

CONSTITUTION AND BYLAWS

NATIONAL ASSOCIATION OF NEPHROLOGY TECHNICIANS/TECHNOLOGISTS

Article I: Name

The name of the organization shall be the National Association of Nephrology Technicians/Technologists, (NANT).

Article II: Philosophy

NANT recognizes that the roles of the Nephrology Clinical Technician (NCT) and Nephrology Biomedical Technologist (NBT) can and will incorporate a variety of responsibilities including but not limited to: direct care of the dialysis patient, medical equipment maintenance and repair, reuse of hemodialyzers, materials management, quality assurance, and research and development. They are accountable for executing, maintaining, and updating the highest possible standards of quality while ensuring the safest possible environment for the patient undergoing treatment for renal failure. We believe that a sound intra-organizational educational program is necessary to develop, maintain, and augment competence in practice. We believe research is essential to the development of new modalities and the improvement of existing ones. New ideas and improvements must be encouraged, tested, and disseminated. We embrace the team approach to patient care and believe that interdisciplinary communication and cooperation is essential. As members of the Nephrology team, we hold that it is a duty to respond to issues affecting our practice in both public and private sectors.

Article III: Mission, Purpose, and Goals

Section A. Mission

The NANT mission is to promote the highest quality of care for End Stage Renal Disease (ESRD) patients through education and professionalism.

Section B. Purpose

Our purpose as a not-for-profit organization will be to provide information for our members, act as an advocate for our discipline through participation in political processes, and act as a functioning representative for the technical and clinical aspects involved in caring for persons in renal failure.

Section C. Goals

1. To ensure the awareness of the necessity for the participation of the technicians and technologists in the decision-making processes required for optimum treatment of the CKD patient.
2. To maintain the highest standards of safety and quality in ESRD therapies.
3. To continue to guide, support, and assist all members of the nephrology community in their endeavor to improve available technology.
4. To continue to provide educational opportunities for all members of the medical community.
5. To continually encourage the individual member to participate in the growth and development of the organization.
6. To promote and stimulate technicians' and technologists' professional growth.
7. To act as a liaison between the Nephrology Technician and Technologist and other professional organizations.
8. To develop and implement standards of training and practice for technicians and technologists.
9. To continue to provide a forum for the exchange of ideas and opinions between all disciplines in the field of Nephrology.
10. To foster and promote development of new strategies and techniques to improve the care of CKD patients.

Article IV: Membership

The Association shall consist of full, honorary, and corporate members.

1. Full Member

A. Any individual who is employed in the field of renal health care specifically as a technician/technologist or in a position that does not qualify them for specific representation and full membership status in other renal related professional practice organizations, shall be granted full member status. . It is the responsibility of all full members to elect by ballot the officers of the Association.

B. Subject to the requirements of Article IV, section 1A, any individual who has advanced from a staff technician/technologists position to a supervisory, managerial, administrative, consulting or ancillary position within the renal health care, who have previously qualified as a full member and has maintained their membership in NANT without interruption, shall retain their full member status.

2. Honorary/Lifetime Member

Any individual that has demonstrated lifelong significant contribution to the advancement of Nephrology Technology. Upon election by simple majority of a quorum of the Board of Directors (BOD), honorary members shall receive all benefits and responsibilities of full membership without payment of dues.

3. Corporate Member

Any corporation, foundation, organization, or institution that wishes to support the Association by promoting its mission, philosophy, and goals. The corporate member will be accorded one vote.

4. Associate Member

Any individual that does not qualify for full membership but wishes to support the goals of NANT. An associate member is accorded all benefits of full membership but will be a non-voting member.

5. Associate Member/Student Classification

Any individual currently enrolled full-time in a state or nationally accredited and/or BOD approved dialysis training program. The student will be accorded all benefits of full membership but will be a non-voting member.

6. Dues from all categories of members will be paid in full at the beginning of each membership term.

7. All categories of members will uphold the bylaws of the Association and follow all approved policies and procedures.

8. All questions concerning membership eligibility will be resolved by the BOD.

Article V: Officers

The officers of NANT will be: the President, Immediate Past-President, President-Elect, Secretary/Treasurer, and five regional Vice-Presidents. The Secretary/Treasurer may be separated into two offices by quorum of the Board of Directors (BOD). If one individual holds more than 1 voting position on the board, that individual is entitled to only one vote. Any full member is eligible to hold office. Nominated individuals must fully disclose in their application, the nature of their employment in renal health care, and validate any degrees, certification and licensure obtained and in effect.

1. Election of Officers

The Nominations Committee will call for nominations from the membership at large. Election will be by mail-in ballot, hand delivered ballots at the national meeting or electronic ballot cast by the voting membership. All voting options will be given a time by which they must be submitted. Ballots received after the designated time will not be counted. The ballots will be counted by the national office and winners will be determined by simple majority. The NANT President will nominate one Executive Committee member to verify the results of the election. The President will cast a ballot prior to the deadline and that ballot will be used in the event there is a tie. Following the election the President will notify the appropriate members and announce the results at the national meeting State of the NANT awards Ceremony.

2. Term of Office

Members elected to the office of President will serve one year as President-Elect, one year as President, and one year as Immediate Past-President. All other officers will serve a term of two years that will begin and end at the close of the national meeting. The offices of Northwest and Southwest Regional Vice-President will be up for election on even years and the offices of Northeast, Southeast and North Central Regional Vice President will be up for election on odd years. The office of Secretary /Treasurer will be elected for a two year term. Due to the requirements of this position, the Secretary-Treasurer may be opposed after the initial two year term once the Executive Committee reviews the qualifications of the candidate(s).

3. Officer Roles

All officers shall lead and direct the association in a manner consistent with role descriptions as defined in the NANT Policy Manual. The Vice-Presidents will represent and service geographical areas delineated in Article VI and therefore must reside in that area. Officers will follow and uphold all bylaws, policies, and procedures of the Association.

4. Directors and Coordinators

Project directors and coordinators are appointed by the President and will serve a one-year term that will end at the conclusion of that President's term of office unless renewed by the incoming President. Coordinators are non-voting members of the BOD. All Directors and Coordinators will follow and uphold all bylaws, policies and procedures of the Association.

5. Board of Directors

The governing body of the Association is the BOD, which has the authority to, and is responsible for, the control and direction of the Association. The BOD will consist of all officers and Directors and will meet face to face at least once a year, and will participate on conference calls at a minimum of once per quarter. The President will act as the Chairman of the BOD. Members of the BOD holding a similar position on any other organizational board will make it known to the executive committee and the executive committee will evaluate each circumstance for potential conflict of interest.

6. Quorum

A quorum will be considered two-thirds of the voting members of the BOD.

7. Removal of National Officers

Any elected officer who may be subject to a removal from office shall, before any further action is taken by the BOD, be first notified in writing of the alleged cause for such removal and shall then have the right to address the allegations in writing, or in person to the BOD within 14 days of

receipt of such notification. The BOD shall then consider the facts related to the cause for removal, and if removal from office is then deemed warranted shall do so by the two-thirds majority of the BOD or by a simple majority of the general membership. Officers must demonstrate and reflect a conduct exhibiting that of an exemplary professional. Unprofessional conduct may include:

- ❖ Incompetence or gross negligence in the application of the dialysis practice that result in the loss of the ability to practice dialysis or certification.
- ❖ Not meeting the requirements set forth in the bylaws or the Elected Officers Policy and Procedure manual specifically related to job descriptions and responsibilities.
- ❖ Procuring a certificate by fraud, misrepresentation, or mistake.
- ❖ Making or giving any false statement or information in conjunction with the application of the office.
- ❖ Conviction of a crime substantially related to the qualifications, functions, and duties of a hemodialysis technician in which event the record of the conviction shall be conclusive evidence thereof.
- ❖ Any act that constitutes a conflict of interest that benefit the individual over that of the mission and goal of NANT.

Article VI: Committees

1. The BOD may establish ad hoc committees as necessary to accomplish the business and objectives of the Association.
2. All committees shall submit written annual reports to the Secretary at least one month prior to the annual national business meeting. The President will appoint members of committees other than the Executive Committee.
3. Standing committees will be the Executive Committee, Nominations Committee, National Conference Committee, and a Committee on Legislation.
4. The Executive Committee will consist of the Immediate Past-President, President, President-elect, Secretary/Treasurer and a Member-At-Large elected by the membership. The Executive Committee will function as a day-to-day decision making body for the BOD. The Executive Committee may act in place of the BOD when authority is designated by the BOD or in emergency matters where Executive Committee action is temporary and subject subsequent approval of the BOD at its next meeting.

Article VII: Indemnification of Officers, Directors and Agents

N.A.N.T. to the extent permitted by law, shall indemnify each of its Directors, Officers and agents against expenses, judgments, fines, settlements and other amounts actually and reasonably incurred in connection with any proceeding arising by reason of the fact that any such person is or was an agent of N.A.N.T. For purposes of this Article, an "agent" of N.A.N.T. includes any person who is or was a Director, Officer, employee or any other agent of N.A.N.T., or is or was serving at the request and on behalf of N.A.N.T. This indemnification is subject to the BOD determining the agent had acted in good faith. The BOD may adopt a resolution authorizing the purchase and maintenance of insurance on behalf of any agent of N.A.N.T. against any liability asserted against or incurred by the agent operating in such capacity or arising out of the agent's status as such.

Article VIII: Regions

1. The Northeast Region shall include: Maine, Vermont, New Hampshire, Pennsylvania, Massachusetts, New York, New Jersey, Delaware, Connecticut, Rhode Island, Maryland, District of Columbia, and those parts of Canada in the Eastern and Atlantic Time Zones.
2. The Southeast Region shall include: Arkansas, Louisiana, Tennessee, Mississippi, Alabama, Virginia, West Virginia, Florida, North Carolina, South Carolina, Georgia and Puerto Rico.

3. The North Central Region shall include: Nebraska, Minnesota, Iowa, Wisconsin, Illinois, Missouri, Indiana, Michigan, Ohio, Kentucky, and those parts of Canada in the Central Time Zone.
4. The Northwest Region shall include: Washington, Oregon, Idaho, Montana, Wyoming, North Dakota, South Dakota, Hawaii, Alaska, Colorado and those parts of Canada in the Mountain and Western Time Zones.
5. The Southwest Region shall include: California, Arizona, New Mexico, Oklahoma, Kansas, Nevada, Utah, Texas, and Mexico.

Article IX: Dues

The National Association of Nephrology Technicians/technologists is a non-profit organization. The annual assessment of membership dues shall be determined by the Board of Directors at the beginning of each fiscal year. Dues may not be assessed by any state or local chapter. In order to maintain the right to vote and be eligible for other membership benefits, membership dues must be current.

Article X: Chapters

1. All sanctioned chapters must follow the Constitution and Bylaws of the National Association.
2. All chapters shall be established and operated according the N.A.N.T. Chapter Policy and Procedure Manual.

Article XI: Funds

1. All membership dues will be deposited in the national treasury by the Secretary/Treasurer or the Executive director.
2. Expenses and revenue generated through national and regional symposiums sponsored by N.A.N.T. shall be handled by the National Office. All expenses and revenue generated by the BOD or committees under their direction shall be handled by the National Office.
3. The Secretary/Treasurer shall present a status report at each meeting of the Executive Committee and BOD. He/She will offer a detailed financial statement or report at the annual National Business Meeting. This report shall include a budgetary synopsis for the coming year that has been approved by the Board of Directors.
4. State and local chapter activities using the N.A.N.T. name only, shall establish treasuries to handle the expenses and funds generated through their activities. The fiscal accountability of all N.A.N.T. sanctioned chapters shall be in accordance with the N.A.N.T. Chapter Policy and Procedure Manual.
5. The use of the Association's name, National Association of Nephrology Technicians/Technologists, or N.A.N.T., by any individual, group, organization, or association for publication, validation, or promotion must be approved in writing by the Executive committee. If use of the Association's name involves co-sponsorship of an educational program, any N.A.N.T. member attending shall register at the reduced member's rate.

Article XII: Policies and Procedures

New policies and procedures will be reviewed by the Executive Committee and submitted to the BOD for action. The BOD will take one of four actions:

- a) Approve as is by simple majority of quorum.
- b) Approve with amendments.
- c) Reject. Rejected policies or procedures must wait one year before re-submittal.
- d) The BOD may decide to refer major policy decisions to the general membership for action by simple majority vote.

Article XIII: National Office

The Association shall have and will maintain a registered office and a registered agent whose office address will be identical to such office. The registered agent will be referred to as the Executive Director.

Article XIV: Books and Records

The Association shall keep complete and accurate books and records of accounts. Minutes will be kept of all meetings. Original copies of all records will be maintained by the national office.

Article XV: Interim Office

A vacancy in any national office shall be filled by an appointee of the Board of Directors who will serve until the completion of the term of that office.

Article XVI: Oath of Office

All elected officers shall be sworn into office by the President during an inaugural ceremony at the annual National Business Meeting. This ceremony shall include an affirmation by the incoming officers to uphold the philosophy, purpose, mission, and goals of the Association.

Article XVII: Merger

For the sake of a merger necessitated by a change in the state of incorporation **only**, approval must be given by a majority of members voting on the annual ballot of election.

If a merger is to be between NANT and another, separate organization, approval must be given by a majority (51%) of **full** members.

Article XVIII: Constitution and Bylaws

1. Amendments to the constitution and bylaws will require a vote by the general membership. The process will follow the same rules outlined in Article V; Section 1. Any bylaws amendment may be included as part of the general election.
2. Petition for amendment to the bylaws will be directed in writing to the BOD. The BOD will review the request and submit it to the general membership with the next general election. Amendments of Articles I, II, III require a 75% voting quorum.
3. Amendments may be proposed independently of the general election as follows:
 - a) As deemed necessary by the BOD.
 - b) By petition of 20% of the total membership.

Revised 1997

Amendments approved by the membership April 1997

Revised 2000; presented to the membership for approval via ballot Spring 2001

Amendments approved by membership via ballot April 2001

Revised 2003; approved by membership via ballot May 2003

Amendments approved by the membership March 2008

Revised 2013; approved by the membership March 2013

Revised 2016; approved by the membership March 2016