



The Academy of Toxicological Sciences

Fellow Application Instructions and Guidance

The VISION of the Academy of Toxicological Sciences (ATS) is to be recognized as the leading international organization that certifies toxicologists by peer review of education, professional experience, leadership, demonstrated achievement and scientific expertise. A peer-review evaluation process conducted by the entire ATS Board of Directors is used to admit Fellows to the Academy. This evaluation focuses primarily on three areas: (1) Education and Experience; (2) Professional Practice; and (3) Professional Recognition. Additional information about ATS is available at www.acadtoxsci.org.

APPLICATION INSTRUCTIONS:

Candidates for ATS are urged to review these instructions in detail as the application is prepared. There are more details for each section included here than in the application.

1. Download the [ATS application form](#), create a file named: “**your last name ATSAplication**”.doc (for example: ParacelsusATSApplication.doc) and complete the Application form,
2. Email the completed Application form to the ATS Executive Director, Susie Masten (smasten@acadtoxsci.org), with a request for Application pre-review. All applications will be pre-reviewed for completeness and relevant content by an ATS Board member.
3. If the Application pre-review by an ATS Board member reveals deficiencies, the Application will be returned to the applicant with an explanation of deficits. You are strongly encouraged to revise your application and resubmit with the application fee. The application fee can be paid via check or credit card. Checks should be mailed to ATS Headquarters, PO Box 98954, Raleigh, NC 27624, or you may pay online at <https://acadtoxsci.org/apply/>. Your application will then receive a formal review by the entire ATS Board of Directors.
4. After your application has been reviewed, you will receive a letter outlining the ATS Board’s decision. If approved as a Fellow by June 30, the next-year membership dues will be paid from the application fee. See the ATS website for current annual dues (<https://acadtoxsci.org>). Should your application not be approved from the full ATS Board review, you will be provided with the Board’s reasons for deferral. All deferred applications are entitled to reconsideration within a period of two (2) years without payment of an additional application fee.

By signing and submitting an Application to ATS, the applicant certifies that all of the information provided in support of the application is true and correct to the best of their knowledge. Submission of the Application also serves as consent to abide by the Code of Ethics of the ATS if approved as a Fellow of ATS.

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It is important that the candidate's application be clear, complete, concise, and address each section of the application demonstrating the core values of ATS – knowledge, experience, leadership and involvement in the profession of toxicology. Specific guidance relevant to each section is provided below to assist the candidate in preparing the application. A candidate is encouraged to discuss the contents of the application with an ATS Board member. The listing of current Board members is provided in the ATS website (<http://www.acadtoxsci.org>).

For the review process by the Board, each section of the application is evaluated on a point system, as noted on the Application Form and described below. A minimum score is required for each section to be approved as a Fellow.

SECTION 1 – Education and Experience. (Maximum Points for Section 1 is 30; you must achieve a minimum of 20 points in this section)

Section 1.1 – Degree in relevant field: Any scientific discipline that refers to toxicologically-relevant information and principles including toxicology, pharmacology, biology, biochemistry, veterinary medicine and related sciences that rely on active practice and knowledge of toxicology. Specify only the highest degree obtained that may include PhD or equivalent doctoral degree (MD, DVM, ScD, etc.) is 10 points; Master's degree or equivalent (MS, SM, etc.) is 8 points; and Bachelor's degree or equivalent (AB, BA, BS, BVSc, etc.) degree is 6 points.

Section 1.2 – Years of professional experience in the active practice of toxicology: Active practice in toxicology includes, but is not be limited to, the design, conduct, management or interpretation of toxicological experiments, chemical/product hazard and risk (safety) assessment or assessing the relevance of results of either specific experiments or integrated experimental datasets to human, environmental or animal health. Provide the number of years of professional experience in toxicology beyond any post-doctoral position since highest degree was granted.

Section 1.3 – Continuing education (CE) in toxicology beyond terminal degree: Continuing education in toxicology can include university, professional society-sponsored (SOT, ACT, DIA, etc.), webinars and/or other courses or training related to toxicology. Beginning with the most recent for the last 10 years, provide the course with the number of hours for each course beginning with the most recent. Also, provide organizational-sponsored courses that are directly applicable to the practice of toxicology. These organizations, for example, include, but certainly are not limited to the Pharmaceutical Education Research Institute (PERI), NIH, Center for Professional Development, Contract Research Organizations (CRO), etc. It is best to always include a specific course even if you may be uncertain if it applies. Please note that neither attendance at professional society-sponsored meetings (e.g., without taking a CE course), nor teaching courses in toxicology are appropriate demonstrations of continuing your education in toxicology for this section of the Application. Both of these areas are covered below in Section 2.3.

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SECTION 2 – Professional Practice of Toxicology. (Maximum Points for Section 2 is 40; you must achieve a minimum of 30 points in this section)

Section 2.1 – Publications: Publishing peer-reviewed papers, technical reports, major reviews, and book chapters are important pathways to demonstrate the active practice and competence in toxicology. Provide complete citations as these are often double-checked in on-line databases, for example, PubMed during the Application review.

Section 2.1.1 – Five most significant peer-reviewed publications or internal/external reports in toxicology: For applicants holding doctorate degrees, these papers and reports should be after postdoctoral training. These peer-reviewed publications, internal/external reports or assessments are defined by the candidate as those believed to have made an impact on the field of toxicology. The reputation of the journal, if applicable, in which the paper is published also is considered. The number of authors associated with the publication or report, and whether the candidate is the senior or corresponding author also is considered. It is essential that you indicate (in a sentence or two) the significance of the paper or report to the field of toxicology, and your role in the publication or report if you are not the first or senior author of the paper or report.

Section 2.1.2 – Additional publications and other technical reports

Section 2.1.2a – Additional original peer-reviewed toxicology publications: Provide complete citations for additional publications in peer-reviewed journals. Do not duplicate the citations given in Section 2.1.1. These publications also are important to demonstrate experience and continuous, active practice in toxicology. These are to be limited to those prepared and submitted beyond work done as part of graduate or postdoctoral training. This list should start with the most recent publications, and it is expected that the candidate will be the senior or first author on most publications as his/her career advances. Provide your role in the publication if you are not the first or senior author of the paper or report.

Section 2.1.2b: Other technical and confidential toxicological reports: Reports, technical documents, health risk (safety) assessments, etc. published in media other than peer-reviewed journals, or unpublished technical reports, also are important for demonstrating experience, expertise and continuous, active practice in toxicology. Do not duplicate the citations given in Section 2.1.1. Provide complete citations for technical and confidential reports and, if possible, describe the type of peer-review such as submission to agencies, clients, internal organizational reviews, etc. For confidential reports, provide as much information as reasonably possible, including a general description of activity. For all reports/documents listed, describe your role (contributions) and approximate percent effort in the preparation of the report.

Section 2.1.3 – Major reviews, books, book chapters, or integrated analyses reports: Provide a listing of major reviews, books, book chapters, and/or integrated data analyses reports demonstrating experience in the practice of toxicology. For unpublished technical analyses/reports, provide a brief description of the nature of the effort and context, scientific merits, and the impact of the effort in the field of toxicological sciences. Examples of reviews could include, but are not limited to, technical submissions to global regulatory authorities such

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as pesticide or drug registration monographs or assessments, ATSDR Health Criteria Documents, IRIS assessments, chemical hazard assessments, and safety and health risk assessments, etc.

Section 2.2 – Editorial and peer-review responsibilities: Serving on editorial boards and/or actively participating in the peer-review process are important to demonstrate expertise, experience and active practice in toxicology. Provide a listing of toxicology journals that you have served on the editorial board, or as an editor or associate editor over the course of your career (specify the years of service). Also, include books or special issues of journals in which you have served as an editor.

It is possible to actively participate in the peer-review process without serving on an editorial board. For this, provide a listing of journals for which you have served as a peer-reviewer, and the approximate number of journal papers peer-reviewed per year per journal over the last 5 years. Provide a listing of toxicologically-related governmental and non-governmental reports/documents that you have peer-reviewed over the course of your career, and that are not part of your routine job responsibilities (include date/year of review). Examples would include EPA IRIS, NTP, IOM, ATSDR Health reports, EU and REACH documents, etc.

Section 2.3 – Participation in toxicology activities both external and internal to your professional responsibilities: For the last 15 years, include membership(s) in professional societies (SOT, ACT, ABT, ATS, IUTOX, ISSX, STP, Teratology Society, AAAS, ACS, SRA, and other global toxicology related organizations); attendance at toxicology-related meetings and workshops (SOT, ACT, IUTOX, ISSX, SRA, Gordon Conferences, Teratology Society, ACS, DIA, CRO-sponsored, etc.); teaching/administrative (include adjunct academic appointments) responsibilities related to your advancement in the practice of toxicology, both internal and external to your current and past organization(s); presentations at toxicology-related meetings (posters, platform sessions, plenary sessions, etc.); presentations to external, global decision-making scientific panels and groups (e.g., EPA, FDA, WHO, IARC, NTP, EU ECHA, etc.).

SECTION 3 – Professional Recognition. (Maximum Points for Section 3 is 40; you must achieve a minimum of 30 points in this section)

This section is intended to identify those activities demonstrating a high level of recognition for expertise in the practice of toxicology. In particular, this section seeks evidence that the candidate's expertise and experience in toxicology is recognized and valued by third parties including employers (Section 3.1) and external bodies of toxicology/scientific peers (Sections 3.2 and 3.3).

Section 3.1 – Professional career advancement: As recognition of your active practice and leadership in toxicology, provide specific title(s) of positions held and include a description of these position(s), demonstrating how each position reflects increasing responsibility, expertise and leadership in toxicology during your employment history. Do NOT include positions held as part of academic training, such degree pursuit or post-doctoral positions or adjunct academic appointments.

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Section 3.2 – Recognition of prominence in the toxicological sciences: Provide a listing, with a brief explanation, of outside activities (not as an employee) associated with decision-making and/or advisory activities that demonstrate regional, national and international leadership and recognized expertise in the field of toxicology and recognition in the application of toxicological principles in research, problem solving, etc. Examples include, but are not limited to, serving on national and international committees such as ICH, WHO, IARC, Colipa, JECFA, ECVAM, ICVAM, ILSI/HESI, IARC, NTP, NIH, NAS/NRC, ACGIH, WEEL, FDA, EPA, MITI, WHO, EU, ECHA and other committees that have a broad-reaching impact on the field of toxicology. While service on peer review committees is appropriate, it is not necessary to list individual grant reviews. Engaging in deliberations with or within a regulatory agency on important toxicological matters, such as a registration decision, chemical classification, or a health risk (safety) assessment may also be evidence of significant recognition in the toxicological sciences. The candidate is strongly encouraged to provide an overview of specific roles in such activities. Finally, list elections and/or appointments to scientific and professional committees/advisory groups, etc. of toxicology-related organizations. For adjunct academic appointments, describe your role for grant preparation, mentoring of graduate students and post-doctoral students and assisting in directing research.

Section 3.3 – Recognition through invited lectures and presentations: In this section, the applicant should include invited lectures and presentations to major academic and non-academic institutions, governmental and non-governmental organizations, and professional societies, including, but not limited to, national and international meetings on subjects related to toxicology.

Section 3.4 – Scientific awards, citations and professional honors: This section should include certifications in toxicology and closely-related toxicologically-related disciplines such as DABT, ERT, JSOT, DACVP, CIH, etc. Awards and professional honors given to the individual by the candidate's employer or other external organizations should also be included, although more weight may be given to those awarded from external organizations. Particularly important are awards from major, prominent global scientific toxicology organizations. Scientific awards also include receipt of competitive grants or other types of external or internal funding provided by the government or other organizations.

The minimum points required to be eligible for membership in the ATS for each section is:

Section 1. Education	20 of 30
Section 2. Professional experience	30 of 40
Section 3. Professional recognition	30 of 40