



## **Guidelines for Election as a Fellow of the American Academy of Clinical Toxicology (FAACT)** *as of April 2015*

### **Prologue**

The American Academy of Clinical Toxicology (AACT) is a nonprofit professional organization whose mission is uniting scientists and clinicians in the advancement of research, education, prevention and treatment of diseases caused by chemicals, drugs and other toxins. The AACT Board of Trustees (Board) wishes to recognize Academy members whose contributions are significant, not only to the Academy, but to the field of clinical toxicology as a whole. Consequently the Board has created the designation of Fellow of the American Academy of Clinical Toxicology (FAACT) to honor those members whose contributions have been of significant benefit to the Academy, and advanced the field of clinical toxicology. Applications for FAACT status are reviewed by the AACT Fellowship Committee (Committee). The following criteria are used by the Committee in the evaluation of applications for FAACT status.

### **Eligibility**

- Applicants shall be active or honorary Academy members in good standing for a minimum of four years.
- Applicants must document service to AACT core functions, which are detailed in the Summary of Service Categories listed in this Guideline.
- Applicants must demonstrate sufficient activity within the Academy and field of clinical toxicology to meet minimum criteria set forth in the application guidelines.
- Applicants must be nominated by an Academy Fellow whose membership in the Academy is in good standing.
- Board certification in clinical or medical toxicology is encouraged but not mandatory.

## **Application Process**

1. Applicants must be nominated by an AACT Fellow in good standing. Prior to submitting an application, the Fellowship Committee Chair (or designee) may review the applicant's qualifications with the potential new Fellow to assure minimum eligibility requirements are met. Meeting the minimum criteria is necessary for advancement of an application; however, this does not imply or guarantee ultimate awarding of Fellow status
2. If minimum criteria are met, applicants must complete the on-line application at [www.clintox.org](http://www.clintox.org), and obtain two additional letters of recommendation (in addition to the letter of nomination) from Academy members in good standing, one of whom must be a Fellow of the Academy.
3. Applicants shall be responsible for providing all documentation to the Chair of the Fellowship Committee by the application deadline. This documentation shall include:
  - a. Letter of nomination from a Fellow in good standing of the Academy.
  - b. Two additional letters of recommendation from members in good standing of the Academy, one of whom must be a Fellow of the Academy. All letters should address the applicant's service to the Academy and to the field of clinical toxicology.
  - c. A current curriculum vitae.
  - d. A completed application (obtained from the [AACT web site](#)).

## **Approval Process**

Applications for FAACT status have three components, each of which is assessed by the Committee. These components are:

1. Service to AACT and its core functions
2. Service to the field of clinical toxicology
3. Letters of recommendation

Additional information for each service category is provided below. Applications meeting minimum eligibility criteria will qualify for further review by the Fellowship Committee. Applicant performance with respect to contributions directly to AACT core functions, and to the field of clinical toxicology, will be rated as excellent, good, or insufficient. Recommendation letters will also be judged by the Committee using the same rating system. The names of applicants recommended for Fellow status by the Committee will be submitted to the AACT Board for approval.

Should an applicant for Fellow status serve on the Fellowship Committee and/or Board of Trustees at the time their application is reviewed, that individual will recuse themselves from any discussion and voting on their own application.

## **Summary of Service Categories**

### **A. Service to the Academy**

Service to the Academy's core functions is the most important criterion upon which the Committee evaluates applicants. The successful applicant must have service in this category and provide documentation of all activities. Qualifying activities include:

- AACT Board of Trustees
- AACT Committee Chair for 2 or more years
- AACT Committee member for 2 or more years with active participation
- Active participation on ABAT Board and Committees
- AACT SIG Chair for 2 or more years
- AACT SIG member for 2 or more years with active participation
- AACT pre-meeting (NACCT) symposium chair or moderator
- AACT pre-meeting (NACCT) symposium speaker
- AACT Symposium (during NACCT) chair or moderator
- AACT Symposium (during NACCT) speaker
- AACT newsletter (AACTion) editorial staff
- NACCT Abstract Chair
- NACCT Abstract reviewer for 4 or more years
- EAPCCT Committee Chair for 2 or more years
- EAPCCT Committee member for 2 or more years with active participation
- EAPCCT invited speaker
- Clinical Toxicology Editor for 2 or more years
- Clinical Toxicology Editorial Board for 4 or more years
- Clinical Toxicology reviewer for 4 or more years
- Participation in an AACT sponsored activity or as a AACT representative of another groups activity (i.e. choosing wisely, EXTRIP, Lipid, position paper)

### **B. Service to the Field of Clinical Toxicology**

Documentation of achievements and sustained, significant contributions to the field of clinical toxicology will add value to an application, but cannot replace the need for direct AACT service. Examples of areas that will be considered by the Committee include, but are not limited to, the following:

#### 1. NACCT

- Participation in non - AACT Symposia: AAPCC, ACMT, EAPCCT
- NACCT poster and platform presentations
- NACCT attendance

#### 2. Teaching

- Academic appointments
- Toxicology fellowship director
- Toxicology fellowship participation
- Residency (housestaff) and student education
- Didactic lectures provided
- Teaching award(s) received

- 3. Scholarship
  - Publications in *Clinical Toxicology*
  - Peer-reviewed and other publications related to toxicology
  - Textbook chapters related to toxicology
  - Toxicology textbook editor
  - Meeting abstracts and presentations (other than NACCT)
  - Completion of clinical/medical toxicology fellowship
  - Board certification in clinical or medical toxicology
  - Grants related to clinical toxicology
4. Service
- Poison center director or medical director
  - Poison center consultant
  - AAPCC, ACMT, SOT, SOFT or other toxicology organization participation
  - Toxicology-oriented activities related to other organizations (e.g., ACEP, AAP, etc.)
  - Active toxicology practice
  - Community – based activities
  - Toxicology-related service to local, state or federal government
  - Editorial board, reviewer, or other service to journals other than *Clinical Toxicology* that publish articles related to toxicology