

**CHARTER/BYLAWS**  
(approved December 1, 2009)

**Article I - Name**

The name of this Society for Imaging Informatics in Medicine (SIIM) special interest group shall be DIAMOND (DYNAMIC IMAGING ASSOCIATED MEMBERS ORGANIZED FOR NETWORKING & DISCUSSION), hereafter referred to as "DIAMOND." DIAMOND is an independent GE Healthcare, Dynamic Imaging Solutions User Group, formed under the auspices of SIIM.

**Article II - Purpose**

The purpose of DIAMOND will be:

1. to facilitate communication between DIAMOND members and GE Healthcare, Dynamic Imaging Solutions relating to the use of Centricity® PACS-IW (reference to Centricity PACS-IW users shall include the family of all "IW" users – Centricity PACS-IW, Centricity RIS/PACS-IW, Centricity Radiology-IW, Centricity PACS Office-IW and Centricity OutReach-IW);
2. to provide GE Healthcare, Dynamic Imaging Solutions with direction concerning product enhancement and maintenance; and
3. to create an environment that will afford Centricity® PACS-IW users a forum to exchange ideas and recommend solutions from their PACS colleagues throughout the world.

**Article III - Membership**

1. Membership is open to any organization that is a licensee of Centricity® PACS-IW, actual users, or soon to be users of the GE Healthcare Centricity® PACS-IW system that are in good standing and that will support the purpose of DIAMOND.
2. Membership is by institution. A DIAMOND institutional membership allows up to five representatives per institution; the primary representative and four alternates. Changes in institutional representatives must be submitted in writing by the primary representative to the SIIM office.
3. If an institution wishes to have more than five representatives, in total, from the same site, additional representatives may become members of DIAMOND through the purchase of a supplemental membership. Each supplemental membership allows up to five additional representatives; however, the primary representative for the institution will not change. The annual dues for each supplemental membership will be 50% of the primary institutional membership dues.
4. If an institution wishes to have more than one site within its system participate as a member of DIAMOND, each additional site may join as a member separate from the primary institution, or as a supplemental member.
  - a. If a site joins as a member separate from the primary institution, representation will consist of one primary and four alternates, and annual membership dues will be paid by the institution at the rate appropriate to its institutional membership status with SIIM (\$200 for non-institutional members/\$100 for SIIM institutional members). If a

site joins as a supplemental member, representation will consist of up to five alternates; however, the primary representative for the institution will not change.

The annual dues for each supplemental membership will be 50% of the primary institutional membership dues.

5. Employees of a member organization will have the right to hold office.
6. There will be no limit on the number of individuals from a member organization that are allowed to participate in DIAMOND meetings.
7. DIAMOND officers will review DIAMOND membership guidelines and dues structure on an annual basis.

#### **Article IV – Voting**

1. Active status in DIAMOND entitles a member institution to receive DIAMOND mailings and to vote.
2. Each active member institution will be entitled to one (1) vote on matters brought before the members. Five percent (5%) of the active members will constitute a quorum.
3. The Chairperson of DIAMOND, or other officer presiding at a meeting of DIAMOND, shall determine in each case whether a motion may be voted upon at that meeting, or whether it must be referred to a mail or electronic ballot.
4. Voting on matters of business, whether during a general meeting or by mail or electronic ballot, will be by only one representative of a member institution, with a simple majority carrying the motion.

When a question has been proposed for vote of the membership by mail or electronic ballot, the Secretary shall initiate a ballot to the membership within 30 business days. Thirty business days after sending out the ballots, the Secretary will count the votes and notify the Committee of the vote.

#### **Article IV - Policy and Procedures**

1. DIAMOND will be non-profit and self-governing under the auspices of SIIM.
2. Members, member representatives and attendees must adhere to the objectives and charter of DIAMOND.

#### **Article V – DIAMOND Officers**

The Executive Committee of the DIAMOND will consist of the following officer positions:

- Chairperson
- Chairperson-Elect
- Past Chairperson
- Secretary/Treasurer
- Physician Liaison

Duties of each are as follows:

Chairperson:

- Overall responsibility for the continued functioning of DIAMOND.
- Plan and preside at all meetings of the DIAMOND and its officers.
- Exercise general supervision over the activities of DIAMOND.
- Maintain communications with DIAMOND members, GE Healthcare, Dynamic Imaging Solutions, and other GE Healthcare user groups.

Chairperson-Elect:

- In the absence of the Chairperson, perform all responsibilities of the Chair. Assume any responsibilities delegated by the Chair. The Chairperson-Elect automatically becomes Chairperson on July 1 following his/her term as Chairperson-Elect.

Immediate Past Chairperson:

- In the absence of the Chairperson and Chairperson-Elect, perform all responsibilities of the Chair. The immediate past chairman shall be the primary liaison between all committees and task forces and the Executive Committee.

Secretary/Treasurer:

- Prepares minutes/record of all educational meetings of DIAMOND.
- Oversees the following administrative functions:
  - Prepares minutes of all group business meetings and conference calls;
  - Records attendance at meetings and determine if a quorum exists;
  - Maintains a roster of active and inactive members and a current mailing list containing membership information;
  - Updates the DIAMOND Charter as necessary;
  - Mails meeting announcements to current members;
  - Receives and disburse all DIAMOND funds; and
  - Maintains financial records and report on the financial condition of DIAMOND in accordance with the Executive Committee, the SIIM Board of Directors, and the SIIM Treasurer.

Physician Liaison:

- Provides input from a Physician prospective to the Executive Committee.
- A DIAMOND Physician liaison to the Executive Committee is to be appointed by the DIAMOND Executive Committee.

Vacancies:

A vacancy in any office position will be filled by special appointment of the Chair.

Elections:

- Elections of new officers will be conducted at the annual meeting, coinciding with the SIIM annual meeting. Officers will serve for a term of two years beginning July 1.

- Nominations for elective office will be presented to the membership from the nominating committee and the floor. Each nomination must be accompanied by a statement from the nominee of his or her willingness to serve if elected.
- The recommended slate of officers shall be elected by a simple majority vote of attending member organizations then submitted to the Chairman of the SIIM Board of Directors for official appointment.
- Every individual representative of a member institution in good standing (current dues paid) is eligible to serve for office.
- No member may hold two (2) offices simultaneously.
- Any officer may be removed from office for just cause as simply evidenced by two-thirds (2/3) majority vote of those present at a DIAMOND meeting.

#### **Article VI - Meetings**

One-day DIAMOND educational meetings will be held at least once a year at the SIIM annual meeting.

#### **Article VII - Amendments**

- Proposed Amendments to this DIAMOND Charter will be submitted in writing to the Chairperson by any active member of DIAMOND.
- Approval of Amendments will be constituted by a simple majority vote of the DIAMOND members present and voting.

#### **Benefits of Membership**

Benefits of membership include, but are not limited to the following:

1. A vehicle to help other users to solve problems. This will occur through forums, e-mail lists, and educational services, both on an informal and formal basis.
2. Provide input to vendor on acute problems with the current version and prioritized lists for future products. The user group will be responsible to organize, prioritize and present this list to the vendor for consideration.