



BYLAWS OF THE AMERICAN BOARD OF ORAL AND MAXILLOFACIAL RADIOLOGY

The American Board of Oral and Maxillofacial Radiology
Email contact: admin@abomr.org and info@abomr.org
Website: www.abomr.org

This document is published by the American Board of Oral and Maxillofacial Radiology (*ABOMR*, or the *Board*) to inform Diplomates, applicants, candidates, and examinees about Board requirements, procedures, policies, rights, and responsibilities associated with Diplomate certification. These bylaws are updated periodically as needed.

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ARTICLE I. NAME, SEAL AND LOGO

1. NAME

The name of this organization shall be the American Board of Oral and Maxillofacial Radiology, Inc.; hereinafter referred to as the Board. The abbreviation of this name shall be ABOMR.

2. SEAL

The Board shall have a corporate seal containing the name of this corporation.

3. LOGO

The Board shall have a logo as depicted below.



ARTICLE II. OBJECTIVES

Mission Statement:

The American Academy of Oral and Maxillofacial Radiology (AAOMR) sponsors the American Board of Oral and Maxillofacial Radiology (ABOMR). Founded in 1979, the ABOMR is the only certifying board for the specialty of oral and maxillofacial radiology and is recognized by the American Dental Association. The mission of the American Board of Oral and Maxillofacial Radiology is to ensure that our Diplomates meet and maintain the highest standards for knowledge, evidence based clinical proficiency, diagnostic skill, and professionalism in providing optimal care and service to the public and in support of dental health care providers. This is achieved by Diplomates completing a high-level certification exam covering all aspects of oral and maxillofacial radiology, administered by a panel of experts of their peers.

The objectives of the Board are:

1. To elevate the standards of Oral and Maxillofacial Radiology (OMR);
2. To advance optimum patient health care;
3. To promote and improve the quality of education and knowledge in OMR among all members of the health sciences;
4. To establish eligibility criteria of candidates for examination;

5. To establish procedures for the examination of candidates; and
6. To certify those who meet the requirements for membership.

ARTICLE III. MEMBERS

1. MEMBERS

Membership of the Board shall be granted to those who have:

- a. Met the criteria for admission to and passing of the examination of the Board; to be eligible to challenge the board examination, the diplomate has to be a dentist (DDS, DMD, BDS etc.) who got accepted and went through an American Dental Association accredited Oral and Maxillofacial Radiology graduate program and successfully finished a curriculum of at least a full-time 24 months;
- b. Met their annual financial obligations; and
- c. Met the recertification requirements of the Board.

2. NAME

A member of the Board shall be referred to as a Diplomate of the American Board of Oral and Maxillofacial Radiology (Diplomate). This designation may be abbreviated as Dip. ABOMR. This designation, or the phrase, "Diplomate of the American Board of Oral and Maxillofacial Radiology" may appear under the name of the Diplomate, but not following the list of earned academic degrees.

3. CATEGORIES OF MEMBERSHIP

The categories of membership shall be:

- a. Diplomate. A Diplomate is one who has met the requirements for membership, fulfilled the financial obligation, and been granted membership by the Board of Directors;
- b. Life Diplomate. A Life Diplomate is one who has been a Diplomate for five years prior to application for this category, retired from the active practice of OMR, and on application to the Board has been granted Life Diplomate status. A Life Diplomate shall retain all privileges of Diplomate status but need not pay the annual fee. Once Life Diplomate status is attained, an individual cannot return to active membership without providing evidence of having satisfied current recertification requirements or rechallenging the certifying examination. It is the responsibility of every Diplomate to understand the current recertification process; and
- c. Diplomate of Honor. A Diplomate of Honor is one who has been granted this status by the Board in recognition of outstanding service to the health sciences. A Diplomate of Honor does not have voting privileges and is not required to pay the annual fee. This membership category, when conferred upon a Diplomate or Life Diplomate shall not negate any privileges of either category.

ARTICLE IV. BOARD OF DIRECTORS

1. NUMBER

The Board of Directors shall consist of five Diplomates of the American Board of Oral and Maxillofacial Radiology.

2. NOMINATIONS

The Board of Directors shall submit the names of three Diplomates for each vacancy to the Executive Council of the American Academy of Oral and Maxillofacial Radiology.

3. ELECTION

Each Director shall be elected by the Diplomates of the American Board of Oral and Maxillofacial Radiology, voting by electronic ballot. Nominees shall first be approved by the Executive Council American Academy of Oral and Maxillofacial Radiology.

4. INTERIM VACANCIES

The President of the Board shall appoint a Diplomate to fill an interim vacant position until the next regular election.

5. TERM

The term of each member of the Board of Directors shall be five years, beginning January 1 of the year following election.

6. OFFICERS

a. Election

The Board of Directors shall annually elect, from among its own members, the following Officers: President, Vice President, and Secretary-Treasurer. Their terms will begin January 1 of the year following their election.

b. No Officer except for the Secretary-Treasurer shall be elected for more than two consecutive terms.

7. POWERS AND DUTIES

a. The Board of Directors shall have general powers to manage the affairs and property of the American Board of Oral and Maxillofacial Radiology and shall have the authority to adopt rules and regulations governing the organization, operation, and candidate certification procedure of the Board. The Board of Directors shall have the power to issue, revoke, or temporarily suspend certification.

b. Except for the Secretary-Treasurer, no part of the net earnings or capital of the Board shall inure to any individual.

c. Directors of the Board shall:

- i. Determine the eligibility of and examine candidates for certification as Diplomates of the American Board of Oral and Maxillofacial Radiology;
- ii. Formulate and execute policies and regulations with regard to examination of candidates for certification as Diplomates;
- iii. Offer the examination annually;
- iv. Announce from the office of the Secretary-Treasurer the time and place of examination of candidates for certification;
- v. Issue certificates to those candidates who fulfill the requirements;
- vi. Maintain a roster of all Diplomates;
- vii. Collect an annual fee from each Diplomate;
- viii. Establish requirements for the maintenance of Diplomate status;
- ix. Conduct an annual financial review and create a summary of the ABOMR's financial viability;
- x. Ensure the corporation status of the Board; and,
- xi. Maintain active communication and close working relationship with its sponsoring organization, the American Academy of Oral and Maxillofacial Radiology.

8. THE PRESIDENT'S DUTIES

- a. Preside at all meetings;
- b. Have general supervision of the affairs of the Board;
- c. Keep the American Academy of Oral and Maxillofacial Radiology informed of the affairs of the Board;
- d. Consult with the Directors concerning the activities of the Board;
- e. Select, with approval of the Board, the Speaker for the annual recognition ceremony;
- f. Have the power to sign contracts authorized by the Directors; and
- g. Serve as the Board's representative to the annual meeting of Recognized Dental Specialty Certifying Boards and Dental Specialty Organizations sponsored by the Council on Dental Education and Licensure (ADA); and
- h. Perform such other duties as shall from time to time be assigned to her/him by the Directors.

9. THE VICE PRESIDENT'S DUTIES

- a. Act as director of examinations;
- b. Develop an Annual Examination Technical Report.
- c. Act as local arrangements director for meetings;
- d. Assist the President; and
- e. Assume the duties of President in the event of absence of the President.

10. THE SECRETARY-TREASURER'S DUTIES

- a. Be responsible for keeping a correct record of all meetings of the Board and of the Board of Directors;
- b. Keep an accurate record of the proceedings of the Board and make all necessary reports and statements of the business of the Board, and perform all duties usually performed by the Secretary-Treasurer of a corporation;
- c. Be the custodian of the funds of the Board and keep an accurate account of such funds, make deposits in a bank acceptable to the Board of Directors, and issue checks against such accounts signed by her/himself;
- d. Oversee the receipt and processing of applications from the prospective candidates and inform them of the Board's action;
- e. Prepare the agenda for the annual meeting and make the necessary arrangements for its conduct;
- f. Collect all fees as directed by these Bylaws and keep an accurate record of same; and
- g. Serve as the Board's representative to the annual meeting of Recognized Dental Specialty Certifying Boards and Dental Specialty Organizations sponsored by the Council on Dental Education and Licensure (ADA).

11. REIMBURSEMENT OF DIRECTORS

- a. Directors shall be reimbursed for necessary expenses incurred in the conduct of the regular business of the Board; and
- b. The Board of Directors shall have authority to establish reasonable compensation for the Secretary-Treasurer for conducting official Board functions.

ARTICLE V. ACCOUNTS AND INVESTMENTS

1. FUNDS

- a. The funds of the Board may be retained, in whole or in part, in cash or an appropriate financial vehicle.

ARTICLE VI. COUNCILOR OF THE BOARD

1. DUTIES

The duties of the Councilor of the Board shall be:

- a. Keeper of the tests;
- b. Purveyor of the traditions of the Directors' responsibilities; and
- c. Reviewer of proposed examinations.

2. QUALIFICATIONS

The Councilor of the Board shall be:

- a. A former Director of the American Board of Oral and Maxillofacial Radiology; and
- b. Not associated with a currently active Oral and Maxillofacial Radiology post-doctoral program.

3. TERM

The term of the Councilor of the Board shall be five years, renewable.

4. ELECTION

Candidates for the Councilor of the Board shall be nominated by the Directors of the Board and contacted to determine their willingness to serve. The Directors then vote.

5. DISMISSAL

The Councilor of the Board shall be dismissed only by unanimous vote of the Directors.

ARTICLE VII. COMMITTEES

1. APPOINTMENT

- a. The Board of Directors, at its discretion, may appoint Diplomates to serve on standing or special committees.
- b. Such committees shall serve in an advisory capacity to the Board of Directors.

2. STANDING COMMITTEE(S)

- a. Examination Committee
 - i. The Board of Directors and the Councilor of the Board shall serve as the examination committee;
 - ii. The chairman of this committee shall be the Vice President; and
 - iii. This committee shall ensure that the questions used in the annual examinations of the Board are appropriate to the mission of the Board.

ARTICLE VIII. MEETINGS

1. ANNUAL GENERAL MEETING

- a. The Board shall hold an Annual General Meeting, which shall be open to all Diplomates.
- b. One fourth of the membership shall constitute a quorum for meetings.
- c. The agenda of the meeting shall include:

- i. A statement and summary of the ABOMR’s financial viability; and
 - ii. Review of the Annual Examination Technical Report
- d. Diplomates not in attendance at the Annual General Meeting may, on written request, request a copy of the statement and summary of the ABOMR’s financial viability and review of the Annual Examination Technical Report.

2. MEETINGS OF THE BOARD OF DIRECTORS

- a. The Board of Directors shall hold meetings as determined by the Directors.
- b. Three Directors of the Board shall constitute a quorum.

ARTICLE IX. AMENDMENTS

- 1. These Bylaws may be amended by a vote of four members of the Board of Directors, provided that a proposed amendment shall have been presented, in writing, to each member of the Board of Directors at least thirty (30) days prior to consideration and voting.
- 2. These Bylaws may be amended by a unanimous vote of all members of the Board of Directors.

ARTICLE X. RULES OF ORDER

Rules for conduct at meetings have been established as the current edition of Robert’s Rules of Order.

Adopted Oct. 7, 1990

Revised Nov. 28, 1995; Nov. 5, 1996; Oct. 14, 1997; Dec. 1, 1999; July 21, 2003; Feb. 15, 2008.

Dec. 15, 2023 – Document reformatted; added TOC and Title page; added page numbers; added purpose of document on Title page; added description of revisions on last page; corrected grammatical errors and syntax; added Mission Statement and text under Article II; added eligibility criteria to ARTICLE III, Section 1 (a); removed “mail” and insert “electronic” in ARTICLE IV Section 3; removed qualifying event “at the Annual Meeting immediately prior to the election.” in last sentence of ARTICLE IV Section 3; added additional responsibility in paragraph (ix) to ARTICLE IV Section 7 (c); added addition duty in paragraph (xi) to ARTICLE IV Section 7 (c); rephrased “shall” to specific officer possessive “Duties” in ARTICLE IV Section 8, 9 and 10; added subsection (b) to ARTICLE IV Section 9; added clarification to ARTICLE IV Section 11 (b); created Section 1. Funds and subsection (a) to original paragraph in ARTICLE V; added subsection (c) and paragraphs (i) and (ii) to ARTICLE VIII Section 1; added subsection (d) to ARTICLE VIII Section 1; and divided sentence in ARTCILE VII Section 2 (a) into paragraph (i.), (ii.), and (iii.).