



# AIUM Accreditation

## Application Overview

### IMPORTANT!

- There is a limited time frame to submit your supporting documents and case studies. **All supporting documents and case studies must be uploaded within 1 week of submitting the online application.** Do not submit your online application until you are ready to upload your supporting documents and case studies. The upload feature is not accessible until after the online application has been submitted. If you are having difficulty uploading, please e-mail [accreditation@aium.org](mailto:accreditation@aium.org) for assistance.
- The accreditation fee will be calculated for you automatically at the end of the online application. If you need to estimate the cost of accreditation prior to reaching the end of the online application, please refer to our [current fee schedule](#). You will be prompted to enter payment information just before the final submission of your online application. You may:
  - Pay online by credit card (Visa, MasterCard, American Express, Discover), or
  - Indicate payment by check or money order. If paying by check or money order, include your application number on or with the check, or a printout of the payment form from the end of your online application. **Failure to provide your application number with the check may cause a delay in the review of your application.** Please mail checks/money orders to:

AIUM Accreditation Department  
14750 Sweitzer Lane, Suite 100  
Laurel, Maryland 20707

***Your application will not be considered complete or undergo review until the items from the following list are uploaded and the accreditation fee is received.***



# AIUM Accreditation Application Checklist

The following items must be uploaded to supplement your online application. These items should be put together **BEFORE** submitting the online application as **you will only have 1 week to submit your documents and studies** after its submission. Refer to the [General File Requirements](#) and [How to Prepare Your Documents for Upload](#).

\_\_\_\_\_ Completed and signed [Ultrasound Practice Accreditation Master Services Agreement & BAA \(MSA/BAA\)](#).

- Practices may submit proposed amendments to the existing MSA/BAA for consideration. Additional fee applies. See link for information.

\_\_\_\_\_ For each physician:

- copy of current medical license
- copy of residency AND/OR fellowship certificate(s) – **not required for physicians on prior application unless interpreting in a specialty not previously identified**
- copy of board certification(s), if relevant to this application
- completed and signed [Attestation of Satisfactory Completion of AIUM Physician Training Guidelines](#)
- CME certificates for any activity that was **not entirely dedicated to ultrasound**, obtained in the ultrasound specialties the physician interprets at your practice in which you are seeking accreditation
  - include a brief, written description of any attended ultrasound course(s)
  - if credits were obtained through the AIUM, submit a copy of your AIUM CME Tracker (not the individual certificates)
  - for OB/GYN & MFM – refer to note about ABOG MOC below\*

\_\_\_\_\_ Copy of each sonographers' current ARDMS or ARRT registry card

\_\_\_\_\_ Most recent ultrasound quality assurance report for each ultrasound machine

\_\_\_\_\_ Case studies for the specialties in which you are seeking accreditation

\_\_\_\_\_ [Online application](#) completed and submitted

\_\_\_\_\_ Payment for the Accreditation fee submitted by check or credit card

---

**\*FOR OB/GYN & MFM\***

**Beginning January 1, 2017, AIUM Accreditation will only accept 1 AMA PRA Category 1™ credit per approved ultrasound article within the ABOG MOC.** For accreditation purposes, each physician must list the name of the completed ultrasound article in the online application. Questions? Please contact [accreditation@aium.org](mailto:accreditation@aium.org)