

*Are you a member?*



*American Academy of Dermatology  
and AAD Association*

*The largest, most influential and most representative  
of all dermatological associations...*

*Membership  
Benefits*

*Membership  
Qualifications*

*Bylaws &  
Principles*

*Application  
Forms*

*...we invite you to join us.*

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# Membership Benefits

**The American Academy of Dermatology and AAD Association provide the following services, programs and products. Most are free and/or available exclusively to members. Applicable participation fees and product prices are always significantly reduced for members. And, your membership strengthens the organization, furthering the specialty of dermatology and assuring the highest quality of dermatologic care.**

## **Free Publications:**

- \* *Journal of the American Academy of Dermatology (JAAD)*
- \* *Dermatology World*
- \* *Derm Coding Consult*
- \* *Guidelines of Care*
- \* *Dermatology Insights*
- \* *Calendar of Dermatologic Events*

## **Reduced Meeting Fees:**

- \* \$750.00 savings on Annual Meeting registration fee.
- \* 300% rate reduction for Annual Meeting course fees
- \* Reduced registration and course fees at the summer ACADEMY meeting

## **Free Access to the AAD and AADA Web Sites:**

- \* Access to the "Members Only" section
- \* Access to *JAAD Online* with archives dating back to 1997
- \* Your name in the "Find a Dermatologist" listings
- \* Convenient on-line ordering of AAD products

## **Exclusive Member Services and Discounted Educational Materials:**

- \* CME Transcript/Award Programs
- \* Opportunities in Dermatology
- \* *National Library of Dermatologic Teaching Slides*
- \* *Dialogues in Dermatology*
- \* CD-ROM software programs
- \* Physician and Medical Staff Education Videos
- \* Self-Assessment CME programs
- \* *Practice Management Essentials* book series

## **Dual Membership**

Members hold a dual membership in the American Academy of Dermatology (AAD) and the American Academy of Dermatology Association (AADA). Membership in the AAD automatically confers membership in the AADA and vice versa. Total dues are apportioned between the AAD and the AADA in accordance with the budgetary needs and priorities established by the Boards of Directors of the two organizations. Dues paid to the AADA are not deductible as a charitable contribution but may be deductible as business expense related to your practice, excluding the 8% of the dues attributed to lobbying activities.

## **Public Education:**

- \* Melanoma/Skin Cancer Detection and Prevention Month
- \* Skin Cancer Screening Materials
- \* Media Interviewing/Press Release Kit
- \* 800 million media impressions per year of public service announcements and press releases positioning dermatologists as *the* expert physicians for skin, hair and nail conditions

## **Medical Practice Benefits:**

- \* *AAD Advantage Program*, offering substantial savings on medical, surgical, and front-office supplies, as well as brand name and generic pharmaceuticals
- \* *AAD Financial Connection*, offering savings on credit card processing, equipment leasing and financing
- \* Access to clinical coding, medical record documentation, practice management and managed care information specialists
- \* Practice and personal insurance programs
- \* 50% reduction on pamphlets, posters and other patient education products

## **Government Affairs:**

- \* Liaison with Congress, federal agencies, state legislatures, and state agencies
- \* Promoting fair reimbursement by healthcare payers and patient access to appropriate specialty services through grass roots involvement of dermatologists in state and federal affairs

## **Attend the AAD Annual Meeting**

**All applicants are invited to attend the next AAD Annual Meeting at the member rate – a \$750 savings!** We hope you will decide to join and take advantage of our many membership benefits. Applications must be received by September 1 for membership effective January 1 of next year. Send your completed application and supporting documents to:

Department of Member Services  
American Academy of Dermatology  
P.O. Box 4014  
Schaumburg, IL 60168-4014

Phone: 847/350-0230

Fax: 847/240-1860

E-mail: memsrv@aad.org

# Membership Qualifications

**DO YOU QUALIFY? There are five main categories of membership. Please review the information below to determine if you qualify and for which category of Academy membership.**

## **Fellow** (U.S. and Canadian only)

Certified in dermatology by the American Board of Dermatology or the Royal College of Physicians and Surgeons of Canada.

*Please refer to the Fellow/Associate information section on page 4 for a checklist of materials required.*

## **Associate** (U.S. and Canadian only)

Completed residency training in dermatology that permits eligibility to become certified in dermatology by the American Board of Dermatology and/or the Royal College of Physicians and Surgeons of Canada.

*Please refer to the Fellow/Associate information section on page 4 for a checklist of materials required.*

## **International Fellow** (Non-U.S. or Non-Canadian)

Dermatologists who reside outside the United States or Canada who have obtained board certification equivalent to that of the American Board of Dermatology or the Royal College of Physicians and Surgeons of Canada.

*Please refer to the International Fellow information section on page 5 for a checklist of materials required.*

## **Adjunct**

Individuals who fit into one of the following (Please refer to the Academy Bylaws, Article III, Section 2(h)).

### **1) Adjunct – PhD/Scientist**

Ph.D. holders and other scientists devoting a major portion of their time to dermatologic research and/or education in academic medical centers, teaching hospitals or industry.

### **2) Adjunct – Non-Derm Physician/Industry Partner**

Non-dermatologist physicians and industry partners on a director level or higher whose careers are devoted to dermatology.

*Please refer to the Adjunct information section on page 6 for a checklist of materials required.*

## **Affiliate**

- \* DOs certified by the American Osteopathic Board of Dermatology
- \* DVMs specializing in veterinary dermatology
- \* Dermatopathologists (MDs) who are not eligible to be Fellows or Associates
- \* MDs who are certified in dermatology by a non-U.S. or Canadian board
- \* Dentists (DDSs or DMDs) with special interests in oral/cutaneous medicine

*Please refer to the Affiliate information section on page 7 for a checklist of materials required.*

# Fellow/ Associate

**Complete application on page 13 or apply on-line at [www.aad.org](http://www.aad.org).  
Final Application Deadline: September 1**

## Fellow/Associate Application Information

**Fellow** membership is offered to those individuals certified in dermatology by the American Board of Dermatology or the Royal College of Physicians and Surgeons of Canada.

The **Associate** membership category is for individuals eligible to take the American Board of Dermatology or the Royal College of Physicians and Surgeons of Canada certifying examination(s) in dermatology. Applicants for **Associate** membership (qualified to take the Board examination) will receive an automatic change of status to Fellow following receipt of the listing of physicians who have successfully completed the examination in dermatology of the American Board of Dermatology and/or the Royal College of Physicians and Surgeons of Canada. If you are planning to take the next Board examination(s), your applicant membership status would be Associate.

We urge you to make application to the Academy prior to June 1 of this year to ensure commencement or continuation of the JOURNAL OF THE AMERICAN ACADEMY OF DERMATOLOGY (JAAD). Early applicants for membership may immediately enter the documented Transcript Program and will receive Annual Meeting registration materials without delay.

## Fellow/Associate Application Checklist

All of the following must be submitted to the Academy before your application can be processed.

- ❑ **Membership Application** (page 13)  
Please type and complete all lines of the membership application. Incomplete or illegible applications will be returned, resulting in delayed processing.
- ❑ **Payment and Payment Form** (page 15)  
Your membership application cannot be processed until a payment of \$600.00 is received by the Academy. This payment includes a \$100.00 non-refundable processing fee and \$500.00 reduced annual dues for the year you become an active member of the Academy. Complete the membership Application Payment Form indicating method of payment. Payment may be made by check, American Express, VISA or MasterCard.
- ❑ **Letters of Endorsement**  
You must have two (2) non-related Fellows of the Academy submit letters of endorsement directly to the Department of Member Services. Endorsement letters should be addressed to Kimberly A. Hoarle, Director of Member Services. Endorsement letters **MUST** include **ALL** of the following items: nature and duration of your association with the Fellow, summary of your activities in dermatology, and attestation of your moral character. Incomplete letters will delay application processing.
- ❑ **Copies of license(s) and certificate(s)**  
Include a photocopy of your current state medical license(s) with expiration date.

# International Fellow

**Complete application on pages 13-14 or apply on-line at [www.aad.org](http://www.aad.org).  
Final Application Deadline: September 1**

## **International Fellow** (Non-US or Non-Canadian) **Application Information**

Dermatologists who reside outside the United States or Canada are eligible for **International Fellow** membership. Please refer to the Academy Bylaws Article III, Section 2(b).

## **International Fellow** **Application Checklist**

All of the following must be submitted to the Academy before your application can be processed. Each item must be provided in 8-1/2" x 11" format.

- Membership Application** (page 13-14)  
Please complete all lines of the membership application. Incomplete or illegible applications will be returned, resulting in delayed processing.
- Payment and Payment Form** (page 15)  
Your membership application cannot be processed until a payment of \$435.00 in U.S. funds is received by the Academy. This payment includes a \$100.00 non-refundable processing fee and \$335.00 reduced annual dues for the year you become an active member of the Academy. Complete the Membership Application Payment Form indicating method of payment. Payment may be made by check, money order, American Express, Visa or MasterCard.
- Letters of Endorsement**  
You must have two (2) non-related Fellows or International Fellows of the Academy submit letters of endorsement directly to the Department of Member Services. Endorsement letters should be addressed to Kimberly A. Hoarle, Director of Member Services. Endorsement letters **MUST** include **ALL** of the following items: nature and duration of your association with the Fellow, summary of your training in dermatology and attestation of your moral character. Incomplete letters will delay application processing.
- Copies of license(s) and certificate(s)**  
Include a photocopy of your medical license(s) as well as a translation of the document.
- Board Equivalency**  
Include a copy of your (non-U.S. or non-Canadian) board certification which would be equivalent to certification by the American Board of Dermatology. This includes examination, society membership, specific training program, etc. Board equivalency must be demonstrated in order for your application request to be considered for International Fellow membership. Also include an English translation of this document. Your application will be delayed if this is not provided.
- Curriculum Vitae**  
This should include institutions attended, cumulative dates of attendance and degrees obtained for undergraduate, graduate, residency training and other specialty training. Also include information on institutional and academic affiliations and memberships in medical societies or professional organizations. Your application will be delayed if this information is not provided.
- Survey** (page 14)  
Complete the attached International Fellow Medical Education Questionnaire.

# Adjunct

**Complete application on page 13 or apply on-line at [www.aad.org](http://www.aad.org).  
Final Application Deadline: September 1**

## Adjunct Application Information

**Adjunct** membership is offered to individuals who fit into one of the following (Please refer to the Academy Bylaws, Article III, Section 2(h)).

- Ph.D. holders and other scientists devoting a major portion of their time to dermatologic research and/or education in academic medical centers, teaching hospitals or industry settings.
- Non-dermatologist physicians and industry partners on a director level or higher whose careers are devoted to dermatology.

## Adjunct Application Checklist

All of the following items must be submitted to the Academy before your application can be processed.

- Membership Application** (page 13)  
Please complete all lines of the membership application. Incomplete or illegible applications will be returned, resulting in delayed processing.
- Payment and Payment Form** (page 15)  
**Adjunct - PhD/Scientist** Your membership application cannot be processed until a payment of \$550.00 is received by the Academy. This payment includes a \$100.00 non-refundable processing fee and \$450.00 annual dues for the year you become an active member of the Academy.  
**Adjunct - Non-Derm Physician/Industry Partner**  
Your membership application cannot be processed until a payment of \$850.00 is received by the Academy. This payment includes a \$100.00 non-refundable processing fee and \$750.00 annual dues for the year you become an active member of the Academy.  
Complete the Membership Application Payment Form indicating method of payment. Payment may be made by check, money order, American Express, Visa or MasterCard.

### **Letters of Endorsement**

You must have two (2) non-related Fellows of the Academy submit letters of endorsement directly to the Department of Member Services. Endorsement letters should be addressed to Kimberly A. Hoarle, Director of Member Services. Endorsement letters **MUST** include **ALL** of the following items: nature and duration of your association with the Fellow, summary of your activities in dermatology, attestation of your moral character. Incomplete letters will delay application processing.

### **Copies of License(s) and Certificate(s)**

Include a photocopy of your state medical license(s) (if applicable) and graduate education certificate(s) (dermatology residency).

### **Board Equivalency**

Include a copy of any Board certification which may help clarify your membership request. This may include non-U.S. or Canadian dermatology board equivalents for those physicians permanently residing in the U.S. or Canada but not eligible for certification in dermatology by the American Board of Dermatology or the Royal College of Physicians and Surgeons of Canada.

### **Curriculum Vitae**

This should include institutions attended, cumulative dates of attendance, and degrees obtained for undergraduate, graduate, residency training and other specialty training. Also include information on institutional and academic affiliations, memberships in medical societies or professional organizations. The curriculum vitae should include evidence of meeting the criteria for Adjunct membership as established in the Bylaws Article III, Section 2(h)(i-ii).

### **Dermatologic Activities**

Include a very detailed statement outlining your current activities in dermatology. This must be received in order for your application to be processed.

# Affiliate

**Complete application on page 13 or apply on-line at [www.aad.org](http://www.aad.org).  
Final Application Deadline: September 1**

## Affiliate Application Information

**Affiliate** membership is offered to individuals who fit into one or more of the following. (Please refer to the Academy Bylaws Article III, Section 2(d):

- DOs certified by the American Osteopathic Board of Dermatology
- DVMs specializing in veterinary dermatology
- DERMATOPATHOLOGISTS or PATHOLOGISTS (MDs) who are not eligible to be Fellows or Associates
- MDs who are certified in dermatology by a non-U.S. or Canadian Board
- DENTISTS (DDSs OR DMDs) with special interests in oral/cutaneous medicine

## Affiliate Application Checklist

All of the following items must be submitted to the Academy before your application can be processed.

- Membership Application** (page 13)  
Please complete all lines of the membership application. Incomplete or illegible applications will be returned, resulting in delayed processing.
- Payment and Payment Form** (page 15)  
Your membership application cannot be processed until a payment of \$850.00 is received by the Academy. This payment includes a \$100.00 non-refundable processing fee and \$750.00 annual dues for the year you become an active member of the Academy. Complete the Membership Application Payment Form indicating method of payment. Payment may be made by check, money order, American Express, Visa or MasterCard.
- Letters of Endorsement**  
You must have two (2) non-related Fellows of the Academy submit letters of endorsement directly to the Department of Member Services. Endorsement letters should be addressed to Kimberly A. Hoarle, Director of Member Services. Endorsement letters **MUST** include **ALL** of the following items: nature and duration of your association with the Fellow, summary of your activities in dermatology, attestation of your moral character. Incomplete letters will delay application processing.
- Copies of license(s) and certificate(s)**  
Include a photocopy of your state medical license(s) (if applicable) and graduate education certificate(s) (dermatology residency).
- Board Equivalency**  
Include a copy of any Board certification which may help clarify your membership request. This may include non-U.S. or non-Canadian dermatology board equivalents for those physicians permanently residing in the U.S. or Canada but not eligible for certification in dermatology by the American Board of Dermatology or the Royal College of Physicians and Surgeons of Canada. Osteopathic physicians must provide a copy of their American Osteopathic Board of Dermatology certification.
- Curriculum Vitae**  
This should include institutions attended, cumulative dates of attendance, and degrees obtained for undergraduate, graduate, residency training and other specialty training. Also include information on institutional and academic affiliations, memberships in medical societies or professional organizations. Note that Affiliate member applicants applying under Section 2(d) (iii) must have either an M.D. or Ph.D. to qualify for membership. The curriculum vitae should include evidence of meeting the criteria for Affiliate membership as established in the Bylaws Article III, Section 2(d)(i-vi).
- Dermatologic Activities**  
Include a detailed statement outlining your current activities in dermatology. This must be received in order for your application to be processed.

# AAD/A Bylaws

**Please read the following excerpt from the AAD/A Bylaws pertaining to membership categories, election to membership and disciplinary action.**

## ARTICLE III Membership

### Section 1. Classes of Members

The membership of the Academy shall include the following eight (8) classes of members: Fellows, International Fellows, Associates, Affiliates, Adjuncts, Graduate Members, Life Members and Honorary Members.

### Section 2. Eligibility, Rights and Obligations

The eligibility requirements for, and the rights and obligations of, the members of each class of membership shall be as follows:

- (a) **Fellows.** Any physician who is a resident of the United States of America or Canada and who has been certified by the American Board of Dermatology or in dermatology by the Royal College of Physicians and Surgeons of Canada shall be eligible to be a Fellow. Fellows shall have full membership rights as recognized under customary parliamentary practice, including, but not by way of limitation, the rights to attend membership meetings, to participate in discussion, to vote, to be a candidate for elective office, and to accept appointment to committees, councils and commissions. Fellows shall be obligated to pay all dues and assessments imposed on Fellows under Article XI of these bylaws and shall be obligated to observe all bylaws and administrative regulations of the Academy.
- (b) **International Fellows.** Any dermatologist in good standing as a teacher or in research work or with three years of full-time experience in the field of dermatology and who resides in any country other than the United States of America or Canada shall be eligible to be an International Fellow. Educational and professional requirements for International Fellows shall be approximately equivalent to the requirements for certification by the American Board of Dermatology. International Fellows shall have all of the rights of Fellows except that they shall not have the right to vote, to serve in any elective office, or otherwise to participate in the governance of the Academy, except that, when appointed by the Board of Directors to committees, councils, and sections they may vote on matters before those committees, councils and sections. International Fellows who were members of this class of membership in good-standing on October 31, 1988, retain the full privileges of that class of membership as they existed on that date, including the right to vote and participate in all activities of this class of membership. Should they cease to pay dues, or for any other reason be removed from good standing, they thereafter will be governed by any bylaws enacted after October 31, 1988 that pertain to this class of membership. International Fellows shall be obligated to pay all dues and assessments imposed on International Fellows under Article XI of these bylaws and to observe all bylaws and administrative regulations of the Academy.
- (c) **Associates.** Any physician in good standing who is a resident of the United States of America or Canada, who has had three years of full-time experience in practice of, or as a teacher or graduate

student of, dermatology, and who has had training which qualifies him or her for the examination of the American Board of Dermatology or the examination in dermatology of the Royal College of Physicians and Surgeons of Canada, shall be eligible to be an Associate. Associates shall have all of the rights of Fellows except that they shall not be eligible to serve in any elective office. Associates shall be obligated to pay all dues and assessments imposed upon Associates under Article XI of these bylaws and to observe all bylaws and administrative regulations of the Academy.

- (d) **Affiliates.** An individual in good standing in any of the following categories shall be eligible to be an Affiliate of the Academy, provided that he or she also satisfies any additional requirements for Affiliate status which may be specified from time to time in the administrative regulations of the Academy:
  - (i) Practicing dermatopathologists who are not eligible to be Fellows or Associates of the Academy.
  - (ii) Osteopathic dermatologists who are certified by the American Osteopathic Board of Dermatology but whose training does not make them eligible for certification by the American Board of Dermatology or for certification in dermatology by the Royal College of Physicians and Surgeons of Canada.
  - (iii) Physicians (A) who are certified in dermatology by a foreign board or its licensing equivalent or who satisfy educational and professional requirements approximately equivalent to the requirements for certification by the American Board of Dermatology or the requirements for certification in dermatology by the Royal College of Physicians and Surgeons of Canada, and (B) who are now permanently residing in the United States or Canada, and (C) who are not otherwise eligible for certification by the American Board of Dermatology or for certification in dermatology by the Royal College of Physicians and Surgeons of Canada.
  - (iv) Veterinarians specializing in veterinary dermatology.
  - (v) Dentists holding the D.D.S. or D.M.D. degree with special interests in oral/cutaneous medicine.

Affiliates shall have all of the rights of Fellows (including the right to vote), except that they may not serve in any elective office. Affiliates shall be obligated to pay all dues and assessments imposed on Affiliates under Article XI of these bylaws and to observe all bylaws and administrative regulations of the Academy.

- (e) **Graduate Members.** Any physician who is enrolled in: (i) a dermatology residency training program in the United States or Canada which is approved by the Accreditation Council for Graduate Medical Education or (ii) a postgraduate research or fellowship program in the United States or Canada which involves intensive work in the field of dermatology and which can lead to eligibility for Academy membership as a Fellow or Associate, shall be eligible for Graduate Membership. Graduate Membership is automatically granted to all of the above with verification of

current residency/fellowship status provided in writing by the Dermatology Residency Training Program Director on an annual basis. No application form or administrative fee is necessary for Graduate Member status. Graduate Members shall have all of the rights of Fellows except that they shall not have the right to vote or the right to serve in any elective office; provided, however, that when appointed to any commission, council, committee or task force of the Academy, a Graduate Member may vote on matters before that commission, council, committee or task force. Graduate Members shall not pay dues, but the Board of Directors may establish special fees for participation by Graduate Members for particular Academy programs. Graduate Members are required to observe all bylaws and administrative regulations of the Academy but shall not be subject to any special assessment under Article XI of these bylaws. Any other provision of these bylaws notwithstanding, Graduate Membership shall cease automatically in the event that the individual no longer satisfies the eligibility criteria set forth in the first sentence of this paragraph, or he or she fails to make full payment of any applicable fee within ninety (90) days of the due date, except that a Graduate Member who has become eligible for membership as a Fellow, an Associate or in another category of membership in the Academy and who, promptly following completion of residency training or of the research or fellowship program, submits a complete application for such membership may continue as a Graduate Member until January 1 of the next year.

- (f) **Life Members.** Any Fellow, International Fellow, Associate or Affiliate in good standing who (i) has reached the age of seventy (70) years and been a member of the Academy for at least twenty (20) years, or (ii) has reached the age of sixty-five (65) years, been a member for at least twenty (20) years and is retired from practice (i.e., practices less than four hundred (400) hours per year), or (iii) has been a member for at least thirty (30) years and is retired from practice (i.e., practices less than four hundred (400) hours per year), shall be eligible to be a Life Member. A Life Member shall continue to have all of the membership rights of his or her previous membership category. Life Members shall not be obligated to pay any membership dues or assessments, but they shall be obligated to observe all bylaws and administrative regulations of the Academy. Any Life Member may be reinstated to his or her prior class of membership by the Board of Directors pursuant to the recommendation of the Membership Committee.
- (g) **Honorary Members.** Any distinguished person shall be eligible to be an Honorary Member. Any Honorary Member who was a member of the Academy in another category immediately prior to election to Honorary Membership shall continue to have all of the membership rights of the prior membership category. Any Honorary Member who was not a member of the Academy immediately prior to election to Honorary Membership shall have the right to attend membership meetings of the Academy and to participate in discussion at such meetings and to serve on committees, councils, and commissions but shall not have the right to vote, shall not be eligible to serve in any elective office and, in general, shall not have any other membership rights. Honorary Members shall not be obligated to pay any membership dues or assessments, but they shall be obligated to observe all bylaws and administrative regulations of the Academy.
- (h) **Adjuncts.**
- (i) Non-dermatologist physicians, Ph.D. holders and other scientists devoting a major portion of their time to dermatologic research and/or education in academic medical centers or teaching hospitals.

- (ii) Industry representatives to include non-dermatologist physicians and Ph.D. holders and other scientists devoting a major portion of their time to dermatologic research in industry settings or industry partners on a director level or higher whose careers are devoted to dermatology.

Adjuncts shall have all of the rights of Fellows excluding the right to vote and except that they may not serve in any elected office. Adjuncts shall be obligated to pay all dues and assessments imposed on Adjuncts under Article XI of these bylaws and to observe all bylaws and administrative regulations of the Academy.

### **Section 3. Dual Membership**

Pursuant to the bylaws of the American Academy of Dermatology Association, Inc. ("the Association"), members of the Academy in good standing are also members of the equivalent membership class of the Association. Likewise, members of the Association in good standing are also members of the equivalent membership class of the Academy.

### **Section 4. Prior Membership**

An individual who became a member in one of the membership classes of the Academy prior to July 1, 2000, and who is a member in good standing of the Academy on that date shall continue to be a member of the Academy in the equivalent membership class, provided such individual timely pays the dues required in accordance with these bylaws.

## **ARTICLE IV Election to Membership and Disciplinary Action**

### **Section 1. Applications or Nominations**

Applications or nominations for admission to the various classes of membership shall be submitted as follows:

- (a) For Fellow, International Fellow, Associate, Affiliate or Adjunct status. Each applicant for Fellow, Associate, Affiliate or Adjunct status shall complete and submit an official application form, endorsed by two (2) Fellows, at least one (1) of whom shall be a resident of the applicant's city or state or province, or, in exceptional cases, of a neighboring state or province. Each applicant for International Fellow status shall complete and submit an official application form endorsed by two (2) Fellows who know the applicant. Application forms shall be submitted to the Secretary-Treasurer at least ninety (90) days before the next annual membership meeting of the Academy and shall be accompanied by an application fee determined by the Board of Directors and by an additional amount equal to the then current annual dues for the relevant class of membership, which additional amount shall be applied to dues for the first year of membership if membership is granted and shall be refunded in full if membership is denied.
- (b) For Life Membership. Each eligible person who desires Life Membership shall complete an official application form and submit it to the Secretary-Treasurer at least ninety (90) days before the next annual membership meeting of the Academy. No fee shall be required for the filing of an application for Life Membership.
- (c) Nominations for Honorary Membership. Nominations for Honorary Membership may be submitted by any member of the Academy. They shall be submitted to the Secretary-Treasurer on official nomination forms at least ninety (90) days before the next annual membership meeting of the Academy. No fee shall be required for the filing of a nomination for Honorary Membership.

*continued*

## Section 2. Review and Evaluation

- (a) All properly filed applications for membership as a Fellow, International Fellow, Associate, Affiliate, Adjunct or Life Member must be reviewed and evaluated by the Membership Committee. The recommendations of the Membership Committee regarding all such pending applications for membership must be delivered to the Board of Directors prior to the next annual membership meeting.
- (b) All properly filed nominations for Honorary Membership must be reviewed and evaluated by the Board of Directors in accordance with the procedure set forth in the administrative regulations of the Academy.

## Section 3. Election by Board of Directors

- (a) The recommendations of the Membership Committee regarding membership applications must be considered by the Board of Directors in accordance with the procedure set forth in the administrative regulations of the Academy. The Board of Directors must act at its annual meeting on all properly filed applications, and applications may be acted upon individually or in groups. A majority vote shall be necessary for election to any class of membership.
- (b) All procedures for the election of Honorary Members shall be set forth in the administrative regulations of the Academy. A two-thirds vote of the Board of Directors shall be necessary for election to Honorary Membership.

## Section 4. Applications for Reinstatement

Any former member may apply for reinstatement through the regular application procedure.

## Section 5. Appeal from Denial of Membership

If membership is denied to an applicant, or if membership is granted in a class other than the class applied for, the applicant may appeal the decision of the Board of Directors in the following manner (except that nominees for Honorary Membership who shall not be elected may not appeal the decision of the Board of Directors):

- (a) The applicant shall, upon written request to the Secretary-Treasurer, be provided with a written statement of the reason(s) for the action of the Board of Directors.
- (b) Within fifteen (15) days of receipt of the statement of the reason(s) for the action of the Board, the applicant may request a hearing before the Membership Committee. In special circumstances the Membership Committee may extend the period during which an applicant may request a hearing before said Committee, and administrative regulations of the Academy shall set forth guidelines and restrictions regarding such extension. The Membership Committee shall then schedule such a hearing to be held not less than fifteen (15) days nor more than six (6) months after receipt of the applicant's request. The applicant shall be notified of the time and place of the hearing, at least fifteen (15) days prior thereto, by registered mail addressed to the applicant at his or her last known address.
- (c) The hearing before the Membership Committee shall be conducted in accordance with procedures established in the administrative regulations of the Academy, and the applicant shall have an opportunity to present oral arguments and written statements in support of the application.

- (d) Within thirty (30) days after the hearing, the Membership Committee shall submit a written recommendation regarding the application to the Board of Directors and a copy of the recommendation shall be delivered to the applicant. The Board of Directors shall at its next meeting consider the recommendation of the Membership Committee. Notice of that meeting of the Board shall be delivered to the applicant not less than fifteen (15) days prior to that meeting, and the applicant shall be afforded a reasonable opportunity to participate in discussion of the application. The Board of Directors shall act on the application, and majority vote shall be required to grant membership. The action of the Board of Directors in disposing of an appeal shall be final.

## Section 6. Reapplication

If an applicant for any class of membership (other than a nominee for Honorary Membership) is denied membership in accordance with the procedures established in these bylaws and in the administrative regulations of the Academy, the applicant may not submit another application for the same class of membership less than two (2) years after the date of the rejected application.

## Section 7. Disciplinary Action

Each member of the Academy may be subject to disciplinary action upon any of these conditions.

- (a) He or she is convicted of a felony or of any crime relating to or arising out of the practice of medicine or involving moral turpitude.
- (b) He or she becomes subject to any limitation or termination of any right associated with the practice of medicine in any state, province, or country, including the imposition of any requirement for surveillance, supervision, or review, by reason of violation of a medical practice act or other statute or governmental regulation, disciplinary action by any medical licensing authority, entry into a consent order, or voluntary surrender of license.
- (c) He or she exhibits medical incompetence.
- (d) He or she is involved in improper financial dealings such as fee splitting.
- (e) He or she has been adjudged by a state board of medical examiners or other governmental agency to have engaged in false, fraudulent, deceptive, misleading or harmful advertising.
- (f) He or she exhibits grossly immoral or unprofessional conduct.
- (g) He or she falsely represents that he or she is the only physician capable of performing certain dermatologic procedures.
- (h) He or she fails or refuses to cooperate reasonably with the Academy's investigation of a disciplinary matter.

## Section 8. Disciplinary Procedure

No disciplinary action may be taken against any member of the Academy until proper notice and a fair hearing as set forth in the administrative regulations of the Academy is provided.

# Principles of Professional Conduct

## *Preamble*

*The following Principles of Professional Conduct have been adopted by the American Academy of Dermatology and AAD Association. General Principles are not laws capable of rigid application, but standards of honorable behavior by which each member of the Academy may evaluate his or her relationships with patients and colleagues.*

## *General Principles*

1. Physicians should be dedicated to providing medically competent service with compassion and respect for human dignity.
2. Physicians should respect the rights of their patients and should, within the constraints of the law, safeguard the confidentiality of the physician/patient relationship.
3. Physicians should provide their patients a reasonable explanation of the etiology, treatment and prognosis of their disease.
4. Physicians should uphold the honor of the profession by dealing honestly with their colleagues; physicians should recognize the responsibility and necessity for communication and mutual respect among physicians in the academic community and physicians in private practice.
5. Physicians should continue to study, apply and advance scientific knowledge and should make useful information available to their colleagues and to the public.
6. Physicians should practice a method of healing founded upon a scientific basis.
7. Physicians may choose whom they will serve. In an emergency, however, physicians should render service to the best of their ability. Having undertaken the patient, a physician may not neglect the patient unless the physician has been discharged and may discontinue medical service only after giving adequate notice to the patient.
8. In the practice of medicine, physicians should limit the source of their professional income to services actually rendered by them, or to their patients under their supervision when they are personally and identifiably responsible for the service. Physicians' fees should be commensurate with services rendered, and physicians should neither pay nor receive commissions for the referral of patients.
9. Physicians should not dispense or supply drugs, remedies or appliances unless it is in the best interest of their patients. Physicians should not supply or dispense to their patients products which have no beneficial effect.
10. Physicians should seek consultation upon request, in doubtful or difficult cases, or whenever it appears that the quality of medical service may be enhanced thereby.
11. Physicians responsibility extends to community and society, and appropriate publicity regarding physicians participation in community and civic affairs enhances the stature of the profession.
12. Physicians should provide the general public information necessary or helpful to select a qualified physician. Physicians should not engage in advertising which is false, fraudulent, deceptive or misleading.

# Application Form

**Please complete the application form at right, and submit with all supporting documents, as indicated for your membership category (see pages 4-7)**

## Dual Membership

Members hold a dual membership in the American Academy of Dermatology (AAD) and the American Academy of Dermatology Association (AADA). Membership in the AAD automatically confers membership in the AADA and vice versa. Total dues are apportioned between the AAD and the AADA in accordance with the budgetary needs and priorities established by the Boards of Directors of the two organizations. Dues paid to the AADA are not deductible as a charitable contribution but may be deductible as business expense related to your practice, excluding the 8% of the dues attributed to lobbying activities.

## Application Deadline

We hope you will decide to join us and take advantage of our many benefits of membership. Completed applications must be received by the final deadline of September 1 for membership effective January 1 of next year.

**All applicants are invited to attend the next AAD Annual Meeting at the member rate – a \$750 savings!**

Send your completed application and supporting documents to:

Department of Member Services  
American Academy of Dermatology  
P.O. Box 4014  
Schaumburg, IL 60168-4014

Phone: 847/330-0230  
Fax: 847/240-1860  
E-mail: [memsrv@aad.org](mailto:memsrv@aad.org)

Apply on-line at  
[www.aad.org](http://www.aad.org)

Applications must be received by September 1.



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and AAD Association  
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Schaumburg, Illinois 60168-4014

Telephone: 847/330-0230  
Fax: 847/240-1860  
Email: memsrv@aad.org

AAD USE ONLY	Date Received _____
	Amount Paid _____
	<input type="checkbox"/> Credit Card <input type="checkbox"/> Check
	CC Authorization Number _____

Date \_\_\_\_\_ Gender (optional)  Male  Female Date of Birth \_\_\_\_\_

Name \_\_\_\_\_  
Last First Middle Degree or Title (M.D., D.O., etc.)

Office Information \_\_\_\_\_  
Street Address \_\_\_\_\_  
City State Zip Code Country

Telephone Number \_\_\_\_\_ Fax Number \_\_\_\_\_  
Int'l Country Code Int'l City Code Area Code & Number Int'l Country Code Int'l City Code Area Code & Number

E-mail Address \_\_\_\_\_

Home Information \_\_\_\_\_  
Street Address \_\_\_\_\_  
City State Zip Code Country

Telephone Number \_\_\_\_\_ Fax Number \_\_\_\_\_  
Int'l Country Code Int'l City Code Area Code & Number Int'l Country Code Int'l City Code Area Code & Number

E-mail Address \_\_\_\_\_

**Please Indicate:** Preferred Mailing Address:  Office  Home  
Application Category:  Fellow  Associate  International Fellow  Affiliate  
 Adjunct – PhD/Scientist  Adjunct – Non-Derm Physician/Industry Partner  
Practice Type:  01-Solo  02-Clinic  03-Dermatology Group  04-HMO  05-Multispecialty Group  
 06-Academic  07-Military  08-Industry  09-Other  
Practice dermatology full time:  Yes  No  
Have you read the Principles of Professional Conduct and the Academy Bylaws provided?  Yes  No

Certification: American Board of Dermatology \_\_\_\_\_  
Year  
Royal College of Physicians and Surgeons of Canada \_\_\_\_\_  
Year  
International Boards \_\_\_\_\_  
Name Year

**Endorsers:** List names of at least two non-related FELLOWS of the Academy.  
Note: International Fellow endorsers are acceptable if applying for International Fellow membership.

1. \_\_\_\_\_  
Name & Address
2. \_\_\_\_\_  
Name & Address

**Education:**

Undergraduate	_____	_____	_____	_____	Degree _____
	Institution	Location (City/State/Country)	Start Date	Completion Date	
Graduate	_____	_____	_____	_____	Degree _____
	Institution	Location (City/State/Country)	Start Date	Completion Date	
Postgraduate (residency)	_____	_____	_____	_____	Degree _____
	Institution	Location (City/State/Country)	Start Date	Completion Date	
Other specialty training	_____	_____	_____	_____	Degree _____
	Institution	Location (City/State/Country)	Start Date	Completion Date	

I certify that the above information is correct as recorded.

Signature \_\_\_\_\_

Date \_\_\_\_\_ Form # 3/03

Country \_\_\_\_\_

Date \_\_\_\_\_

Your Name \_\_\_\_\_

## INTERNATIONAL MEDICAL EDUCATION QUESTIONNAIRE

*(Complete only if applying for International Fellow membership.)*

Completion of this survey is very important to ensure that requests for membership from your country can be considered for International Fellow status.

**Please type or print your answers to the questions below.**

1. Outline the required course work and examinations necessary to receive the equivalent of the M.D. (medical) degree in the United States.

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2. Upon completion of the equivalent of the M.D. degree, what course work must be completed in dermatology (residency) and for what period of time?

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3. Is there a certifying examination or a certifying process in dermatology in your country and what is its name?

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4. Are board examinations or board certifications a prerequisite to becoming a dermatologist?

Yes \_\_\_\_\_ No \_\_\_\_\_

If no, what are the requirements for the title of dermatologist?

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5. Do you have a national dermatological society? What is its name and address? Also please provide the name and address of a contact person (Secretary, President, etc.).

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6. What are the requirements needed for membership in this dermatologic society?

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7. Please provide us with any additional information concerning dermatologic training.

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# Payment Form



*American Academy of Dermatology  
and AAD Association*

Name \_\_\_\_\_  
Address \_\_\_\_\_  
City, State, Zip \_\_\_\_\_  
Country \_\_\_\_\_  
Telephone Number \_\_\_\_\_  
Fax Number \_\_\_\_\_  
E-mail Address \_\_\_\_\_

- Fellow/Associate ..... \$600.00
- International Fellow ..... \$435.00
- Adjunct – PhD/Scientist ..... \$550.00
- Adjunct – Non-Derm Physician Industry Partner ..... \$850.00
- Affiliate ..... \$850.00

**ALL OF THE ABOVE FEES INCLUDE A  
\$100.00 NON-REFUNDABLE APPLICATION FEE.**

**INDICATE METHOD OF PAYMENT BELOW:**

Check enclosed payable to American Academy of Dermatology

MasterCard    VISA    AMEX   Print card # in spaces below.

\_\_\_\_\_

Exp Date |\_|\_|\_|\_| Signature \_\_\_\_\_

Form # 3/03

*Mail your completed application, supporting documents,  
survey if required, and payment form along with your  
payment to:*



American Academy of Dermatology  
and AAD Association  
Department of Member Services  
P.O. Box 4014  
Schaumburg, Illinois 60168-4014  
Telephone: 847/330-0230  
Fax: 847/240-1860  
Email: memsrv@aad.org

***Please keep a photocopy of all documents for your personal records.***



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Website: [www.aad.org](http://www.aad.org)*