



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
January 2019**

1. Licensing

- a. Licenses Processed – 202 Renewals (34 Paper Applications & 168 online)
 - i. Renewals – 5
 - ii. Late Renewals – 2
 - iii. Reinstatements – 7
 - iv. New Licenses – 15
 - v. Temporary Licenses – 2
 - vi. Duplicate/Change – 5
- b. Renewal E-mail Reminders – 1070
- c. Post Cards – 109
- d. Investigation – 9
- e. FOIA Requests- 0
- f. License Verifications - 5

2. Ethics Investigations and Follow-Up

- a. 03-FY-2017 - Random Drug Testing through November 2019
- b. 06-FY-2018 - Consent Agreement accepted
- c. 01-FY-2019 - Consent Agreement accepted
- d. 02-FY-2019 - Consent Agreement accepted
- e. 03-FY-2019 - Consent Agreement accepted
- f. 04-FY-2019 - Consent Agreement accepted
- g. 05-FY-2019 - Consent Agreement accepted
- h. 06-FY-2019 - Consent Agreement accepted
- i. 07-FY-2019 - Consent Agreement offered
- j. 08-FY-2019 - Consent Agreement offered
- k. 09-FY-2019 - Subpoenaed records
- l. 10-FY-2019 - Subpoenaed records
- m. 11-FY-2019 - Scheduled for Ethics Meeting 5/16/19
- n. 12-FY-2019 - Scheduled for Board Meeting 5/23/19

3. Meetings, Training and Reports

- a. Follow the Legislature
- b. Ethics Committee Meeting
- c. Finance Committee Meeting
- d. Board Meeting



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- e. Retention Schedule submitted
- f. Fleet Vehicle returned
- g. Confidentiality Training 2019
- h. Cybersecurity Training 2019
- i. Annual Financial Reports added to website
- j. Monthly Financial Reports added to website
- k. Directors reports added to website

4. Financial Summary

- a. Monthly Deposits - \$13,580.00
- b. Monthly Expenses - \$11,637.41
- c. 2018 Balance – \$326,506.76
- d. 2017 Balance - \$352,046.30

5. Future Goals

- a. Add Radiation Therapy Requirements to the Code
- b. Add Background Checks to the Code
- c. Revise Series 2 Continuing Education Legislative Rule
- d. New database and website