

Bone Densitometry Examination Process and Application

BONE DENSITOMETRY EQUIPMENT OPERATORS

Examination Process

1. Complete the Bone Densitometry Equipment Operators Exam (BDEO) registration application.
2. **Include a \$25.00 money order or cashier's check payable to Minnesota Department of Health (MDH) and mail with the registration application. Your application will not be processed with a personal or business check.** Fees are nonrefundable and nontransferable.
3. MDH recommends typing or writing legibly on this application and sending it Certified Mail.
4. MDH will review the registration application and send a letter by email to the applicant regarding next steps and payment to the American Registry of Radiologic Technologist (ARRT).
5. After receiving notification from MDH, the applicant will pay the ARRT fee of \$150.00 by credit card on their website at [ARRT \(https://state.rrt.org/\)](https://state.rrt.org/). ARRT does not accept money orders, cashier checks, personal checks, or business checks.
6. ARRT will send applicants the exam handbook that explains the exam process. Applicants will have 90 days in which to take the exam. MDH strongly recommends scheduling an exam right away, as exam sites fill up quickly.

Important Reminders

- BDEO applicants must pass the Bone Densitometry Equipment Operator exam before performing bone densitometry exams limited to bone densitometry x-ray systems.
- If an applicant fails the exam, they will need to retake and pass to take x-rays.
- The fees and application process are the same for the initial application and the retake application.
- If an extension to the 90-day exam window is needed, requests should be received one week prior to the window expiration date. BDEO exam extension requests will be sent to MDH by email to health.xray@state.mn.us. Extending an exam window is limited to three extensions.
- For ARRT online payments, a separate username and password needs to be created for each applicant. A business or school making an online payment for multiple applicants cannot use the same username and password for all their applicants.
- If a current application for ARRT Radiologic Technologist (RT) exam, Limited Scope X-ray Operator (LSXO), or BDEO exams is pending, applicants cannot apply for another exam until the pending exam is passed and/or application is closed.
- BDEO must not operate fluoroscopy, computed tomography (CT), cone beam computed tomography (CBCT), radiographic, mammography x-ray systems, or perform x-ray procedures where contrast media is used.

Bone Densitometry Equipment Operators Exam Application

RADIATION CONTROL, X-RAY UNIT

*Payment must be a cashier's check or money order.
Your application will be returned if included with a personal or business check.*

Applicant *(All fields in Applicant are mandatory)*

First Name:

Middle Initial:

Last Name:

Date of Birth (XX/XX/XXXX):

Social Security Number (XXX-XX-XXXX):

Home Address:

City/State/Zip:

Phone Number:

Email:

Exam Training

School attended:

Training/Classes completed:

Bone Densitometry Exam

Bone Densitometry Equipment Operator Exam

Retake Bone Densitometry Equipment Operator Exam

Fees Due with Application

\$25.00 MDH Processing Fee. Cashier's check/money order attached. **Your application will not be processed with a personal or business check.** Mail to address on next page.

Signature

I declare that all the information I have provided is true and complete, and that I have read and understand the "Tennessee Warning" below.

Applicant Signature

Date

Tennessee Warning

The Commissioner of Health uses the information provided on an application to determine if you meet the requirements for licensure, certification, registration or other form of approval authorized by statute or rule. You are not required to provide any of the requested information. However, if the requested information is not provided, your application will be denied. Submitting false information will result in the denial of your application or suspending, revoking, or taking other disciplinary action against your license, certificate, registration, or other form of approval authorized by statute or rule after it is issued.

Minnesota Statute, section 270C.72, subdivision 4, requires you to submit your social security number to the commissioner before a license, certificate, registration, or other form of approval authorized by statute or rule can be issued to you. The information submitted will not be disclosed outside the Minnesota Department of Health during the application process. It may be disclosed to others, including the Attorney General's Office and persons contacted for purposes of verification or investigation, if required by law. Information on the application, including your social security number, will be provided to the Minnesota Department of Revenue at its request. If the matter of your license, registration or other form of approval authorized by statute or rule is contested, the information submitted on the application may become public. When you become licensed, certified, registered or other form of approval authorized by statute or rule, all information in the application becomes public, except your social security number, which remains private.

12/16/2021

Minnesota Department of Health

Radiation Control, X-ray Unit

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PO Box 64497

St. Paul, MN 55164-0497

651-201-4545

health.xray@state.mn.us

www.health.state.mn.us/xray

To obtain this information in a different format, call: 651-201-4545. Printed on recycled paper.