ARDMS Compliance Complaint Review Flowchart

PLEASE NOTE: Violations reported to ARDMS may take between thirty days to six months to review and issue a determination starting from the date the violation is received by ARDMS.

2 to 5 business days

ARDMS Compliance Dept. receives complaint

ARDMS initiates an administrative compliance investigation regarding the complaint

Approx. 30 business days

Insufficient information received from the Complainant

Complaint does not meet the threshold of a compliance violation

Anonymous complainant:

Complaint is closed, due to insufficient evidence.

Complainant Known:

ARDMS contacts Complainant to request additional information

Complaint is closed and the complainant is notified of the determination.

Sufficient evidence has been received to substantiate the complaint

ARDMS issues an investigatory letter to the subject of the complaint ("Respondent").

Approx. 30 business days

Respondent responds to investigatory letter and provides requested information/documentation

Respondent does not respond to the Investigatory Letter, despite ARDMS making multiple attempts

Compliance violation is forwarded to the Compliance Review Panel for review.

The following determinations can be issued:

Approx. 30 business days

No Action Taken Letter

Decline to Issue a Decision due to lack of information/documentation

Deferred Action Consent Agreement

Authorize Summary suspension of certification and/or eligibility for ARDMS Exam

Refer to Compliance Hearing Panel

Refer to Compliance Hearing Panel with expedited action

Complainant Close-out Letter is sent to the Complainant notifying them that no published action was taken against the Respondent.
Case Closed.

Compliance violation is forwarded to the Compliance Hearing Panel for formal hearing.

The following determinations can be issued:

Determinations NOT published

Determinations Published to ARDMS Sanction List.

The Respondents name will remain on the list indefinitely

Approx. 60 - 180 business days

Reprimand

Determine the matter does not meet the threshold of a compliance violation.

Censure

Probation
*Length and terms of probation are determined on a case by case basis

Suspension
**Length and terms of probation are determined on a case by case basis

Permanent revocation of certification

Approx. 30 business days

Right to Appeal:

Within thirty days the Respondent may appeal the decision of the Compliance Hearing Panel.

Approx. 30 business days

Appeal Received:

The matter will be forwarded to the Compliance Appeal Panel. The Compliance Appeal Panel can choose to uphold the determination of the Compliance Hearing Panel or overturn the determination and issue their own determination per Section 3 of the ARDMS Compliance Policies.

Appeal Not Recieved

Compliance Hearing Panel Determination Published

Approx. 10 business days

Compliance Hearing Panel Determination Not Published

Sanction(s) Final
Published to the ARDMS Online Sanction Listing

Complainant Close-out Letter is sent to the complainant notifying them that no published action was taken against the Respondent. Case Closed.

Complainant Close-out Letter is sent to the complainant notifying them that a public Sanction has been issued and is published on the ARDMS Sanction Listing. Case Closed.