



Certified Practical Technologist in Radiology (CPTR)

Steps to Certification

In order to obtain certification as a Practical Technologist in Radiology, applicants must:

- Step 1: Complete a training program in radiologic technology through an ADHS Department-approved radiological program.
- Step 2: Submit the *Request Approval to Take Exam Needed for Initial CPTR* application to the Department. Include proof that you have completed the department-approved radiologic program. There is no fee for this application.
- Step 3: The Department will send the applicant a letter that the applicant is approved to test. The applicant, then, will schedule an exam with the American Registry of Radiologic Technologists, also known as ARRT. ARRT will assign you a 90-day exam window. For this reason, it is important to schedule your exam appointment for a date within 90 days. There is a fee to take the ARRT exam and it is paid directly to ARRT.
*Note: The Department does not schedule or administer exams. You must work with ARRT.
- Step 4: Take and pass the ARRT Limited Scope of Practice in Radiography exam.
- Step 5: ARRT sends test results to the Department about 3-4 weeks after the test was taken. The Department sends a letter to the applicant letting them know whether or not they passed. If the applicant did not pass, the Department will resubmit the applicant to ARRT. The applicant will need to then complete steps 2 through 4 again. Pursuant to Arizona Administrative Code (A.A.C.) R9-16-606(E), "The applicant shall arrange testing through the American Registry of Radiologic Technologists (ARRT), and has six months to complete testing before the applicant is required to re-apply for the examination." The Department will only resubmit the applicant for testing two times, for a total of three test attempts.
- Step 6: Once an applicant has passed the ARRT Exam, the applicant should complete the *Initial Application for CPTR After Passing Exam* application. Send the completed application to the Department with the required fee in a cashier's check or money order made payable to the Arizona Department of Health Services.

Once the application is received, the Department will review the application for completeness. The time it takes to approve an application varies on the completeness of the application. If an application is complete and has no missing documentation, processing may take 3-4 weeks.

Should information requested in the application be missing, the Department will contact the applicant to request the missing information. Time to process the application will depend on the completeness of the response by the applicant.

For any questions regarding the CPTR application, please call (602) 364-2079.