Policy on Qualifications for Serving in the Office of Secretary

Policy:

The ASNM will establish and maintain qualifications for serving in the office of Secretary.

Procedures:

- In order to be accepted as a Candidate for the office of Secretary Nominees must meet the following minimum requirements:

    1. The candidate must be a member in good standing with the society for at least ten (10) years.
    2. The candidate must have maintained board certification and licensure (as applicable) for a minimum of ten (10) years as follows:
        a. US Licensed Physicians: Must have 1) maintained continuous board certification as verified by their applicable certifying board, and 2) maintained continuous license to practice medicine in at least 1 state as verified by FSMB.
        b. All Others: Must have maintained continuous IONM-specific board certification (i.e. ABNM, CNIM, BCS-IOM) as verified by the certifying body.
    3. Practiced as a patient provider of IONM (either remote oversite or direct OR IONM) for a minimum of five (5) years within the last 10 years of nomination.
    4. Must attest that they:
        a. Are committed to serving on the Executive Committee and BOD for at least four (4) years.
        b. Support the mission and purpose(s) of the Society.
        c. Understand and will perform the duties and responsibilities of the office of the Secretary.
        d. Will serve in their elected role solely to support the mission and needs of the ASNM (and not the mission and needs of other individuals or entities).
        e. Will report all conflicts of interest.
        f. Understand the need to attend all BOD and ExCom meetings.

   g. Understand that the ASNM does not provide financial support for the board or executive meeting attendance.
5. Must complete ASNM's Conflict of Interest Disclosure form.
6. Must be presently involved in the IONM profession in one of the following ways:
   a. Performers direct patient care related to IONM.
      i. Surgeons, anesthesiologists, remote interpretation physicians and other related MD, DO providers are acceptable.
      ii. Be a Diplomat of the ABNM and have practiced IONM either as a remote reader or in the operating room within the last year.
      iii. CNIM for at least 10 years and have practiced IONM in the operating room within the last year.
      iv. Administrator, manager, or educator in IONM at any of the following:
         1. Hospital
         2. Post-secondary institution
         3. IONM service provider
7. Must have served for at least one full four (4) year term on the BOD in the previous 8 years.
8. Must show evidence of service, education, or research in the IONM exemplified by several of the following in the past 10 years:
   a. Has given at least one talk related to IONM or have a job function related to IONM education.
   b. Has presented research in the form of a poster, abstract, podium presentation or publication.
   c. Has served as a Program Chair or Co-Chair for a national or regional meeting or symposium focused on IONM.
   d. Has participated in charity/philanthropic IONM (e.g. overseas mission).

Related Documents & References:

- Policy on Selecting Candidates for Secretary and Treasurer
- Policy on Qualifications for Treasurer
- ASNM Bylaws (2023) §6.5, 6.6 and 7.3.1

Revision History:

Version	Date Implemented	Author	Notes
1	12/15/25	BOD	initial

Approved by ASNM BOD: 12/15/25