may find yourself part of an ARRT ethics investigation, or even a federal court lawsuit for copyright infringement and/or breach of contract.

## What if the Test Center is Closed?

If you are unsure whether a test center is closed because of inclement weather or some other factor, phone Pearson VUE's Call Center at (800) 632-9055. If the test center is open, it is your responsibility to keep the appointment. If it is closed, you will be given the opportunity to reschedule your appointment.

In the event of a test center closing, Pearson VUE will contact you via the email address you provided during scheduling to reschedule your exam appointment. You may also call Pearson VUE to reschedule your exam.

## Taking the Exam

### Order of Questions

ARRT examinations present questions in random order, which is consistent with the purposes of education and evaluation. When an individual learns an important concept, the intent is that he or she will take that knowledge beyond a specific context or environment and generalize that knowledge to the practice setting.

### Item Format

Most exam items are standard multiple-choice with one best answer. ARRT is also introducing new formats on a limited basis. Some items may require that you select multiple answers from a list or use the mouse to sort a list of options into a particular order. A few items may require that you identify anatomic structures on an image by placing the mouse arrow (cursor) over the correct location on the screen and clicking.

TIP

### Severe Weather Looming?

*If you anticipate severe weather and your appointment is more than 24 hours out, consider rescheduling to avoid transportation hassles. If you miss your appointment due to weather and the test center was open, you will forfeit your exam fee and you will need to contact your state licensing agency for a new eligibility period.*

## Breaks

Exam timing is based on the number of questions in the exam. If you take a break, the exam clock is not stopped – which means you will have less time to spend on your exam.

## Non-Disclosure Agreement

After the tutorial, a non-disclosure agreement will appear on the computer screen. You must accept the terms of the agreement in order to proceed with the exam. By accepting these terms, you agree not to disclose exam questions in any form or remove them from the test center. You have two minutes to indicate your acceptance of the agreement. If you do not respond within two minutes, the exam will end and you will have to submit a re-application form and fee to obtain a new exam window.

The agreement states: “This exam is confidential and is protected by copyright law. You are expressly prohibited from disclosing, publishing, reproducing, or transmitting this exam, in whole or in part, in any form or by any means, oral or written, electronic or mechanical, for any purpose.”

The screen will instruct you to click the “A” (for Accept) button to symbolize your signature and to accept the terms. Selecting “A” will allow you to continue with the exam. If you do not accept these terms, click “N” (for Not Accept) to let test center staff know that you are through with the exam. If you click “N” but later decide to examine at a future date, you will need to submit a re-application form and fee.

Learn more about the non-disclosure agreement in the “What to Expect on Exam Day” video at [www.arrt.org/video-library](http://www.arrt.org/video-library).

Others may require you to answer a multiple-choice question after viewing a short video clip. Appendix B provides additional information on exam item formats.

### Selecting Answers

An answer must be recorded for a question before the computer allows display of the next question. You may flag questions for later review if you are unsure of the answer. For further information, refer to Appendix B.

### Pacing

It’s important to use your time economically. Time remaining is displayed in the upper right corner of the computer screen. If a question is difficult, guess at the answer, flag the question for review, and go on to the next question. When you have finished the examination and there is still time left, go back to the questions that you flagged and review them by clicking on the “Review Flagged” button (see Appendix B).

### Guessing

Exam scores are based upon the total number of correct answers. Therefore, it is to your advantage to answer every question, even if that means selecting an answer of which you are not sure. You must indicate some response to each question before the computer will proceed to the next question.

## Candidate Comments

You may comment on a specific question at the time you answer the question by clicking on the “Comment” button at the top of that page. No additional testing time is allowed during the exam for making comments on questions.

You may comment on the test center in the evaluation survey at the end of your exam.

## Leaving the Test Center

When you are finished with the examination and evaluation survey, raise your hand and test center staff will collect the erasable note board before dismissing you. Do not leave your seat until you have been dismissed. You may not remove note boards from the testing room. Your palm will be scanned again before leaving the test center.

## Appeals of Exam Administration

ARRT makes every effort to assure that examinations are fairly administered in a comfortable and safe environment.

On rare occasions, candidates may encounter technical difficulties at the test center. If you experience a technical difficulty, notify the test center administrator immediately. Test center personnel will make every effort to correct any difficulties as quickly as possible.

Should the test center experience a loss of power, back-up systems are in place, so every reasonable effort will be made to retrieve testing data. Once power is restored, you will be able to continue your testing session from the point where you were interrupted. If you are unable to continue the testing session due to severe technical difficulties, reasonable accommodations will be made, including re-scheduling of an exam appointment. ARRT will evaluate individual requests for re-scheduling at no cost.

If you believe that your examination was administered in a manner that substantially deviated from normal testing procedures, you may request a review of the procedures. If you experience a problem, verify with the test center administrator before you leave the test center that they will file a report regarding your issue—and request a copy of the incident number from the report.

If you wish to request a review, submit a completed Appeal Request Form (at [www.staterhc.org](http://www.staterhc.org)) detailing the specific nature of the alleged deviation from normal

# After the Examination

After the examination, all exam data is returned to ARRT, where scoring and analysis is completed. ARRT follows strict procedures to ensure accuracy of scoring.

testing procedures. Be sure to include the examination discipline, administration date and test center location.

Because ARRT will investigate complaints only if they are received before your results have been released, you have only two days to submit the request. You may fax the appeal form to 651.681.3295.

If ARRT finds that any such deviation unfairly interfered with your ability to complete the exam to the best of your ability in the allotted time, your original score will be canceled and you will be allowed to retake the examination at no cost. Under no circumstances will your score be adjusted based upon the findings of the review.

## Cancellation of Scores

ARRT may withhold or cancel scores if there is evidence that the security of the examination has been compromised. Such action may be necessary even in the absence of evidence indicating that a candidate was knowingly involved in the compromising activities. ARRT expects candidates to cooperate in any investigation. Once scores are cancelled, they are not available for reporting at a later date.

Some scores may be rendered invalid because of circumstances beyond a candidate's control, such as technical difficulties. ARRT investigates each of these situations. When this results in a cancellation of scores, ARRT arranges for a makeup administration of the exam at no additional cost.

## Score Reporting

You will not see a preliminary score at the end of your exam at the test center. ARRT does not release scores to state candidates. Candidate score information is forwarded to your state licensing agency which determines the pass/fail status and notifies you of your official pass/fail status. Contact your state licensing agency — not ARRT — if you have not received your results within four weeks.

## Interpreting Scores

ARRT uses “scaled scores” to report examination results. Scaled scores are more meaningful than raw scores (i.e., number or percentage correct) because they take into account the difficulty of a particular exam compared to other forms of the same exam. Therefore, a scaled score of 75 represents the same level of exam performance, regardless of what examination form was administered.

Total scores are reported on a scale that ranges from 1 to 99. The total scaled score does *not* equal the number or percentage of questions answered correctly. A total scaled score of 75 is required to pass the exam. The number of correct answers required to achieve a score of 75 was determined through a standard-setting (or passing score) study. ARRT and panels of consultants periodically review the passing score to assure its validity.

Performance on each section of the exam is also reported using scaled scores. These section scores provide information to candidates regarding their strengths and weaknesses in particular content categories. Pass/fail decisions are *not* based on individual sections of the exam. Section scores can range from 1 to 10 and are reported in one-tenth point intervals (e.g., 8.1, 8.6). Section scores are intentionally placed on a narrower scale because they are based on fewer exam questions. Therefore, section scores are not as reliable as the total scaled score and should be interpreted with some discretion.

TIP

### How/When Will I Receive Exam Results

*Examination results are sent to your state for final pass/fail determination. Please allow up to four weeks for processing, then contact your state — not ARRT — for information on your exam results.*

## Appeals of Exam Scoring

The ARRT employs several quality control procedures to ensure that all examinations are scored with complete accuracy. However, candidates may request a review of the accuracy of the scoring process if they feel an error has occurred.

If you wish a review of scoring you must complete the Appeal Request Form located at [www.StateRHC.org](http://www.StateRHC.org)— detailing the specific reason a scoring error is suspected. Requests must be accompanied by a \$25 fee, payable to ARRT. The ARRT will review your responses to each question, compare those responses to the answer key, and recalculate both raw scores and scaled scores.

ARRT will report its findings to you within 30 days of receiving the written request. If ARRT finds evidence of any scoring error, it will cancel the original score and notify your state of the corrected score.

## Re-examination

If you fail the examination, do not appear as scheduled, answer no or do not respond to the non-disclosure agreement, or allow your 90-day exam window to expire, or you were turned away due to invalid IDs, you should contact your state licensing agency for information on their re-examination process. Once your state has determined you are eligible for re-examination, they will notify ARRT. Once ARRT processes your new exam fee, a new handbook and CSR indicating your new 90-day exam window will be mailed to you.

# Appendices

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# Fluoroscopy

The purpose of the fluoroscopy examination, which is developed and administered by The American Registry of Radiologic Technologists (ARRT) on behalf of state licensing agencies, is to assess the knowledge and cognitive skills underlying the intelligent performance of the tasks typically required to safely operate a fluoroscopy unit. ARRT administers the examination to state approved candidates under contractual arrangement with the state and provides the results directly to the state. This examination is not associated with any type of certification and registration by the ARRT.

To identify the knowledge and cognitive skills covered by the examination, the ARRT conducted a practice analysis study using input from subject matter experts and related published documents such as the *ASRT Fluoroscopy Educational Framework for Physician Assistants (2009)*.<sup>1</sup> The practice analysis resulted in a task inventory which serves as the basis for these content specifications and appears in *Appendix A* of this document.

The table below presents the major content categories and subcategories covered on the examination. The number of test questions in each category are listed in bold and number of test questions in each subcategory in parentheses. Specific topics within each category are addressed in the content outline, which makes up the remaining pages of this document.

This document is not intended to serve as a curriculum guide. Although testing programs and educational programs may have related purposes, their functions are clearly different. Educational programs are generally broader in scope and address subject matter not included in these content specifications.

<b>Content Category</b>	<b>Number of Questions<sup>2</sup></b>
<b>Patient Care</b>	<b>9</b>
<i>Patient Interactions and Management (9)</i>	
<b>Safety</b>	<b>46</b>
<i>Radiation Physics and Radiobiology<sup>3</sup> (22)</i>	
<i>Radiation Protection (24)</i>	
<b>Image Production</b>	<b>35</b>
<i>Equipment Operation (22)</i>	
<i>Image Evaluation and Quality Control (13)</i>	
<b>Total</b>	<b>90</b>

<sup>1</sup> A special debt of gratitude is due to the hundreds of professionals participating in this project as committee members, survey respondents, and reviewers.

<sup>2</sup> The exam includes up to an additional 30 unscored (pilot) questions.

<sup>3</sup> SI units will become the primary (principle) units of radiation measurement used on the fluoroscopy examination in 2018.



## **Patient Care**

### **1. Patient Interactions and Management**

- A. Patient Identification and Procedure Verification
- B. Components of Informed Consent
- C. Risk versus Benefit
- D. Patient Education
  - 1. explanation
  - 2. respond to inquiries (\*e.g., radiation dose, types of radiation)
- E. Procedural Understanding to Reduce Exposure
- F. Procedure Radiation Exposure (NCRP #160)
- G. Cumulative Dose Education
- H. Pregnancy Status (e.g., tests and limitations)
- I. Contrast Reactions
  - 1. allergy history (e.g., appropriate pre-medication)
  - 2. types of reactions (mild to severe)
- J. Patient Record Information
  - 1. patient dose/technical factors
  - 2. adverse reactions
  - 3. picture archiving and communication system (PACS)
  - 4. hospital information system (HIS)
  - 5. radiology information system (RIS)
  - 6. electronic medical record (EMR) or electronic health record (EHR) systems
- K. Standards of Care
- L. HIPAA

\* The abbreviation "e.g.," is used to indicate that examples are listed in parenthesis, but that it is not a complete list of all possibilities.



## Safety

### 1. Radiation Physics and Radiobiology

#### A. Radiation Physics

1. photon interactions with matter
  - a. Compton effect
  - b. photoelectric absorption
  - c. coherent (classical) scatter
  - d. attenuation by various tissues
    1. thickness of body part
    2. type of tissue (e.g., atomic number, density)
2. x-ray production
  - a. source of free electrons (e.g., thermionic emission)
  - b. acceleration of electrons
  - c. focusing of electrons
  - d. deceleration of electrons
  - e. target interaction (e.g., x-ray spectrum)
    1. bremsstrahlung
    2. characteristic
3. x-ray beam
  - a. frequency and wavelength
  - b. beam characteristics
    1. quality
    2. quantity
    3. primary versus remnant (exit)
  - c. scatter
  - d. inverse square law
  - e. fundamental properties (e.g., travel in straight lines, ionize matter)

#### B. Radiation Biology

1. radiosensitivity
  - a. dose-response relationships
  - b. relative tissue radiosensitivity (e.g., LET, RBE)
  - c. cell survival and recovery
  - d. oxygen effect
2. somatic effects
  - a. short-term versus long-term effects
  - b. acute versus chronic effects
  - c. carcinogenesis
  - d. organ and tissue response (e.g., eye, thyroid, breast, bone marrow, skin, gonadal)
3. embryonic and fetal risks
4. genetic effects

(Safety section continues on the following page.)



## Safety (continued)

### 2. Radiation Protection

#### A. Minimizing Patient Exposure

1. exposure factors
  - a. kVp
  - b. mA
  - c. fluoroscopy time
  - d. automatic brightness control (ABC)
  - e. automatic exposure rate control (AERC)
2. shielding
  - a. rationale for use
  - b. types
  - c. placement
3. beam restriction
  - a. purpose of primary beam restriction
  - b. collimators
4. filtration
  - a. effect on skin and organ exposure
  - b. effect on average beam energy
  - c. NCRP recommendations (NCRP #102, minimum filtration in useful beam)
5. equipment features
  - a. last image hold
  - b. cumulative timer
  - c. magnification mode
  - d. dose mode
    1. low dose
    2. cine
    3. high-level control
    4. pulsed
6. pediatric dose reduction
7. grids
8. receptor positioning
9. patient positioning
  - a. impact on dose
  - b. patient immobilization devices
10. dose or time documentation
11. dose area product (DAP) meter
12. air kerma display
13. minimum source-to-skin distance (21 CFR)

#### B. Personnel Protection

1. sources of radiation exposure
  - a. primary x-ray beam
  - b. secondary radiation
    1. scatter
    2. leakage
  - c. patient as source
2. basic methods of protection
  - a. time
  - b. distance
  - c. shielding
3. protective devices
  - a. protective drapes
  - b. Bucky slot cover
  - c. shields (e.g., aprons, gloves, eye, face, floating, thyroid)
  - d. attenuation properties
  - e. cumulative timer
  - f. remote-controlled fluoroscopy
4. minimum lead equivalent (NCRP #102)
5. guidelines for fluoroscopy and mobile units (NCRP #102, 21 CFR)
  - a. fluoroscopy exposure rates (e.g., normal, high-level control)
  - b. exposure switch guidelines
6. recommendations for personnel monitoring (NCRP #116)
  - a. occupational exposure
  - b. public exposure
  - c. embryo/fetus exposure
  - d. ALARA and dose equivalent limits
  - e. evaluation and maintenance of personnel dosimetry records
7. units of measurement
  - a. absorbed dose
  - b. dose equivalent
  - c. exposure
  - d. effective dose
  - e. air kerma
8. dosimeters
  - a. types
  - b. proper use



## Image Production

### 1. Equipment Operation

- A. Technical Factors
  1. kVp
  2. mA
  3. object-to-image distance (OID)
  4. source-to-image distance (SID)
  5. focal spot size
  6. grids
  7. filtration
  8. beam restriction
  9. automatic brightness control (ABC)
  10. automatic exposure rate control (AERC)
  11. anatomic alignment
  12. exposure compensation
  13. magnification mode
  14. spot imaging (digital spot)
  15. high level control (e.g., boost, high dose rate)
  16. pulse rate
- B. Image Receptors
  1. image intensifier
  2. flat panel detector
- C. Image Display
  1. viewing conditions (e.g., luminance, ambient lighting, eye physiology, ergonomics)
  2. spatial resolution (e.g., pixel size, pixel pitch)
  3. contrast resolution/dynamic range
  4. DICOM gray scale function
  5. brightness and contrast
- D. Recording Systems
  1. digital subtraction angiography (DSA)
  2. image capture
  3. spot imaging (digital spot)
- E. Imaging Informatics
  1. digital imaging and communications in medicine (DICOM)
  2. picture archiving and communication systems (PACS)
  3. radiology information system (RIS) (e.g., modality worklist)
  4. hospital information system (HIS)
  5. electronic medical records (EMR) or electronic health records (EHR)

### 2. Image Evaluation and Quality Control

- A. Digital Image Characteristics
  1. spatial resolution (equipment related)
    - a. sampling frequency
    - b. detector element size (DEL) (e.g., size, pitch, fill factor)
    - c. receptor size and matrix size
    - d. pixel characteristics (e.g., size, pitch)
  2. image signal (exposure related)
    - a. quantum mottle (quantum noise)
    - b. dynamic range
    - c. signal to noise ratio (SNR)
    - d. contrast to noise ratio (CNR)
  3. contrast resolution (equipment related)
    - a. bit depth
    - b. modulation transfer function (MTF)
    - c. detective quantum efficiency (DQE)
- B. Criteria for Image Evaluation
  1. demonstration of anatomical structures (e.g., positioning, motion)
  2. identification markers (radiographic or electronic) (e.g., anatomical, patient, date)
  3. patient considerations (e.g., pathologic conditions)
  4. quantum mottle (quantum noise)
  5. gross exposure error (e.g., loss of contrast, saturation)
  6. contrast
  7. spatial resolution
  8. distortion (e.g., size, shape)
  9. image artifacts (e.g., grid lines, dead pixels, distortion)
- C. Recognition and Reporting of Malfunctions
  1. quality control
    - a. display monitor (e.g., grayscale standard display function, luminance)
    - b. shielding accessory testing (e.g., lead apron and glove testing)
    - c. exposure rate output
    - d. spot imager
    - e. image quality (e.g., resolution)
  2. recording and reporting of overexposure



FLUOROSCOPY  
EXAMINATION CONTENT SPECIFICATIONS

ARRT BOARD APPROVED: **JANUARY 2017**  
IMPLEMENTATION DATE: **JANUARY 1, 2018**

**Attachment A**  
**Task Inventory for Fluoroscopy Examination**

<b>Activity</b>	<b>Content Categories</b>
	Legend: PC = Patient Care, S = Safety, IP = Image Production
1. Confirm patient's identity.	PC.1.A.
2. Advocate radiation safety and protection.	PC., S., S.1.B., S.2., IP.1.
3. Assess the patient's radiation dose and history.	PC., PC.1.F., PC.1.G., PC.1.J.
4. Assess alternative procedures based on patient dose.	PC.1.C.
5. Assess risk factors that may contraindicate the procedure (e.g., health history, medications, pregnancy, psychological indicators, alternative medicines).	PC.1.A., PC.1.G., PC.1.I., S.1.B.3.
6. Evaluate patient's ability to understand and comply with requirements for the requested examination.	PC.1.D.
7. Obtain pertinent medical history.	PC.1.J.
8. Question female patient of child-bearing age about date of last menstrual period or possible pregnancy and take appropriate action (e.g., document response, contact physician).	PC.1.H.
9. Examine imaging examination requisition to verify accuracy, completeness of information, and exam appropriateness (e.g., patient history, clinical diagnosis, physician's orders).	PC.1.A., PC.1.I., PC.1.L.
10. Verify or obtain patient consent as necessary (e.g., contrast studies).	PC.1.B.
11. Respond as appropriate to imaging study inquiries from patients.	PC.1.D.2.
12. Explain effects and potential side effects to the patient regarding the radiation required for the examination.	PC.1.G., S.1.B.2.D.
13. Select immobilization devices, when indicated, to prevent patient's movement and/or ensure patient's safety.	S.2.A.9.B.
14. Remove all radiopaque materials from patient or table that could interfere with the image (e.g., clothing, jewelry, prosthesis).	PC.1.E., IP.2.B.
15. Select equipment and accessories (e.g., grid, shielding) for the examination requested.	S.2.A.2., S.2.A.4., IP.1.A.6., IP.1.A.7.
16. Prior to administration of a contrast agent, determine if patient is at increased risk for an adverse reaction.	PC.1.I., PC.1.J.2.
17. Observe patient after administration of contrast media to detect adverse reactions.	PC.1.I.2.
18. Recognize and communicate the need for prompt medical attention.	PC.1.I.2.
19. Take appropriate precautions to minimize occupational radiation exposure.	S.1., S.2.B., S.2.B.8., IP.2.C.
20. Prevent all unnecessary persons from remaining in area during radiation exposure.	S.1., S.2.B.



<b>Activity</b>	<b>Content Categories</b> Legend: PC = Patient Care, S = Safety, IP = Image Production
21. Take appropriate precautions to minimize radiation exposure to patient.	S.1., S.2.A.
22. Set kVp, mA, and time or automatic exposure system to achieve optimum image quality, safe operating conditions, and minimum radiation dose.	PC.1.J.1., S.2.A., S.2.A.5., IP.1.A.
23. Select appropriate geometric factors (e.g., SID, OID, focal spot size, magnification).	IP.1.A.3.-A.5., IP.1.A.13.
24. Position patient to demonstrate the desired anatomy using anatomical landmarks.	S.2.A.9., IP.2.B.2.
25. Explain breathing instructions prior to making the exposure.	PC.1.D.1., PC.1.E., IP.2.B.2.
26. Operate a fluoroscopic unit and accessories including: a. fixed unit b. mobile fluoroscopic unit (C-arm)	S.1., S.2.A., S.2.B., IP.1.
27. Operate fluoroscopic equipment in compliance with Standards of Care, regulatory requirements, and medical ethics.	PC.1.K., S.2.A.4., S.2.B.4., S.2.B.5.
28. Modify technical factors for circumstances, such as involuntary motion, contrast media, pathological conditions, or patient's inability to cooperate.	IP.1.A., IP.2.B.1.-B.3.
29. Adapt fluoroscopic procedures for patient condition (e.g., age, size, trauma, pathology) and location (e.g., mobile, surgical, isolation).	IP.1.A.-C.
30. Modify technical factors for pediatric patients.	S.2.A., S.2.A.6., IP.1.A.
31. Modify technical factors to correct for noise in a digital image.	IP.1.A., IP.2.A.2., IP.2.B.4.
32. Select continuous or pulsed fluoroscopy.	IP.1.A.16.
33. Restrict beam to limit exposure area, improve image quality, and reduce radiation dose.	S.2.A.3., IP.1.A.8.
34. Verify accuracy of patient identification on image.	IP.2.B.2.
35. Evaluate images for diagnostic quality.	IP.1.C., IP.2.B.
36. Determine corrective measures if image is not of diagnostic quality and take appropriate action.	IP.1.A., IP.2.A.
37. Identify image artifacts and make appropriate corrections as needed.	IP.1.B., IP.1.D., IP.2.C.1.
38. Add electronic annotations/radiopaque markers on images to indicate anatomical side, position, and other relevant information.	IP.2.B.2.
39. Perform post-processing on digital images in preparation for interpretation.	IP.1.D.1.
40. Operate electronic imaging and record keeping systems. a. picture archival and communication system (PACS) b. hospital information system (HIS) c. radiology information system (RIS) (e.g., modality worklist) d. electronic medical record (EMR) system e. electronic health record (EHR) system	PC.1.J.3.-J.6.
41. Document required information on patient's medical record (e.g., imaging procedure documentation, images, adverse reactions).	PC.1.J.



FLUOROSCOPY  
EXAMINATION CONTENT SPECIFICATIONS

ARRT BOARD APPROVED: **JANUARY 2017**  
IMPLEMENTATION DATE: **JANUARY 1, 2018**

<b>Activity</b>	<b>Content Categories</b>
	Legend: PC = Patient Care, S = Safety, IP = Image Production
42. Document fluoroscopy time and/or technical factors.	PC.1.J., IP.2.C.2.
43. Document fluoroscopy dose when available.	PC.1.J., S.2.A.10.
44. Maintain confidentiality of patient information.	PC.1.L.
45. Store and handle imaging equipment in a manner which will reduce the possibility of artifact production.	C.1.B., C.1.D., IP.2.C.1.
46. Visually inspect, recognize, and report malfunctions in the imaging unit and accessories.	IP.2.C.
47. Recognize the need for periodic maintenance and evaluation of radiographic equipment affecting image quality and radiation safety (e.g., shielding accessories, image display monitor, exposure rate).	IP.2.C.
48. Appropriately report overexposure.	IP.2.C.2.
49. Wear a personnel monitoring device as required.	S.2.B.8.
50. Evaluate individual occupational exposure reports to determine if values for the reporting period are within established limits.	S.2.B.6-B.8.

## Computer-Based Testing Overview

After you have completed check-in procedures, test-center staff will show you to a work station and will make sure the computer is ready to deliver your exam. The testing session consists of four segments:

1. **Introduction, Tutorial, and Non-Disclosure Agreement:** During this segment, the computer will verify your name and allow you to complete a tutorial if you choose. We strongly urge candidates to spend the few minutes to take the tutorial. You will also be asked to read and accept a non-disclosure agreement – it requires that all candidates agree to **not** copy any test questions or otherwise disclose the content of the exam. You must accept the terms of the non-disclosure agreement; if you do not respond within 2 minutes your exam session will end. The entire introductory segment will take anywhere from a few minutes up to 20 minutes, depending on how much time you spend reviewing the tutorial.
2. **Examination Session:** You will be given the exam during this period. In addition to answering questions, you can mark questions for later review or even comment on questions. The clock will be running, so pace yourself. Most questions are in the standard multiple-choice format and require you to select one best answer. In addition, a small portion of the exam may consist of the question formats noted below:
  - a. **Select Multiple:** This format consists of a question or statement followed by a list of 4 to 10 response options. You are required to select all options that are correct.
  - b. **Sorted List:** This format presents a list of 4 to 8 options and requires you to place them in correct sequence. You accomplish this by using the mouse to “click-and-drag” the options into a box so that they end up in a specified order, such as numerical, alphabetical or chronological.
  - c. **Items with Hot Areas or Videos:** This format consists of a question accompanied by a medical image, drawing, graphic, or video.

To answer a ‘hot area’ question, place the cursor over the selected area and click the mouse; the highlighted areas are possible answers to the question. When selected, the area will become outlined and change color. To change your answer, move the mouse to another shaded area and click the mouse. The final selected shaded area will be recorded as your final answer.

For video items, you will need to read the question, open the exhibit, press the play arrow on the video, watch the video in its entirety, and then answer the question. You will not be able to move forward on the exam until you have opened and watched the entire video. The video controls are shown and described below. **Note: The videos are silent (no sound).**



Sample questions illustrating these formats can be obtained from the ARRT website (Examinations>Exam Format and Length), or by contacting the ARRT. In addition, the tutorial at the test center presents an example of each format.

3. **Item Review and End Review:** After responding to all questions, you will have the opportunity to go back and review questions in the time remaining. You can change answers during the review. Once you select the “End Review” button you will no longer be able to go back to the exam. A sample review screen appears later in this Appendix.
4. **Survey:** After the exam a short survey consisting of 13 questions will appear. Most people complete it in just a few minutes. The survey is important because it gives you the opportunity to let ARRT know about the quality of your testing experience. If something went wrong – or exceptionally right – this is the place to tell us.

The following pages illustrate the approximate appearance of a few of the more important computer screens. Taking a few minutes now to review these pages will help prepare you for exam day.

### Appearance of Test Questions

When the examination starts, the clock will be reset to the time allowed for the exam you are taking (see Exam Timing under the Exam Administration Day Section of the handbook to find the time allotted for your exam). Exam questions are presented in random order. The exam consists of a set number of scored questions plus several unscored pilot questions. The content specifications provide additional information about the number of questions and topics covered.

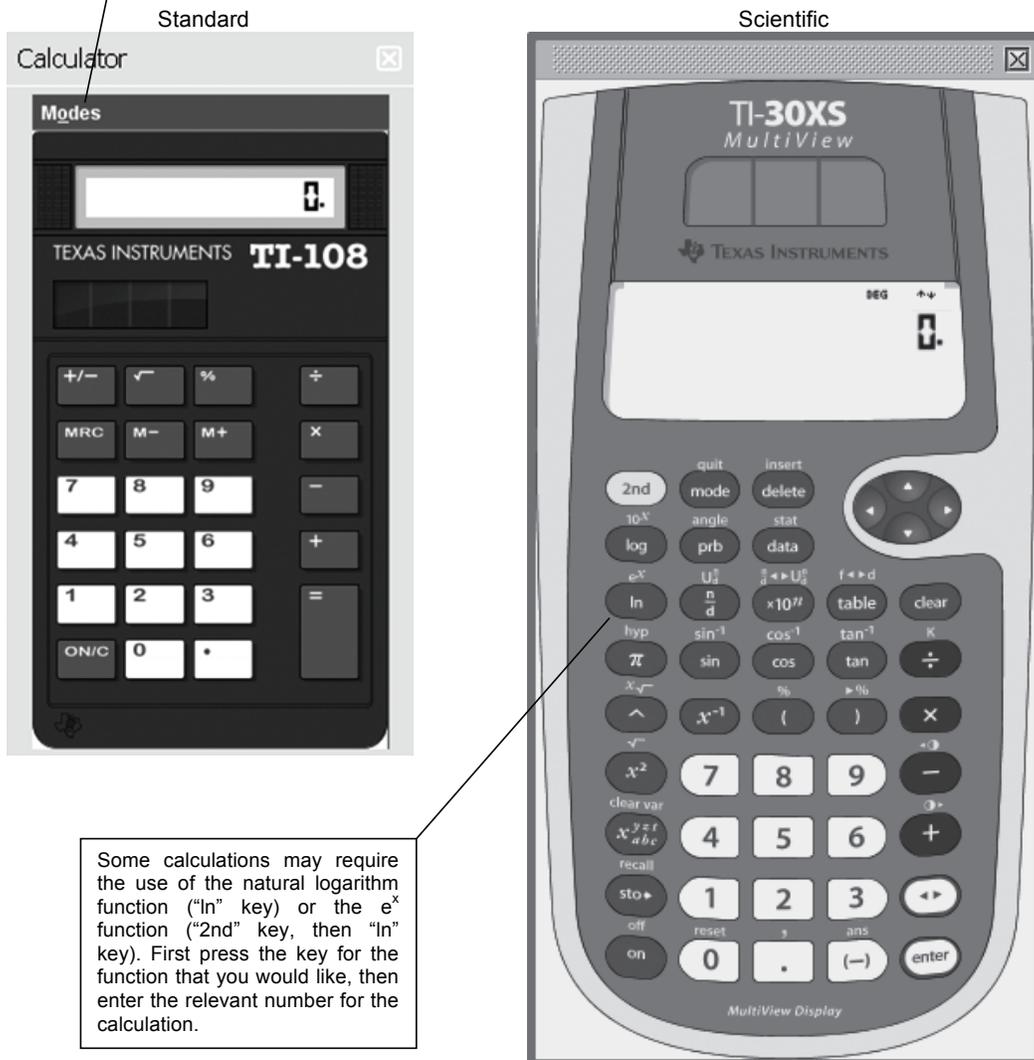
The screenshot shows a testing interface with a dark grey header bar. On the right side of the header, there is a clock icon and the text "Time Remaining 03:29:20", and below it, a question counter icon and "3 of 180". On the left side of the header, there are icons for "Comment" and "Calculator", and on the right, an "Flag for Review" icon. Below the header, the main content area displays a question: "The Alamo is located in the state labeled as number." To the left of the question are four radio button options: A 1, B 2, C 3, and D 4. To the right is a map of Texas with four regions labeled 1, 2, 3, and 4. At the bottom of the screen, there are "Previous" and "Next" navigation buttons. Five callout boxes with lines pointing to specific elements provide the following explanations:

- Top-left callout:** This button allows you to mark questions for later review. If uncertain of the best answer, then choose your best guess and flag the question for later review by clicking on the flag icon.
- Top-right callout:** The clock indicates the time left to complete the exam.
- Middle-left callout:** You can comment on specific exam questions by clicking on the "Comment" button. The "Calculator" button gives access to an on-screen calculator (see next page).
- Middle-right callout:** The counter indicates which question you are on and the total number of questions on the exam.
- Bottom-left callout:** Here is the exam question. Choose one best answer by clicking the appropriate oval or letter (A, B, C, D). If the question requires a graphic, it will also appear on the screen.
- Bottom-right callout:** Click on these buttons to go back to the previous question or ahead to the next one.

### Online Calculator

To use the calculator, click on the “Calculator” button at the upper left side of the exam screen. You can operate the calculator by using the mouse to click on numbers or arithmetic operations. Alternatively, the keyboard can be used. **Note: Please make sure to check the display screen on the calculator to verify the correct entry of numbers.**

The “Modes” button on the calculator allows you to toggle between the Standard and Scientific calculators. Note that most calculations on the exam can be done with the Standard calculator. However, some candidates may wish to use the Scientific calculator for certain calculations.



Some calculations may require the use of the natural logarithm function (“ln” key) or the  $e^x$  function (“2nd” key, then “ln” key). First press the key for the function that you would like, then enter the relevant number for the calculation.

### Exam Review

After you have completed all questions on the exam, a screen appears that allows you to go back to review questions. A filled-in flag icon appears next to any questions that you selected for review.

The screenshot shows the 'Exam Review' screen. At the top right, a timer indicates 'Time Remaining 03:25:44'. Below the title 'Exam Review', there is an 'Instructions' section with two numbered steps: 1. Review all of your questions and answers. 2. Review questions that are flagged for review. (Click the "flag" icon to change the review status.) A note below states: 'Note: Although the "Review Incomplete" button appears, this button is not functional; all questions on the exam require an answer.' The main area is titled 'Computed Tomography Section (0 Unseen/Incomplete)' and contains a grid of 36 questions. Questions 8, 19, and 33 have a filled-in flag icon. At the bottom, there are four buttons: 'End Review', 'Review All', 'Review Incomplete', and 'Review Flagged'.

This button ends the exam. When you are done with your review, click this button to exit.  
Once you click "End Review" you will no longer be able to review questions or change answers, **so be sure you are really ready to stop!**

You can return and review all questions on the exam by clicking on the "Review All" button.

You can return to the questions you selected for review by clicking on the "Review Flagged" button. To review all items on the exam, just click on "Review All."

If you click this button you will see that you have no incomplete questions, because skipping of questions is not an option on ARRT exams.

### After the Examination

After you click "End Review" and confirm that you will not be able to return to the exam, a screen will appear to remind you not to discuss questions and/or answers with anyone.

A short survey appears on the screen. It asks a few important questions about the quality of the test administration and provides a place for you to type any general comments. We appreciate your feedback.

# Test Question Formats Used on ARRT-Administered Examinations

**Note:** On the day of your exam, the tutorial at the test center will provide you with an opportunity to practice with these formats prior to taking the computer-based examination.

## **Standard multiple-choice**

Which of the following southwestern states was the last to achieve statehood?

- A. Arizona \*
- B. California
- C. New Mexico
- D. Texas

## **Combined response**

Which of the following states achieved statehood after World War II?

- 1. Alaska
  - 2. Arizona
  - 3. Hawaii
- A. 1 & 2 only
  - B. 1 & 3 only \*
  - C. 2 & 3 only
  - D. 1, 2, & 3

## **Negatively worded**

Which of the following is NOT one of the 50 states comprising the USA?

- A. California
- B. New Mexico
- C. Hawaii
- D. Puerto Rico \*

## **Select Multiple**

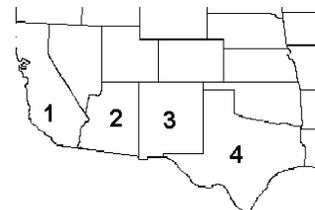
Which three states achieved statehood in the 20<sup>th</sup> century? (select 3)

- A. Arizona \*
- B. Alaska \*
- C. California
- D. Hawaii \*
- E. New Mexico
- F. Texas

## **Illustration**

The Alamo is located in the state labeled as number:

- A. 1
- B. 2
- C. 3
- D. 4 \*



**Note:** On the day of your exam, the tutorial at the test center will provide you with an opportunity to practice with these formats prior to taking the computer-based examination.

### **Standard multiple-choice**

Which of the following southwestern states was the last to achieve statehood?

- A. Arizona \*
- B. California
- C. New Mexico
- D. Texas

### **Combined response**

Which of the following states achieved statehood after World War II?

- 1. Alaska
  - 2. Arizona
  - 3. Hawaii
- A. 1 & 2 only
  - B. 1 & 3 only \*
  - C. 2 & 3 only
  - D. 1, 2, & 3

### **Negatively worded**

Which of the following is NOT one of the 50 states comprising the USA?

- A. California
- B. New Mexico
- C. Hawaii
- D. Puerto Rico \*

**EXAMINATIONS IN RADIOLOGIC TECHNOLOGY****STATE CANDIDATE STATUS REPORT**

Please review the following information very carefully and contact your state licensing agency with any corrections.  
*Please read your handbook for complete examination details.*

**YOU MUST USE THE ID NUMBER BELOW WHEN SCHEDULING YOUR APPOINTMENT WITH PEARSON VUE**

**DATE: 04/15/2020**

**JOHN Q PUBLIC  
 APARTMENT 1  
 MAIN STREET  
 ANYTOWN, USA 00000**

**ID#: 999999**

**SOCIAL SECURITY NUMBER: 123-45-6789      FOR THE STATE OF: YOUR STATE**  
**BIRTHDATE: 05/17/1979      DIRECT QUESTIONS TO: (555) 999-9999**

**EXAMINATION DISCIPLINE: FLUOROSCOPY**  
**WINDOW START DATE: 04/22/2020**  
**WINDOW END DATE: 07/20/2020**

You have been assigned to take the examination indicated above based upon information you supplied to your state licensing agency. *Please review the above information carefully and contact your state licensing agency at the number listed above if there are any corrections or changes **before** scheduling your exam.*

At the test center, you will be required to show two forms of identification. One must be a government-issued ID which contains a permanently affixed photo along with a signature and must not be expired. The second ID must contain your pre-printed name and signature and must not be expired. The names appearing on both IDs must match the name appearing at the top of this status report. If your name has a cultural variation, make sure the same variation appears above and on both IDs. Please see the list of acceptable IDs and name requirements in your *Examination Handbook*. Test center administrators have been instructed not to admit anyone to the test center not having the required suitable IDs. Fees will not be refunded if you are denied admission to the test center for failure to provide suitable identification.

- *Please direct all questions and personal information changes to your state licensing agency at the number listed above.*
- *Your score from this examination is valid only for state licensing purposes.*
- *Your exam results information will be provided to you by your state licensing agency. Do not contact ARRT for your exam results.*

**See Reverse Side for Instructions on Scheduling Your Appointment**

(12/19)

To schedule, confirm, change, or cancel your examination date, time, or location

Call Pearson VUE at 1-800-632-9055

**Record Your Exam Scheduling Information Here**

- |                               |                      |
|-------------------------------|----------------------|
| • Call Center Representative: | Confirmation Number: |
| • Date:                       | Time:                |

**Scheduling or Changing the Appointment**

It is your responsibility to contact Pearson VUE to schedule the date, time, and location of your exam. Your exam must be completed between the assigned window dates printed on this *Candidate Status Report*. If you fail to complete your exam during your assigned exam window, your file will close and you will need to contact your state licensing agency to reapply.

Please call the Pearson VUE Call Center at **1-800-632-9055** to schedule your appointment. You may also schedule your appointment via the Internet at [www.pearsonvue.com/arrrt](http://www.pearsonvue.com/arrrt), where you will have to provide a return e-mail address. Shortly after scheduling your appointment, Pearson VUE will send an email confirmation letter to you listing your appointment time and date, testing center location and directions to the testing center. See your *Examination Handbook* for appointment scheduling and confirmation information.

If you find it necessary to change your examination appointment, you must first call Pearson VUE to cancel your existing appointment in accordance with the guidelines printed in your *Examination Handbook* before requesting a new exam date or making changes in the test center location. Pearson VUE will charge a fee for each canceled or rescheduled appointment. (See your *Examination Handbook* for complete details.)

**Changing Your ARRT 90-Day Examination Window Dates**

If it is necessary to change your ARRT 90-day examination window, you must first call Pearson VUE to cancel your existing appointment BEFORE requesting an examination window change with your state licensing agency. Window dates cannot be changed if an appointment is scheduled. Requests for changes in the examination window dates must be submitted to your state licensing agency (not ARRT) for approval on or before the last day of your current 90-day exam window.

**Calculators**

Personal calculators are prohibited for examinations in all disciplines. You may use the basic 4-function calculator or scientific calculator provided on the computer or you may request a hand-held, basic 4-function calculator from the test center administrator.

**Results**

Examination results are not given at the test center or provided by the ARRT under any circumstances. Examination results will be provided to you by your state licensing agency. Please allow four weeks for reporting of examination scores. If results are not received within four weeks, please contact your state licensing agency at the number on the front of this CSR, not the ARRT.

**Appeals**

You must notify ARRT in writing of any negative situations that may have affected your exam performance by submitting a completed Appeal Request Form (located at [StateRHC.org](http://StateRHC.org)) within two days of your exam. ARRT will not investigate complaints it receives after results have been processed and sent to your state licensing agency. You must fax your appeal to (651) 681-3295. (See *Examination Handbook* for complete details.)

**Notice of Possible Changes to Exam Content Specifications**

If you delay taking the exam after you receive this CSR, be aware that we periodically update the exam content specifications. You might need to prepare for new content on the exam. You can find the current exam content specifications at [www.StateRHC.org](http://www.StateRHC.org).

**ALL CHANGES OR REQUESTS MUST BE MADE DIRECTLY TO YOUR STATE LICENSING AGENCY  
AT THE PHONE NUMBER LISTED ON THE FRONT OF THIS STATUS REPORT**

(12/19)

# Pearson VUE Test Centers

This list may change after publication in this handbook. For an up-to-date list at any time, check the [www.pearsonvue.com/arrrt](http://www.pearsonvue.com/arrrt) website.

<b>Alabama</b> Birmingham Decatur Dothan Mobile Montgomery	<b>Florida</b> Altamonte Springs Deerfield Beach Doral Gainesville Jacksonville Lakeland Orlando Pembroke Pines Plantation Port Charlotte St. Petersburg Tallahassee Tampa	<b>Maine</b> Bangor Westbrook	<b>New Mexico</b> Albuquerque	<b>Rhode Island</b> Warwick	<b>Wisconsin</b> Ashwaubenon Brookfield Eau Claire Kenosha Madison Milwaukee
<b>Alaska</b> Anchorage	<b>Georgia</b> Albany Atlanta Augusta Macon Savannah Stockbridge	<b>Maryland</b> Baltimore Bethesda Columbia Salisbury	<b>New York</b> Albany Brooklyn East Syracuse Forest Hills Getzville Islandia Lake Success New York Rochester Staten Island Utica White Plains Williamsville Yonkers	<b>South Carolina</b> Columbia Greenville North Charleston	<b>Wyoming</b> Casper
<b>Arizona</b> Chandler Phoenix Tempe Tucson	<b>Hawaii</b> Honolulu	<b>Massachusetts</b> Boston Cambridge Lexington Springfield Wellesley Worcester	<b>North Carolina</b> Asheville Charlotte Durham Greenville Raleigh Wilmington Winston-Salem	<b>South Dakota</b> Sioux Falls	<b>U.S. Territories</b> Amer. Samoa Pago Pago Guam/Tamuning N. Mariana Islands/Saipan Puerto Rico/ San Juan Virgin Islands/ St. Thomas
<b>Arkansas</b> Fort Smith Little Rock Rogers Texarkana	<b>Idaho</b> Boise	<b>Michigan</b> Ann Arbor Dearborn Grand Rapids Lansing Marquette Southfield Troy	<b>North Dakota</b> Bismarck Fargo	<b>Tennessee</b> Brentwood Chattanooga Johnson City Knoxville Memphis Nashville	<b>Canada</b> Calgary, AB Edmonton, AB Burnaby, BC Surrey, BC Winnipeg, MB Halifax, NS Hamilton, ON London, ON Ottawa, ON Regina, SK St John's, NL Toronto, ON Montreal, QU Saskatoon, SK Vancouver, BC Victoria, BC
<b>California</b> Alhambra Anaheim Culver City Daly City Fairfield Fresno Gardena Lake Forest Milpitas Oakland Ontario Pasadena Redding Redlands Roseville Sacramento San Diego San Dimas San Marcos San Mateo San Francisco Santa Maria Visalia Westlake Village	<b>Illinois</b> Buffalo Grove Chicago Marion Peoria Rosemont Schaumburg Springfield	<b>Minnesota</b> Bloomington Brooklyn Park Eagan Hermantown Rochester St. Paul	<b>Ohio</b> Beachwood Columbus Copley Twp. Gahanna Independence Mason Maumee Moraine Norwood Westlake	<b>Texas</b> Abilene Amarillo Arlington Austin Bellaire Bryan Carrollton Corpus Christi Dallas El Paso Harlingen Houston Hurst Lubbock McAllen Midland San Antonio Shavano Park Sugar Land Tyler Waco	<b>International</b> <b>Asia/Pacific:</b> Sydney, Australia Hong Kong, Hong Kong Mumbai, India Osaka, Japan Tokyo, Japan Seoul, Korea Manila, Philippines  <b>Europe:</b> London, England Frankfurt, Germany Istanbul, Turkey
<b>Colorado</b> Colorado Springs Greenwood Village Westminster	<b>Indiana</b> Crown Point Evansville Fort Wayne Indianapolis Terre Haute	<b>Mississippi</b> Jackson Tupelo	<b>North Dakota</b> Bismarck Fargo	<b>Utah</b> Bountiful Draper Ogden Salt Lake City	<b>Vermont</b> South Burlington
<b>Connecticut</b> Norwalk Wallingford Wethersfield	<b>Iowa</b> Coralville Davenport Sioux City W. Des Moines	<b>Missouri</b> Columbia Kansas City Springfield St. Louis	<b>Oklahoma</b> Norman Oklahoma City Tulsa	<b>Vermont</b> South Burlington	<b>Virginia</b> Alexandria Chesapeake Glen Allen Lynchburg Newport News Reston Richmond Roanoke
<b>Dist. of Columbia</b> Washington	<b>Kansas</b> Hays Overland Park Topeka Wichita	<b>Montana</b> Billings Helena	<b>Oregon</b> Beaverton Medford Portland Salem	<b>Washington</b> Renton Seattle Spokane Valley Yakima	<b>West Virginia</b> Charleston Morgantown
<b>Delaware</b> Dover Newark	<b>Kentucky</b> Lexington Louisville	<b>Nebraska</b> Lincoln North Platte Omaha	<b>Pennsylvania</b> Allentown Blue Bell Erie Harrisburg King of Prussia Lancaster Philadelphia Pittsburgh Scranton Warrington Washington		

# State Licensing Agencies

*This list may change after publication in this handbook. For an up-to-date list at any time, check the [www.arrt.org](http://www.arrt.org) website.*

Arizona	602.364.2079	Arizona Department of Health Services Bureau of Special Licensing 150 N 18th Avenue, Suite 410 Phoenix, AZ 85007
Arkansas	501.661.2301	Arkansas Department of Health Radiologic Technology Licensure Program Freeway Medical Building, Suite 100 5800 W 10th St. Little Rock, AR 72204
California	916.327.5106	CDPH, Radiological Health Branch – Certification PO Box 997414, MS #7610 Sacramento, CA 95899-7414
Colorado	303.692.3448	Colorado Department of Public Health and Environment Radiation Control Program HMWMD – X-Ray Certification Unit 4300 Cherry Creek Dr. S., #B1 Denver, CO 80246-1530
Connecticut	860.509.7603	Department of Public Health – Radiographer Licensure 410 Capitol Ave, MS #12APP Hartford, CT 06134-0308
Delaware	302.744.4546	Division of Public Health – Office of Radiation Control 417 Federal St. Dover, DE 19901
Florida	850.488.0595	Florida Department of Health – Radiologic Technology Certification 4052 Bald Cypress Way, Bin C85 Tallahassee, FL 32399-3285
Illinois	217.785.9913	IEMA 1035 Outer Park Dr. Springfield, IL 62704
Indiana	317.233.7565	IDPH, Medical Radiology Services 2 North Meridian St., 4 Selig Indianapolis, IN 46204-3003
Iowa	515.281.0415	Iowa Department of Public Health, Bureau of Radiological Health Lucas State Office Bldg., 5th floor 321 E 12th St Des Moines, IA 50319
Kentucky	502.782.5687	Kentucky Board of Medical Imaging & Radiation Therapy 125 Holmes St, Suite 320 Frankfort, KY 40601

## Appendix F – State Licensing Agencies

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Maine	207.624.8626	Radiologic Technology Board of Examiners State House Station #35 Augusta, ME 04333-0035
Massachusetts	617.242.3035	MA Dept. of Public Health – Radiation Control Program Schrafft Center, Suite 1M2A 529 Main St. Charlestown, MA 02129
Minnesota	651.201.4545	Department of Health Indoor Environments and Radiation Section, X-Ray Unit PO Box 64497 St. Paul, MN 55164
Montana	406.841.2300	Montana Board of Radiologic Technologists PO Box 200513, 301 South Park, 4 <sup>th</sup> floor Helena, MT 59620-0513
Nebraska	402.471.2118	DHHS Licensure Unit PO Box 94986 Lincoln, NE 68509
New Jersey	609.984.5890	New Jersey Dept. of Environmental Protection Bureau of X-ray Compliance PO Box 420, Mail Code 25-01 Trenton, NJ 08625
New Mexico	505.476.8633 ext. 1009	Medical Imaging and Radiation Therapy Program PO Box 5469 Santa Fe, NM 87502-5469
New York	518.402.7580	Bureau of Environmental Radiation Protection NY Dept. of Health Empire State Plaza, Corning Tower, 12th floor Albany, NY 12237
North Dakota	701.425.0861	North Dakota Medical Imaging & Rad Therapy Board PO Box 398 Bismarck, ND 58502
Ohio	614.752.4319	Ohio Dept. of Health, Radiologic Technology Section 246 N. High St. Columbus, OH 43215
Oregon	971.673.0215	Oregon Board of Medical Imaging 800 NE Oregon St., Suite 1160A Portland, OR 97232

South Carolina	803.771.6141	South Carolina Radiation Quality Standards Association PO Box 7515 Columbia, SC 29202
Tennessee	615.292.5006	Limited Scope Testing, Inc. 420 E Iris Drive Nashville, TN 37204
Texas	512.305.7030	Texas Medical Board PO Box 2029 Mail code 240 Austin, TX 78768
Utah	800.733.9267	PSI Exams LLC <i>(for Limited Scope and Bone Densitometry Equipment Operator exams)</i> 3210 E Tropicana Ave Las Vegas, NV 89121
	801.530.6628	Division of Occupational and Professional Licensing 160 East 300 South / PO Box 146741 Salt Lake City, UT 84114-6741
Virginia	804.367.3051	Commonwealth of Virginia Dept. of Health Professions Board of Medicine Perimeter Center, Ste. 300 9960 Mayland Dr. Richmond, VA 23233
Washington	360.236.4700	Department of Health Radiologic Technology Program PO Box 47852 Olympia, WA 98504-7852
Wisconsin	608.266.2112	Wisconsin Department of Safety and Professional Services 1400 Washington Ave PO Box 8935 Madison WI 53708
Wyoming	307.777.5403	Wyoming State Board of Radiologic Technologist Examiners Emerson Bldg., Rm. 104 2001 Capitol Ave Cheyenne, WY 82002

# Potential Exam Disclosure Scenarios

Scenario	When it's OK	When it's not OK	Bottom line
Educator asking candidates to “stop by” after the exam to “let me know how it went.”	If the invitation and the feedback to the educator relates to their general experience (“I thought the test was not as difficult as I expected...”)	This type of invitation from an educator may be misinterpreted by the candidate — and the student may think that the educator is asking the candidate to reveal copyrighted information.	If the candidate is asked to reveal ARRT’s items or their answer options, then he or she will need to report the educator to the ARRT Ethics Committee. The educator should stop the candidate immediately from revealing any exam content, since doing so may subject the educator to ARRT’s ethics process.
Candidate tells another candidate, “The test was very difficult — I felt like I didn’t have enough time.”	The candidate is simply telling another candidate how they felt about the exam. This is all right because the candidate is not revealing any of ARRT’s items or the answer options.	One candidate (or potential candidate) asks another candidate questions about the specific items.	If ARRT’s items or answer options are shared, these individuals may find themselves part of an ARRT investigation and/or legal complaint as well as possible notification to their state licensing agency.
Candidate to educator: “You didn’t teach me about this item that asked [specific item]. I felt unprepared.”	Never.	It is not all right and it will never be all right to reveal ARRT’s copyrighted items (or answer options) to anyone.	Candidates agree to the Non-Disclosure Agreement at the beginning of their exam stating that they will not share exam items, and ARRT expects the examinees to abide by the agreement. Those who don’t may find themselves part of an ARRT investigation and/or legal complaint as well as possible notification to their state licensing agency.
Candidate tells a potential candidate that there were multiple-choice and sorted-list items on the test.	This is public information, noted in the handbook.	It’s not all right to reveal anything beyond what’s in the handbook.	Keep the conversation limited to what’s public information, such as the content specifications, and there’s no problem.
Candidate asks another candidate, “I don’t think that I understood this question...[relates question]... Do you know what they were asking?”	Never.	It is not all right and it will never be all right to reveal ARRT’s copyrighted items (or answer options) to anyone.	As noted two boxes up, candidates agree to the Non-Disclosure Agreement stating that they will not share exam items, and ARRT expects the candidates to abide by the agreement. Those who don’t may find themselves part of an ARRT investigation and/or legal complaint as well as possible notification to their state licensing agency.
Candidate says to a potential candidate, “If I were you, I would bring a sweater — it was cold at the test site.”	This candidate is simply telling another candidate about their surroundings at the test site. This is all right because the candidate is not revealing any of ARRT’s items or the answer options.	If it leads a candidate (or potential candidate) to ask another candidate questions about the specific items.	If ARRT’s items or answer options are shared, these individuals may find themselves part of an ARRT investigation and/or legal complaint as well as possible notification to their state licensing agency.
Potential candidate says to a candidate, “Were there a lot of questions on [specific topic]?”	Never.	This candidate should be aware of the topics that are contained in the exam from the content specifications published in the handbook and should not be asking for more specific information than is contained in that publication.	If the potential candidate is asking the candidate to reveal ARRT’s items or the answer options, then this conversation violates the Non-Disclosure Agreement the candidate agreed to at the beginning of the exam. If asked this type of question, the potential candidate should be shown the content specifications and should be warned of the consequences of revealing ARRT’s copyrighted items or their answer options.

# FAQs: State Licensing and Exam Procedures

**Question:** I had to use the rest room and my exam time clock did not stop while I was gone. Was it supposed to?

**Answer:** You are allowed to take breaks, however the exam continues running. Exam appointments allow established times for the tutorial, the exam, and a satisfaction survey. Timed breaks are not built into the exam appointment. It's best to take care of personal business before your exam and to keep comfort breaks to a minimum.

**Question:** The power went out briefly during my exam and I was able to complete my exam from where it stopped. I think I should be able to complete the exam over at no cost. Can I?

**Answer:** On rare occasions, a candidate may experience a technical difficulty while completing the exam. Test center personnel are trained to correct any difficulty encountered as quickly as possible. Test centers are equipped with backup systems so every reasonable effort will be made to retrieve testing data. In most cases, the test center personnel are able to restart the exam administration without loss of any responses already made. In instances where a restart is not successful, the test will be re-scheduled at no cost. If the test center is able to restart your exam and you are able to continue where you left off, your exam will be scored and count as an attempt.

**Question:** The person next to me was typing loudly. I feel this affected the way I tested and do not feel my score is accurate. What are my options?

**Answer:** You should have alerted the test center supervisor immediately when you felt something or someone was affecting your test experience and asked the test center administrator to file a report before leaving the test center. You must also notify ARRT in writing within two days of your exam date. ARRT will investigate each issue reported and respond to your appeal in writing. If ARRT finds any deviation unfairly interfered with your ability to complete your exam to the best of your ability, your original score will be canceled and you will be allowed to retake the exam at no cost. Under no circumstances will your score be adjusted.

**Question:** I was in the middle of the review portion of my exam and the exam ended. I don't feel all of my responses were counted. How do I have my exam reviewed and rescored?

**Answer:** You may request a review of score accuracy if you feel an error has occurred. You must send a letter of request to the ARRT within 30 days of your exam date – detailing the specific reason a scoring error is suspected. Requests must be accompanied by a \$25 fee, payable to ARRT. ARRT will review your response to each question, compare those responses to the answer key, and recalculate raw scores. Passing scores are determined by your state.

**Question:** I took my exam 3 weeks ago but I haven't received my results. Did they get lost?

**Answer:** ARRT processes candidate results every week and provides your scores to your state licensing agency. Your state licensing agency will then review the scores and determine whether you passed or failed; the ARRT does not make that determination. Some states mail a notice to the candidate; other states require the candidate to check on line. Either way, please allow up to four weeks for your state to provide you with your score information. After four weeks you should contact your state licensing agency.

**Question:** The name on my government-issued driver's license has an extra name which is not on my CSR so I was not able to take my exam. Why not? What now?

**Answer:** Security at the test centers is strictly enforced – which includes making sure the name on your government-issued photo ID matches the name you submitted on your application to the state. Play it safe, when you receive your CSR, verify that the name matches exactly the way it appears on the identification documents you will use at the test center. It's better to be prepared than be turned away at the test center causing your exam fee to be forfeited and your exam window to be closed. Candidates turned away due to a name discrepancy are required to contact their state licensing agency to find out the process to become eligible for the exam again.

**Question:** The test center would not let me use my own calculator for my exam.

**Answer:** Scientific and basic 4-function calculators are embedded in the exam for your use. If you don't feel comfortable using one of the embedded calculators, test centers are equipped with basic 4-function, hand-held calculators. You may request a hand-held calculator when you check in. Personal calculators are not allowed under any circumstance.

**Question:** The VUE test center administrator told me I couldn't write on my note board until my exam started. I don't understand.

**Answer:** It is in your best interest to follow the instructions of the test center administrator. Candidates get in a hurry to start writing notes on their note boards and don't pay attention to the exam screen in front of them. A Non-Disclosure Agreement (NDA) appears after the tutorial and candidates have two minutes to respond to the NDA. Anxious candidates start writing on their note boards and don't pay attention to the computer screen prompts. If a candidate doesn't respond to the NDA within the allotted two minutes, the exam shuts down and the exam cannot be restarted. When this happens, the exam fee is forfeited, the candidate file is closed and the 90-day exam window ends. Play it safe and follow the screen prompts until the exam begins.

**Question:** I called Pearson VUE to schedule my appointment but they said they don't have a record for me. What happened?

**Answer:** When calling VUE to schedule your appointment, you must have a current CSR indicating you have a current exam window. You must also provide VUE with the ARRT-assigned ID number which is located above your name on your current CSR. If you do not provide this ID#, VUE will not be able to locate your test file.

**Question:** Where can I find study material?

**Answer:** ARRT does not provide specific lists of study materials or textbooks, nor does it recommend or endorse any review programs, mock registries, or study guides. ARRT exams are developed using many references. Please review the exam appropriate content specifications for an outline of the topics included on the exam. Content specifications can be found in Appendix A or at [www.staterhc.org](http://www.staterhc.org).

**Question:** Due to unforeseen circumstances, I am unable to schedule my exam during my current 90-day exam window. How can I change my state examination window?

**Answer:** You must request a window extension from your state licensing agency. Not all state agencies will allow a candidate to extend the 90-day exam window due to temporary license expiration dates. If your state approves a window extension for you, the state will notify ARRT via email. It is important to note that you must cancel an existing exam appointment before requesting an extension. In addition, window extension requests must be made before your current exam window expires. ARRT cannot extend an exam window if there is an appointment appearing on your file or if your window has expired. ARRT will send a new CSR with a new exam window to you after we have processed your window extension request.

**Question:** My exam appointment is scheduled for tomorrow afternoon but I can't make it. What do I do?

**Answer:** Appointments must be cancelled at least 24 hours (one business day) prior to the scheduled appointment. If there is less than 24 hours remaining until your scheduled appointment, you will be required to keep the appointment. If you do not show up for the appointment, you will lose your exam fee, your file will be closed and your exam window will end. Please note that appointments for Monday must be cancelled no later than the appointment time on Friday.

**Question:** The weather was bad causing me to arrive 30 minutes late for my exam appointment and the test center administrator won't let me take my exam.

**Answer:** You are responsible for showing up for your appointment on time, even if the weather is bad. If there is bad weather forecast for your area, plan extra time for your commute. It's better to arrive early and have time to sit and relax than to rush to get there on time and be stressed out. If bad weather is forecast, it might even be easier to cancel your appointment in advance and reschedule it for a later date when the bad weather has passed.

**Question:** How do I become licensed to work in my state?

**Answer:** ARRT contracts with over 20 states for administering ARRT exams to state license/permit candidates. Each state has rules and regulations which identify the qualifications required for a person to become licensed in that specific state. You must contact your state licensing agency to find out more information. The list of radiologic technologist state licensing agencies is provided at [www.staterhc.org](http://www.staterhc.org).

**Question:** I sent my exam application to the state, how long does it take to process?

**Answer:** States vary on how long it takes to process an application. Please allow up to four weeks for processing. If you have not heard from your state agency after that time, you may want to give them a call.

**Question:** I received my Candidate Status Report (CSR) and some of the information is incorrect.

**Answer:** The information on your CSR was provided to the ARRT by your state licensing agency. You must contact your state licensing agency to make sure they have all of your correct information. After you contact your state, they will notify the ARRT of any corrections that should be made to your file. ARRT will make the correction and send a new CSR to you. ARRT cannot update your information (i.e., name, address, SS#, and date of birth) without notification from your state licensing agency.

**Question:** I have an ADA-qualifying disability and require testing accommodations. What do I need to do?

**Answer:** The ARRT provides reasonable testing accommodations in accordance with the Americans with Disabilities Act (ADA). Candidates needing testing accommodations are required to submit appropriate documentation demonstrating that they have an ADA-qualifying disability. Complete information regarding requesting test accommodations can be found in this handbook and at [www.staterhc.org](http://www.staterhc.org).

**Question:** English is my second language and I need more time for taking my exam. What do I need to do?

**Answer:** English as a second language is not covered by the Americans with Disabilities Act therefore testing accommodations cannot be provided.



## ARRT Rules Agreement

Please review the following information and ask the Test Administrator if you have questions.

1. ARRT has a zero-tolerance policy regarding possession of cell phones and other electronic devices at the test center. If you are found to be in possession of, or otherwise have access to, one of these devices after initial check-in (including during scheduled or unscheduled breaks), you will not be allowed to resume your exam or assessment, you will forfeit your exam or assessment fee, your score will be canceled, and it will count as an attempt in your three-attempt, three-year time period. For SSA participants, you will be assigned the full prescription for your discipline. Should you bring an electronic device into the test center, you must turn off the device and store it in one of the test center's lockers before you enter the testing room. Do not access your electronic device again until you have fully completed your exam or assessment.
2. Jewelry that is wider than 1/4 in (1 cm) is not permitted inside the testing room, and you will be asked to remove it.
3. Do not use the noteboard provided by the Test Administrator until after you have responded to the Non-Disclosure Agreement. If you need a clean noteboard during the exam or assessment, you should raise your hand to get the Test Administrator's assistance. Return all items to the Test Administrator after completing your exam or assessment.
4. Eating, drinking, smoking, chewing gum, and making noise that creates a disturbance for other candidates is prohibited during the exam or assessment.
5. The Test Administrator will monitor you continuously while you complete your exam or assessment. The session may be videotaped or otherwise recorded for security or other purposes.
6. If you experience problems that affect your ability to complete your exam or assessment, notify the Test Administrator immediately by raising your hand. The Test Administrator cannot answer questions related to exam or assessment content and performance.
7. To request an unscheduled break, you must raise your hand to get the Test Administrator's attention. The exam or assessment timer will not stop while you are on an unscheduled break. The Test Administrator will sign you out after you leave the testing room. Before returning to your seat, the Test Administrator will sign you in; after being signed in, you may resume your exam or assessment.
8. You should not remove any items from your secure locker. If you must access a personal item, such as an item needed to take to the restroom, this is allowed after notifying the Test Administrator. However, if you access any other prohibited item from the secure locker (cell phone, books, notes, etc.), your score will be canceled, your testing fees will not be refunded, and it will count as an attempt in your three-attempt, three-year time period. <b>Note:</b> During scheduled breaks, RA and sonography candidates may access their locker in order to retrieve snacks. You may not leave the test center building during your scheduled break.
9. You may not leave the building for any reason (unless directed to leave by the Test Administrator); this includes all breaks. If you leave the building you will not be allowed to resume your exam or assessment, you will forfeit your exam or assessment fee, and your score will be canceled. The exam will count as an attempt in your three-attempt, three-year period. For SSA participants, you will be assigned the full prescription for your discipline.
10. Do not remove copies of exam or assessment questions and answers from the testing room (including by writing on your person or clothing). Do not share exam or assessment questions and answers with anyone. Reproduction of exam or assessment questions and answers, in whole or part, constitutes a breach of your agreement, and you can/will be prosecuted in federal or state court. Depending upon your candidate or participant status, this will also result in score cancellation, future certification and registration ineligibility, and/or discontinuation of your certification and registration.
11. After completing your exam or assessment, raise your hand. The Test Administrator will come to your workstation to ensure your exam or assessment has ended properly and will escort you from the testing room.
12. If you do not follow the rules, are suspected of cheating or tampering with the computer, or demonstrate irregular behavior the issue will be reported to Pearson VUE, the ARRT, and your state licensing agency (if applicable). Your exam or assessment may be invalidated, the ARRT may take other action such as canceling your score, and you will not be refunded your exam or assessment fee.

**Candidate/Participant Statement:** *By providing a digital signature, I give Pearson VUE my explicit consent to retain and transmit my personal data and test responses to the Pearson VUE corporate office and the ARRT (either of which may be outside of the country in which I am testing). I understand the information provided above and agree to abide by the ARRT Rules Agreement. In addition, I understand that if I am found to be in violation of any rule listed above, this will constitute grounds for the ARRT to take appropriate punitive action up to and including terminating my participation in the exam or assessment, invalidating the results of this exam or assessment and any prior exam or assessment, and permanently barring me from all future exams or assessments. In addition, I understand I may be subject to an ARRT ethics investigation or even a federal court lawsuit for copyright infringement and/or breach of contract. Any information collected by an ARRT investigation may be forwarded to my state licensing agency for review of state ethics violations.*

ARRT Candidate Rules Agreement

Version 3.6 / October 2019

# Fluoroscopy Examination Handbook Checklist

## **When you receive your Candidate Status Report (CSR) from ARRT...and before scheduling your exam you will want to check...**

- Does your name on your CSR match the name appearing on your two forms of required ID?
  - If your names do not match, do not schedule an appointment. Contact your state licensing agency to make the necessary changes and have them notify ARRT so we can mail you a new CSR with your updated info.
  - Once you verify the changes to your CSR are correct, go ahead and schedule your exam.
- Name or address change after you receive your information from ARRT?
  - All changes must be made via your state licensing office.
- Be sure to note the dates of your 90-day exam window.
  - You must schedule your exam for a time within the 90-day exam window printed on your CSR.
- If you can't take your exam within your 90-day exam window, you are allowed up to 3 extensions – but they must be approved by your state licensing agency.
  - Cancel any existing appointment.
  - Contact your state licensing agency directly to request a window extension.
  - A new CSR will be mailed to you once ARRT has been notified and processed the request.
- Required IDs at the test center.
  - Make sure your IDs meet ARRT's requirements listed in the handbook to prevent being turned away from the test center and losing your fee.
  - If you are unsure, cancel your appointment and reschedule when you are certain your IDs will be acceptable.
- Questions on exam results?
  - ARRT processes results each week and provides your score information to your state licensing agency.
  - Your state licensing agency determines your pass/fail status, not ARRT.
  - Please allow up to 45 days for your state licensing agency to notify you of your results.
  - Contact information for your state licensing agency is in the upper right-hand side on the front of your CSR.

***Important Notice: State Licensing is Not ARRT Credentialing***

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*The American Registry of Radiologic Technologists (ARRT) does not certify and register individuals based upon the results of the Fluoroscopy Examination. ARRT administers this examination solely for use by state agencies.*