

ANNUAL REPORT - 1995-96
TO GOVERNOR + LEGISLATURE

*West Virginia Radiologic Technology
Board of Examiners*

P.O. Box 638
Cool Ridge, WV 25825
Telephone: (304)787-4398 Toll Free 877-609-9869
Fax (304)787-3030 Email wvrtboe@wvnm.wvnet.edu

FACSIMILE COVER SHEET

DATE: ~~27~~ 3/01/00 TIME: _____

TO: Lesh

ADDRESS: Secretary of State

ATTN: —

FAX NO: 304-558-0900

FROM: MARY CASTO

PAGES TO FOLLOW (Including Cover Sheet) 15

COMMENTS: 1995-96 ~~B~~ Minutes +

Financial Statement as per your

request

FAX NUMBER: (304-787-3030)

Annual
Report

FY 1998-1999

Scanned
03/02/00

RECEIVED
 6/15/95 DATE
 W. VA. RADIOLOGIC TECHNOLOGY
 BOARD OF EXAMINERS

WEST VIRGINIA RADIOLOGIC TECHNOLOGIST BOARD OF EXAMINERS

**Room 303
 3049 Robert C. Byrd Drive
 Beckley, West Virginia 25801**

MINUTES May 17, 1995

MEMBERS PRESENT: Mark Wilcox, Chairman Deborah Smith, Bd. Secretary Grady Bowyer Gary Morano, M.D.	MEMBERS EXCUSED: Edward Wheatley, M.D. Afzal Ahmed, M.D. Dan Shock	GUEST PRESENT: Eva Hallis, WVSRT Millie Yahya, WVSRT Doug Douglas, Asst. Att. Mary Casto, Exe. Sec.
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The meeting of the West Virginia Radiologic Technologist Board of Examiners was held in the Bureau of Radiologic Health, 815 Quarrier Street Suite 418, Charleston, West Virginia, on May 17, 1995. The meeting came to order at 5:05 pm.

<u>TOPIC</u>	<u>DISCUSSION</u>
Approval of minutes	The minutes of the August 10, 1994 board meeting was approved as circulated.
Financial Reports	Mary Casto, Executive Secretary, reviewed the Fiscal Year Financial reports from August, 1994 - April, 1995. The closing balance as of April, 1995 was \$36,663.72. Note in March, 1995 a three(3) month payment was made to the P/E Insurance Agency. This was attributed to the State Agency converting to an HMO. All financial reports were approved.
Board Resignation	The Board received a resignation letter from Edward Wheatley, M.D. on September, 1994. Recommendations have been submitted to the Governor for an appointment of another Radiologist. Currently, no appointment has been made.

<p>Radiography Program accreditation</p>	<p>The Joint Review Committee and Board of Examiners have accredited three(3) programs:</p> <ol style="list-style-type: none"> 1. Southern West Virginia Community College - 5 years 2. St. Mary's Hospital - 2 years 3. WVU Radiation Therapy - 5 years <p>The Joint Review Committee and Board of Examiners have three (3) site visits in 1995.</p> <ol style="list-style-type: none"> 1. Ohio Valley Medical Center May 5, 1995 Mark Wilcox - inspector 2. University of Charleston July 27 &28, 1995 Grady Bowyer - inspector 3. Wheeling Hospital August 4, 1995 Deborah Smith - inspector
<p>Senate Bill #49</p>	<p>Senate Bill #49 was passed in both the House and Senate this 1995 session, however the Bill was vetoed by the Governor. The State Auditor's office did not have staff, nor funds to audit the boards. If a special session takes place in the fall, adjustments will be made to amend the bill.</p> <p>Ms. Smith discussed the development of a annual report to all licensees. She will talk with members of the WVSRT and request a page for the Board to report in the Mountaineer Tech-Neck. Not all issues are distributed to all technologist, but once a year a complete mailing is done.</p> <p>Ms. Smith reviewed what is being requested for review by the Legislature in the Boards annual reports.</p>

<p>Complaints</p>	<p>Two complaints were discussed.</p> <p>1.) Mary Casto received the call questioning the ability of non-licensed individuals working in doctor's offices to perform radiologic exams. The complaint also mentioned during interviewing of graduates from the National Education Center in Cross Lanes their students are under the impression they can perform Radiologic Exams. Ms. Casto mailed a copy of the Rules and Regulations and Mark Wilcox will further investigate with the National Education Center.</p> <p>2.) Ms. Casto also received a call concerning technologist perform fluoroscopy without the presence of a Radiologist. This is was discussed and determined this is an acceptable practice with established guidelines.</p>
<p>Guidelines for Disciplinary Action</p>	<p>The Board reviewed and discussed with the Assistant Attorney General, Doug Douglas, the Disciplinary Guidelines. The Board approved the Guidelines for disciplinary Action. These are guidelines only.</p>
<p>Technical Changes to the Rules and Regulations</p>	<p>The Board received from the West Virginia Legislature Rule-Making Review Committee a memorandum requesting technical changes . The following changes were identified:</p> <p>Rule 1.7 Change address of Board Office Rule 2.2 Remove conducts examinations Rule 3.2g Remove entire statement results of examination. Rule 3.3 4b.,c.,d. Remove entire sections</p> <p>Each board member is to review and forward all changes to Deborah Smith within the next few weeks. Ms. Smith will discuss with Doug Douglas and then forward to the Rule-Making Committee.</p>

<p>Old Business</p>	<p>The Board reviewed a letter drafted by Mr. Douglas. The Board amended the letter to not only include Cath Labs, but all special procedure facilities. Grady Bowyer will fax Mr. Douglas a list of current Cath Labs and Special Procedure Facilities.</p> <p>Grady Bowyer is going to check with Rodney Kovak about the concerns of Bradshaw and Rainelle.</p> <p>Ms. Casto is going to request a conviction order to be placed in file for James Adams.</p>
<p>Salary increase</p>	<p>The Board reviewed the salary and job description of Mary Casto, Executive Secretary. The title of Administrative Secretary and the salary range was approved. Mr. Wilcox will follow-up with appropriate paper work required.</p>
<p>New Business</p>	<p>Deborah Smith requested that the Board start rewriting the law and all the necessary changes to Senate Bill #49. If the Bill does not pass she requested the Board to attempt getting our own bill together for consideration in 1996. The board discussed having a workshop with the executive committee, discuss with Mr. Douglas changes, and bring back to the next meeting.</p> <p>Deborah Smith requested that the Board members if possible assist the West Virginia Association of Licensure Boards in the Lobbying Fees incurred in 1995.</p>
<p>Election</p>	<p>Election of officers was conducted. Mark Wilcox will continue as Chairman and Deborah Smith as Board Secretary.</p>

Next Meeting	The next meeting of the Board will be at the WVSRT Educational Conference in Lakeview on October 20&21, 1995. Ms. Smith will discuss time with Eva Hallis, Coordinator.
Adjournment	Being no further business the Board adjourned at 7:00 pm.

Prepared by,

Deborah Smith

RECEIVED

6/03/96 DATE
W. VA. RADIOLOGIC TECHNOLOGY
BOARD OF EXAMINERS

**WEST VIRGINIA RADIOLOGIC TECHNOLOGY
BOARD OF EXAMINERS**

ROOM 303
3049 ROBERT C. BYRD DRIVE
BECKLEY, WEST VIRGINIA 25801
PHONE (304) 256-6985

May 15, 1996

MEMBERS PRESENT:

Mark Wilcox
Deborah Smith
Grady Bowyer
Alice Belmont
W. Alva Deardorff, M.D.
Patrick J. Oliverio, M.D.

MEMBERS EXCUSED:

Gary Morano, M.D.

GUEST PRESENT:

Eva Hallis, WVSRT
Millie Yahya, WVSRT
John Krepschaw
Victoria Starcher
Jeff Brunette
Mary Casto, Exe. Sec.
Gail Michelson, Asst. Att.

The meeting of the West Virginia Radiologic Technologist Board of Examiners was held in the Bureau of Radiologic Health, 815 Quarrier Street, Charleston, West Virginia, on May 15, 1996. The meeting was called to order at 5:35 p.m., by Mark Wilcox, Chairman.

MINUTES

The previous minutes of the May 17, 1995 board meeting were approved as circulated.

INTRODUCTIONS

Each member of the board introduced themselves. Three new members were appointed to the board: Alice Belmont, W. Alva Deardorff, M.D., and Patrick Oliverio, M.D. Gail Michelson, Assistant Attorney General, will replace Doug Douglas who has resigned. Mark gave a brief history of the board activities and explained the member's responsibilities.

RESTRICTED LICENSE

The board approved a change of agenda to accommodate the guests present. Mr. John Krepschaw, Corporate Director of Nuclear Medicine at CAMC, requested the board allow Nuclear Medicine Technologist, who are not Radiologic Technologist, the authority to administer low dose ionizing radiation by using the Hologic Bone Densitometry Unit. Mr. Krepschaw ask if the board would recognize the similarity of the Nuclear Medicine and Radiologic Technologist educational training in Radiation Protection? Jeff Brunette discussed the radiation exposure. Victoria Starcher discussed the operations of the equipment and a Nuclear Medicine Technologist's Educational Qualifications. It was the consensus of the board, that the board does not have the authority to issue a restricted or limited licensed. Gail Michelson, will research to

see if the law has any exclusions or alternative options. Mr. Krephshaw requested that the board send him a copy of the Radiologic Technologist's Law.

FINANCIAL REPORTS

Mary Casto, Executive Secretary, reviewed the financial statements for July 1, 1994 - June 30, 1995, and January - April, 1996. Mary explained the incomes and disbursements. The three year rental agreement was signed in 1996. The closing balance as of April, 1996 was \$26,957.59. Mary requested that the board evaluate the W.V. Bd of Risk and Insurance Management rates. Grady Bowyer will evaluate the contract. All financial reports were approved.

Dr. Deardorff requested to know if the Board Members are bonded? Gail Michelson will investigate and report back.

Mary explained that all state employees received a \$300.00 increase per year in salary compensation.

JOINT REVIEW COMMITTEE

West Virginia has nine (9) Radiologic Technology Programs and one (1) Radiation Therapy Program. It is the responsibility of the Board to inspect programs, in collaboration with site visitors from the JRCERT, by using The Essentials as guidelines.

School accreditation were awarded in 1995 to the following:

- 1.) Bluefield State College 5 years
- 2.) Ohio Valley Medical Center 3 years
- 3.) University of Charleston 5 years
- 4.) Wheeling Hospital 5 years

Site Visits for 1996:

- 1.) WVU Radiography, June 10, 1996
W.V. Rep. Mark Wilcox and Patrick Oliverio, M.D.
- 2.) St. Mary's Hospital, Tentative Date, Summer, 1996
W.V. Rep. Deborah Smith and W. Alva Deardorff, M.D.

Grady Bowyer and Alice Belmont agreed to be a back up if needed.

Deborah Smith reviewed the new standards from the JRCERT, minimal changes are noted. The Essentials will now be identical for both Radiography and Radiation Therapy.

Additional West Virginia Certificates for program approvals are needed. Mark Wilcox will evaluate and report back to the board.

ARRT LETTER

The ARRT sent the board a letter requesting to know if the W.V. Board of Radiologic

Technologist would be interested in administering advanced-level examinations in the areas of mammography, cardiovascular-interventional technology, computed tomography and magnetic resonance imaging. These exams could be administered to non-ARRT Registered Technologist in the state of West Virginia. It was the consensus of the board to not sign the letter of agreement, but to respond in with a letter recognizing that we had received the information.

CLEAR

Deborah Smith reviewed the report she prepared from the CLEAR conference in 1995. It was recommended that the board continue membership of \$175.00 into the organization to obtain current national licensure issues. The board agreed to allow Deborah Smith to attend the 1996 conference in Alaska.

COMPLAINTS

The board received four (4) complaints or concerns. Gail Michelson explained that the complaints need to be protected and not shared among each of the board members to allow the complainant to a fair due process and hearing. It was agreed by the board that two members will receive the complaints and investigate prior to presenting to the entire board. The chairman and one other member will evaluate all complaints. Gail Michelson will review our disciplinary process and make recommendations.

The following four complaints were resolved to the satisfaction of the board:

- 1.) Unlicensed Technologist taking x-rays at Logan General Hospital
- 2.) Introduction of limited licensure in 1997
- 3.) RN's positioning patients and doing exposure settings
- 4.) Students working in Kentucky

RADIATION REQUIREMENTS

Deborah Smith received a copy of the Health Physics Society Newsletter. The society has published a position statement on quantification of radiation risks. It is the agreement of the Board to not make a statement related to this publication. Deborah will provide the members copies of the articles.

INFORMATION BROCHURES

Two brochures are available to all health care boards (Complaints Against Healthcare Providers and Know Your Rights as a Consumer of Health Care). Deborah Smith will discuss dissemination of brochures at the next West Virginia Association of Licensure Boards. Mary Casto received the cost for printing; 4000 @ \$300.00. The board agreed to distribute after the discussion with the other boards. Number of copies to be printed will to be further investigated.

ANNUAL REPORT TO LICENSEES

The annual report to the licensees will be prepared for publication and distributed in January. Gail Michelson will further advise on the publication of complaints/investigations and disciplinary actions of the board.

SENATE BILL #358

Deborah Smith reviewed Senate Bill #358 and the legislative process that occurred this year. The implementation of the bill is going to require intensive work on the part of the board to have prepared by July, 1996. It was agreed that the executive committee could start the process and report back to the full board before July, 1996. All members are invited to the June 21, 1996, West Virginia Association of Licensure Boards to learn more about the process. Mary will send Deborah copies of the Legislative writing criteria and copies of other states licensure fees.

NEW BUSINESS

Rosalie Boydon, (through a request from Jim Kloovich) is from the Philippines, she has requested the board to evaluate her credentials for obtainment of a West Virginia License to practice radiography. It was the agreement of the board that the applicant do the evaluation to determine if she is an applicant to take the ARRT examination. Applicant should request the ARRT to submit direct documentation to the board proving acceptance from the ARRT. If the applicant is a candidate for the ARRT examination a temporary license can be issued. Deborah Smith will contact Jim Kloovich, at Roane General and let him know the decision of the Board.

ELECTION

Grady Bowyer thanked Mark Wilcox for his years of dedication and work for the Board. Election of officers was completed. Deborah Smith, Chairman and Alice Belmont, Board Secretary. Offices will become effective July 1, 1996.

Patrick Oliverio expressed appreciation of the professionalism displayed by the technologist in the state of West Virginia.

ADJOURNMENT

There being no further business the meeting was adjourned by Mark Wilcox, at 8:45 pm.

Respectfully submitted by,



Deborah Smith
Board Secretary

RECEIVED
4/23/94 DATE
W. VA. RADIOLOGIC TECHNOLOGY
BOARD OF EXAMINERS

WEST VIRGINIA RADIOLOGIC TECHNOLOGY BOARD OF EXAMINERS

Room 303
3049 Robert C. Byrd Drive
Beckley, West Virginia 25801

Minutes
November 19, 1996

MEMBERS PRESENT:
Deborah Smith, Chairman
Alice Belmont, Secretary
Mark Wilcox, (by phone)
Grady Bowyer

MEMBERS EXCUSED:
Gary Marano, MD
Patrick J. Oliverio, MD
W. Alva Deardorff, MD
Gail I. Michelson, Asst. Att.

GUEST PRESENT:
Denise Smith, WVSRT
Millie Yahya
Mary Casto, Exe. Sec.

The meeting of the West Virginia Radiologic Technologist Board of Examiners was held in the Bureau of Radiologic Health, 815 Quarrier Street Suite 234, Charleston, West Virginia, on November 19, 1996. The meeting came to order at 5:35 pm.

TOPIC	DISCUSSION
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Approval of minutes

The minutes of the May 15, 1996 board meeting were amended to include that the disciplinary committee will be made up of 3 board members. Two board members will investigate complaints, however, it is strongly recommended that we add the third member to the investigative team. The investigative team will be the only board members who know the identification of individuals involved, and details of the complaints until after the investigation. The minutes were approved as amended.

Financial Report

Mary Casto, Executive Secretary, reviewed the Fiscal Year Financial reports from July 1, 1995-June 30, 1996 and Monthly reports from May-October 31, 1996. The beginning balance on July 1, 1995 was \$35,054.69, and the ending balance as of October 31, 1996 was \$28,722.84. The financial report was approved as submitted.

IRS requirement that all taxes be paid electronically

It will be necessary for the Board to submit taxes electronically. The computer in Mary's office will

need to be on line. The IRS will supply the necessary software for submission of taxes.

Office Computer & Printer

The requirements for purchase of a computer and printer follow: The PC will be at least 100mHz, with 1.2 Gig hard drive. It should come with Windows 3.11. The monitor size should be at least 14". The hardware should include a keyboard, mouse, and a 33.6 data FAX modem. Lexmark Optra E printer quote will be obtained. It was estimated that these purchases may cost approximately \$2050.00 All items should have a 5 year warranty. Grady will obtain quotes for the above mentioned hardware and CD ROM, as well as, a laser color printer with an extra paper tray from appropriate sources for purchase. The total purchase price shall not exceed \$3,000.00 and the purchase should be made by 12/31/96.

Moving the WV Radiologic Technology Board of Examiners into the information age

Deborah proposed creating a home page on the Internet, and having WV licensing applications available to licensee's on line. Grady will speak with Information Systems Consulting about getting applications and rules and regulations on the Internet. Deborah will inquire other boards (LPN, Medicine and RN), to see which software they use to manage their information. Mary will contact the Dental board. Information will be given to Grady so that he can get a quote for the appropriate software purchase. A motion was made to purchase a software package that would allow applicants to access applications electronically from a home page, and allow Board information management. A package such as PC Anywhere or Microsoft Exchange was proposed, as well as, training for Mary. Deborah will call Man Power to see if they supply training.

Council on Licensure Enforcement & Regulation (CLEAR) Conference Report

Deborah's report conveys the responsibility and scope of the Regulatory Board with regard to quality of images, disabilities, drug screening, ethical conduct, tracking CME for non-RT's who were grandfathered under legislation, and the need to appoint public members to the board after January 1997. A meeting will be scheduled to decide about changes in our fees, drug screening, etc. Based on our law, we will ask Gail Michelson to investigate our jurisdiction concerning drug screening. In trying to reach

THIS ANNUAL REPORT WAS MAILED ALSO TO:

Board of Practical Nurses
Legislative Auditor
Darrell E. Holmes, Senate Clerk
Donald L. Köpp, Clerk of the House

These are in addition to the xc: on letter to Governor:
Ken Hecklery, Secretary of State
Letter only to Doug Douglas

Mailed 1/10/96

consensus concerning Board fees, other board fees were discussed for comparison of education and earning potential. It was proposed that a letter regarding the importance of the Board to the status of Radiologic Technologists as health care professionals in the state of WV, and the ability of the Board to conduct investigations should accompany a questionnaire which will be mailed to a random sample of healthcare facilities (# appropriate to cover the 2,600 RT's), in care of Radiology Directors requesting that technologists be polled for their input regarding license fees. Deborah will construct the letter to be sent to Radiology Directors requesting technologists consensus on fees. The directors will be asked to FAX response to the Board office. A conference call will be held to disseminate information to the Board members regarding the consensus on fees.

Investigatory Procedures
"Communicating What We
Have Done"

The two day seminar held in Charleston, WV on September 19 and 20, was attended by Dr. Deardorff, Deborah, Alice and Denise. A clearer picture of responsibilities, reporting requirements, and limitations of Boards and board members, were presented by Mr. James R. Jackson, founder of The RINAD Group.

License Denied

A request was received from an individual who had never taken the ARRT exam, but had taken the Maryland state exam, for reciprocity and Licensure in the state of West Virginia. The request was denied.

Federal Association of
Licensing Boards (FALB)

A proposal was made to consider becoming a member of this board in 1997, in order to keep informed of the information which is disseminated by this organization.

Joint Review Committee Site
Visits

The report from the WVUH visit- substantially in compliance.
The report from the St. Mary's visit- awaiting JRC ruling.

LPN News Annual Report

The LPN Board reports reprimands and suspensions using individual's names. We would use case #'s

and counties for identification. We want to send our annual report to each facility in the state this year. The cost of postage is of some concern.

Status of Informational Brochures

Mary reported that 9,000 brochures were ordered in July. 3,600 had been received by the end of October. The best case scenario would be to mail to each licensee, so they would know what is available to the public, and each healthcare facility statewide. The cost to mail to 2,600 licensee's would be \$832.00. Mailing costs for facilities would be \$580.00. The Board cannot afford the \$1,017.60 postage to send to all licensee's and facilities. It was proposed that brochures be sent to (50-55) facilities and that they be requested to post on the department bulletin boards for employee information. In the future, we will look into putting this information on the Home Page. Deborah will construct a cover letter which requests facilities to please post the brochure and make copies as necessary for their patient population. Grady will create facility labels for mailing.

Complaints for Disciplinary Review Committee

Mary will distribute copies of the complaints received to members of the committee for review and action.

Review of Ruling on Nuclear Medicine Discussion 5/15/96

The letter by Gail Michelson regarding the Nuclear Medicine discussion 5/15/96 requesting permission for Nuclear Medicine technologists to perform bone densitometry imaging was reviewed. The ruling was against granting the request.

Adjournment

There being no further business, the Board adjourned at 8:45 pm.

Prepared by,



Alice S. Belmont

West Virginia Radiologic Technology Board of Examiners

ROOM 303
3049 ROBERT C. BYRD DRIVE
BECKLEY, WEST VIRGINIA 25801
PHONE: (304) 256-6985

FINANCIAL STATEMENT

July 1, 1995 - June 30, 1996

Beginning Balance as of July 1, 1995		\$ 35,054.69
<u>Income for 1995-96 FY</u>		
Permanent License Fees	174 issued	\$ 5,220.00
Reciprocity License Fees	1 issued	25.00
Renewal License Fees	724 issued	14,480.00
Temporary License Fees	100 issued	1,500.00
Reinstatement Fees	29 received	435.00
Change of Name Fees	6 received	12.00
Duplicate License Fees	6 issued	12.00
Copies of Rules & Regulations	2 issued	6.00
Licensee List	2 issued	50.00
		<hr/>
Total Income Received 1995-96		21,740.00
		<hr/>
Total Revenue for 1995-96 FY		\$ 56,794.69
<u>Disbursements for 1995-96 FY</u>		
001 Payroll		\$ 15,020.94
010 Administrative Fees		154.84
011 Social Security (employer's share)		1,107.45
012 P/E Insurance Agency		4,068.00
014 Workers' Compensation Fund		120.00
015 Dept. of Employment Security		132.19
016 P/E Retirement System		1,429.41
020 Office & Postal Expense		1,785.37
022 Wind River Partners (rent)		2,410.00
024 Telephone Expense		403.97
025 Office of the Attorney General		255.00
026 Travel Expense		1,784.39
032 WV Board of Risk & Insurance Management		1,000.00
038 Maintenance Contracts (copier & computer)		537.88
051 To correct error		-28.15
		<hr/>
Total Disbursements for 1995-96 FY		30,181.29
		<hr/>
Balance in Account #8543-099 as of June 30, 1996		\$ 26,613.40



Contemporary
OB/GYN

Mary.

Thank you!

Good job.

Dee

I still don't have the
letter from Alice. I'll
forward it soon as I
get it.

Merry Christmas!!
and
Have a Wonderful
Holiday Season

West Virginia Radiologic Technology
Board of Examiners

ROOM 303
3049 ROBERT C. BYRD DRIVE
BECKLEY, WEST VIRGINIA 25801
PHONE: (304) 256-6985

M E M O R A N D U M

DATE: 2/4/97

TO: Gail Michelson

FROM: Mary Casto *Mary*

RE: Gail, I have enclosed a copy of the cover letter to the Governor which was submitted along with our Annual Report FY 1995-96. This is just for your files so that you will know that we have submitted our Annual Report as required.

I have also enclosed our Newsletter 1996.

West Virginia Radiologic Technology
Board of Examiners

ROOM 303
3049 ROBERT C. BYRD DRIVE
BECKLEY, WEST VIRGINIA 25801
PHONE: (304)256-6985

M E M O R A N D U M

DATE: 1/07/97

TO: Ken Heckler
Secretary of State

FROM: Mary Casto *MC*
Administrative Secretary

RE: Enclosed you will find the FY 1995-96 Annual Report of The West Virginia Radiologic Technology Board of Examiners.

West Virginia Radiologic Technology
Board of Examiners

ROOM 303
3019 ROBERT C. BYRD DRIVE
BECKLEY, WEST VIRGINIA 25801
PHONE: (304)256-6985

M E M O R A N D U M

DATE: 1/07/97

TO: Ken Heckler
Secretary of State

FROM: Mary Casto *MC*
Administrative Secretary

RE: Enclosed you will find the FY 1995-96 Annual Report of The West Virginia
Radiologic Technology Board of Examiners.

ANNUAL REPORT TO THE GOVERNOR - LEGISLATURE

Topics for Annual Report to the Governor, Legislature, & Secretary of State:

1. Cover Letter ✓
2. Table of Contents
3. List of Board Members ✓
4. Overview of Activities/Board Meeting Minutes ✓
5. Financial Statements ✓
6. Licensee Statistics - County Summary of Licensees, Etc. ✓
7. Copies of Application Blanks ✓
8. Copy of Newsletters to Licensees X Copy from Mr. Techeque ✓
9. List of Individuals Licensed During the Period ✓
10. Summary of Complaints/Investigations and Disciplinary Actions None

Miscellaneous Items:

11. Listing of Educational Programs & Status ✓
12. Graduation Numbers/Scores/Rankings
13. Inspection Reports ✓
School FY 1994-95
14. Other

This report was requested by Mr. Assoc. of Nursing Board to be submitted to them by Dec. 15th.

Mailed to Debbie 11/5/95. She will make any changes & send copies to Governor, ^{cl.} letter to Governor to Assoc, and Secretary of State

Narrell Holmes

Clerk - WV Senate

State Capitol, Bldg 1 Room 211 M

1900 Kanawha Blvd

357-7800

Gregory M. Bray

~~Donald L. Kaye~~

Clerk - WV House of Delegates

State Capitol - Room 212 M.

1906 Kanawha Blvd. E.

340-3200

West Virginia Radiologic Technology
Board of Examiners

ROOM 303
3049 ROBERT C. BYRD DRIVE
BECKLEY, WEST VIRGINIA 25801
PHONE: (304)256-6985

M E M O R A N D U M

DATE: 1/28/97

TO: DRs. Deardorff, MARANO, Oliverio
AND
Mark Wilcox

FROM: Mary

RE: For your information:

Copy of our annual report which was sent to the Governor and others listed.
Our newsletter to licensees.

West Virginia Radiologic Technology
Board of Examiners

ROOM 303
3019 ROBERT C. BYRD DRIVE
BECKLEY, WEST VIRGINIA 25801
PHONE: (304)256-6985

M E M O R A N D U M

DATE: 1/7/97

TO: Debbie

FROM: Mary *MC*

RE: Here is our completed Annual Report. Doesn't it look great?
I'm also sending reports with the cover on like yours to the
Clerk of the Senate, the Clerk of the House and Governor Caperton
today.

West Virginia Radiologic Technology
Board of Examiners

ROOM 303
3019 ROBERT C. BYRD DRIVE
BECKLEY, WEST VIRGINIA 25801
PHONE: (304)256-6985

M E M O R A N D U M

DATE: 1/07/97

TO: Gregory M. Gray
Clerk, WV House of Delegates

FROM: Mary Casto *MC*
Administrative Secretary

RE: Enclosed you will find the FY 1995-96 Annual Report of The West Virginia Radiologic Technology Board of Examiners.

West Virginia Radiologic Technology
Board of Examiners

ROOM 303
3019 ROBERT C. BYRD DRIVE
BECKLEY, WEST VIRGINIA 25801
PHONE: (304)256-6985

M E M O R A N D U M

DATE: 1/07/97

TO: Darrell Holmes
Clerk - WV Senate

FROM: Mary Casto *MC*
Administrative Secretary

RE: Enclosed you will find the FY 1995-96 Annual Report of The West Virginia Radiologic Technology Board of Examiners.

West Virginia Radiologic Technology
Board of Examiners

ROOM 303
3019 ROBERT C. BYRD DRIVE
BECKLEY, WEST VIRGINIA 25801
PHONE: (304)256-6985

M E M O R A N D U M

DATE: 1/07/97

TO: Governor Gaston Caperton, III
State Capitol

FROM: Mary Casto *MC*
Administrative Secretary

RE: Enclosed you will find the FY 1995-96 Annual Report for the West Virginia
Radiologic Technology Board of Examiners

Annual Report BY 1995-96 was mailed to the following:

1/7/97

Deborah L. Smith = report with binding & cover

Darrell Holmes , Clerk of WV Senate ; report with binding & cover

Gregory M. Gray, Clerk of WV House of Delegates: report with binding & cover

1/13/97

Ken Heckler, Secretary of State - report staples with copy of cover

1/14/97

Nancy Wilson, LPN Board (WV Association of Licensing Boards) at Debbie's request

1/15/97

Alice Stansberry Belmont - report stapled with copy of cover

Grady Bowyer "

1/28/97

Dr. Marano: Annual report with staples and copy of cover.
Newsletter to licensees

Dr. Oliverio: Annual report with staples and copy of cover.
Newsletter to licensees

Dr. Deardorff: Annual report with staples and copy of cover.
Newsletter to licensees

Mark Wilcox: Annual report with staples and copy of cover.
Newsletter to licensees

Alice Stansberry Belmont: Newsletter to Licensees. Also a white copy asking
if she could get us free space in the Mountaineer Tech-Neek.

WV State Clearinghouse - Library Commission - Cultural Center - Karen Goff
Annual Report to Governor and Legislature and Secretary of State (20 copies)
Newsletter 1996 (20 Copies)
Informational Brochures (2) -(20 Copies each)

Directors of Radiology - Hospitals (50) 2/3/97
Newsletter 1996 (1 to each Director)
Informational Brochures - 2 (1 each to Directors)

These were accompanied with an Explanatory Memorandum.

Gail Michelson, Attorney - 2/4/97

Copy of letter to Governor to show her that we had submitted our
Annual report to all those we were required to submit.

Copy of Newsletter 1996