

This handbook provides important information for persons planning to take the ARRT-administered examination for the purpose of state licensing in Limited Scope of Practice in Radiography

**EXAMINATION
HANDBOOK**
*for State Licensing
Exams Administered in*

2020

*for Limited Scope of
Practice in Radiography*

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***

The American Registry of Radiologic Technologists does not certify and register individuals based upon the results of the Examination for Limited Scope of Practice in Radiography. ARRT administers this examination solely for use by state agencies.

How to Use This Handbook

Licensing vs. Certification and Registration

The information contained in this handbook pertains to state licensing only.

*This exam, its eligibility, and application process bear **no relation** in any way to national credentialing in radiologic technology offered by ARRT.*

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 policies and procedures may occur during the year, so be sure to check 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 the 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 Earlier versions may contain outdated information.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 taken, as noted on the front cover of the handbook; and to familiarize yourself with the contents.

ARRT does not discriminate against candidates 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.

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.

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.

For information about national credentialing in radiologic technology, contact:

The American Registry of Radiologic Technologists®
1255 Northland Drive, St. Paul, Minnesota 55120-1155
Telephone (651) 687-0048

Visit our website at www.arrt.org

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State Licensing vs. ARRT Credentialing

State examinations for limited x-ray machine operator licensing are administered by The American Registry of Radiologic Technologists® on behalf of your state licensing agency, but state licensing is *not* ARRT credentialing.

More than 75 percent of 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.

Application to take an examination for ARRT certification and registration must be made directly to ARRT and you must have met all other criteria for ARRT certification and registration. Under no circumstances does application to your state licensing agency constitute application to ARRT for certification and registration. In general, ARRT and the state follow separate application procedures.

Administration of state licensing laws differs from state to state. Direct any questions about licensing requirements to your 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.

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.

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 on August 1, 2010. More information can be found by visiting 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?



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 exam information from a candidate 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.

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 up to the invalidation of the results of the current and any prior examinations. This could also permanently bar the candidate from all future exams as well as result in the notification to the appropriate state licensing agency. Violating these agreements could also lead to legal action. See Appendix G for a list of potential exam disclosure scenarios.



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.

Questions about your responsibilities under ARRT's exam disclosure policy? Visit www.staterhc.org. A video depicting the consequences of this policy is also available at www.arrt.org/video-library.

Note: ARRT reserves the right to bar state candidates from examination who are currently sanctioned by the ARRT.

Before the Examination

Familiarize yourself with the exam procedures in this handbook and on your CSR before scheduling your exam at any of the hundreds of test centers across the U.S. and internationally.

Examination

ARRT designs examinations in collaboration with content experts from various specialties. The exams consist of questions designed to measure the knowledge and cognitive skills underlying the performance of the major tasks typically required within the profession.

Consult the content specifications in Appendix A of this handbook for the list of topics covered by the examination. ARRT does not 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. See the "Upholding Exam Security" section on the previous page for more information.

Candidate Status Report (CSR)

ARRT will mail you a Candidate Status Report (CSR) (see Appendix E for sample) after your examination fee is processed at the ARRT. The CSR contains your 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 11). Notify your state immediately at the number listed on the front of your CSR, and before scheduling your exam appointment if any identification information is incorrect or does not match your IDs. Please do not contact ARRT with identification changes.

If the modules listed on your CSR do not match the modules that you think you should be taking, notify your state licensing agency at the number listed on the front of your CSR — *not* ARRT — immediately, and *before* scheduling an exam appointment. ARRT cannot make changes to your limited scope modules without official notification from your state licensing agency. It is your responsibility to verify that your state licensing agency has assigned the correct modules for your exam.

Do not schedule your exam appointment until you receive a new CSR and verify that the information is correct. You may then proceed to schedule your exam appointment.

If you lose your CSR, please contact the ARRT at (651) 687-8525 and a duplicate will be mailed to you. 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 the ARRT.



Status Report



Info Incorrect?

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



One Exam



at a Time

Individuals applying for ARRT and/or state exams can have only one exam record at a time. Decide up front which exam you want to take first before submitting your applications.

Exam Fees

Fees paid to the ARRT are non-refundable under any circumstances, nor can they be transferred to another discipline of examination.

ARRT 90-Day Examination Window

ARRT will assign you a 90-day exam window. 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 fee is processed (not received) at ARRT and extend for 90 calendar days. For example, if an application is processed on Thursday, April 16, 2020, the examination window will begin on Wednesday, April 22, 2020, and end 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, 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 and pay a new exam fee.

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. Their 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 D 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.

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) 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*

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.

for *Test Accommodations* form (located at 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 State, Not ARRT

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

Address or Name Changes

Notify your state licensing agency — not ARRT — immediately 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 a 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 your exam may not be processed in time, which may result in you 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 page 9) 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.



Window Extensions: Maximum of Three Changes

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

Extending an Exam Window

If circumstances make it impossible for you to schedule your examination during your assigned 90-day exam window, you may request a window extension. Direct your window extension request 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 new window extension. ARRT processes window extension requests only when they are received from your state licensing agency and not from you.

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

ARRT must receive a written request from your 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, the request must be received on or before the last business day prior to the expiration date. (Saturday and Sunday are not considered ARRT business days.) Your new exam window will begin on the day ARRT processes the change request; requests for specific window dates are not accepted.

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 Limited Scope Candidate Status Report from ARRT and confirm all of the information is correct, you're ready to schedule your 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:

- call the Pearson VUE Call Center at the toll-free phone number shown on the back of your CSR (Monday–Friday, 7 a.m.– 7 p.m. Central Time); or
- online at www.pearsonvue.com/arrt (see “tip” below for details).

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

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 D or on the Pearson VUE website.

When calling to schedule your appointment, you will be asked to verify your name as listed on your current CSR and to provide your ARRT-assigned ID number, which is listed on your CSR. (ARRT does not provide ID numbers over the phone.) Calls may be recorded for quality assurance purposes.

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 the hours of 8 a.m. and 6 p.m. Some test centers offer extended evening or weekend hours.

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

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 email a letter confirming the appointment. The letter will include the

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, contact 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 through the Internet.

TIP

Internet Scheduling

After you have been notified of your eligibility to sit for the exam, you may schedule online at 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.

address, phone number, and directions to the test center, as well as the name, date and time of your exam and other important information. Driving directions are also available at www.pearsonvue.com/arrt.

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

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

Missing Your Appointment

If you fail to keep your appointment or fail to reschedule it as detailed in the next section, your file will close and you will forfeit your exam fee. Neither ARRT nor your state licensing agency are responsible for appointment time discrepancies between you and the test center.



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 the initial appointment is canceled. You will receive an email confirmation immediately after your cancellation request is processed.

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 by visiting www.pearsonvue.com/arrt (be sure to follow the prompts to complete the process). If you make a new appointment, follow up by phoning the Call Center to confirm it (see box at left). Pearson VUE will immediately send you an email confirmation each time an appointment is made, changed, or canceled. If you do not receive a confirmation, contact Pearson VUE to confirm the transaction. 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.

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

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

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.

For example, 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 through the procedure above, you will forfeit your examination fee. Neither ARRT nor your state licensing agency are responsible for appointment errors. 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.

TIP

What to Expect on Exam Day

Check out the "What to Expect on Exam Day" video at 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. (See page 17 for score information.)*

TIP

Invalid ID? Cancel Appointment

If you arrive at the test center with invalid forms of ID, you will not be admitted to take the test, 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 (see next page).

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

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 (e.g., overcoat, windbreaker, jacket, etc.) is not allowed in the testing room; however, clothing typically worn indoors (e.g., sweater, sweatshirt without a 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 the appointment. If your appointment is forfeited, the test center will report to ARRT your failure to take the exam and your file will close. ARRT does not refund exam fees on forfeited appointments. To be considered eligible for a new exam window, you must contact your state licensing agency.

▼ Palm Vein Recognition

● Replaces Fingerprint

As of 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. Each candidate 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.arrt.org.

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 below 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.

▼ 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 IDs*

*Barcode for signature acceptable with Military IDS only.

Very Important! Please note that Permanent Residence Cards ("Green Cards") or any other IDs that do not have your 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 automated teller machine (ATM) card
- School ID
- Credit card
- Any form of ID on the primary list

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 your 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 ¼" 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.

Calculators and Notes

Personal calculators are not permitted. 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 C presents facsimiles of the computer calculators; examples are also presented in the tutorial at the beginning of the exam.

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. Do not use the note board until after responding to the non-disclosure agreement, and you may not hold your note board up to the screen when responding to questions. Scratch paper, pens, or pencils are not allowed in the testing room.

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 your exam; or
- you need a staff member for any other reason.

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.

TIP

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.

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
- 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

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, your window will close, you will forfeit your exam fee and you will need to contact your state licensing agency for a new eligibility period.

center is open, it is your responsibility to keep your 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.

Exam Content and Modules

The Limited Scope Exam is delivered in modules. The modules are Core, Chest, Extremities, Skull/Sinuses, Spine, and Podiatric (refer to content specifications in Appendix A for details). You may take some or all modules, depending on the type of license offered by your state.

Questions in the “Core Module” of the exam apply to radiography in general and, unless specifically noted otherwise by the state, are to be completed by all candidates.

Questions in the “Radiographic Procedures Modules” apply to radiography of a particular body region. Licensing requirements vary by state, with some states requiring that candidates take multiple modules (for example, both chest and extremities), and other states allowing candidates to take only one of the modules (for example, only chest). Each state’s requirements determine which modules you are scheduled to take. Direct questions regarding your state’s requirements to your state licensing agency (see Appendix F).

The computer will present only those modules that were assigned to you by your state licensing agency. Those same modules are listed on your CSR. If you feel you have not been assigned the correct modules, contact your state licensing agency — not ARRT — immediately, and before scheduling your appointment.

NOTE: Breaks are not scheduled between modules. That is, the clock will continue ticking after completing one module and moving to the next module.

ARRT owns the copyright for the examinations. Law prohibits any attempt to reproduce all or part of the examinations. Anyone caught removing exam content 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 Timing and Review

Time allowed for completing an examination is based on the number of questions (see below). You must also click “A” for the non-disclosure agreement (see box on page 15), which appears after the tutorial and before starting the exam.

You are allowed 18 minutes for the tutorial before the exam, followed by two minutes to respond to the non-disclosure agreement, and 10 minutes for completing the survey at the end. You may not use the extra half-hour to answer examination questions. Voluntary breaks are subtracted from allowed testing time; that is, the clock is not stopped during voluntary breaks.

ARRT recommends that you complete the tutorial to familiarize yourself with the testing program and the online calculators.

Time Allowed

Each module is separately timed. The amount of time is determined by the number of questions in a module, at a rate of one minute per question. For example, the Core module has 115 total questions, so you have up to 115 minutes to complete it. The Chest module has 25 total questions, and 25 minutes are allowed for completion. It is important to pace yourself so that you complete each module within the allotted time.

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

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 module and there is still time left, go back to the questions that you flagged and review them. (See Appendix C for more information.)

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.

in piloting questions for today. These questions are not identified as pilot questions, and they appear just like any other question on the exam. Up to 20 percent of your exam 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.

Review Session

The computer requires that you answer every question. If you are unsure of an answer to a question, you can mark the question and come back to it later. After you have answered all questions in a module, a review screen allows you to go back to any questions you marked. You can change answers during the review. When done reviewing questions, you can end the module. Extra time is not given for the review session; it must be completed during the time allowed for the specific module. A sample review screen is presented in Appendix C.

End Module / End Exam

Once you end the review session, the module ends. You will not be able to go back and review questions in that module. At this point, one of two things happens: (1) if you have additional modules to complete, the next module will appear; (2) if you do not have additional modules to complete, the exam ends.

Taking the Exam

Order of Questions

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

Selecting Answers

Each question is followed by a list of possible answers. Select only one answer for each question. 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 regarding the computer administration of the examination, refer to Appendix C.

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 C for details.

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 your test center experience 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.

If you wish to request a review, submit a completed Appeal Request Form (at www.staterhc.org) detailing the specific nature of the alleged deviation from normal testing procedures. Be sure to include your email address, along with 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.

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.

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 day.

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.



How/When Will I Get 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.

Score Reporting

You will not see a preliminary score at the end of your exam at the test center. Limited Scope of Practice in Radiography exam results are reported to your state licensing agency as the number correct for each module assigned.

ARRT does not release scores to state candidates. Your score information is forwarded to your state licensing agency, which determines your 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.

Appeals of Exam Scoring

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

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

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

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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Limited Scope of Practice in Radiography

The purpose of the *Limited Scope of Practice in Radiography 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 of operators of radiographic equipment used to radiograph selected anatomic regions (chest, extremities, etc.). 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.

The knowledge and skills covered by the examination were determined by administering a comprehensive practice analysis survey to a nationwide sample of radiographers and adopting a subset of the tasks developed for the radiography task inventory as the limited scope task inventory. The task inventory appears in *Attachment D* of this document. The content specifications for the limited scope examination identify the knowledge areas underlying performance of the tasks on the limited scope task inventory. Every content category can be linked to one or more activities on the task inventory.

It is the philosophy of the ARRT that an individual licensed in limited scope radiography possess the same knowledge and cognitive skill, in his or her specific area of radiography, as radiographers. The modules covered by the examination are outlined below. Subsequent pages describe in detail the topics covered within each module. All candidates take the CORE module of the examination and one or more PROCEDURE modules, depending on the type of license for which they have applied.

Core Module	Number of Scored Questions ¹	Testing Time
Patient Care	18	
<i>Patient Interactions and Management (18)</i>		
Safety ²	40	
<i>Radiation Physics and Radiobiology (12)</i>		
<i>Radiation Protection (28)</i>		
Image Production	42	
<i>Image Acquisition and Technical Evaluation (20)</i>		
<i>Equipment Operation and Quality Assurance (22)</i>		
Total for Core Module	100	1 hr, 55 min
Procedure Modules		
1. Chest	20	25 min
2. Extremities	25	30 min
3. Skull/Sinuses	20	25 min
4. Spine	25	30 min
5. Podiatric	20	25 min

¹ The core module includes an additional 15 unscored (pilot) questions. Each of the procedure modules has five additional unscored questions.

² SI units will become the primary (principle) units of radiation measurement used on the limited scope of practice in radiography examination in 2018.



Patient Care

1. Patient Interactions and Management

A. Ethical and Legal Aspects

1. patient's rights
 - a. informed consent (*e.g., written, oral, implied)
 - b. confidentiality (HIPAA)
 - c. American Hospital Association (AHA) Patient Care Partnership (Patient's Bill of Rights)
 1. privacy
 2. extent of care (e.g., DNR)
 3. access to information
 4. living will, health care proxy, advanced directives
 5. research participation
 - d. legal issues
 - a. verification (e.g., patient identification, compare order to clinical indication)
 - b. common terminology (e.g., battery, negligence, malpractice, beneficence)
 - c. legal doctrines (e.g., respondeat superior, res ipsa loquitur)
 - d. restraints versus immobilization
 - e. manipulation of electronic data (e.g., exposure indicator, processing algorithm, brightness and contrast, cropping or masking off anatomy)
2. legal issues
 - a. verification (e.g., patient identification, compare order to clinical indication)
 - b. common terminology (e.g., battery, negligence, malpractice, beneficence)
 - c. legal doctrines (e.g., respondeat superior, res ipsa loquitur)
 - d. restraints versus immobilization
 - e. manipulation of electronic data (e.g., exposure indicator, processing algorithm, brightness and contrast, cropping or masking off anatomy)
3. Professional Ethics

B. Interpersonal Communication

1. modes of communication
 - a. verbal/written
 - b. nonverbal (e.g., eye contact, touching)
2. challenges in communication
 - a. interactions with others
 1. language barriers
 2. cultural and social factors
 3. physical or sensory impairments
 4. age
 5. emotional status, acceptance of condition
 - b. explanation of medical terms
 - c. strategies to improve understanding
3. patient education (e.g., explanation of current procedure purpose, exam length)

C. Physical Assistance and Monitoring

1. patient transfer and movement
 - a. body mechanics (e.g., balance, alignment, movement)
 - b. patient transfer techniques
2. assisting patients with medical equipment (e.g., oxygen delivery systems, urinary catheters)
3. routine monitoring
 - a. vital signs
 - b. physical signs and symptoms (e.g., motor control, severity of injury)
 - c. fall prevention
 - d. documentation

D. Medical Emergencies

1. allergic reactions (e.g., contrast media, latex)
2. cardiac or respiratory arrest (e.g., CPR)
3. physical injury or trauma
4. other medical disorders (e.g., seizures, diabetic reactions)

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

(Patient Care continues on the following page.)



Patient Care (continued)

- E. Infection Control
 - 1. cycle of infection
 - a. pathogen
 - b. reservoir
 - c. portal of exit
 - d. mode of transmission
 - 1. direct
 - a. droplet
 - b. direct contact
 - 2. indirect
 - a. airborne
 - b. vehicle borne–fomite
 - c. vector borne–mechanical or biological
 - e. portal of entry
 - f. susceptible host
 - 2. asepsis
 - a. equipment disinfection
 - b. equipment sterilization
 - c. medical aseptic technique
 - d. sterile technique
 - 3. CDC Standard Precautions
 - a. hand hygiene
 - b. use of personal protective equipment (e.g., gloves, gowns, masks)
 - c. safe injection practices
 - d. safe handling of contaminated equipment/surfaces
 - e. disposal of contaminated materials
 - 1. linens
 - 2. needles
 - 3. patient supplies
 - 4. blood and body fluids
 - 4. transmission-based precautions
 - a. contact
 - b. droplet
 - c. airborne
 - 5. additional precautions
 - a. neutropenic precautions (reverse isolation)
 - b. healthcare associated (nosocomial) infections
- F. Handling and Disposal of Toxic or Hazardous Material
 - 1. chemicals
 - 2. safety data sheet (e.g., material safety data sheets)



Safety

1. Radiation Physics and Radiobiology

A. Principles of Radiation Physics

1. x-ray production
 - a. source of free electrons (e.g., thermionic emission)
 - b. acceleration of electrons
 - c. focusing of electrons
 - d. deceleration of electrons
2. target interactions
 - a. bremsstrahlung
 - b. characteristic
3. x-ray beam
 - a. frequency and wavelength
 - b. beam characteristics
 1. quality
 2. quantity
 3. primary versus remnant (exit)
 - c. inverse square law
 - d. fundamental properties (e.g., travel in straight lines, ionize matter)
4. 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 (atomic number)

B. Biological Aspects of Radiation

1. SI units of measurement (NCRP Report #160)
 - a. absorbed dose (Gy)
 - b. dose equivalent (Sv)
 - c. exposure (C/kg)
 - d. effective dose (Sv)
2. radiosensitivity
 - a. dose-response relationships
 - b. relative tissue radiosensitivities (e.g., LET, RBE)
 - c. cell survival and recovery (LD50)
 - d. oxygen effect
3. 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)
4. acute radiation syndromes
 - a. hemopoietic
 - b. gastrointestinal (GI)
 - c. central nervous system (CNS)
5. embryonic and fetal risks
6. genetic impact
 - a. genetically significant dose
 - b. goals of gonadal shielding

(Safety continues on the following page.)



Safety (continued)

2. Radiation Protection

A. Minimizing Patient Exposure

1. exposure factors
 - a. kVp
 - b. mAs
2. shielding
 - a. rationale for use
 - b. types
 - c. placement
3. beam restriction
 - a. purpose of primary beam restriction
 - b. types (e.g., 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. patient considerations
 - a. positioning
 - b. communication
 - c. pediatric
 - d. morbid obesity
6. radiographic dose documentation
7. image receptors
8. dose area product (DAP) meter

B. Personnel Protection (ALARA)*

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. types
 - b. attenuation properties
 - c. minimum lead equivalent (NCRP #102)
4. radiation exposure and monitoring
 - a. dosimeters
 1. types
 2. proper use
 - b. NCRP recommendations for personnel monitoring (NCRP #116)
 1. occupational exposure
 2. public exposure
 3. embryo/fetus exposure
 4. dose equivalent limits
 5. evaluation and maintenance of personnel dosimetry records

* Note: Although it is the responsibility of the individual licensed in limited scope radiography to apply radiation protection principles to minimize bioeffects for both patients and personnel, the ALARA concept is specific to personnel protection and is listed only for that section.



Image Production

1. Image Acquisition and Technical Evaluation

- A. Selection of Technical Factors Affecting Radiographic Quality
Refer to *Attachment C* to clarify terms that may occur on the exam. (X indicates topics covered on the examination.)

	1. Receptor Exposure	2. Contrast	3. Spatial Resolution	4. Distortion
a. mAs	X			
b. kVp	X	X		
c. OID		X (air gap)	X	X
d. SID	X		X	X
e. focal spot size			X	
f. tube filtration	X	X		
g. beam restriction	X	X		
h. motion			X	
i. anode heel effect	X			
j. patient factors (size, pathology)	X	X	X	X
k. angle (tube, part, or receptor)			X	X

- B. Technique Charts
1. anatomically programmed technique
 2. caliper measurement
 3. fixed versus variable kVp
 4. special considerations
 - a. pathologic factors
 - b. age (e.g., pediatric, geriatric)
 - c. body mass index (BMI)
- C. Digital Imaging Characteristics
1. spatial resolution (equipment related)
 - a. pixel characteristics (e.g., size, pitch)
 - b. detector element (DEL) (e.g., size, pitch, fill factor)
 - c. matrix size
 - d. sampling frequency
 2. contrast resolution (equipment related)
 - a. bit depth
 - b. modulation transfer function (MTF)
 - c. detective quantum efficiency (DQE)
 3. image signal (exposure related)
 - a. dynamic range
 - b. quantum noise (quantum mottle)
 - c. signal to noise ratio (SNR)
 - d. contrast to noise ratio (CNR)
- D. Image Identification
1. methods (e.g., radiographic, electronic)
 2. legal considerations (e.g., patient data, examination data)

(Image Production continues on the following page.)



Image Production (continued)

2. Equipment Operation and Quality Assurance

A. Imaging Equipment

1. components of radiographic unit (fixed or mobile)
 - a. operating console
 - b. x-ray tube construction
 1. electron source
 2. target materials
 3. induction motor
 - c. manual exposure controls
 - d. beam restriction
2. x-ray generator, transformers and rectification system
 - a. basic principles
 - b. tube loading
3. components of digital imaging
 - a. CR components
 1. plate (e.g., photo-stimulable phosphor [PSP])
 2. plate reader
 - b. DR image receptors
 1. flat panel
 2. charge coupled device (CCD)
 3. complementary metal oxide semiconductor (CMOS)

B. Image Processing and Display

1. raw data (pre-processing)
 - a. analog-to-digital converter (ADC)
 - b. quantization
 - c. corrections (e.g., rescaling, flat fielding, dead pixel correction)
 - d. histogram
2. corrected data for processing
 - a. grayscale
 - b. edge enhancement
 - c. equalization
 - d. smoothing
3. data for display
 - a. values of interest (VOI)
 - b. look-up table (LUT)
4. post-processing
 - a. brightness
 - b. contrast
 - c. region of interest (ROI)
 - d. electronic cropping or masking
 - e. stitching
5. display monitors
 - a. viewing conditions (e.g., viewing angle, ambient lighting)
 - b. spatial resolution (e.g., pixel size, pixel pitch)
 - c. brightness and contrast
6. imaging informatics
 - a. DICOM
 - b. PACS
 - c. RIS (modality work list)
 - d. HIS
 - e. EMR or EHR

(Image Production continues on the following page.)



Image Production (continued)

- C. Criteria for Image Evaluation of Technical Factors
 - 1. exposure indicator
 - 2. quantum noise (quantum mottle)
 - 3. gross exposure error (e.g., loss of contrast, saturation)
 - 4. contrast
 - 5. spatial resolution
 - 6. distortion (e.g., size, shape)
 - 7. identification markers (e.g., anatomical side, patient, date)
 - 8. image artifacts
 - 9. radiation fog
- D. Quality Control of Imaging Equipment and Accessories
 - 1. beam restriction
 - a. light field to radiation field alignment
 - b. central ray alignment
 - 2. recognition and reporting of malfunctions
 - 3. digital imaging receptor systems
 - a. maintenance (e.g., detector calibration, plate reader calibration)
 - b. QC tests (e.g., erasure thoroughness, plate uniformity, spatial resolution)
 - c. display monitor quality assurance (e.g., grayscale standard display function, luminance)
 - 4. shielding accessories (e.g., lead apron, glove testing)



Procedures

The specific positions and projections within each anatomic region that may be covered on the examination are listed in *Attachment A*. A guide to positioning terminology appears in *Attachment B*.

PROCEDURE MODULE ¹	# QUESTIONS PER MODULE ²	FOCUS OF QUESTIONS ³
1. Chest		
A. Routine	16	1. Positioning (e.g., topographic landmarks, body positions, path of central ray, immobilization devices, respiration)
B. Other	<u>4</u>	
TOTAL	20	emphasis: high
2. Extremities		2. Anatomy (including physiology, basic pathology, and related medical terminology)
A. Lower (toes, foot, calcaneus, ankle, tibia/fibula, knee/ patella, and distal femur)	11	
B. Upper (fingers, hand, wrist, forearm, elbow, and humerus)	11	emphasis: medium
C. Pectoral Girdle (shoulder, scapula, clavicle, and acromioclavicular joints)	<u>3</u>	3. Evaluation of displayed anatomical structures (e.g., patient positioning, tube-part-image receptor alignment)
TOTAL	25	
3. Skull/Sinuses		emphasis: medium
A. Skull	8	
B. Paranasal Sinuses	8	4. Procedure adaptation (e.g., body habitus, body mass index, trauma, pathology, age, limited mobility, casts, splints, soft tissue for foreign body, etc.)
C. Facial Bones (orbits, nasal bones)	<u>4</u>	
TOTAL	20	emphasis: low
4. Spine		5. Equipment and Accessories (grids or Bucky, compensating filter, automatic exposure control [AEC], automatic collimation)
A. Cervical Spine	8	
B. Thoracic Spine	6	emphasis: low
C. Lumbar Spine	8	
D. Sacrum, Coccyx, and Sacroiliac Joints	2	5. Equipment and Accessories (grids or Bucky, compensating filter, automatic exposure control [AEC], automatic collimation)
E. Scoliosis Series	<u>1</u>	
TOTAL	25	
5. Podiatric		
A. Foot and Toes	14	emphasis: low
B. Ankle	5	
C. Calcaneus (os calcis)	<u>1</u>	
TOTAL	20	

Notes:

1. Examinees take one or more procedure modules, depending on the type of license they have applied for. Each procedure module has 20 or 25 scored test questions, depending on the module (see chart above). The number of questions within a module should be regarded as approximate values.
2. Each of the procedure modules has five additional unscored questions.
3. The procedure modules may include questions about the five areas listed under *FOCUS OF QUESTIONS* on the right side of the chart. The podiatric module does not include questions from the equipment and accessories section.



Attachment A
Radiographic Positions and Projections

- I. Chest**
 - A. Chest
 1. PA or AP upright
 2. lateral upright
 3. AP Lordotic
 4. AP supine
 5. lateral decubitus
 6. anterior and posterior obliques
- II. Extremities**
 - A. Toes
 1. AP, entire forefoot
 2. AP or AP axial toe
 3. oblique toe
 4. lateral toe
 5. sesamoids, tangential
 - B. Foot
 1. AP axial
 2. medial oblique
 3. lateral oblique
 4. lateral
 5. AP axial weight bearing
 6. lateral weight bearing
 - C. Calcaneus
 1. lateral
 2. plantodorsal, axial
 3. dorsoplantar, axial
 - D. Ankle
 1. AP
 2. mortise
 3. lateral
 4. medial oblique
 5. AP stress views
 6. AP weight bearing
 7. lateral weight bearing
 - E. Tibia/Fibula
 1. AP
 2. lateral
 - F. Knee/patella
 1. AP
 2. Lateral
 3. AP weight bearing
 4. lateral oblique
 5. medial oblique
 6. PA axial–intercondylar fossa (Holmblad)
 7. PA axial–intercondylar fossa (Camp Coventry)
 8. AP axial–intercondylar fossa (Béclère)
 9. PA patella
 10. Tangential (Merchant)
 11. tangential (Settegast)
 12. tangential (Hughston)
 - G. Femur (Distal)
 1. AP
 2. lateral
 - H. Fingers
 1. PA entire hand
 2. PA finger only
 3. lateral
 4. medial and/or lateral oblique
 5. AP thumb
 6. medial oblique thumb
 7. lateral thumb
 - I. Hand
 1. PA
 2. lateral
 3. lateral oblique
 - J. Wrist
 1. PA
 2. lateral oblique
 3. lateral
 4. PA–ulnar deviation
 5. PA axial (Stecher)
 6. tangential carpal canal (Gaynor-Hart)
 - K. Forearm
 1. AP
 2. lateral
 - L. Elbow
 1. AP
 2. lateral
 3. lateral oblique
 4. medial oblique
 5. AP partial flexion
 6. trauma axial laterals (Coyle)
 - M. Humerus
 1. AP
 2. lateral
 3. neutral
 4. transthoracic lateral
 - N. Shoulder
 1. AP internal and external rotation
 2. inferosuperior axial (Lawrence)
 3. posterior oblique (Grashey)
 4. AP neutral
 5. scapular Y
 - O. Scapula
 1. AP
 2. lateral
 - P. Clavicle
 1. AP
 2. AP axial
 3. PA axial
 - Q. Acromioclavicular Joints – AP Bilateral With and Without Weights
- III. Skull/Sinuses**
 - A. Skull
 1. AP axial (Towne)
 2. lateral
 3. PA axial (Caldwell)
 4. PA
 5. submentovertex (full basal)
 - B. Facial Bones
 1. lateral
 2. parietoacanthial (Waters)
 3. PA axial (Caldwell)
 4. modified parietoacanthial (modified Waters)
 - C. Nasal Bones
 1. parietoacanthial (Waters)
 2. lateral
 3. PA axial (Caldwell)
 - D. Orbits
 1. parietoacanthial (Waters)
 2. lateral
 3. PA axial (Caldwell)
 4. modified parietoacanthial (modified Waters)
 - E. Paranasal Sinuses
 1. lateral, horizontal beam
 2. PA axial (Caldwell), horizontal beam
 3. parietoacanthial (Waters), horizontal beam
 4. submentovertex (full basal), horizontal beam
- IV. Spine**
 - A. Cervical Spine
 1. AP axial
 2. AP open mouth
 3. lateral
 4. PA axial obliques
 5. AP axial obliques
 6. lateral swimmers
 7. lateral flexion and extension
 - B. Thoracic Spine
 1. AP
 2. lateral, breathing
 3. lateral, expiration
 - C. Lumbar Spine
 1. AP
 2. PA
 3. lateral
 4. L5-S1 lateral spot
 5. posterior oblique
 6. anterior oblique
 7. AP axial L5-S1
 8. AP right and left bending
 9. lateral flexion and extension
 - D. Sacrum and Coccyx
 1. AP axial sacrum
 2. AP axial coccyx
 3. lateral sacrum and coccyx, combined
 4. lateral sacrum or coccyx, separate
 - E. Sacroiliac Joints
 1. AP
 2. posterior oblique
 3. anterior oblique
 - F. Scoliosis Series
 1. AP or PA
 2. lateral
- V. Podiatric**
 - A. Foot and Toes
 1. dorsal plantar (DP)*
 2. medial oblique
 3. lateral oblique
 4. lateral*
 5. sesamoidal axial*
 - B. Ankle*
 1. AP*
 2. mortise*
 3. AP medial oblique*
 4. AP lateral oblique*
 5. lateral*
 - C. Calcaneus
 1. axial calcaneal*
 2. Harris and Beath (ski-jump)*



LIMITED SCOPE OF PRACTICE
EXAMINATION CONTENT SPECIFICATIONS

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

Attachment B
Standard Terminology
for Positioning and Projection

Radiographic View: Describes the body part as seen by the image receptor or other recording medium, such as a fluoroscopic screen. Restricted to the discussion of a *radiograph* or *image*.

Radiographic Position: Refers to a specific body position, such as supine, prone, recumbent, erect or Trendelenburg. Restricted to the discussion of the *patient's physical position*.

Radiographic Projection: Restricted to the discussion of the *path of the central ray*.

POSITIONING TERMINOLOGY

A. Lying Down

1. *supine* – lying on the back
2. *prone* – lying face downward
3. *decubitus* – lying down with a horizontal x-ray beam
4. *recumbent* – lying down in any position

B. Erect or Upright

1. *anterior position* – facing the image receptor
2. *posterior position* – facing the radiographic tube

C. Either Upright or Recumbent

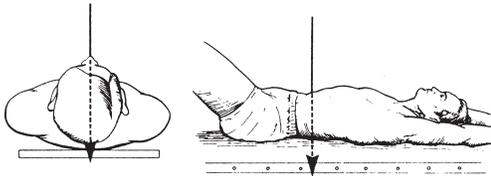
1. oblique torso positions
 - a. anterior oblique (facing the image receptor)
 - i. *left anterior oblique (LAO)* body rotated with the left anterior portion closest to the image receptor
 - ii. *right anterior oblique (RAO)* body rotated with the right anterior portion closest to the image receptor
 - b. posterior oblique (facing the radiographic tube)
 - i. *left posterior oblique (LPO)* body rotated with the left posterior portion closest to the image receptor
 - ii. *right posterior oblique (RPO)* body rotated with the right posterior portion closest to the image receptor
2. oblique extremity positions
 - a. lateral (external) rotation from either prone or supine, outward rotation of the extremity
 - b. medial (internal) rotation from either prone or supine, inward rotation of the extremity



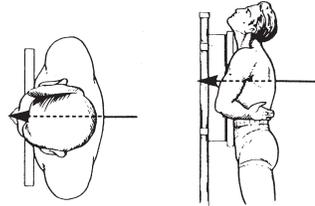
LIMITED SCOPE OF PRACTICE
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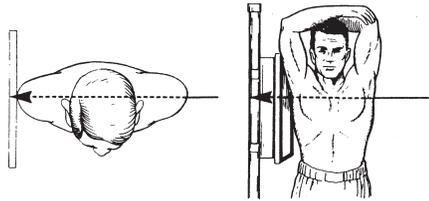
Anteroposterior Projection



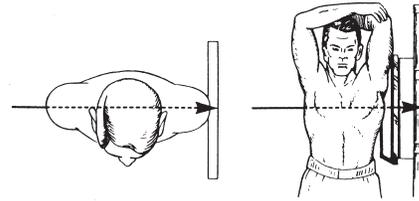
Posteroanterior Projection



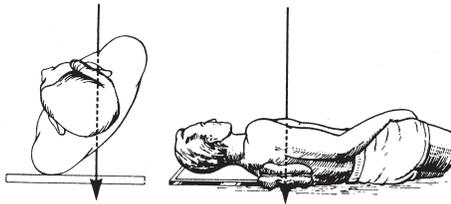
Right Lateral Position



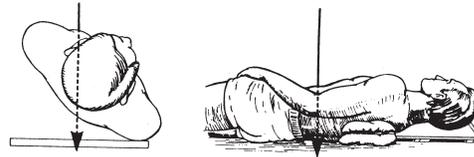
Left Lateral Position



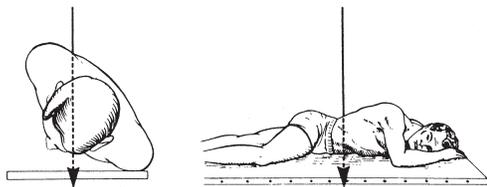
Left Posterior Oblique Position



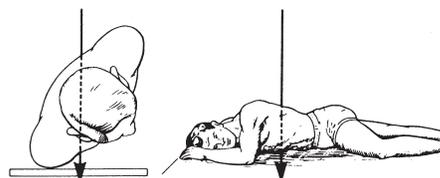
Right Posterior Oblique Position



Left Anterior Oblique Position



Right Anterior Oblique Position





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Attachment C
ARRT Standard Definitions

Digital Radiography	Digital Radiography includes both computed radiography and direct radiography. <i>Computed Radiography (CR)</i> systems use storage phosphors to temporarily store energy representing the image signal. The phosphor then undergoes a process to extract the latent image. <i>Direct Radiography (DR)</i> systems have detectors that directly capture and readout an electronic image signal.
Spatial Resolution	The sharpness of the structural edges recorded in the image.
Receptor Exposure	The amount of radiation striking the image receptor.
Brightness	Brightness is the measurement of the luminance of an area in a radiographic image displayed on a monitor. It is calibrated in units of candela (cd) per square meter.
Contrast	Contrast is the visible difference between any two selected areas of brightness levels within the displayed radiographic image. It is determined primarily by the processing algorithm (mathematical codes used by the software to provide the desired image appearance). The default algorithm determines the initial processing codes applied to the image data. <i>Grayscale</i> refers to the number of brightness levels (or gray shades) visible on an image and is linked to the bit depth of the system. <i>Long Scale</i> is the term used when slight differences between gray shades are present (low contrast) but the total number of gray shades is great. <i>Short Scale</i> is the term used when considerable or major differences between gray shades are present (high contrast) but the total number of gray shades is small.
Dynamic Range	The range of exposures that may be captured by a detector.
Receptor Contrast	The fixed characteristic of the receptor. Most digital receptors have an essentially linear response to exposure. This is impacted by contrast resolution (the smallest exposure change or signal difference that can be detected). Ultimately, contrast resolution is limited by the quantization (number of bits per pixel) of the analog-to-digital convertor.
Exposure Latitude	The range of exposures which produces quality images at appropriate patient dose.
Subject Contrast	The magnitude of the signal difference in the remnant beam as a result of the different absorption characteristics of the tissues and structures making up that part.



Attachment D
Task Inventory for Limited Scope of Practice in Radiography Examination

Activity	Content Categories Legend: PC = Patient Care, S = Safety, IP = Image Production, P = Procedures
1. Confirm patient's identity.	PC.1.A.2.A., PC.1.B., IP.1.D.
2. Evaluate patient's ability to understand and comply with requirements for the requested examination.	PC.1.B.
3. Obtain pertinent medical history.	PC.1.A.2.A., PC.1.B.
4. Manage complex interpersonal interactions within the workplace in an effective manner.	PC.1.B.2.
5. Review imaging examination request to verify accuracy and completeness of information (e.g., patient history, clinical diagnosis, physician's orders).	PC.1.A.2.A.
6. Respond as appropriate to imaging study inquiries from patients.	PC.1.B.
7. Assume responsibility for medical equipment attached to patients (e.g., IVs, oxygen) during the imaging procedures.	PC.1.C.2.
8. Follow environmental protection standards for handling and disposing of bio-hazardous materials (e.g., sharps, blood, and body fluids).	PC.1.E.3.E.
9. Provide for patient safety, comfort, and modesty.	PC.1.A., PC.1.C.
10. Notify appropriate personnel of adverse events or incidents (e.g., patient fall, wrong patient imaged).	PC.1.A.2.A., PC.1.C.3., IP.1.D.
11. Communicate scheduling delays to waiting patients.	PC.1.B.
12. Demonstrate and promote professional and ethical behavior.	PC.1.A., PC.1.B.
13. Verify informed consent as necessary.	PC.1.A.1.A., PC.1.B.
14. Communicate relevant information to others (e.g., M.D.s, RNs, other radiology personnel).	PC.1.A., PC.1.B., PC.1.C.3.D.
15. Explain procedure instructions to patient or patient's family.	PC.1.B.3.
16. Practice Standard Precautions.	PC.1.E.3.
17. Follow appropriate procedures when caring for patients with communicable diseases.	PC.1.E.3., PC.1.E.4., PC.1.E.5.
18. Use immobilization devices, as needed, to prevent patient movement and/or ensure patient safety.	PC.1.A.2.D., P.
19. Use proper body mechanics when assisting a patient.	PC.1.C.1.A.
20. Use patient transfer devices when needed.	PC.1.C.1.B.
21. Use sterile or aseptic technique when indicated.	PC.1.E.2.
22. Follow environmental protection standards for handling hazardous materials.	PC.1.F.
23. Obtain vital signs.	PC.1.C.3.A.



Activity	Content Categories
	Legend: PC = Patient Care, S = Safety, IP = Image Production, P = Procedures
24. Recognize and communicate the need for prompt medical attention.	PC.1.C.3., PC.1.D.
25. Administer emergency care.	PC.1.C.2., PC.1.C.3., PC.1.D.
26. Explain post-procedural instructions to patient or patient's family.	PC.1.B.3.
27. Maintain confidentiality of patient information.	PC.1.A.1.B., PC.1.A.3.
28. Clean, disinfect, or sterilize facilities and equipment, and dispose of contaminated items in preparation for next examination.	PC.1.E.2., PC.1.E.3.
29. Document required information on patient's medical record (e.g., imaging procedure documentation, images). a. On paper b. Electronically	PC.1.B.1.A., PC.1.C.3.D., IP.1.D., IP.2.B.6.
30. Evaluate the need for and use of protective shielding.	S.2.A.2., S.2.B.3.
31. Take appropriate precautions to minimize radiation exposure to the patient.	S.2.A.
32. 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.B., S.1.B.5., S.1.B.6.
33. Restrict beam to the anatomical area of interest.	S.2.A.3., IP.1.A.1.G., IP.1.A.2.G.
34. Set technical factors to produce diagnostic images and adhere to ALARA.	S.2.A., IP.1.A., IP.1.B.
35. Document radiographic procedure dose.	S.2.A.6., IP.2.B.6.E.
36. Prevent all unnecessary persons from remaining in area during x-ray exposure.	S.2.B.4.B.
37. Take appropriate precautions to minimize occupational radiation exposure.	S.2.B.
38. Advocate radiation safety and protection.	S.1.B., S.2.A., S.2.B.4.B.
39. Describe the potential risk of radiation exposure when asked.	PC.1.B.3., S.1.B.
40. Wear a personnel monitoring device while on duty.	S.2.B.4.A.
41. Evaluate individual occupational exposure reports to determine if values for the reporting period are within established limits.	S.2.B.4.B.
42. Determine appropriate exposure factors using the following: a. Fixed kVp technique chart b. Variable kVp technique chart c. Calipers (to determine patient thickness for exposure) d. Anatomically programmed technique*	IP.1.A., IP.1.B.

* Applies to specific modules



Activity	Content Categories
	Legend: PC = Patient Care, S = Safety, IP = Image Production, P = Procedures
43. Select radiographic exposure factors. a. Automatic Exposure Control (AEC)* b. kVp and mAs (manual)	IP.1.A., IP.1.B., IP.1.C.
44. Operate radiographic unit and accessories including: a. Fixed unit b. Mobile unit (portable)	IP.2.A.1., IP.2.A.2., IP.2.A.3.
45. Operate electronic imaging and record keeping devices including: a. Computed radiography (CR) with photostimulable storage phosphor (PSP) plates b. Direct radiography (DR) c. Picture archiving and communication system (PACS) d. Hospital information system (HIS) e. Radiology information system (RIS) f. Electronic medical record (EMR) system	IP.2.A.3., IP.2.B.
46. Modify technical factors to correct for noise in a digital image.	IP.1.D.3.B., IP.2.C.
47. Remove all radiopaque materials from patient or table that could interfere with the image (e.g., clothing removal, jewelry removal).	PC.1.B.3.A., IP.2.C.8.
48. Perform post-processing on digital images in preparation for interpretation.	IP.2.B.4.
49. Use radiopaque anatomical side markers at the time of image acquisition.	IP.1.E., IP.2.C.7.
50. Add electronic annotations on digital images to indicate position or other relevant information (e.g., time, upright, decubitus, post-void).	PC.1.A.2.E., IP.1.E., IP.2.C.7.
51. Select equipment and accessories (e.g., grid*, compensating filter*, shielding) for the examination requested.	S.2.A.2., P.
52. Explain breathing instructions prior to making the exposure.*	PC.1.B.3.A., IP.1.A.3.H., P.
53. Position patient to demonstrate the desired anatomy using anatomical landmarks.	P.
54. Modify exposure factors for circumstances such as involuntary motion, casts and splints*, pathological conditions, or patient's inability to cooperate.	IP.1.A.3.H., IP.1.A.3.J., IP.1.B., P.
55. Verify accuracy of patient identification on image.	IP.1.E., IP.2.C.7.
56. Evaluate images for diagnostic quality.	IP.2.C., IP.2.D., P.
57. Respond appropriately to digital exposure indicator values.	IP.2.C.1.
58. Determine corrective measures if image is not of diagnostic quality and take appropriate action.	IP.2.C., P.
59. Identify image artifacts and make appropriate corrections as needed.	IP.2.C.8.
60. Store and handle image receptor in a manner which will reduce the possibility of artifact production.	IP.2.C.8., IP.2.C.9., IP.2.D.3.

* Applies to specific module



LIMITED SCOPE OF PRACTICE
EXAMINATION CONTENT SPECIFICATIONS

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

Activity	Content Categories
	Legend: PC = Patient Care, S = Safety, IP = Image Production, P = Procedures
61. Visually inspect, recognize, and report malfunctions in the imaging unit and accessories.	IP.2.C.8., IP.2.D.2.
62. Recognize the need for periodic maintenance and evaluation of radiographic equipment affecting image quality and radiation safety (e.g., shielding, image display monitor, light field, central ray detector calibration).	IP.2.D.
63. Perform routine maintenance on digital equipment including: <ul style="list-style-type: none"> a. Detector calibration b. CR plate erasure c. Equipment cleanliness d. Test images 	IP.2.D.3.
64. Adapt radiographic procedures for patient condition (e.g., age, size, trauma, pathology) and location (e.g., mobile, surgical, isolation).	PC.1.C., PC.1.E., S.2.A.5., IP.1., P.
65. Select appropriate geometric factors (e.g., SID, OID, focal spot size, tube angle).	IP.1.A.
Position patient, x-ray tube, and image receptor to perform the following diagnostic examinations:	
66. Chest	P.1.A.
67. Cervical spine	P.4.A.
68. Thoracic spine	P.4.B.
69. Scoliosis series	P.4.E.
70. Lumbar spine	P.4.C.
71. Sacrum/coccyx	P.4.D.
72. Sacroiliac joints	P.4.D.
73. Skull	P.3.A.
74. Facial bones	P.3.C.
75. Nasal bones	P.3.C.
76. Orbits	P.3.C.
77. Paranasal sinuses	P.3.B.
78. Toes	P.2.A., P.5.A.
79. Foot	P.2.A., P.5.A.
80. Calcaneus	P.2.A., P.5.C.
81. Ankle	P.2.A., P.5.B.
82. Tibia/fibula	P.2.A.

* Applies to specific modules



LIMITED SCOPE OF PRACTICE
EXAMINATION CONTENT SPECIFICATIONS

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

Content Categories

Legend: PC = Patient Care,
S = Safety, IP = Image Production,
P = Procedures

Activity

83. Knee/patella	P.2.A.
84. Distal femur	P.2.A.
85. Fingers	P.2.B.
86. Hand	P.2.B.
87. Wrist	P.2.B.
88. Forearm	P.2.B.
89. Elbow	P.2.B.
90. Humerus	P.2.B.
91. Shoulder	P.2.C.
92. Scapula	P.2.C.
93. Clavicle	P.2.C.
94. Acromioclavicular joints	P.2.C.

Sample Questions for the Examination for the Limited Scope of Practice in Radiography

The following questions are similar in format to those in the examinations, but they do not necessarily represent the full range of content or levels of difficulty. An answer key is provided at the bottom of the page.

DIRECTIONS: Each of the questions or incomplete statements below is followed by four suggested answers or completions. Select the one which is best in each case.

001. Infection control guidelines require:

- a. hand washing after contact with each patient
- b. destroying all contaminated linen
- c. sterilizing cassettes prior to use
- d. wearing gloves for all patient contact

002. Which of the following sets of technical factors will produce the radiograph with the greatest density?

	mA	msec	SID	kVp
a.	100	500	48"	80
b.	200	250	36"	76
c.	400	125	40"	76
d.	500	100	40"	76

003. Grid cut-off on a radiograph may be caused by all of the following EXCEPT:

- a. a tube that is off-center
- b. a tube that is angled perpendicular to the lead strips
- c. grid motion being started before the exposure is made
- d. improper distance being used with a focused grid

004. The purpose of the x-ray tube housing is to:

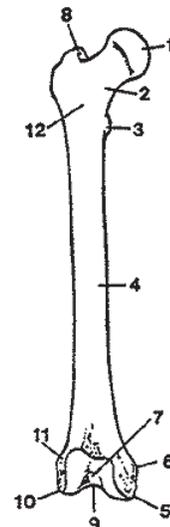
1. provide adequate filtration
2. provide electrical shielding
3. control leakage radiation

- a. 1 & 2 only
- b. 1 & 3 only
- c. 2 & 3 only
- d. 1, 2 & 3

Item 005 refers to the anatomical sketch on the right.

005. The medial condyle is the structure numbered:

- a. 1
- b. 3
- c. 5
- d. 8



KEY:	1. A	2. B	3. C	4. C	5. C
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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 – Modules:** The Limited Scope of Practice in Radiography Exam is delivered in modules. The modules are Core, Chest, Extremities, Skull/Sinuses, Spine, and Podiatric (refer to the Content Specifications for details). Candidates may take some or all modules, depending on the type of license offered by your state.

Which Modules. The computer will present **only** those modules that were assigned to you by your state licensing agency. Those same modules are printed on your *Candidate Status Report*.

Time Allowed. Each module is separately timed. The amount of time is determined by the number of questions in a module, at a rate of 1 minute per question. For example, the Core module has 115 questions, so you have up to 115 minutes to complete the Core module. The Core module includes 15 unscored (pilot) questions. The Chest module has 25 questions, and 25 minutes are allowed to complete that module. Each of the radiographic procedure modules include five additional unscored questions. It is important to pace yourself so that you complete each module within the allotted time.

Review Session. The computer requires that you answer every question. If you are unsure of an answer to a question, you can “mark” the question and come back to it later. After you have answered all questions in a module, a review screen allows you to go back to any questions you marked. You can change answers during the review. When done reviewing questions, you can end the module. Extra time is not given for the review session; it must be completed during the time allowed for each module. A sample review screen is presented later in this Appendix.

- 3. Item Review and End Review:** After responding to all questions within a module, 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, the module ends and you will no longer be able to go back and review questions in that module. At this point, one of two things happen: (1) If you have additional modules to complete, the next module will appear; (2) If you do not have additional modules to complete, the exam ends. 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 module you are taking. Both the scored and unscored exam questions are presented in random order within each module. The content specifications provide additional information about the number of questions and topics covered.

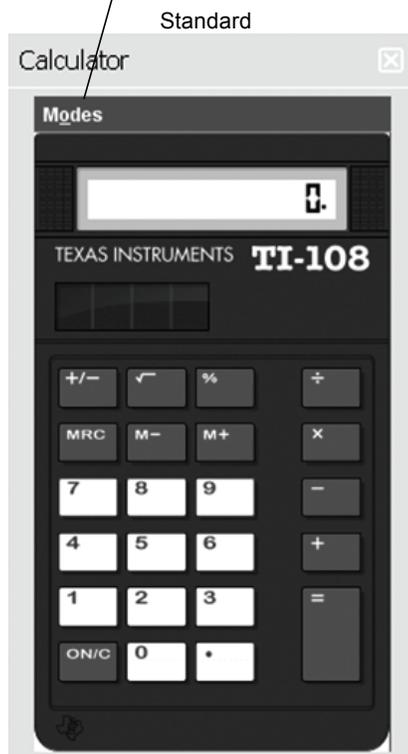
The screenshot shows a testing interface with a dark grey header bar. On the left, there are icons for 'Comment' and 'Calculator'. On the right, there is a clock icon with the text 'Time Remaining 03:29:20', a counter icon with '3 of 180', and a flag icon with 'Flag for Review'. Below the header, the main content area contains a question: 'The Alamo is located in the state labeled as number.' followed by four radio button options: 'A 1', 'B 2', 'C 3', and 'D 4'. To the right of the options is a map of Texas divided into four numbered regions (1, 2, 3, 4). At the bottom of the screen, there are 'Previous' and 'Next' navigation buttons. Callout boxes provide the following explanations:

- Top Left:** 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:** The clock indicates the time left to complete the module.
- Bottom Left:** 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).
- Bottom Right:** The counter indicates which question you are on and the total number of questions in the module you are in.
- Bottom Center:** 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:** 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 in a module, 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 with a 'Time Remaining 03:25:44' indicator. Below the title is an 'Instructions' section and a 'Computed Tomography Section' containing a grid of 36 questions. The bottom bar contains four buttons: 'End Review', 'Review All', 'Review Incomplete', and 'Review Flagged'. Callout boxes explain the function of each button.

Computed Tomography Section (0 Unseen/Incomplete)		
Question 1	Question 2	Question 3
Question 4	Question 5	Question 6
Question 7	Question 8	Question 9
Question 10	Question 11	Question 12
Question 13	Question 14	Question 15
Question 16	Question 17	Question 18
Question 19	Question 20	Question 21
Question 22	Question 23	Question 24
Question 25	Question 26	Question 27
Question 28	Question 29	Question 30
Question 31	Question 32	Question 33
Question 34	Question 35	Question 36

End Review: This button ends the module. 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 within that module, **so be sure you are really ready to stop!**

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

Review Incomplete: 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.

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

After the Examination

After you click "End Review" (at the end of your last module) 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.

V 2016.10.04

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/arrt website.

Alabama

Birmingham
Decatur
Dothan
Mobile
Montgomery

Alaska

Anchorage

Arizona

Chandler
Phoenix
Tempe
Tucson

Arkansas

Fort Smith
Little Rock
Rogers
Texarkana

California

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

Colorado

Colorado Springs
Greenwood
Village
Westminster

Connecticut

Norwalk
Wallingford
Wethersfield

Dist. of Columbia

Washington

Delaware

Dover
Newark

Florida

Altamonte Springs
Deerfield Beach
Doral
Gainesville
Jacksonville
Lakeland
Orlando
Pembroke Pines
Plantation
Port Charlotte
St. Petersburg
Tallahassee
Tampa

Georgia

Albany
Atlanta
Augusta
Macon
Savannah
Stockbridge

Hawaii

Honolulu

Idaho

Boise

Illinois

Buffalo Grove
Chicago
Marion
Peoria
Rosemont
Schaumburg
Springfield

Indiana

Crown Point
Evansville
Fort Wayne
Indianapolis
Terre Haute

Iowa

Coralville
Davenport
Sioux City
W. Des Moines

Kansas

Hays
Overland Park
Topeka
Wichita

Kentucky

Lexington
Louisville

Louisiana

Baton Rouge
Metairie
New Orleans
Shreveport

Maine

Bangor
Westbrook

Maryland

Baltimore
Bethesda
Columbia
Salisbury

Massachusetts

Boston
Cambridge
Lexington
Springfield
Wellesley
Worcester

Michigan

Ann Arbor
Dearborn
Grand Rapids
Lansing
Marquette
Southfield
Troy

Minnesota

Bloomington
Brooklyn Park
Eagan
Hermantown
Rochester
St. Paul

Mississippi

Jackson
Tupelo

Missouri

Columbia
Kansas City
Springfield
St. Louis

Montana

Billings
Helena

Nebraska

Lincoln
North Platte
Omaha

Nevada

Las Vegas
Reno

New Hampshire

Concord

New Jersey

Atlantic City
Jersey City
Lyndhurst
Piscataway
Princeton

New Mexico

Albuquerque

New York

Albany
Brooklyn
East Syracuse
Forest Hills
Getzville
Ipswich
Lake Success
New York
Rochester
Staten Island
Utica
White Plains
Williamsville
Yonkers

North Carolina

Asheville
Charlotte
Durham
Greenville
Raleigh
Wilmington
Winston-Salem

North Dakota

Bismarck
Fargo

Ohio

Beachwood
Columbus
Copley Twp.
Gahanna
Independence
Mason
Maumee
Moraine
Norwood
Westlake

Oklahoma

Norman
Oklahoma City
Tulsa

Oregon

Beaverton
Medford
Portland
Salem

Pennsylvania

Allentown
Blue Bell
Erie
Harrisburg
King of Prussia
Lancaster
Philadelphia
Pittsburgh
Scranton
Warrington
Washington

Rhode Island

Warwick

South Carolina

Columbia
Greenville
North Charleston

South Dakota

Sioux Falls

Tennessee

Brentwood
Chattanooga
Johnson City
Knoxville
Memphis
Nashville

Texas

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

Utah

Bountiful
Draper
Ogden
Salt Lake City

Vermont

South Burlington

Virginia

Alexandria
Chesapeake
Glen Allen
Lynchburg
Newport News
Reston
Richmond
Roanoke

Washington

Renton
Seattle
Spokane Valley
Yakima

West Virginia

Charleston
Morgantown

Wisconsin

Ashwaubenon
Brookfield
Eau Claire
Kenosha
Madison
Milwaukee

Wyoming

Casper

U.S. Territories

Amer. Samoa
Pago Pago
Guam/Tamuning
N. Mariana
Islands/Saipan
Puerto Rico/
San Juan
Virgin Islands/
St. Thomas

Canada

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

International

Asia/Pacific:
Sydney,
Australia
Hong Kong,
Hong Kong
Mumbai, India
Osaka, Japan
Tokyo, Japan
Seoul, Korea
Manila,
Philippines

Europe:

London,
England
Frankfurt,
Germany
Istanbul,
Turkey

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

- | | |
|---|--|
| <ul style="list-style-type: none">• Call Center Representative:• Date: | <ul style="list-style-type: none">• Confirmation Number:• 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, 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) 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.

**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)

State Licensing Agencies

This list may change after publication in this handbook. For an up-to-date list at any time, check the staterhc.org website.

Arizona	602.364.2079	Arizona Dept. 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 Street, Suite 320 Frankfort, KY 40601

Appendix F – State Licensing Agencies

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	601.987.6893	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 th 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 asks 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 questions 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 both the candidate and 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 questions or the answer options.	One candidate (or potential candidate) asks another candidate about the specific questions.	If ARRT’s questions or answer options are shared, these individuals may find themselves part of an ARRT ethics investigation and/or legal complaint.
Candidate to educator: “You didn’t teach me about this question that asked [specific question]. I felt unprepared.”	Never.	It is not all right and it will never be all right to reveal ARRT’s copyrighted questions (or answer options) to anyone.	Candidates sign numerous documents stating that they will not share exam questions, and ARRT expects the candidates to abide by those contracts. Those who don’t may find themselves part of an ARRT ethics investigation and/or legal complaint.
Candidate tells a potential candidate that there were multiple-choice and sorted-list questions on the test.	This is public information, noted in the certification and registration 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 questions (or answer options) to anyone.	As noted two boxes up, candidates sign numerous documents stating that they will not share exam questions, and ARRT expects the candidates to abide by those contracts. Those who don’t may find themselves part of an ARRT ethics investigation and/or legal complaint.
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 questions or the answer options.	If it leads a candidate (or potential candidate) to ask another candidate about the specific questions.	If ARRT’s questions or answer options are shared, these individuals may find themselves part of an ARRT ethics investigation and/or legal complaint.
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 certification and registration handbooks 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 questions or the answer options, then this conversation violates both the <i>ARRT Standards of Ethics</i> and the legal contract that both the candidate and the potential candidate have signed. 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 questions or their answer options.

FAQs: State Licensing and Exam Procedures

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

Answer: ARRT contracts with more than 25 states for administering ARRT exams to state license/permit candidates. Each state has rules and regulations that identify the qualifications required for a person to become licensed in that specific state. Contact your state licensing agency to find out more information. A link to a list of radiologic technologist state licensing agencies is provided at www.staterhc.org.

Question: I sent my state 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. 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(s) 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: My Candidate Status Report (CSR) states I am to take the chest module. I have already taken the chest module and need to have it removed.

Answer: The modules listed on your CSR are provided to the ARRT by your state licensing agency. If you feel you have been assigned a module you should not have to complete, notify your state licensing agency, who will then notify the ARRT. Do not schedule an exam appointment. Once the ARRT receives the information and updates your file, we will send a new CSR to you. It is important that you do not schedule an examination appointment until you receive your new CSR and verify the information was changed correctly.

Question: My Candidate Status Report (CSR) states I am scheduled to take the Core and Chest modules but I also need to take the Spine module.

Answer: The modules highlighted on your CSR are provided to the ARRT by your state licensing agency. If you feel you should be taking modules that are not highlighted, notify your state licensing agency, who will then notify the ARRT. Do not schedule an exam appointment. Once the ARRT receives the information and updates your file, we will send you a new CSR. It is important that you do not schedule an examination appointment until you receive your new CSR and verify the information was changed correctly.

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.

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 Pearson VUE to schedule your appointment, you must have a current CSR indicating you have a current exam window. You must also provide Pearson VUE with the ARRT-assigned ID number that is located 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 appropriate exam content specifications for an outline of the topics included on the exam. Content specifications can be found at www.staterhc.org and in the handbook appendix.

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 less than 24 hours remain 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 canceled 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 wouldn't let me take my exam.

Answer: Candidates are responsible for showing up for their appointments on time, even if the weather is bad. If bad weather is 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: The name on my government-issued driver's license has an extra name which is not on my Candidate Status Report (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 again become eligible for the exam.

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 Pearson 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 may hurry to start writing notes on their note boards and not 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 may start writing on their note boards and not 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 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 had to use the rest room and my exam time clock did not stop while I was gone. Was it supposed to?

Answer: Candidates 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. Limited Scope exam candidates are not provided scheduled breaks between each module – which means if you take a break after your Core module, the next module will start right away, even if you decide to take a break. 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 will 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, the original score will be canceled and you will be allowed to retake the exam at no cost. Under no circumstances will a candidate's 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. 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 three 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 online. 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.



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. Note: 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.*

Limited Scope Examination 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

A passing score on a state licensing examination does not make a candidate eligible for ARRT certification and registration. Candidates seeking ARRT certification and registration must have submitted an application directly to ARRT and must have met all other criteria for ARRT certification and registration. Those seeking only state licensing must meet criteria established by the state. Test scores earned as a state candidate may not be used for ARRT certification and registration.