



**WEST VIRGINIA MEDICAL IMAGING & RADIATION THERAPY TECHNOLOGY BOARD OF EXAMINERS**

1124 Smith Street, Suite B-300, Charleston WV 25301

Telephone: (304) 558-4012 Toll Free: (877) 609-9869 Fax: (304) 957-0177

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**Executive Director Monthly Report  
December 2018**

**1. Licensing**

- a. Licenses Processed – 356
  - i. Renewals – 324
  - ii. Late Renewals – 10
  - iii. Reinstatements – 1
  - iv. New Licenses – 14
  - v. Temporary Licenses – 0
  - vi. Duplicate/Change – 7
- b. Renewal E-mails – 1,720
- c. Post Cards – 169
- d. Investigation – 11
- e. FOIA Requests- 0
- f. License Verifications - 6

**2. Ethics Investigations and Follow-Up**

- a. 03-FY-2017 - Random Drug Testing through November 2019
- b. 06-FY-2018 - Preparing Consent Agreement
- c. 01-FY-2019 - Preparing Consent Agreement
- d. 02-FY-2019 - Preparing Consent Agreement
- e. 03-FY-2019 - Preparing Consent Agreement
- f. 04-FY-2019 - Preparing Consent Agreement
- g. 05-FY-2019 - Preparing Consent Agreement
- h. 06-FY-2019 - Preparing Consent Agreement
- i. 07-FY-2019 - Scheduled for Ethics Meeting 1/10/19
- j. 08-FY-2019 - Scheduled for Ethics Meeting 1/10/19
- k. 09-FY-2019 - Scheduled for Board Meeting 1/17/19
- l. 10-FY-2019 - Scheduled for Board Meeting 1/17/19

**3. Site Inspections – None.**

**4. Meetings, Training and Events**

- a. December 11, 2018 – “Lock Box” at State Treasurer’s Office
- b. December 14, 2018 – Christmas Luncheon with Director’s
- c. December 18, 2018 – “On Board” Demonstration
- d. December 18, 2018 – Board of Medicine Subpoena of Records



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**5. Financial Summary**

- a. **Monthly Deposits - \$23,565.00**
- b. **Monthly Expenses - \$9,743.40**
- c. **2018 Balance – \$350,103.71**
- d. **2017 Balance - \$323,665.95**

**6. Future Goals**

- a. **Add Radiation Therapy Requirements to the Code**
- b. **Start doing background checks on new licensees**
- c. **Revise Series 2 Continuing Education Legislative Rule**
- d. **New database and website**