



**The International Society
For Clinical Densitometry**

**Certified Clinical Densitometrist
CCD™®
Candidate Handbook and Application**

**Computer-based exams at PSI locations worldwide
Paper and Pencil exams at designated ISCD pre-selected sites**



Certified Clinical Densitometrist Certification Program

The Certified Clinical Densitometrist credentialing program is governed by the ISCD Certification Council

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Certification Council Mission

The ISCD Certification Council serves to establish skeletal health assessment skills in bone densitometry by promoting best practice standards, competent evaluation, and continued professional development in bone densitometry. The certification process recognizes attainment of the highest standard of achievement and professional excellence in the field of bone densitometry for clinicians and technologists.

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Nondiscrimination Policy

ISCD does not discriminate among applicants on the basis of age, gender, race, religion, national origin, disability, sexual orientation or marital status. The CCD™® examination will be offered to candidates in environments that meet the standards established by the American Disability Act (ADA).

The **International Society for Clinical Densitometry (ISCD)** is a multidisciplinary, nonprofit organization that provides a central resource for a number of scientific disciplines with an interest in the assessment of skeletal health. The Society was founded in June 1993 as the result of a meeting of a group who recognized the need to bring disciplines together for this single purpose. The Society was the first of its kind worldwide.

Membership in ISCD has grown steadily since the organization's inception and now stands at over 5,000 doctors, technologists, and other allied health providers in over 60 countries and regions. The Society currently has 60% of its members as physicians and 40% as densitometry technologists in more than 30 disciplines. Disciplines represented include: nephrologists, endocrinologists, radiologists, rheumatologists, gynecologists, densitometry technologists, and nurses -- therefore, the Society reflects an optimal approach to the care and diagnosis of patients with metabolic bone disease across a broad span.

To further enhance the care and diagnosis of metabolic bone disease, the Society has formed a Certification Council to develop and administer a certification program.

1. The CCD™® Credential

Certified Clinical Densitometrist (CCD™®), accredited by the National Commission for Certifying Agencies (NCCA), is a professional certification in the field of bone densitometry for medical practitioners who interpret central bone densitometry scans. The CCD™® credential signifies that an individual has passed an examination that has been designed to meet the stringent certification industry standards and best practices in the United States. CCD™® has been developed in response to state regulatory agencies and third party payors requiring certification programs to be accredited before they will accept them as meeting their requirements. Successful candidates can use the designation CCD™® after their names. They may also use the following statement on a separate line on business cards and stationary:

Certified Clinical Densitometrist

Volunteer content experts from ISCD worked for two years to develop the CCD™® credential. The foundation of the examination is the Position/Job Analysis survey that identified the areas of knowledge and application of knowledge required by individuals in the field of bone densitometry. An outline of the content areas covered on the examination is in Section 4 of this Handbook.

Participation in the certification program is voluntary and open to anyone meeting the eligibility requirements in the US and Internationally. Membership in the International Society for Clinical Densitometry is not required. The ISCD Osteoporosis Essentials Course is not a requirement to take the certification examination.

Members of the Certification Council and its subcommittees provide oversight to the development and administration of the CCD™® examination and the CCD™® recertification program. More detailed information on the ISCD is available on the ISCD Web site at www.ISCD.org

1.1 Eligibility Criteria

•**Clinicians:** healthcare professionals who interpret human bone densitometry scans.

Requirements to apply for the CCD™® Examination

A. If you “are” a CCD in good standing, and are involved in human DXA interpreting*

CCD:

*The CCD™® credential was awarded by the International Society for Clinical Densitometry (ISCD). This was earned by passing the ISCD CCD™® Examination. In order to be considered in "good standing" the medical practitioner must maintain their certification through the ISCD by providing documentation of the completion of the required continuing education credits.

B. If you “are not” CCD™® certified

1. Required
 - a. License in the Fields (**MD, DO, PAC or NP**) OR
 - b. Be a resident or Fellow (**Licensed Medical Practitioner and signed by Program Director**). OR
 - c. Non-Licensed Medical Practitioner (**PhD**)

1.2 Eligibility Appeal

Candidates who believe that they have met the eligibility requirements as stated in this handbook may appeal decisions of ineligibility. However, the eligibility requirements themselves may not be appealed. Appeals letters requesting reconsideration of applications must indicate the specific findings of ineligibility being contested and provide evidence of meeting those findings. Letters must be received by ISCD with 30 days of notification of ineligibility.

Refer to the Frequently Asked Questions on the ISCD Web site for answers to additional questions regarding the CCD™® exam and eligibility.

<http://www.iscd.org/certification/faq/>

2. Examination Application Process

- Application must be submitted and all fees paid to be eligible for the CCD exam. Incomplete applications will be returned unprocessed. The examination fee must accompany the CCD™® application.
- CCD™® Examination: The CCD™® examination is computer-based and offered at PSI testing sites located throughout the US and Internationally AND paper pencil exam throughout the year at designated ISCD pre-selected sites.
- The exam is offered for a throughout the year. Upon notification of acceptance, the candidate will schedule the exam with PSI, the test vendor, or be confirmed for an ISCD paper and pencil site. Information on the scheduling of the exam will be included with the candidate’s Authorization to Test letter (ATT). For more information on PSI go to their Web site: <http://www.psiexams.com>
- Once the application is approved, the candidate can schedule their exam up to 3 months out at any PSI location.

2.2 Examination Fees

CCD™® examination fees

ISCD Members	\$300 (US Dollars)
Non-Members	\$625 (US Dollars)
Recertification by Exam	\$625 (US Dollars)

The fee includes:

- Registration for the CCD™® examination only.

The fee does NOT include:

- Exam References as identified in Section 4.1 of the Core References.
- Course registration for the Osteoporosis Essentials course for Clinicians.

**The examination fee must accompany the CCD™® application.*

3. Examination Application Procedure

- All communication with applicants will be handled **via e-mail only**.
- Applications must be typed or clearly hand-printed.
- The application must be complete with registration fee and signatures on the Application Statement and Confidentiality Statement. *Incomplete applications will be returned unprocessed.*
- Once the candidate's application has been reviewed and accepted, candidates will be sent an Authorization to Test letter (ATT) via email from support@psionline.com

3.1 Computer Based Testing Center Rules

EXAMINATIONS BY PSI SERVICES LLC

The International Society for Clinical Densitometry (ISCD) has contracted with PSI Services, LLC (PSI) to deliver the following exams.

- Certified Clinical Densitometrist (CCD)
- Certified Bone Densitometry Technologist (CBDT)

ELIGIBILITY FOR COMPUTER BASED TESTING

Once you have been approved by ISCD, you will receive an email confirmation from PSI. You are responsible for contacting PSI to schedule the examination. Your eligibility is valid for one examination attempt.

INTERNET SCHEDULING

For the fastest and most convenient test scheduling process, PSI recommends that candidates register for their exams using the Internet. Candidates register online by accessing PSI's registration website at www.psiexams.com. Internet registration is available 24 hours a day. In order to register by Internet, complete the steps below:

1. Log onto PSI's website and create an account (it is easiest to click on the link embedded in the registration confirmation email you received from PSI). Please enter your email address and your name. This information must match exactly with the information you previously submitted to ISCD. Be sure to check the box next to "Check here to attempt to locate existing records for you in the system."
2. Create your password, select your security question, and create your security answer.
3. Once you are logged in, your record will be found and you will now be ready to schedule the exam. Enter your zip code and a list of the testing sites closest to you will appear. Once you select the desired testing site, available dates will appear.

TELEPHONE SCHEDULING

To schedule an examination, please call (800) 733-9267. The times of operation for live operators are as follows:

Time Zone	Monday - Friday	Saturday - Sunday
Eastern Time	8:00am – 8:00pm	9:00am - 5:30pm
Central Time	7:00am – 7:00pm	8:00am - 4:30pm
Mountain Time	6:00am – 6:00pm	7:00am - 3:30pm
Pacific Time	5:00am – 5:00pm	6:00am - 2:30pm

CANCELING AN EXAMINATION APPOINTMENT

You may cancel or reschedule an examination appointment if your cancellation notice is received 2 days before the scheduled examination by 4pm. For Cancellation and Transfer fees, please contact ISCD Certification Department.

***Note: A voice mail message is not an acceptable form of cancellation. Please use the telephone system and speak to a Customer Service Representative, or you may go online to cancel.**

MISSED APPOINTMENT OR LATE CANCELLATION

Your registration will be invalid and you will not be able to take the examination as scheduled, if you:

- Do not cancel your appointment 2 days before the schedule examination date;
- Do not appear for your examination appointment;
- Arrive after examination start time;
- Do not present proper identification when you arrive for the examination.

SPECIAL EXAMINATION ARRANGEMENTS

All examination centers are equipped to provide access in accordance with the Americans with Disabilities Act (ADA) of 1990, and every reasonable accommodation will be made in meeting a candidate's needs. Applicants with disabilities or those who would otherwise have difficulty taking the examination must get pre-approved by the sponsor. Special arrangements will be made for these candidates provided that an appropriate request for accommodation is submitted to ISCD with the ISCD Registration Form.

EXAMINATION SITE CLOSING FOR AN EMERGENCY

In the event that severe weather or another emergency forces the closure of an examination site on a scheduled examination date, your examination will be rescheduled. PSI personnel will attempt to contact you in this situation. However, you may check the status of your examination schedule by calling (800) 733-9267. Every effort will be made to reschedule your examination at a convenient time as soon as possible. You may also check our website at www.psiexams.com.

REPORTING TO THE EXAMINATION SITE

On the day of the examination, you should arrive 30 minutes before your appointment. This extra time is for sign-in, identification, and familiarizing you with the examination process. If you arrive late, you may not be admitted to the examination site. The CCD™® exam is 2 hours.

REQUIRED IDENTIFICATION

Candidates need to provide one (1) valid, unexpired Government-issued photo ID that

contains a signature. Candidates must register for the exam with their LEGAL first and last name as it appears on their government issued identification. All required identification below must match the first and last name under which the candidate is registered.

PRIMARY IDENTIFICATION – Choose One

- State issued driver's license
- State issued identification card
- US Government Issued Passport
- US Government Issued Military Identification Card
- US Government Issued Alien Registration Card

Failure to provide ALL of the required identification at the time of the examination without notifying PSI is considered a missed appointment and you will not be able to take the examination at that time.

SECURITY PROCEDURES

The following items are not permitted in the examination room:

- All personal electronic devices, except those that are a medical necessity.
- Children, guests, cellular telephones, personal digital assistants (PDAs), recording devices, cameras, pagers, purses, notebooks, notebook computers, unauthorized reference or reading material, music players, radios, electronic games, calculators, or briefcases.
- Personal items including watches, backpacks, pens, pencils, or other writing devices, food, drinks and good-luck items.
- Hats, baseball caps, or visors (with the exception of religious apparel), coats, shawls, hooded clothing, heavy jackets or overcoats.

The following security procedures will apply during the examination:

- NO conversing or any other form of communication among candidates is permitted once you enter the examination area.
- No smoking, eating, or drinking will be allowed at the examination site.
- You may not exit the building during the examination.

EXAMINATION RESULTS

Candidates will receive Pass/Fail score report at the test center.

3.2 Paper and Pencil Testing Rules (ISCD pre-selected sites)

EXAMINATIONS BY ISCD

The International Society for Clinical Densitometry (ISCD) is introducing paper and pencil testing at ISCD pre-selected sites for:

- Certified Clinical Densitometrist (CCD)
- Certified Bone Densitometry Technologist (CBDT)

ELIGIBILITY FOR PAPER AND PENCIL TESTING

Once you have been approved by ISCD, you will receive an email confirmation from ISCD. You are responsible for arriving at the examination site at least 30 minutes before the exam begins. Your eligibility is only valid for the location you have chosen.

CANCELING AN EXAMINATION APPOINTMENT

You may cancel or reschedule an examination appointment in writing 14 days before the scheduled examination. For Cancellation and Transfer fees, please contact ISCD Certification Department.

MISSED APPOINTMENT OR LATE CANCELLATION

Your registration will be invalid and you will not be able to take the examination as scheduled, if you:

- Do not cancel your appointment 14 days before the schedule examination date;
- Do not appear for your examination appointment;
- Arrive after examination start time;
- Do not present proper identification when you arrive for the examination.

SPECIAL EXAMINATION ARRANGEMENTS

All examination centers are equipped to provide access in accordance with the Americans with Disabilities Act (ADA) of 1990, and every reasonable accommodation will be made in meeting a candidate's needs. Applicants with disabilities or those who would otherwise have difficulty taking the examination must get pre-approved by the sponsor. Special arrangements will be made for these candidates provided that an appropriate request for accommodation is submitted to ISCD with the ISCD Registration Form.

EXAMINATION SITE CLOSING FOR AN EMERGENCY

ISCD reserves the right to cancel the exam, change dates and/or exam location. If a program is cancelled, all program fees will be refunded automatically unless the registered participant elects to transfer to another program. Participants will be notified of any changes within 30 days of the examination date.

REPORTING TO THE EXAMINATION SITE (Paper and Pencil)

On the day of the examination, you should arrive 30 minutes before your appointment.

This extra time is for sign-in, identification, and familiarizing you with the examination process. If you arrive late, you may not be admitted to the examination site. The CCD™® exam is 2.5 hours.

REQUIRED IDENTIFICATION

Candidates need to provide one (1) valid, unexpired Government-issued photo ID that contains a signature. Candidates must register for the exam with their LEGAL first and last name as it appears on their government issued identification. All required identification below must match the first and last name under which the candidate is registered.

PRIMARY IDENTIFICATION – Choose One

- State issued driver's license
- State issued identification card
- US Government Issued Passport
- US Government Issued Military Identification Card
- US Government Issued Alien Registration Card

Failure to provide ALL of the required identification at the time of the examination without notifying PSI is considered a missed appointment and you will not be able to take the examination at that time.

SECURITY PROCEDURES

The following items are not permitted in the examination area:

- All personal electronic devices, except those that are a medical necessity.
- Children, guests, cellular telephones, personal digital assistants (PDAs), recording devices, cameras, pagers, purses, notebooks, notebook computers, unauthorized reference or reading material, music players, radios, electronic games, calculators, or briefcases.
- Personal items including watches, backpacks, pens, pencils, or other writing devices, food, drinks and good-luck items.
- Hats, baseball caps, or visors (with the exception of religious apparel), coats, shawls, hooded clothing, heavy jackets or overcoats.

The following security procedures will apply during the examination:

- NO conversing or any other form of communication among candidates is permitted once you enter the examination area.
- No smoking, eating, or drinking will be allowed at the examination site.
- You may not exit the building during the examination.

EXAMINATION RESULTS

Candidates will receive Pass/Fail score report by mail within 4 weeks of completing the exam.

Exam Cancellation, Transfer and “No Show” Policy: (All Fees are in US Dollars) Transfer to the next calendar year fee is \$25.00. Cancellation fee is \$75.00

No Show's for scheduled exams will not be refunded or transferrable. The examinee will have to submit a new application to sit for the exam.

4. The CCD™® Examination Structure

ISCD offers the CCD™® certification examination for bone densitometry clinicians who interpret central bone densitometry scans.

The Body of Knowledge Study identified 5 major topic areas:

- I. Overview of Low Bone Mass and Osteoporosis
- II. Imaging Technology in Bone Health
- III. Clinical Application of Bone Densitometry
- IV. Prevention and Risk Assessment
- V. Treatment of Low Bone Mass and Osteoporosis

A Job/Position Analysis study surveyed members and nonmembers in the field of bone densitometry asking how important each topic and subtopic was to their practice. The Clinician Certification Content Outline was then finalized based on the survey data. Test Specifications were developed defining the number of items on the test from each topic and subtopic area and the proportion of knowledge, application and analysis items were delineated. The Test Committee reviews and revises the questions for the CCD™®

Examination. The Committee meets annually to prepare for each examination administration. A detailed content outline serves as the basis for the development of the examination and its test specifications. Content expert volunteers in the field of bone densitometry develop the questions on the examination. The CCD™® Test Committee reviews and finalizes all questions for the

examination. Each stage of the CCD™® examination is an intensive peer review process. The exam questions are mapped to the core references listed on the next page. See Section 4.2 for further information. Candidates should allow four weeks to receive references ordered.

4.1 References Core References*

- 1) ISCD DXA Resource Materials (formally known as CCD Study Guide) - Authors, ISCD Education Council with multiple references
- 2) Bone Densitometry in Clinical Practice 3rd. Edition: Application and Interpretation (Current Clinical Practice). – Author Sydney Lou Bonnick
- 3) A DXA Primer Book for the Practicing Clinician: A Case-Based Manual for Understanding and Interpreting Bone Densitometry. – Authors, Angelo Licata and Susan E. Williams
- 4) Diagnosis and Management of Osteoporosis – Authors, Kenneth G. Saag and Sarah L. Morgan
- 5) NOF Clinician Guidelines on Prevention and Treatment (This references only US Guidelines, not International), 2014 Issue, Version 1 (Release Date April 1, 2014)
- 6) 2013 Official Positions Statements of the International Society for Clinical Densitometry
- 7) 2010 International Society for Clinical Densitometry Official Positions on FRAX®

4.2 CCD Content Outline 2013

CCD Knowledge Domains:

- I. Overview of Low Bone Mass and Osteoporosis
- II. Imaging Technology in Bone Health
- III. Clinical Application of Bone Densitometry
- IV. Prevention and Risk Assessment
- V. Treatment of Low Bone Mass and Osteoporosis

I. Overview of Low Bone Mass and Osteoporosis
A. Definitions
1. ISCD Glossary of Terms
a. BMC
b. BMD
c. DXA
d. LSC
e. NHANES III
f. PA
g. pDXA
h. pQCT
i. QC
j. QCT
k. QUS
l. ROI
m. SSI
n. TBLH
o. VFA
p. vBMD
q. WHO
r. DISH
2. Low Bone Mass (WHO)
3. Osteoporosis (NIH, WHO)
a. Clinical
b. Radiographic (BMD, VFA, Plain X-ray, CT, MRI, US)

4. Fracture Type
a. Fragility (location/type-hip, vertebrae, radius)
b. Non-fragility (trauma, pathologic)
c. Atypical femur fracture
5. ISCD Official Positions
B. Epidemiology
1. Incidence and prevalence
2. Morbidity and mortality
3. Economic burden
C. Bone Physiology
1. Normal Bone Development (osteoblasts, osteoclasts, osteocytes, peak bone mass)
2. Bone modeling
3. Bone remodeling and cellular mechanisms (RANK Ligand, Sclerostin, Cathepsin K)
4. Bone types
a. Cortical
b. Trabecular
5. Clinical Risk Factors
a. Lifestyle factors (diet, smoking, alcohol, vitamins, minerals,)
b. Hereditary factors (familial)
c. Endocrine disorders (adrenal insufficiency, diabetes mellitus, Cushing's syndrome, asymptomatic hyperparathyroidism, vitamin D deficiency)
d. Gastrointestinal/Malabsorptive (celiac disease, bariatric surgery gastric banding (restrictive), gastric bypass (malabsorptive), GI surgery)
e. Hematologic disorders (multiple myeloma, hemophilia, Thalassemia)
f. Rheumatologic and autoimmune diseases
g. Central nervous system disorders (epilepsy, multiple sclerosis)
h. Miscellaneous conditions and diseases (AIDS/HIV, alcoholism, amyloidosis, chronic metabolic acidosis, chronic obstructive lung disease)
6. Osteoporosis
a. Primary characteristics (postmenopausal & senile osteoporosis)
b. Diseases - secondary causes (hyperparathyroidism, thyrotoxicosis, multiple myeloma, Cushing's Syndrome, leukemia and lymphomas, lupus, hypercalciuria, end stage renal disease, among others)
c. Idiopathic/Unspecified
II. Imaging Technologies in Bone Health
A. Core Concepts
1. Radiation Science (key terms: appendicular, axial)
2. Physics (x-ray production, technique, radiation exposure, edge detection)
3. Safety (pregnancy, monitoring, regulatory requirements state specific)
4. Confounding Artifacts
B. Central Technologies
1. DXA
a. Key terms (central, body composition, VFA, trabecular bone score, TBS)
b. Physics (dual energy production, pencil beam, fan beam, edge detection)
c. Radiation safety (pregnancy, ALARA, doses)
d. Quality control (calibration, phantom scanning and trends, accuracy, cross-calibration, trueness, precision)
2. QCT
a. Key terms (central, true volumetric measurement)
b. Physics (radiation based measurement, x-ray attenuation)
c. Radiation safety (pregnancy, ALARA, dose reduction strategies, higher dose than DXA)
d. Unique characteristics (true volumetric measurement, cortical and

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trabecular measurement, T Scores and DXA, T scores for hips and comparison)
e. Quality control (calibration, accuracy)
f. Strengths (preferred in Glucocorticoid induced osteoporosis)
g. Emerging Technologies (high resolution QCT)
3. MRI
a. Key terms (central scanner, phantom, precision, peripheral, T1, T2, ultra-short time of echo)
b. Physics (different pulse strategies, how MRI works)
c. Strengths (cortical porosity, trabecular architecture, bone marrow evaluation, no radiation.)
d. Limits (financial burden, body habitus, motion artifact, availability)
e. Quality control
4. Ultrasound
a. Key terms (speed of sound, BUA)
b. Quality control with phantom
c. Limits (repeat studies, peripheral measurement, correlation with DXA, hip fractures, predictive value of fracture risk)
5. Radiograph: diagnostic use (spine, hip, wrist, hand)
C. Peripheral Technologies
1. pQCT (wrist and tibia)
2. MRI (emerging technologies)
3. pDXA (forearm measurement)
III. Clinical Use of Bone Densitometry
A. Indications and Precautions
1. Current ISCD official positions
2. Medications and treatments that alter BMD
a. Glucocorticoids
b. Aluminum (antacids)
c. Anticoagulants (heparin, warfarin)
d. Anticonvulsants
e. Aromatase inhibitors
f. Thiazolidinediones
g. Barbiturates
h. Cancer (chemotherapeutic drugs, radiation therapy)
i. Hormonal manipulating drugs
j. Proton pump inhibitors
3. Precautions/Contraindications (pregnancy, recent thallium-201 use, body weight changes, the impact of repeat scans, changing imaging/densitometry centers) or scanners, cross-calibration with scanner change)
B. Site Selection
1. Spine
2. Hip
3. Forearm (hyperparathyroidism, body habitus limitation)
4. Positioning
a. Hip
b. Spine
5. Regions of Interest
a. Lumbar L1 – L4(two contiguous vertebral bodies)
b. hip (total, neck)
c. forearm
C. VFA
1. Indications

2. Site (thoracic, lumbar)
3. Diagnostic criteria (semi-quantitative Genant method)
4. Artifacts and confounders (metal, Schmorl's node, hypertrophic changes, scoliosis)
5. Reporting (ISCD official positions)
D. Body Composition
1. Emerging Technology (weight management, growth hormone/IGF treatment, cancer treatment, sarcopenia, lipodystrophies, performance, athlete's evaluation)
2. Site (whole body)
3. Reporting
a. Research study and/or institutional requirements/guidelines
b. Body mass (fat body mass, fat-free body mass, total body fat, lean body mass)
4. Sarcopenia
E. Diagnostic Criteria
1. Central DXA (T scores, Z scores)
2. Peripheral DXA (T-scores)
3. QCT (T scores, Z-scores from manufacturer's data bases, in spine use BMD)
4. Documentation, (LSC) documentation, scanner calibration)
F. Reporting and Interpreting
1. Initial Baseline DXA Report
2. Interventions
a. Pharmacological as appropriate to clinical setting
b. Non-pharmacological
3. Follow-up DXA report
4. Non-DXA devices
5. Reporting (children, males and pre-menopausal women)
G. Special Populations
1. Bariatric Patients
a. Weight related changes
b. Ramifications of adverse metabolic effects
2. End Stage Renal Disease
3. Diabetes Mellitus
H. Surveillance and Frequency of Testing
1. Serial DXA Testing
2. Testing frequency
a. Drug holiday/ Modification of drug therapy
b. Special circumstance
(1) glucocorticoid therapy
(2) bariatric surgery
(3) androgen deprivation therapy (ADT)
(4) chemotherapy and radiation treatment
(5) other
IV. Prevention Risk Assessment
Prevention and Risk Assessment
A. Prevention
1. Nutrition (vitamin D, calcium, sodium)
2. Exercise (strength training, impact training, balance training, weight bearing)
B. Mechanical
1. Intrinsic (weight loss, frailty, lower extremity weakness, previous falls, gait and balance disorders, visual impairment, depression, functional and cognitive impairment, dizziness, low BMI, urinary incontinence, orthostatic hypotension, female, advanced age)
2. Extrinsic (Polypharmacy, psychotropic medications, environmental hazards).
C. Interventions
1. Hip (protectors)

2. Walking aids
3. Safety aids (home equipment: grab bars, night lights, etc.)
4. Fall prevention
a. Loose rugs
b. Lights
c. Vision
d. Footwear
e. Hazardous surfaces
5. Substance avoidance
a. Alcohol
b. Tobacco
c. Illicit drugs
6. Medication (anti-hypertensives, sedatives, hypnotics, thiazolidinediones)
D. Risk Calculators
1. FRAX strengths glucocorticoids uses, rheumatoid arthritis, h/o family hip fracture
2. GARVAN strengths previous falls, previous fractures, number of fractures
3. CAROC strengths prior fracture, glucocorticoids
E. Clinical Evaluation
1. Imaging assessment
2. Evaluation for secondary factors for bone loss: Labs:
CBC, CMP, Mg, ESR, CRP, Vitamin D, thyroid function, , magnesium, testosterone, vitamin D)
urinary calcium
SPEP, UPEP, anti-TTG antibodies
3. Bone turnover markers (CTX, NTX, BSAP)
V. Treatment of Low Bone Mass and Osteoporosis
A. Treatment: Non-Pharmacological Intervention
1. Exercise (fall prevention, balance therapy, PT)
2. Diet and Nutrition (salt)
3. Weight Control
4. Vitamin D (D2, D3)
5. Calcium salts
6. Address modifiable risk factors
7. Substance Use
a. Tobacco
b. Alcohol (excessive)
c. Illicit drugs
B. Pharmacological
1. Anabolic (teriparatide)
2. Anti-resorptive
a. Hormone
b. Bisphosphates
c. SERMS (selective estrogen receptor modulators)
d. Denosumab (RANK Ligand binders)
3. Other
a. Strontium
b. Combination therapies
c. Estrogen derivatives
4. Emerging therapies
a. Anti-sclerosin antibodies
b. Cathepsin K inhibitors (odanacatib)
c. Integrin receptor antagonists
d. Osteoclast-selective H ⁺ -ATPase inhibitors
e. SARMS

C. Reassessment
1. BTM
2. DXA – Central at intervals
3. VFA
D. Patient Education (National Osteoporosis Foundation, International Society of Clinical Densitometry, NIH)

Beatrice Edwards, MD – chair
 CCD Job Analysis Task Force - 30 July 2013

4.3 Examination Specifications

The CCD™® examination has a total of 100 multiple choice questions (closed book). Candidates will have **two** hours to complete the examination with 15 minutes of instruction and 15 minutes of wrap-up after the exam making the total test period two and one-half hours.

Number of Questions by Content Area and Percentage of Exam

Content Outline	Total	%
I. Overview of Low Bone Mass and Osteoporosis	15	15
II. Imaging Technology in Bone Health	23	23
III. Clinical Application of Bone Densitometry	32	32
IV. Prevention and Risk Assessment	16	16
V. Treatment of Low Bone Mass and Osteoporosis	14	14
	100	100%

- Each correctly answered question is one point.
- Points are not deducted for incorrect answers.
- Answer all questions, even if you are not sure of the answer.
- All questions on the examination are based on the Certified Clinical Densitometrist (CCD™®) content Outline and documented to a text included in the CCD™® Body of Knowledge.
- CMEs are not awarded for taking the CCD™® exam.

5. Examination Results

5.1 Examination Scores

Candidates will be notified in writing with a pass/fail score within four weeks following the computer based or paper and pencil examination. No results will be provided by telephone, fax or email. Scores are released ONLY to the individual candidate.

Passing Score

How is the cut-score (the passing score) determined for a test? The passing grade, or cut point, is established through a cut-score study. For this process, a panel of experts in clinical densitometry is convened. Through consensus, the panel determines a set of characteristics that they expect of a minimally qualified candidate in relation to the content outline. The subject-matter experts use it as a guide to help them rate each question in reference to the proportion of borderline candidates that will get the answer right.

The results of this cut-score study are then presented to the Certification Test Committee. Along with the written expectation of performance that the panel developed, the summary of the judges' combined estimate of the difficulty of the exam is presented as the recommended cut

point for the exam. Once that cut-score point is established by committee approval, it becomes the minimum score necessary to earn certification.

Scores for the examination are reported as scaled scores. Scaled scores are more meaningful than raw scores (percentage correct or number correct) because they reflect the difficulty of a particular test compared to other forms of the same test and represent the same level of test performance regardless of what exam form was administered. The CCD total scores are reported on a scale that ranges from 150 – 400. A total scaled score of 300 is necessary to pass the examination. Examination results are reported as pass/fail.

For individuals that fail the exam, a report is sent that provides diagnostic information to help identify your strengths and weaknesses in each of the content areas covered by the CCD examination.

5.2 Questions About the Examination

Candidates have two options to raise questions about the examination:

- Each candidate will receive a survey at the end of the exam at which time the candidate may express comments and concerns about the examination.
- Candidates may also forward their comments in writing to ISCD within 10 business days of the examination.

All questions about the examination are reviewed by Certification Committee prior to test results being published. You will not receive an individual response from the committee following their review.

5.3 Cancelled Scores

ISCD is concerned with only reporting valid scores. On rare occasions, circumstances may invalidate test scores. ISCD retains the right to cancel or withhold any exam scores. Invalid scores fall into two categories:

- a. Doubts may be raised by the examination administrator or another candidate of suspected misconduct or cheating by a candidate. A candidate is expected to cooperate with any investigation to determine if the score is invalid.
- b. In rare instances, there may be a problem with the examination materials or the test site; such situations will be investigated. Exam will not be invalid in these instances.

In addition, ISCD may cancel or invalidate any candidate's score if, upon investigation, violation of the testing and/or candidate validation policies is established.

5.4 Reexamination

Anyone who does not pass the examination may retake the exam. Candidates can apply for re-examination within one year of the original failed exam date.

5.5 Appeals

Appeals of examination scores must follow the following procedure:

- All appeals must be filed with ISCD within 30 business days of receipt of the score reports. Please e-mail ISCD Certification Department for the Appeals Reporting Form: certification@iscd.org

- A letter (e-mail or fax are acceptable as long as delivery is confirmed) must be forwarded to ISCD stating the concern and reason for the appeal to: ISCD Certification Committee, 955 South Main Street, Bldg. C., Middletown, CT, 06457 Attention: Appeals Committee.
- The Appeals Committee will review the appeal and supporting documentation. A response from the Appeals Committee will be forwarded within 15 business days of receipt of the appeal letter. The response will detail the reasons the request has been approved or not approved.
- The decision of the appeals committee is final.

6. Recertification Guidelines

Certificants must participate in ongoing professional development to maintain their CCD™®. Upon earning the CCD™® credential, certification remains valid for the following five calendar years (one recertification cycle).

6.1 General Guidelines

- Certificants will recertify every five years with 35 continuing medical education credits ; the first recertification cycle will start the year immediately following successfully passing the CCD™® examination. Example – Certified September 1, 2009, certification cycle 9/1/2009 – 9/1/2014
- Credits will be earned and recorded as CME Category 1 Credits.
- Credits must be earned throughout the five-year recertification cycle.
- Credits may not be carried over from one recertification cycle to another.
- Continuing medical education credits must be earned from bone densitometry, osteoporosis or metabolic bone disease related conferences, seminars or workshops and come from more than one source or activity.
- Continuing medical education credits are defined in Activity Matrix (next page).

CCD™® Recertify by Maintenance of Certification or Exam

- It is the responsibility of each certificant to maintain records documenting Contact Hour activity. Recertification is required **every five years**.
- Upon completion of your application and verification of CME's, if you are a current member, you simply need to maintain your ISCD membership and will be automatically enrolled in the MOC program. If not a current member, you will be enrolled in MOC for the first year, and need to renew this annually.
- You will be granted access to online education through ISCD to meet your continuing education requirements. You are encouraged to complete at least 7 credits each year.
- ISCD will track credits earned and provide an annual update on how many credits you have earned toward recertification.
- Once recertified, you only have to maintain your MOC or ISCD membership annually and continuing education credits.
- There will no longer be a recertification application to renew after you enter the MOC program.
- Once you obtain your 35 CME credits you will automatically be recertified as long as your ISCD membership or MOC is maintained throughout your certification period and you earn the credits prior to your expiration date.
- If either MOC or ISCD Membership is not maintained or the required 35 credits are not earned, you will have to register to sit for the certification exam to maintain your certification.

Category	Activity– continuing educational credits may include any of the following.
1.	Conference, Seminar, Workshop - earned and recorded as AMA PRA Category 1 Credit(s)™ (CME), or equivalent designations from other accrediting bodies or countries outside of the US, in the field of bone densitometry, osteoporosis or metabolic bone disease.
2.	General professional development: i.e. (Manufacture Training) - earned and recorded as AMA PRA Category 1 Credit(s)™ (CME), or equivalent designations from other accrediting bodies or countries outside of the US, in the field of bone densitometry, osteoporosis or metabolic bone disease.
3.	Writing an original textbook as a single author pertaining to Bone Density, Metabolic Bone Disease or Osteoporosis (24 Credits). Writing a chapter of a textbook as a single author pertaining to Bone Density, Metabolic Bone Disease or Osteoporosis (4 Credits). Writing a scholarly article or journal publication pertaining to Bone Density, Metabolic Bone Disease or Osteoporosis. (10 credits if only author / 5 credits if multiple authors)

OR

CCD™® Re-Certify by Exam

To maintain your certification by taking the exam download and print the CCD™® Exam Application and return to ISCD with payment information by fax or mail.

6.2 CME Record Retention

- Documentation for all activities submitted for Contact Hour credit must be retained by the certificant for a period of five years following submission.
- ISCD reserves the right to audit a certificant’s records; any contact hours that cannot be documented during the audit process may be disqualified.
- During any five-year recertification cycle, it is the responsibility of a certificant to maintain a current address and contact information with the ISCD office. Changes to a certificant’s professional information will be updated regularly in the ISCD Certification Registry on the ISCD site.

6.3 Recertification

- There will no longer be a recertification application to renew after you enter the MOC program.
- Once you obtain your 35 CME credits you will automatically be recertified as long as your ISCD membership or MOC is maintained throughout your certification period and you earn the credits prior to your expiration date.
- If either MOC or ISCD Membership is not maintained or the required 35 credits are not earned, you will have to register to sit for the certification exam to maintain your certification.

6.4 CCD™® Registry

A current listing of all certificants will be maintained in the Certification Registry on the ISCD Web site.

7. Certificant Record Retention

7.1 Confidentiality of Certificant Record

Candidate and Certificant information is confidential and will not be released or given to anyone other than to legally-required agencies. The Exam Security Policy provides information on confidentiality.

The ISCD maintains all applications, test results and other pertinent information for the certification program. The application, exam format, results and any other pertinent information are considered confidential and privileged information and will not be revealed to anyone without the applicant's written permission unless required by law.

- Record Retention Schedule
- Completed applications.....Two-times the length of the certification cycle
- Recertification applicationsTwo-times the length of the certification cycle
- Candidate application recordsTwo-times the length of the certification cycle
- Database of exam scores..... Permanently

7.2 Access to Record

ISCD certification staff and its testing agency are the only individuals allowed access to the certification files. ISCD certification staff will only verify that an individual is certified and will not reveal whether an individual has even applied for the exam. No personal information about the applicant or certificant will be revealed unless written permission has been obtained from the certificant or applicant.

8. Disciplinary Policy

8.1 Disciplinary Action for Cheating on the Exam

Cheating is defined as to act unfair in order to gain an advantage. This includes an individual obtaining or acquiring a passing score through dishonest, fraudulent, or deceptive means.

Cheating while taking an exam for ISCD certification includes:

1. Failure to adhere to the test center guidelines.
 2. Copying of another individual's exam.
 3. Acquiring answers through another source while taking the exam by way of outsourced communications including: Cell phones, websites, and other sources not relating to the exam itself.
- The Policy of ISCD is to deal effectively and immediately with any candidate who practices or attempts to cheat on the exam for certification because it is destructive to the integrity of the CCD and CCD certification programs.
 - The Certification Council will make decisions toward all individuals violating ISCD policies. The consequences of the proven and documented cheating will include:
 1. Revocation of Certification (CCD)
 2. Inability to take the exam for an agreed upon time (between 3 to 5 years)

8.2 Filing a Complaint

ISCD is committed to allowing individuals the opportunity to submit complaints at any time. The Certification Council will review and consider all complaints to determine if action is needed. All follow up communication with the individual who filed the complaint will be done by written communication only, such as email. Complaints that concern conduct that is harmful to the public or inappropriate to the discipline such as incompetence, unethical behavior, violation, or physical/mental illness impairment affecting one's performance should follow the following procedures:

- All complaints must be submitted by letter (Email or Fax) to the Certification Administrator with details stating the complaint.

- ISCD will acknowledge the receipt of the complaint in writing within 30 days of the receipt of the complaint. ISCD will notify the person who is the subject of the complaint, will provide a copy of this policy to him/her, and give him/her an opportunity to respond to the allegations.
- The ISCD Certification Council will review the complaint and supporting documentation. At the discretion of the Certification Council, they may conduct a conference call with Council members, staff, and the complainant or simply review and determine the necessary steps acceptable to members of the Council based on the severity of the complaint. Possible sanctions may include, but not limited to, termination of certification, suspension, or written reprimand.
- The determination of the Certification Council, along with any applicable sanction, will be sent to the complainant within 60 business days of the conclusion of the investigation.
- Should the complainant disagree with an adverse decision from the Certification Council, he or she may appeal to the ISCD Board of Directors. (Please refer to the Appeals Section)
- All complaints will be treated as sensitive information. The Certification Council will use nonbiased guidelines and implement fairness in determining the resolution of the said complaint. The Certification Council has the right to contact the employers and other individuals during the investigation stage to gather necessary information. Disciplinary action will not be published. However, if the determining entities determine the violation is proven and the individual's certification is terminated, the individual's name will no longer appear on the certification registry during the period of the suspension.

8.3 Appeal for Disciplinary Action

Individuals have the right to request reconsideration and may also appeal an adverse disciplinary decision as listed below.

8.3.1 Reconsideration from the Certification Council

- A request for reconsideration must be sent in writing to the Certification Council for review.
- The Certification Council's decision regarding the request for reconsideration will be sent to the appellant within 60 days.

8.3.2 Appeal

- Individuals may appeal an adverse reconsideration decision within 30 days from the receipt of a notice of determination from the Certification Council. The appeal must be sent in writing to the ISCD Certification Department to be forwarded to an appointed Review Board.
- Upon receipt of the request for appeal, the Chair of the Certification Council established an appellate body consisting of at least three, but not more than five, individuals. This Review Board may review one or more appeals, upon request of the Chair. No current members of the Certification Council may serve on the Review Board; further, no one with any personal involvement or conflict of interest may serve on the Review Board.
- The appointed Review Board will only review the existing evidence to ensure that the Council policies were followed and/or materials errors of fact were made. The Review Board would then make a final decision regarding the determination of the discipline.
- The decision of the Review Board will be sent within 60 business days.

9. CCD™® Application



**ISCD Certification Exam
Clinician Application**



- All communication with applicants will be handled via e-mail only.
- **Applications must be typed or clearly hand-printed.**
- The name and on your application MUST match your ID.
- The application MUST be complete with registration fee and signatures on the Application Statement, Confidentiality Statement and Code of Ethics (pages 21-24).
- Incomplete applications will be returned unprocessed.
- Once the candidate's application has been reviewed and accepted, candidates will be sent an Authorization to Test letter(ATT) through email PSI (support@psionline).
- The candidate is responsible for contacting PSI, to schedule their appointment. (Please see section 3 of this handbook.
- Approval for paper and pencil exams will be sent directly from ISCD.
- You will receive a reminder for paper and pencil exams by email prior to the course.
- **Applications are accepted by fax (860-259-1030) or mail**

Forward the application and registration fee to: ISCD Certification Department
955 South Main Street, Bldg. C
Middletown, CT 06457

Dr. Mr. Mrs. Other: _____

Name: _____ Designation(s): _____
(Must be the same as it appears on your Driver's License or ID)

Degree (circle all that apply): **MD, DO, PA-C, CNP, PhD** Other: _____

Home Address: _____

City: _____ State: _____ Zip Code: _____

Country: _____

Home Phone: _____ Fax: _____

Email: _____

Organization: _____

Your Machine(s): Hologic GE-Lunar Norland Peripheral Unit

Medical Specialty (circle all that apply):

Adolescent Medicine	Nephrology	Pediatrics	Reproductive Endocrinology
Endocrinology	Nuclear Medicine	Physical Medicine	Rheumatology
Family Practice	OB/GYN	Preventive Medicine	Sports Medicine
Geriatrics	Orthopedic Surgery	Pulmonary Medicine	Veterinary Medicine
Internal Medicine	Orthopedics	Radiology	Women's Health

CCD™® Candidate Handbook

Fellow/Resident: Have your program director complete the following:
I attest that the above named person is currently a participant in good standing in our Residency/Fellowship program.

Director's Signature

License: I certify that I am a licensed medical practitioner in good standing with the licensing board where I practice:

City _____ State _____ Country _____

Attestation - I attest that the information contained in this application is correct to the best of my knowledge. Further, I attest that I am in good standing with the licensing agency listed on this application.

Signature: _____ Date: _____

Special ADA (Americans with Disability Act) Accommodations Request - If you have special testing requirements, please attach a sheet to your application outlining your request and stating the reasons for your request. Candidates will be sent Notice of Approval from ISCD included with their Authorization to Test (ATT) confirmation.

CCD Exam:

- 2016 Test Window (January – December)**
- 2017 Test Window (January – December)**

- 2016 Paper and Pencil Exam: (MUST Indicate Paper and Pencil Location / Date)**

Paper and Pencil Exam Location **Date of P&P Exam**

The applicant will be able to choose the test date and location once the application is processed and they receive the eligibility confirmation from PSI for Computer based exam or ISCD for paper and pencil exam.

Examination Results - Candidates will be notified in writing with a pass/fail score within four weeks following the close date of the examination. No results will be provided by telephone, fax or email. Scores are released ONLY to the individual candidate.

Exam Fees "Circle" Appropriate Fees

Member Status	Member	Non-Member	CCD Recert by Exam
Certification Exam Fee	\$300	\$625	\$625

Make Check Payable to: **ISCD** (US Drawn Bank/US Dollars) Check No. _____

Amount Enclosed: \$ _____

Credit Card: MasterCard VISA American Express Amount \$ _____

Card Holder Name: _____ Signature _____

Card Number: _____ Exp. Date _____

Mail or Fax this form **with payment** to: **Mail:** ISCD Certification, 955 South Main St., Bldg. C, Middletown, CT 06457
Fax: 860-259-1030 - **For Questions:** Email certification@iscd.org or call 860-259-1000 ext. 102

Candidate Application Statement

All candidates must sign the Candidate Application Statement and agree to all policies, procedures, and terms and conditions of certification in order to be eligible for the CCD™® credential. The statement follows.

I hereby apply for certification as a Certified Clinical Densitometrist. I understand that my certification depends on my ability to meet all requirements and qualifications. I certify that the information contained in this application is true, complete, and correct to the best of my knowledge and is made in good faith. I further understand that if any information is later determined to be false, ISCD reserves the right to revoke any certification that has been granted on the basis thereof.

I hereby release, discharge, and exonerate ISCD, its directors, officers, members, examiners, representatives, and agents, from any actions, suits, obligations, damages, claims or demands arising out of, or in connection with, any aspect of the application process including results or any other decision that may result in a decision to not issue me a certificate.

I attest that **I have reviewed and understand this CCD Handbook.**

Signature: _____ Date: _____

All candidates that pass CCD examination will be listed in the Certification Registration on the ISCD Web site. If you **DO NOT** wish to be listed, you must check this box.

I do NOT wish to be listed on the ISCD Certification Registry.

Candidate Confidentiality Agreement

All candidates must sign the Candidate Confidentiality Agreement. The agreement follows:

You understand, acknowledge and agree:

1. That the questions and answers of the exam are the exclusive and confidential property of ISCD and are protected by ISCD intellectual property rights;
2. That you may not disclose the exam questions or answers or discuss any of the content of the exam materials with any person, without prior written approval of ISCD;
3. Not to remove from the examination room any exam materials of any kind provided to you or any other material related to the exam, including any notes or calculations;
4. Not to copy or attempt to make copies(written, photocopied, or otherwise) of any exam material, any exam questions or answers;
5. Not to sell, license, distribute, give away, or obtain from any other source other than ISCD the exam materials, questions or answers.
6. You agree that your obligations under this Agreement shall continue in effect after the examination and, if applicable, after termination of your certification, regardless of the reason or reasons for termination, and whether such termination is voluntary or involuntary.

Signature: _____ Date: _____

Ethics

The CCD™® certification promotes high standards of patient care that includes enforcing high standards of ethics among Certified Clinicians and among candidates for certification. All candidates must comply with the Code of Ethics located at the end of this application. The Rules are intended to promote the protection, safety, and welfare of patients. Certified Clinicians and candidates engaging in any of the conduct or activities noted in the Code of Ethics, or who permit the occurrence of such conductor activities, have violated the Code of Ethics and are subject to sanctions. By signing this application you have accepted the Code of Ethics and are bound by these codes.



Clinician Code of Ethics

Preamble

The practice of densitometry is a recognized allied health profession. The CCD™® certificant assumes specific responsibilities to the physician or other licensed healthcare prescriber, the patient, the public, associates and to the profession itself. These responsibilities must be discharged with honor and integrity to assure the maintenance of public confidence in the profession.

The Clinician Code of Ethics of the International Society for Clinical Densitometry (ISCD) shall apply to persons holding the CCD™® certification from ISCD. The Code of Ethics is intended to be consistent with the ISCD Certification Mission Statement and to promote the goals of ISCD Certification Mission Statement.

Clinician Code of Ethics

- As a densitometry clinician, credentialed by the International Society for Clinical Densitometry, I hereby acknowledge, accept and profess to abide by the following code of conduct and ethics:
- I will conduct myself in a professional manner, respond to patient needs, and support colleagues and associates in providing quality patient care.
- I will deliver patient care and service without reservation on the basis of gender, race, creed, religion or socio-economic status.
- I will perform my duties and services in accordance with the accepted standards of practice for bone densitometry.
- I will not engage in or be a party to unethical or unlawful acts that negatively affect the community, my professional reputation, or the field of densitometry.
- I will not share, disseminate, or otherwise distribute confidential or proprietary information pertaining to the ISCD certification process.
- I will respect confidences entrusted in the course of professional practice, respect the patient's right to privacy, and reveal confidential information only as required by law or to protect the welfare of the individual or the community.
- I will not use my certification or objects associated with my certification (such as certificates or logos) to represent any individual or entity other than myself as being certified by ISCD.
- I will do nothing to undermine or detract from this credential. I accept that any activity on my part that will cause harm to the credential serves as a breach and a failure on my part to uphold this code of ethics. Moreover, I accept that such action for which I might be responsible could result in the revocation of my credential.
- As long as my credential is in an active status, I shall endeavor to improve my knowledge and skills by participating in continuing education and professional activities.
- I commit that my professional goal is to submit to the highest standards of professional care in densitometry.
-

Signed _____ Date _____