

This is a sample version of the agreement that is signed annually by all ABR volunteers.

Thank you very much for your volunteer work with the ABR. Your efforts are extremely important to the ABR's mission of supporting patient safety by certifying qualified physicians and physicists. We also understand that many volunteers take part in a range of educational activities, and we would like to clarify which may or may not constitute a perceived conflict of interest. This is paramount to preserving exam integrity. We hope you will find the following information helpful in avoiding conflicts, and thank you again for all your work for the ABR.

Cheri L. Canon, MD
President, ABR Board of Governors

Matthew B. Podgorsak, PhD
Chair, ABR Board of Trustees

During your service as a volunteer, you are not permitted to participate in activities which are either promoted as preparation for board exams or offered as a commercial product related to board certification. You are also not permitted to participate in activities in which your status as an ABR Volunteer is used for marketing of a commercial endeavor offering board prep or board review. Limited exceptions to board preparation activities will be allowed for the specific purpose of mock oral board, provided the activity is non-commercial and the participants are not charged a fee. Please see the "Examples of ABR Volunteer Activities and COI" information sheet for details.

Note: ABR volunteers presenting case review conferences at their organization, or any other institutions are required to use this disclosure statement: *"The following content is not ABR content and has never been submitted to the ABR (e.g., for use as testing material). My thoughts and opinions are my own. I am not here as a representative of the ABR, nor am I providing privileged, non-public information."*

Please read this statement, complete the form with the appropriate information, and sign:

To the best of my knowledge, neither I nor any member of my immediate family has a real or perceived conflict of interest with the American Board of Radiology (ABR) except as listed in the spaces below.

FOR EACH "YES" ANSWER TO THE FOLLOWING QUESTIONS, PLEASE EXPLAIN IN THE SPACE

1. Within the past two years, have you developed any enduring materials (books, web content, etc.) that have been marketed as board review products intended to prepare eligible individuals for ABR examinations?

Yes/No

If yes, please list:

2. Was your role as a volunteer with the ABR highlighted in any way, for example, to sell a book?

Yes/No

If yes, please explain:

3. Have you submitted questions or images for use on an ABR exam that have been either previously published or posted on the Internet?

Yes/No

If yes, please explain:

4. Within the past year, have you written test items or provided other board preparation materials for another organization(s)? (For interventional and diagnostic radiologists: ACR in-service and RADEXAM are not considered a conflict of interest and do not need to be listed here.)

Yes/No

If so, please list those organizations:

5. Do you have substantive relationships (e.g., officer, board member, committee chair, consultant, employee, or manufacturers of radiological products/machinery) that might be perceived as presenting a conflict with the activities of the ABR?

Yes/No

If yes, please explain

Volunteer work statement

1. As a member of any ABR committee(s), I will take appropriate precautions to protect confidential information from unauthorized disclosure and will comply with ABR policies and procedure relating to confidential information. At the end of my volunteer term, I will ensure that all confidential materials in my possession or on my computer are destroyed or sent to the ABR.
2. All items submitted by me in my role as an item writer are for use by the ABR only. I will not disclose, use, or copy test items, or grant permission to anyone else to do so, without the written authorization of the ABR. If I submit an item that includes previously published tables or illustrations, I shall inform the ABR of the source at the time of submission so the ABR can obtain copyright permission if necessary. Any and all test items produced by me under this agreement are a "work made for hire" and, accordingly, the ABR is the sole and exclusive owner of all such materials, and the ABR is considered the author and owns the copyright thereon in the United States or elsewhere throughout the world, and I shall retain no rights to such material.

The use of generative AI tools potentially limits the legal and copyright protection the ABR has regarding content on exams and as part of OLA. We have been advised by counsel to remind our volunteers that creation of ABR content should continue to be undertaken as a human endeavor.

As an ABR volunteer, I understand the use of ChatGPT or any other generative AI tool is prohibited when performing volunteer activities, including creating items for any ABR exam or OLA activities.

By initialing the spaces below, I indicate my commitment to the following duties of volunteers, which support the organization's mission and goals, and avoidance of any undue influence over ABR decisions.

Confidentiality.

Exam Development

All items must be regarded as confidential. Images and questions used in the actual examinations are not to be used in mock examinations or review courses if they are readily identifiable as the same cases. Items/cases written for another organization are not to be submitted to the ABR, and items/cases for the ABR are not to be submitted to another organization.

☐ Acknowledged

ABR Process and Procedures:

I will not disclose information I come to know and understand as a result of being a volunteer.

☐ Acknowledged

Conduct.

I will abide by the ABR's Volunteer Code of Conduct for maintaining a positive and respectful work environment for ABR volunteers and staff.

☐ Acknowledged

I have read the disclosure requirements, and to the best of my knowledge, the information I have provided on this form is true and correct and represents all items for disclosure. I understand that failure to comply with the Volunteer Agreement may result in disqualification from participating in ABR committees or related activities. I also agree to notify the ABR promptly if any of the information on the form changes.

If I am submitting this electronically, by clicking "Submit," I acknowledge and agree that I bind and legally obligate myself to the same extent as I would by signing my name on a printed version of this form.