

MINUTES
Aug. 1977 thru Dec, 1983

Disac had check procedure. Mark had question about sending a copy of letter sent to licensee to employer since it gives the reason for license being revoked. See letter sent to Raymonds Mem Hosp. re: Helen Chety as Mark v. D decided best way to handle it.

WEST VIRGINIA RADIOLOGIC TECHNOLOGY
BOARD OF EXAMINERS

A meeting of the West Virginia Radiologic Technology Board of Examiners was held in the Conference Center, Room C., State Capitol, Charleston, West Virginia on December 10, 1990. The meeting was called to order by Board Chairman, Mark Wilcox at 1:00 P.M.

Board Members present were:

Mark Wilcox
Millie Yahya
Beattie L. DeBord
Stephen P. Raskin, M. D.
Dan Shock
Edward R. Wheatley, M. D.

Dec 10, 1990
Board
Minutes

Board Member absent was:

Charles McKown, M. D.

Guests present were:

Steven Loyd, Bureau of Industrial Hygiene, Radiological Health Division
Debbie Smith, President, WV Society of Radiologic Technologists
Eva Hallis, President-elect, WV Society of Radiologic Technologists

Mr. Landon Brown was present and represented the Attorney General's Office.

The minutes of the April 19, 1990 meeting had been previously distributed and were approved as distributed.

The office business report was given by Mary Casto, Executive Secretary. The financial charts were reviewed and they showed that our income has increased over the past ten years. The disbursements for April, 1990 were unusually high due to the purchase of a computer, the cost of which was \$2,621.00. The unusual disbursement for May, 1990 was due to the moving of the office to Beckley, W.V. There was one returned check and it was made good. As of October 31, 1990, our balance is \$52,743.89.

Mary also advised us that a new federal law has been passed (Public Law 99-660, Section V) which requires all licensing boards in the health related field to report any adverse action taken against a health care practitioner, to a Practitioner's Data Bank. All health care agencies may also request information from the data bank. However, we are not required to do this until the implementation of Public Law 100-93, Section V. Medicare and Medicaid Patient Protection Act of 1987.

The bad check procedure was reviewed and revised. After revision, the procedure is (1) a certified letter will be sent to the person who issued the check. The letter will state that the person has 15 days to make the check good with a money order. (2) If the person has not made the check good within 15 days, a second letter is sent, certified mail, to the licensee and will state that the employer will be notified that the license issued to the licensee is invalid unless the check is made up with a money order within 15 days from the date of the second letter. (3) If there is no response to the second letter, then a third letter will be sent to the licensee by certified mail, a copy of which will be sent to the employer along with a cover letter, stating that the licensee has an invalid license. Dr. Wheatley so moved and Dr. Raskin seconded and the motion was passed unanimously.

Dr. Raskin gave a report on the progress of the computer. A database has been established on a PC system using a program called Paradox. It is expandable. Dr. Raskin explained several facets of the program such as codes and the different capabilities of the program.

Bad
Check
Procedure

West Virginia Radiologic Technology
Board of Examiners

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

August 8, 1991

Eileen A. Dietz
610 - 12th Street
Moundsville, WV 26041

Dear Ms. Dietz:

Our office has notified you in two previous correspondences that your check #168 dated 5/27/91 in the amount of \$20.00 was returned to us for non-payment. We requested that you make this check up with a money order in the amount of \$20.00.

Since we have had no response to this request, we regret that, if we have not received payment by September 1, 1991, your license #1087 issued to you on 5/31/91 with an expiration date of 5/31/93 will be considered invalid. At that time a letter will be sent to your employer stating that your license to practice radiologic technology in West Virginia is invalid.

We sincerely hope that this action will not be necessary. Please let us hear from you as soon as possible.

Thank you.

Sincerely yours,

Mary Casto

Mary Casto
Secretary

xc: file

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**West Virginia Radiologic Technology
Board of Examiners**

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

November 15, 1991

Millie Yahya
Chief Technologist
Beckley Hospital
1007 So. Oakwood Avenue
Beckley, WV 25801

Dear Ms. Yahya:

This is to inform you that Jane E. Smith, which we have on record as being employed by Beckley Hospital, is not in good standing with the West Virginia Radiologic Technology Board of Examiners. Her License #4000 with the expiration date of 9/30/93 is not valid.

You will be notified when her license will be considered valid by this Board.

Thank you for your cooperation in this matter.

Sincerely yours,

Mary Casto
Secretary

xc: file

Stamp LE

Letter #3

West Virginia Radiologic Technology
Board of Examiners

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

November 15, 1991

Jane E. Smith
2440 Valley Drive
Beckley, WV 25801

Dear Ms. Smith:

This is to inform you that your WV License #1087 issued to you on 9/30/91 with an expiration date of 9/30/93 is invalid.

Once the situation which made this action necessary is corrected, your license will once again be considered valid. We look forward to hearing from you.

Sincerely yours,

Mary Casto
Secretary

xc: file

xc: Chief Technologist
Beckley Hospital

RECEIVED

3/10/92 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

A regular meeting of the West Virginia Radiologic Technology Board of Examiners was held in Charleston, WV at the Main Capitol Building, Attorney General's Office, Room 435-W on December 10, 1991.

MEMBERS PRESENT WERE:

Mark Wilcox, Chairman
Millie Yahya, Secretary
Dr. Edward Wheatley
Dan Shock

*See Page 2 for Bad
Check Procedure*

MEMBERS ABSENT WERE:

Dr. Charles McKown
Dr. Stephen Raskin
Beattie DeBord

Others present were Mary Ann Casto, Executive Secretary and Kelli Talbott, Board Attorney. Also present was Eva Hallis, President of the WVSRT and Debbie Smith, Past President of the WVSRT and Grady Bowyer, Representative of the Bureau of Radiological Health.

The meeting was called to order by Mark Wilcox, Board Chairman, at 5:15 P.M. The minutes of the June meeting were circulated prior to the meeting and were approved as written.

Mary gave a report on the finances. The report was circulated prior to the meeting. There have been no extraordinary expenses since June, 1991. Monthly expenses are approximately \$2000.00. This year we do not have that much coming in monthly but this is our off year. Next year will compensate for this year. As of November 30, 1991, we have a balance of \$45,045.00, which includes the Investment Fund Interest. Our balance has been gradually declining over the past two years but the computer was bought during this period. Mark asked for a motion to accept the financial report. Dr. Wheatley so moved and Dan seconded. Motion passed unanimously.

Mary attended a meeting on November 25, 1990, pertaining to the Data Collection System which was established by Senate Bill 88. All the Secretaries of the Boards were invited to talk with Dr. William Wallace, Commissioner of the Bureau of Public Health, who is in charge of the Data Collection System. The other Boards are very unhappy with the system, especially the fee to be charged for the first year which will be \$50,000.00. This amount is to be divided between eleven Boards. The method of computing what each Board will pay has not been determined yet. The options were per number of active licensees or per cent of licensures fee income and this was felt to be the fairest way. By 1992 the fee will be \$121,000.00 and by 1993 it will be \$145,824.00 to be divided among the Boards. This will have to be paid every year and they don't expect it to go any higher. The representatives of the Boards asked to meet with some of the legislators who sponsored the bill to inform them how this will effect the Boards financially. The meeting date has not been set yet. The possibility of having to increase license fees was discussed and that would be very difficult since our renewal fee is stated in the law and the application fee is set in the Rules.

The issue of the Central Processing Center was discussed where all applications would be sent. They would be opened there and the fee deposited into an account and the application would then be forwarded to the licensure board to be processed. Mary was asked her opinion on the subject and she informed them that it would slow down our process and possibly be less accurate than the present system.

There has been a change in how our deposits are made. Up until now, our deposits were made directly to the State Treasurer's Office. As soon as the paperwork is completed, we will be making deposits to the Raleigh County National Bank in Beckley.

The attorney fees were discussed. At the present time, the Attorney General's Office is not entering into contracts with any agency except the very large ones such as DNR whose services require an attorney full time. Therefore, Kelli will continue being paid on an hourly rate. The attorney fee has increased to \$50.00 per hour.

The form letter for the bad check procedure was discussed. After the Board's consideration of the minutes of December 10, 1990 meeting stating the third letter will be sent to the licensee by certified mail with a copy being sent to the employer with a cover letter stating that the licensee has an invalid license will be changed due to the possibility of it being discriminatory to: the possibility of notification of the employer, making it public knowledge and/or it being referred to the Attorney General's Office for legal action. The next letter discussed was the letter to be sent to the Program Director concerning the findings of the Board Representative on the school inspections. We were going to format a letter based on the inspector's report, then the letter was to be signed by Mary after the Executive Committee had been consulted about the content and approved it. The letters were reviewed. The letters were all reviewed and found to be all right except for the one with the non-compliances stated. That one needs to have a cut off date given which will be 90 days from the date of the letter. After extended discussion concerning letters to be sent on school inspections, it was decided that Dan would do what revisions necessary and send them to Mary.

The next topic of discussion was the Board reappointments. Beattie DeBord has submitted his resignation from the Board effective 1/1/92. Mark made the suggestion that the Board make recommendations for nominations. The Board suggested that Grady Bowyer's name be submitted to replace Beattie as the representative from the Bureau of Radiological Health. Dan will check the northern part of the state for a Radiologist and Millie will check in the southern part of the state and they will notify Mark. He will make the recommendations to the Governor's Office.

The next item of business was the informational brochure to be sent to the tube owners. The issue was tabled until further notice.

A motion was made by Dr. Wheatley that the Board publish a ½ page ad in the WVSRT newsletter containing information about board meetings and the names of Board Members and the address and telephone number of the office. The motion was seconded by Millie and motion passed unanimously.

The issue regarding the Southern West Virginia College School of Radiologic Technology was discussed. The Board had received a letter from _____ stating that there are students training in Logan General Hospital and Man Appalachian Regional Hospital. He asked what the status of SWCC application for accreditation to JRC was. They are now in the process of accreditation. Mary talked with Mary Holder, Program Director, and she said they had twelve students. They had applied to CAHEA in August 1991 and they will be sending an application to JRC this week. They will be sending the self-study report to JRC after Christmas. They will have students graduating in August, 1993. Dan will contact Marilyn Fay of the JRC as to how they handle schools who start taking students before they are approved. He will let Mark know what she says and Mark will contact the Program Director. Mary will write a letter to _____ and let him know the issue is under investigation by the Board.

Grady brought a message from Beattie asking for the Board to pay \$475.00 for doing the inspections. This is for payment for a car. Grady also brought up the issue of the certification for techs mammography. This is covered by the ARRT.

Eva asked the Board if the WVSRT should write the Governor's Office as to it's suggestions for appointments to the Board of Examiners. It was the consensus of the Board that the WVSRT should feel free to do whatever they feel necessary concerning appointment or reappointments to the Board.

The Board went into Executive Session at 7:10 P.M. Two motions resulted from this session.

- (1) The license of Dwayne E. Smith should be revoked. Kelli is to send Mr. Smith a letter advising him of this action.
- (2) Kelli was instructed to initiate an appeal to the Cabell County Court's decision regarding Dr. Darby.

A motion was made at 8:00 P.M. to adjourn.

Respectfully submitted,

Mildred C. Yahya, RT, RDMS, RVT

Mildred C. Yahya, RT, RDMS, RVT
Board Secretary

3/18/92.

xc: Bd. Members

January 2000

PURCHASE OF FAX MACHINE 1/26/00

Delivered 1/31/00

\$967.00

RENCO SALES & SERVICE INC
P.O. BOX 2907
CHARLESTON, WV 25339
304-342-0183

543059485242101 2101
28/00 TIME 01:51 PM

3 VPC SALE
15010100010067 EXP: 0100 M
ITH/TKT 028556
81*2395
YSTO

AMOUNT: \$967.00
TAX: \$0.00
TOTAL: \$967.00

I AGREE TO PAY ABOVE TOTAL AMOUNT
ACCORDING TO CARD ISSUER AGREEMENT
(MERCHANT AGREEMENT IF CREDIT VOUCHER)

X Mary Caste
SIGNATURE

T

REMCO SALES & SERVICE INC.
 CORNER WASHINGTON & GEORGIA STREETS
 CHARLESTON, W. VA. 25330 • P. O. BOX 2907
 TELEPHONE (304) 342-0183

REQUISITION & DELIVERY
 RECEIPT

REMINGTON RAND OFFICES MACHINES AUTHORIZED DEALER

DATE 1/28/00	SHIP PI	REQUISITIONING OR DELIVERY OFFICE	OFF. NO.	CUST. ORDER NO. Visa	CUST. REQ'N. NO.	OFF. NO.	ORDER NO. — 181-2395
DELIVER TO WV Radiologic Technology Bd. of Examiners			CHECK TYPE OF ORDER				
STREET ADDRESS 1715 Flat Top Rd.			<input type="checkbox"/> DELIVERY ON COUPONS <input type="checkbox"/> DELIVERY-TELEPHONE ORDER				
CITY Cool Ridge, WV 25825			<input type="checkbox"/> REQUISITION FOR OFFICE SUPPLIES <input type="checkbox"/> OTHER DELIVERY (STATE KIND)				
DEPARTMENT OR ROOM NO.			DATE DELIVERED 1/31/00		PREPARED BY J. Young		
DELIVER VIA			OTHER (STATE)				
<input type="checkbox"/> PARCEL POST <input type="checkbox"/> TRUCK <input type="checkbox"/> HAND <input type="checkbox"/> OTHER (STATE)							

QUANTITY	CLASS	MODEL, BRAND, CATALOG NO. OR FORM NO.	DESCRIPTION	ON HAND (STATIONERY ONLY)
One		Dex	95 MD Plain Paper Fax machine, delivered complete with all start up supplies, book, programmed and ready to go. s/n 901B20294702	\$925.00
One		"	Back-up toner cartridge:	32.00
One			Shipping and Insurance	10.00
			Total:	\$967.00
Paid in full by VISA - see attached receipt				

<input type="checkbox"/> 1 DELIVERY-COUPONS	<input type="checkbox"/> DELIVER ON COUPONS RECEIVED	<input type="checkbox"/> DELIVER ON COUPONS BEING MAILED	<input type="checkbox"/> DELIVER & PICK UP COUPONS	<input type="checkbox"/> CHECK IF COUPONS ARE NOT RECEIVED OR PICKED UP	FOLLOW-UP DATE
<input type="checkbox"/> 2 DATE COPY SENT TO SALES REPTIVE FOR PREPARATION OF SALE ORDER	DATE	FOLLOW-UP DATE	FOLLOW-UP DATE	SALES REPRESENTATIVE	
<input type="checkbox"/> 3 CHARGE TO-	<input type="checkbox"/> OFFICE SUPPLIES	<input type="checkbox"/> MECHANICAL SUPPLIES (REPORT ON FORM S1-1231)	<input type="checkbox"/> RETAIL SALES	<input type="checkbox"/> DEALER SALES	<input type="checkbox"/> C.E.D.
<input type="checkbox"/> 4 CHARGE ACCOUNT NO	<input type="checkbox"/> OFFICE USE	<input type="checkbox"/> OTHER (STATE)			
<input type="checkbox"/> 5 CHARGE TO-					

DO NOT USE THIS FORM TO DELIVER MERCHANDISE TO CUSTOMERS IN LIEU OF THE DELIVERY COPIES IN THE STANDARD INTERNAL ORDER SETS.

WE ACKNOWLEDGE RECEIPT OF THE ABOVE MATERIAL IN GOOD ORDER SIGNED BY _____ DATE _____

WEST VIRGINIA BOARD OF EXAMINERS OF RADIOLOGIC TECHNOLOGISTS

The organizational meeting of the Board of Examiners of Radiologic Technologists was held on August 16, 1977 in State Office Building #7, Lounge Conference Room at 1:30pm.

Board Members Present:

Beattie DeBord	Prudy Collins, R.T.
Charles McKown, M.D.	Ray Butler, R.T.
Ellen Shaw, R.T.	

Absent:

Dominic Antico, M.D.

Joseph N. Aceto, M.D. Resigned from the Board

Since there was a quorum present, the first order of business was the election of officers.

Elected were:

Ray Butler, R.T., Chairman
Ellen Shaw, R.T., Secretary

At this time Mr. Butler suggested that the Board members discuss any areas in the Bill that they do not understand so that all members may present their interpretation. After much discussion of varying areas, it was decided that our first order of business would be to find out from the Attorney General and from the State Tax Commissioner how we could go about funding the expenses of supplies needed to start applications and letters to the technologists and hospitals throughout the state. The Secretary was directed to send a letter to both the Attorney General and the State Tax Commissioner for help in this matter.

As the effective date of the Bill is 7-7-77, and all technologists have a year from that date to apply for their license, the Board felt that there was time to explore areas of question on the Bill.

Dr. McKown is to investigate the possibility of liability insurance for the Board. Mr. DeBord offered the assistance of his office with the paper work.

The Board agreed to accept the A.R.R.T. Certification for licensure of technologists, and to question other certification. The J.R.C. rules and regulations for training programs are also to be accepted for the time being. Each applicant is to send a letter of recommendation from a sponsor testifying to their moral character.

Letters are to be sent to:

- All states with active R.T. licensure programs. A.R.R.T. about licensure testing.
- All training programs within the State of West Virginia for questions for the proficiency testing of the one of three year technologists tests as per the "grandfather clause" of the Bill. This test is to be given every 6 mos. for 18 mos, consisting of 50 questions.
- Attorney General Office for a copy of Chapter 29, State Administrative Procedures, for each Board member.
- Request Gov. office and Att. Gen. office to send a representative to our next meeting.

The Licensure test is to be more difficult than the proficiency test. Each is to have a non-refundable application fee.

The next meeting of the Board is to be held on September 20, 1977 at 2:00pm in the Lounge Conference Room. At this time a rough draft of the Bill with an application form will be presented to the Board. It was also decided that if any of the above requested information was not available for a meeting on September 20, 1977 then the meeting would be postponed until October 4, 1977.

J. Alan P. H., Sec.

WEST VIRGINIA BOARD OF EXAMINERS OF RADIOLOGIC TECHNOLOGISTS

The second meeting of the Board of Examiners of Radiologic Technologists was held on September 20, 1977 in State Office Building #7, Lounge Conference Room at 2:00pm.

Board Members Present:

Ray Butler, Chairman	Dr. Charles McKown
Ellen Shaw, Secretary	Dr. Dominic Antico
Beattie DeBord	

Absent:

Prudy Collins
(The Governon has not replaced Dr. Aceto as yet.)

Since there was a quorum present, the meeting was called to order by Ray Butler, Chairman. At this time Mr. Butler introduced Edward Gardner of the Attorney General's Office and Charles Jones of the State Tax Commissioner's Office.

The first order of business discussed was funding for the expenses as we felt that Mr. Jones could help us; however, Mr. Jones had no suggestions as the State Tax Commissioner has nothing to do with funding new boards. Mr. Gardner suggested that we write the Governor and ask for a loan from the Civil Contingency Fund as this fund is for the use of the Governor for any new projects that he may have.

There were questions concerning liability which Mr. Gardner said he would investigate and advise us of his findings. He also is to look into the possibility of using the State Dept. of Health for some of our present needs. There were many question that Mr. Gardner was to look up and advise us of at our next meeting.

See letter attached

The secretary is to write to Mr. William Harrington, Secretary of State's Office for format and information on submitting rules to legislative body of the state.

The fee for licensure and the examination were discussed. Mr. Butler stated that he had contacted Educational Testing Service, but that he felt that they would be quite expensive to use as a testing service. This was to be discussed at a later date.

It was suggested by Dr. Antico that perhaps we could utilize the services of the State Medical Licensure Office to assist us in licensing technologists. Or at least in obtaining some information as to setting up our own office. Dr. Antico and Dr. McKown are to investigate this area.

Mr. DeBord is to supply all members of the Board with a copy of the proposed budget. A copy of this budget will be sent to the Governor's Office along with a letter requesting funds from the Contingency Fund.

Dr. McKown gave each Board member a copy of "Suggested rules for consideration by the Board of Examiners" for all to evaluate.

The next meeting is to be held on Thursday, November 3, 1977 at 2:00pm.

Meeting adjourned at 4:50pm.

Ellen Shaw, Secretary

WEST VIRGINIA BOARD OF EXAMINERS OF RADIOLOGIC TECHNOLOGISTS

October 28, 1977

The Honorable John D. Rockefeller, IV
Governor of West Virginia
Office of the Governor
Charleston, West Virginia 25305

Dear Governor Rockefeller:

The Board of Examiners held their second meeting on September 20, 1977. Again our point of most concern was funding for licensure. We have a proposed budget, a copy of which is attached.

Our expected income from the 827 Registered Technologists in our state at \$30.00 per technologist would be \$24,810.00. We also could expect one half again this much from the un-registered technicians who are presently working. This would be an estimated income totaling \$37,215.00.

What we need to begin with would be a loan from some source, perhaps from your Civil Contingency Fund. We would be willing to pay this back at a fair rate of interest, if necessary. At the present time, all expenses for correspondence, travel, etc. are being donated by the Board members themselves in hopes that we will find some funds, somewhere and be able to soon have our applications for licensure printed and mailed to the known registered technologists. We urgently request a representative from your office at our meeting. The next meeting will be on November 3, 1977, 2:00 o'clock pm in Legislative Conference Room #260, in the Capitol Building.

Any help that you could give us in regard to a loan in the amount of \$40,000.00 would be appreciated, as without funds, the Board cannot function properly.

Sincerely yours,



Ray Butler, R.T., (A.R.R.T.), Chairman

BOARD MEMBERS

Dominic Antico, M.D.

Charles McKown, M.D.

Beattie DeBord

Prudence Collins, R.T., (A.R.R.T.)

Ellen Shaw, R.T., (A.R.R.T.)

WEST VIRGINIA BOARD OF EXAMINERS OF RADIOLOGIC TECHNOLOGISTS

The November 3, 1977 meeting of the Board of Examiners of Radiologic Technologists was held in the Capitol Building at 2:00 o'clock.

BOARD MEMBERS PRESENT:

Ray Butler, R.T., Chairman
Ellen Shaw, R.T., Secretary
Beattie DeBord

Prudy Collins, R.T.
Dr. Charles McKown

ABSENT:

Dr. Dominic Antico

GUESTS:

Edward Gardner
George Carenbauer

As there was a quorum present, the meeting was called to order by Ray Bulter, Chairman. Mr. George Carenbauer, from the Governor's Office was introduced to the Board members.

Mr. Gardner presented each member of the Board with a copy of Chapter 29-A, State Administration Procedures and Chapter 30, Professions and Occupations.

Mr. Carenbauer informed the Board that there were no funds available from the Governors Civil Contingency Fund. He suggested a supplemental appropriation bill to the Legislature to give the Board some funding. This would be presented at the next session after the first of the year. He also suggested that we use an office in the Department of Health for the time being. Also, he said that Radiologic Technologists should be included with the office of Executive Secretary of the Health Professions Licensing Boards.

Mr. Gardner informed the Board that they would not need to carry liability insurance as long as they were acting as Board members. We would be covered by the state and be represented by them.

When the Board processes their Rule making, there is a procedure to follow. The Secretary of State maintains the state regulations. Seventeen copies to the Legislature, file a copy with the Governor, place a public notice of change of rules, with a public hearing, ninety day notice. Emergency rules stay in effect.

We are to send Mr. Carenbauer a copy of the information to be sent to the "tube" owners.

It was noted that we can charge as much as \$20.00 application fee, non-refundable.

The Rules committee is to meet November 19, 1977 at Prudy Collins' home. (This meeting was held on December 3rd)

The Board is to obtain an account number for the Board from the State Auditor, Bettie is to get in touch with Mr. James R. Balls, Budget office finance and administration for this.

The proficiency examination was then discussed. It was decided that the basic questions would deal mostly with protection and safety. The Board feels that an oral examination would be best.

Meeting adjourned at 4:50pm. The next meeting will be held on December 13, 1977

Ellen Shaw, Secretary

WEST VIRGINIA BOARD OF EXAMINERS OF RADIOLOGIC TECHNOLOGISTS

The December 13, 1977 meeting of the Board was held in the Capitol Office Building at 2:00 o'clock pm.

BOARD MEMBERS PRESENT:

Ray Butler, R.T., Chairman
Ellen Shaw, R.T., Secretary
Prudy Collins, R.T.
Charles McKown, M.D.
Beattie DeBord

BOARD MEMBERS ABSENT:

Dominic Antico, M.D.

GUESTS:

George Carenbauer, Governor's Office
Pam Tarr , Attorney General's Office

As there was a quorum present, the meeting was called to order by Ray Butler, Chairman. Miss Pam Tarr was introduced to the members present. Miss Tarr is to replace Mr. Edward Gardner, and to write our rules in legal terms.

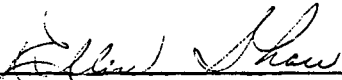
The minutes of the November 3, 1977 meeting were read. There was some discussion concerning the term Application Fee as mentioned in those minutes. It should be termed Examination Fee.

Mr. Carenbauer reported on funds. There may be some Federal monies available, he is to look into this and report to the Board. Mr. Carenbauer was given a copy of the proposed budget. He mentioned that Sen. Huffman is to introduce a "clean up" bill that will include placing Radiologic Technology with the Health Prof. Licensing Board. Mr. Paul Crabtree is in charge of obtaining an Executive Secretary for Health Professions Licensing Board, Mr. Butler is to contact Mr. Crabtree concerning our office enjoining this office. Mr. Carenbauer will advise us within two weeks as to the availability of funds up to, but not to exceed \$25,000.00. These funds to be used until we are self sustaining.

Miss Tarr was given a copy of the proposed rules. The rules were discussed by the Board, additions and corrections were made as needed.

Fees will be established as Examination Fee and Licensure Fee at this time. No Application fee will be charged, but if necessary, this will be added in the future.

The next meeting will be held January 26, 1978. Meeting adjourned at 5:00pm.



Ellen Shaw, R.T., Secretary

WEST VIRGINIA BOARD OF EXAMINERS OF RADIOLOGIC TECHNOLOGISTS

The February 2, 1978 meeting of the Board was held in the Capitol Office Building at 2:00 o'clock pm. (This meeting was to have been January 26, 1978 but was cancelled due to snow)

BOARD MEMBERS PRESENT:

Ray Butler, Chairman
Ellen Shaw, Secretary
Prudy Collins,
Beattie DeBord

BOARD MEMBERS ABSENT

Dominic Antico, M.D.
Charles McKown, M.D.

All of the Board members present at this meeting had met the evening before with our attorney, Miss Tarr to discuss rules that needed to be worked on and the morning before the meeting was spent in obtaining information concerning our finances and supplies needed for our office. We met with Mr. Boggs of Finance & Administration and with Mr. Cummings concerning supplies and equipment, Purchasing Department.

The Board met with Miss Tarr to discuss rules and regulations. Each member present was assigned an area of "rule making" and were to submit these rules to Miss Tarr prior to our next meeting.

The Board agreed to use the address of:
Radiologic Technologists Licensure Board
1800 East Washington Street
Charleston, West Virginia 25303

With this address any mail sent will be delivered to our office, wherever it may be by the State inter-departmental mail service.

We are also now advertising for an employee for the office. Anyone interested is to send their resume to Mr. Beattie DeBord. This person would be an employee of the state and receive an annual salary of \$13,500.00 along with the same benefit package as all other state employees.

Meeting adjourned at 5:00 pm.


Ellen Shaw, Secretary

WEST VIRGINIA BOARD OF EXAMINERS OF RADIOLOGIC TECHNOLOGISTS

The March 2, 1978 meeting of the Board was held in the Capitol Office Building at 2:00 o'clock pm. (This meeting was to have been on February 23, but cancelled due to Miss Tarr not being able to attend)

All Board members were present for this meeting as was Miss Pam Tarr, our representative from the Attorney General's Office.

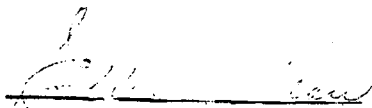
The licensure regulations were reviewed by the Board and Miss Tarr and changes were made as needed. Miss Tarr asked that all members review the regulations once more and if they find any areas of question to notify her at her office as soon as possible, (prior to March 10, 1978), so that she may have the final draft made to present to the State Legislature. She will present this final draft to the Board at their next meeting on March 30, 1978.

Our proposed budget is being held up in the State Finance Office due to what they feel is an excessive salary for our office secretary. All Board members are to write a "Job Description" for this person, using the title of Administrative Director, and submit this description to Dr. Antico. He, in turn, will complete a "Job Description" to be presented to the State.

Information as to the status of our licensure bill and regulations is to be sent to the "registered tube owners" in the near future, along with information that will appear in the Newspaper that is sent to all technologists by the West Virginia Society of Radiologic Technologists.

There should be room available for our office in So. Charleston within the next four weeks. At that time we will interview applicants for the position of Administrative Director. Miss Tarr is going to draft a letter to the Governor explaining our need to hire a person for this office as at this time there is a freeze on hiring any additional state employees. This letter is to be sent within a week from the date of this Board meeting.

Meeting adjourned 4:45 o'clock pm.


Ellen Shaw, Secretary

WEST VIRGINIA BOARD OF EXAMINERS OF RADIOLOGIC TECHNOLOGISTS

The March 30, 1978 meeting of the Board was held in the Capitol Office building at 2:00 o'clock pm.

All Board members were present for this meeting as well as Miss Pam Tarr, our representative from the Attorney General's Office.

The Licensure Regulations Rules were reviewed for the final time. Corrections were made as noted. These will be re-typed and sent for approval. A public hearing is to be held on May 18th at 2:00 o'clock pm. Notice of this is to be sent to the Secretary of State so that the proper persons may be notified.

Priorities were listed for immediate attention, they are:


1. Approval of the Rules and Regulations.
2. Office space and equipment.
3. Employee
4. Applications, etc.

Advertisements for an employee are to be sent to the W.Va. Job Service, several of the state universities, and if allowed, advertisements will be placed in newspapers in Morgantown, Huntington, and Charleston.

Mr. DeBord is to have some information at our next meeting as to when and where we may obtain office space.

The next meeting is to be held on April 12, 1978 at 2:00pm.

This Meeting adjourned at 5:00 pm.


Ellen Shaw, Secretary

WEST VIRGINIA BOARD OF EXAMINERS OF RADIOLOGIC TECHNOLOGISTS

The April 12, 1978 meeting of the Board was held in the Capitol Office building at 2:00 o'clock pm.

Members Present:
Charles McKown, M.D.
Ray Butler, Chairman
Ellen Shaw, Secretary
Prudy Collins
Beattie DeBord

Members Absent:
Dominic Antico, M.D.

Pam Tarr of the Attorney General's Office

A letter is to be sent to the Secretary of State noting the time and place of the public hearing. It will be May 18, 1978, Conference Room C & D, Building #7, State Capitol complex.

Newspapers throughout the state are to be notified for a Class 1, Legal Advertisement. The add is to appear on or before April 18, 1978.

The add is to be placed in the following newspapers:

Wheeling, Charleston, Fairmont, Beckley and Parkersburg.

Mark Wilcox discussed the design for our Licensure Certificate. He will present proofs at our meeting in May.

Beattie DeBord reported on several available office spaces. It was unanously decided to lease office space in St. Albins, 15 X 20 for \$160.00 per month, to include utilities. Mr. Randy Mullins is the realtor.

Office employee interviews will be held in Room 26-E, Main Capitol Building at 6:00 o'clock pm on Wednesday, May 3, 1978. The committee for this is:

Prudy Collins, Charles McKown, M.D.
Ray Butler,

The salary for our office employee is to be no less than \$850.00 per month.

Two prospective employees interviewed at this meeting (4-12-78) were Diana O'Dell and Judy Johnson. Meeting adjourned at 5:15pm

Ellen Shaw, Secretary

WEST VIRGINIA BOARD OF EXAMINERS OF RADIOLOGIC TECHNOLOGISTS

CHARLESTON, WEST VIRGINIA 25305

May 18, 1978

PUBLIC HEARING

A packet of rules and regulations, public notice, and a copy of the letter to the Secretary of State were made available to all persons attending the public hearing. All persons attending were requested to sign a register including their name, institute and indicate if they want a transcript of the hearing sent to them.

Board Members Present: Raymond Butler, R.T., (ARRT) Chairman
Ellen Shaw, R.T., (ARRT) Secretary
Charles McKown, M.D.
Beattie DeBord, Health Department

Representing the Attorney General's Office, Miss
Pam Tarr, Attorney at Law and a court recorder.

The meeting was called to order by Raymond Butler, Chairman. Mr. Butler asked for any prepared statements, there was no reply.

Mr. Butler stated, "This is a public hearing conducted by the West Virginia Board of Examiners of Radiologic Technologists for the purpose of promulgating rules and regulations. This hearing is being conducted under the authority of the West Virginia Administrative Procedures Act, Chapter 29A, Article 3, Section 1 et seq. of the West Virginia Code of 1931, as amended."

Public notice of the hearing was provided in the following manner:

Mr. Butler Read the notice of Public Hearing as was published in the newspapers throughout the state and sent to all registered tube owners.

Mr. Butler then requested that anyone with a prepared statement should enter it into the record at this time. There was no reply to this request.


All Board members present were introduced to the public, and the hearing was then opened to public comment. Each speaker was requested to come forward for comment in an orderly manner, starting with the table to the right of Mr. Butler and then going around the room, each person taking their turn. Each person present was asked individually for his comments. None were made.

Mr. Butler again stated that the purpose of the hearing was to get feedback from any of the people present. Again Mr. Butler asked each person present for any comments. At this time there were two comments.

1. Question as to whom should take the proficiency examination and who takes the licensure examination.
2. Suggestion was made that we extend the licensure requirement

date beyond 7-7-78 so that sufficient time be given to
notify all technologists.

Meeting adjourned at 2:10pm.



Ellen Shaw, R.T., (ARRT) Secretary

WEST VIRGINIA BOARD OF EXAMINERS OF RADIOLOGIC TECHNOLOGISTS

MEETING May 18, 1978

Prior to the regular meeting, Ray Butler, Beattie DeBord and Ellen Shaw met at 11:00am to interview Mrs. Joyce Sullivan for the position of Secretary in the office to the Board.

Mrs. Sullivan has 7 yrs. in county clerk's office, 7 yrs. in Health Dept. Opened the office and set it up, for the Public institute work release program. She is 46 yrs. old with a 13yr. old daughter. High School graduate with some college courses and bookkeeping experience.

Joyce Sullivan Phone: 595-3864
Box 133
Cabin Creek, WV 25035

REGULAR MEETING:

Meeting called to order at 2:45

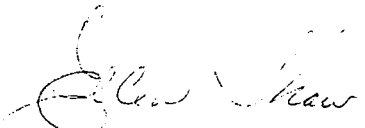
Miss Tarr announced that we need to have a meeting prior to June 12, 1978 to promulgate the rules. This meeting will be a Public Hearing held on June 1, 1978 at 2:00pm in Conference room C.

Mark Wilcox presented copies of license for our approval. These will be presented at the June 1 meeting for our final approval. At that time they will be "photo ready"

Application proofs are also to be ready at that time.

After lengthy discussion it was decided to hire Joyce Sullivan as our Office Manager/Secretary. The office is to be ready June 1, 1978.

Adjourned, 4:30


Ellen Shaw, Secretary

INTERVIEWS FOR EXECUTIVE SECRETARY FOR BOARD OF EXAMINERS.

The interviewing committee representing the Board held a meeting on May 3, 1978 with the prospective job applicants for the Executive Secretary position. Four of the Board members were present. Four applicants were interviewed on the 3rd. of May and two were interviewed on April 12, 1978 at the regular Board meeting.

Following the interviews, selections of 1st, 2nd, 3rd, 4th, 5th were made in the event the first applicant does not accept the position, then it is the committee's recommendation to take applicants in sequence as numbered.

Salary, \$850.00 per month.

NOTE: Following this meeting Mrs. Mary Wilson, Charleston, W. Va. was hired by the Board on June 1, 1978. Mrs. Wilson was notified and attended the Board meeting of June 1, 1978.

WEST VIRGINIA BOARD OF EXAMINERS OF RADIOLOGIC TECHNOLOGISTS

The June 1, 1978 meeting of the board was held in the Capitol Office building at 2:00 o'clock pm.

Members Present
Raymond Bulter, Chairman
Prudy Collins
Charles McKown, MD
Ellen Shaw, Secretary
Beattie DeBord

Members Absent
Dominic Antico, M.D.

Pam Tarr, Attorney
Mary Wilson, Secretary to the Board
Mark Wilcox,

It was unanimously agreed upon by the Board to change 4.01.5 of the rules and regulations to read: The Medical director of the school must be a radiologist.

The rules will be submitted to the rules committee by June 12, 1978. Pam Tarr will send all interested parties a copy of the Rules.

Mark Wilcox presented the Licensure Certificates for approval. They are to be printed on parchment paper with dark brown printing and a gold seal. Mark Wilcox and Mary Wilson will obtain bids for printing of the licensure certificates.

After lengthy discussion an application form was approved and is to be sent to the State printing office for printing.

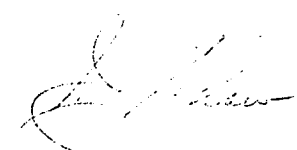
Ray Butler is to have the envelopes addressed and ready for mailing. They are to be sent to all R.T.'s Listed in the latest ARRT book and to all registered tube owners.

Our new office is located at: Medical Arts Building
Virginia Street, 5th Floor
Charleston, West Virginia

It has been recently re-modeled and consists of two separate rooms with an adjoining door. There is janitorail service.

The next meeting will be June 15, 1978 at 2:00pm.

Meeting adjourned 4:15.



WEST VIRGINIA BOARD OF EXAMINERS OF RADIOLOGIC TECHNOLOGISTS

The June 15, 1978 meeting was held in the Capitol Office Building at 2:00 o'clock pm.

Members Present

Raymond Butler, Chairman
Ellen Shaw, Secretary
Prudy Colling
Beattie DeBord
Charles McKown

Members Absent

Dominic Antico, M.D.

Pam Tarr, Attorney
Mary Wilson, Secretary to the Board

Miss Tarr brought it to the attention of the Board that since all meetings of the Board are to be public meetings, there should be a notice sent to the Capitol news media office two weeks prior to each meeting so that public notice can be given. This information will be relayed to the various news media boxes for publication.

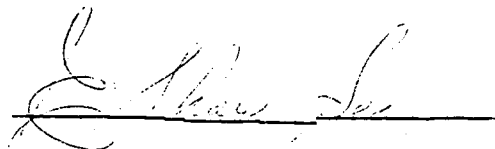
The office equipment will be leased for three months and our applications for licensure will be mailed within the week. The Board will have to meet prior to July 7, 1978 to approve applications.

Mary Wilson will hire any part time help that she may need at \$2.65 per hour (minimum wage). Our temporary permits will be a Xerox copy. These will be sent to anyone waiting to take the proficiency test.

The paper, ink and seal for the licensure was approved.

The next meeting of the Board is to be July 6, 1978 at 1:00 o'clock pm, hopefully at the office, Mary Wilson is to send notice of date and location.

Adjourned: 4:45pm



THE WEST VIRGINIA BOARD OF EXAMINERS OF RADIOLOGIC TECHNOLOGISTS

The July 6, 1978 meeting was held at the office on Quarrier Street at 2:00pm.

Board members Present:

Raymond Butler, Chairman
Ellen Shaw, Secretary
Prudy Collins
Charles McKown

BoardMembers Absent:

Dominic Antico,
Beattie DeBord

Mary Wilson, Secretary & Adm. Director of office.

All applications were reviewed and the necessary action concerning each was decided. (Accepted, returned for additional information, rejected, etc,)


The proficiency examination is to be held onSeptember 28, 1978 at the conference center in Charleston. All applicants will be notified of the time and date upon receipt of their application. Upon completion of the proficiency test, each person will receive a handout concerning radiation protection.

All applications received prior to September 1, 1978 will be processed for the proficiency test.

Temporary permits will be issued to the proficiency test people, any RT from out of state and anyone waiting to take the November registry.

It was unanimously agreed to license all RT applications presented to the Board.

Meeting adjourned 4:30pm.



Ellen Shaw, Secretary

WEST VIRGINIA BOARD OF EXAMINERS OF RADIOLOGIC TECHNOLOGISTS

The August 3, 1978 meeting of the Board was held in the Office on Quarrier Street at 2:00pm.

Members Present:
Raymond Butler, Chairman
Ellen Shaw, Secretary
Beattie De Bord
Charles McKown, MD

Members Absent;
Prudy Collins

Pam Tarr, Attorney General's Office
Mary Wilson, Executive Secretary for Board

Legal questions were discussed with Miss Tarr concerning applications and the "Rules Hearing".

Nominations for office were : (Motion by Beattie DeBord, second by
Raymond Butler, Chairman Dr. Charles McKown.)
Ellen Shaw, Secretary

No other nominations, the nominations were closed. The nominees were reelected by acclamation.

It was noted by Mr DeBord that as Ray Butler had done such a fine job over the past year he should remain as chairman of the Board.

The proposed changes of rules as suggested by the legislative Rules Committee were reviewed and adjustments made as necessary.

Applications forms are to be corrected for the next printing. There is to be a signature of supervising physician.

A list of all applicants who are A.R.R.T. Certified, along with their certificate number, is to be sent to each Board member weekly, these are to be verified by either the A.R.R.T. listing in their book or by a letter from the A.R.R.T. office. (Mary Wilson will designate this) If there is no reply from Board members within one week, Ms. Wilson will issue a license.

Notification is to be sent to all tube owners concerning the licensure bill, with attention to the Grandfather Clause noting that September 1 1978 as the last date to accept applications from Grandfather technologists.

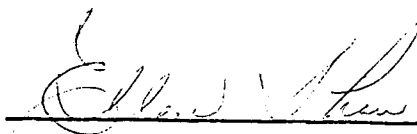
It was decided that the first order of business at all meetings should be: #1. Denials of licensure

#2. Review office expense.

Any other business is to follow.

The next meeting is to be September 14, 1978 at the office.

Meeting adjourned, 4:30pm



Ellen Shaw, Secretary

WEST VIRGINIA RADIOLOGIC TECHNOLOGY BOARD OF EXAMINERS

The September 14, 1978 meeting of the Board was held in the Office on Quarrier Street at 1:00pm.

Members Present:
Ray Butler, Chairman
Ellen Shaw, Secretary
Prudy Collins
Beattie DeBord
Charles McKown, MD

Members Absent:

Mary Wilson, Executive Secretary for the Board

The meeting was called to order by Mr. Butler, the first order of business being the review of all applications for the Grandfather Licensure.

A list of the approved applicants is attached. Rejected; Jane Southern, due to dates listed on application.

The applications for proficiency examination were reviewed and acted upon, a list of the approved applicants is attached. The application of Irene Lohn was again reviewed by the Board and the prior rejection stands as per notice.

Dianna McDowell requested an application for the proficiency examination. This was rejected as all must apply before September 1, 1978.

Special attention was given to the applicants as follows:

Frederick Rollins, Licensure upon verification of dates
Hugh Johnson Proficiency upon verification of dates
Ralph Scott Proficiency upon verification of dates
Marianna Rust Proficiency upon verification of dates
Selina Blakenship Proficiency upon verification of dates

Students awarded Temporary permits, see attached sheet.

Rejection letters sent to Pamela Faudree
Linda Stern

Our meetings are to be announced two weeks prior to meeting date and public is to be notified via the press service along with a filing with the Secretary of State. Time and place is to be announced. (Dr. McKown, motion Mr. DeBord 2nd) motion passes.

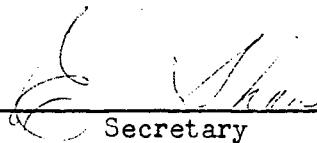
Office hours were discussed and it was decided that the office is to remain open Monday through Friday from 8:30 to 4:30 except Wednesday afternoon the office is to close at noon if needed for Exec. Secretary (Mary Wilson) to take care of all office business.

A typewriter and adding machine are to be purchased for the office rather than to continue renting these.

Motion to purchase a bookcase and storage cabinet also. (Motion Dr. McKown, 2nd Mrs. Collins) passed.

A letter of intent is to be sent to E.T.S. for their testing service is to be drafted by Mr. Butler. This is to indicate that the Board is interested in their services for our licensure examination. (motion MrDeBord, 2nd Mrs. Shaw) passed.

Meeting adjourned at 4:30pm.


Secretary

NAMES OF THOSE APPROVED FOR LICENSURE:

Kaye Doudy
 Jean Hall
 Shelia Childers
 Carolyn S. Neel
 Jane E. Coughlin
 Mark L. Cassell
 Norma J. White
 Louise M. Caldwell
 Elizabeth W. Hatfield
 Patricia J. Capri

Lois C. Smith
 Geneve C. Rlidsoe
 Gwendolyn Wilkinson
 Bennie Abshire
 Alice E. Sticklen
 Reinza L. Morris Jr.
 Connie B. Prandergast
 Harold E. O'Brien
 Dolores M. Campbell
 Kathleen Berry
 Ruby Poe

NAMES APPROVED FOR PROFICIENCY TEST:

WILMA D. FOUCH
 BETTY A. LEIPTON
 CAROLYN J. MILLER
 TERRANCE A. SHAW
 FAYE LEWIS NELSON
 NORMA J. WALKER

Barbara A. Candill
 NORA L. ADKINS
 DANIEL K. HAYES
 LISA A. SWENGAS
 PATRICIA L. PRICE
 SUSAN K. PHILLIPS (Prof. or written)
 Reborah Batcheller (Prof. or written)

TEMPORARY PERMITS TO BE DATED MARCH 15, 1979

Chandra Adele McCoy
 Jane C. Thomas
 William F. Sharty
 Mary B. Jackson
 Rhonda Y. Williams
 Andrea G. Klink
 Kristy G. Simpson
 William Blaine Stevens
 Kimberly A. Roush

WEST VIRGINIA RADIOLOGIC TECHNOLOGY BOARD OF EXAMINERS

The proficiency test was held on September 28, 1978 in Charleston, W.Va. in the Capitol complex, conference room C. The testing started at 10:00am with the following Board members present:

Ray Butler, Chairman
Ellen Shaw, Secretary
Prudy Collins
Beattie DeBord
Charles McKowan, M.D.

Forty-nine applicants were scheduled, forty-two of these appeared before the Board for their examination. It was the unanimous decision of the Board to license all of these applicants. A list is attached.

The Board issued temporary permits, to expire in March, to:

Jean Gresko
Timothy Richmond
Rene Garmon

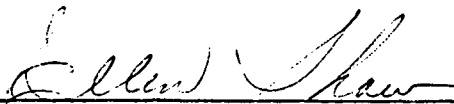
Rachel Caldwell
Jennifer Thomas

Grandfather licensure was issued to:

Donna Cooper
Hugh Johnston

Jane E. Southern

The next meeting is scheduled for October 26, 1978. Meeting adjourned, 4:45pm.


Ellen Shaw, Secretary

PROFICIENCY EXAMINATION LICENSURE:

Rodney Proffitt	Junemarie Bowling
Kawsar Zaki	Sarah Farren
Brenda Rome	Joanna Harmon
Jo Ellen Perry	Debra Candy
Tilda Miller	Shelly McClain
Imogene McCallister	Barbara Bowers
Aynessa Wooten	Karen Cunningham
Lilly Breunig	Mona Adkins
Carol Criner	Norma Walker
Marian Rust	Lisa Suingas
Pat Biram	Daniel Hayes
Denny Westmoreland	Patricia Price
Glenna Rice	Carolyn Miller
James Kirkendoll	Faye Nelson
Rhonda Shields	Susan Phillips
Myrtle L. Duckworth	Tery Shaw
Kenneth Chapman	Betty Lupton
Frances Bane	Wilma Touch
Terry Jeffcoate	Deborah Batchelber
Joan Sizemore	Barbara Caudill
Rebecca Butcher	Selina Blankenship

WEST VIRGINIA RADIOLOGIC TECHNOLOGY BOARD OF EXAMINERS

The meeting was held on November 9, 1978 at 2:30pm in the Office on Quarrier Street. The following Board members were present:

Raymond Butler, Chairman
Ellen Shaw, Secretary
Beattie DeBord
Charles McKowan, M.D.

Applications approved for licensure:
Patricia Habenschuss
Lorrie McCutcheon
Rebecca S. Nichols

Temporary Permits:
Priscilla Mayer
Robert D. Shaw

Application Rejected:
Kenneth Rollins (late application)

Application for January Examination
George Mooney

Proficiency Examination, December 1, 1978, OVMC, Wheeling
Sharon Christian
Lois J. Clay Prichard

Mr. George Carenbauer was called concerning a replacement for Board members who have resigned. He assured us that we would have at least one replacement in the near future.

We have requested the Attorney General's Office to make a ruling on students working. We should have this by the next meeting.

The written examination is to be held on January 26, 1978 (Friday). A classroom at C.A.M.C. will be used. A motion for the test to be 200 questions, 70% passing score and a 3 time limit for passing was made by E. Shaw and 2nd by C. McKown, M.D.. Passed unanously.

Mary Wilson has been having a problem getting her paycheck on time. Mr. Boggs suggested Mary be allowed to sign payroll request. Mr. Boggs is to be contacted by Beattie DeBord and the necessary changes are to be made.

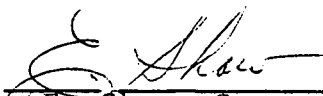
Motion to purchase a steel cabinet to replace wooden one we could not get after prior approval. E. Shaw, 2nd Beattie DeBord, unamous.

There is to be a seminar in Pipestem for state employees. Mary Wilson would like to attend this seminar from November 30 to December 1, 1978. Motion made to send Mrs. Wilson to Pipestem for this meeting, her expenses are not to exceed \$100.00. Motion by Beattie DeBord, 2nd. Charles McKown, M.D., unamous.

Violation letters are to be sent to four installations in the Martinsburg area.

Information has been received from E.T.S. that they will get in touch with us after the first of January concerning licensure testing.

The next meeting is to be December 14, 1978 at 10:00am. Meeting adjourned, 4:50pm.



E. Shaw, Secretary

WEST VIRGINIA RADIOLOGIC TECHNOLOGY BOARD OF EXAMINERS

The meeting was held on December 14, 1978 at 10:30am in the Office on Quarrier Street. The following board members were present:

Raymond Butler, Chairman
Ellen Shaw, Secretary
Beattie DeBord
Charles McKowan, M.D.
Prudy Colling

Pam Tarr, Attorney at Law
Mary Wilson, Secretary to Board

Applications Approved for licensure:
Frank Polak, ARRT Approved

Proficiency examination by Sharon Christian and Lois J. Clay Prichard, each reviewed and approved by the Board.
Prudy Collins motion, second by Beattie DeBord, motion passes.

Kenneth Rollins has sent the Board a written appeal. The Board must hold a closed hearing for Mr. Rollins, prior to January 4, 1979. Mr. Rollins was refused a license under the grandfather clause due to the lateness of his application. The hearing will be held on December 29, 1978 at 1:00pm at the office on Quarrier Street. The regular meeting will follow the closed hearing.

We were advised by Pam Tarr that we must have written complaints before any action can be taken when investigating persons who do not have or employers who do not require their employees to hold a license. Ray Butler made a motion to not send letters to the four installations without written complaints. Second by Prudy Collins, Motion carried.

Mary Wilson requested that we consider a rule change requiring all licensed technologists to notify the office of any change of address.

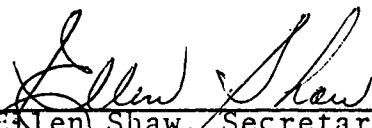
New York State is to send us an examination for our use in January. We will have to establish security and verify this with New York. The cut off date for the January examination is December 28, 1978. (This is the last Board meeting prior to the Examination) Ellen Shaw is to submit additional questions as the examination from New York is 160 questions, we are required to give a 200 question examination.

The Board is also to consider an alternative date in case of snow on the date of the examination.

Mary Wilson is to notify all applicants of the examination date, time 1:00pm, place-CAMC, 2 #2 lead pencils, and they may bring a calculator.

The Secretary is to submit an estimated expenditure budget to the Board on January 26, 1979. (Regular meeting)

Meeting adjourned 1:20pm.


Ellen Shaw, Secretary

WEST VIRGINIA RADIOLOGIC TECHNOLOGY BOARD OF EXAMINERS

The meeting was held on December 29, 1978 at 1:00pm in the office on Quarrier street. The following members were present:

Ray Butler, Chairman
Beattie DeBord
Ellen Shaw, Secretary
Prudy Collins

Absent: Charles McKown, M.D.

Pam Tarry, Attorney
Mary Wilson

The meeting was to be a closed hearing for Mr. Kenneth Rollins. After due process and the lack of attendance by Mr. Rollins, the meeting was opened to the public at 1:40pm.

License approved:

Chandra McCoy, RTR
William F. Shartz, RTR
Rebecca Huffman, RTR

Janice Shockey, RTR
Pamela Gray, RTR
Gayle E. Milburn, RTR

Approved for licensure examination : Jane Blankenship

E.T.S. advised Ray Butler that they will send information in early January concerning a meeting in Princeton, N.J. for evaluating of a test. This is in connection with establishing a test for the states that require licensure. Ellen Shaw is to be nominated to attend this meeting, to be held in February. E.T.S. will notify persons accepted.

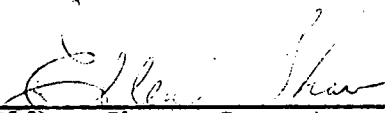
Calhoun General Hospital, Grantsville is to be sent a copy of rules so that they can bring their training program up to our standards as per the rules.

The test for the licensure examination will be reviewed by Ray Butler, Ellen Shaw, and Prudy Collins on Saturday, January 6, 1979 at Prudy Collins's home in Clarksburg. New York has sent a copy of their test for us to use as we see fit.

It has been brought to the attention of the board that holders of temporary permits were not charged a full \$30.00 for their license following their approval. A motion was made by Prudy Collins and seconded by Beattie DeBord that all holders of temporary permits be notified of the additional fee as required by the law.

Meeting adjourned: 3:15pm.

NOTE: The meeting to compose a licensure examination was held at the home of Prudy Collins on January 6, 1979. Ray Butler and Ellen Shaw were in attendance. The final draft of the test was approved by the members present. It is a 175 question examination, multiple choice. The majority of the questions used were from the State of New York's test; however some substitutions were made.



Ellen Shaw, Secretary

WEST VIRGINIA RADIOLOGIC TECHNOLOGY BOARD OF EXAMINERS

The meeting was held on February 25, 1979 at 11:00 am in the office on Quarrier Street. The following members were present:

Raymond Butler, Chairman
Ellen Shaw, Secretary
Pam Tarr

Beattie DeBord
Prudy Collins

ABSENT
Charles McKown, M.D.

The meeting was called to order by Ray Butler, and noted that this portion of the meeting was to be a closed hearing. The Board then proceeded with the matter of Mr. Kenneth R. Rollins, hearing file #1001. After some discussion, it was decided to sustain the license denial and notify Mr. Rollins of this decision.

The meeting was opened to the public at 12:00 noon. The Board decided that office hours should be posted. The office is to be open and attended from 8:30am through 4:30pm with $\frac{1}{2}$ hour lunch time. Wednesday is to be 8:30am to 12 noon. Closed in the afternoon to conduct business at the Capitol building, and any other office business. This Wednesday closing is to be ONLY IF NEEDED.

Trips to the capitol and bank are to be held to a minimum. These trips should be on Wednesday afternoon. Any other trips as an emergency only.

A Board member is to be notified of ANY time the office will be closed other than a scheduled Wednesday afternoon.

Applications:

Earl D. White
Nancy S. Posanz

Temporary permits are to be issued. They are to be scheduled to take an examination in late July or early August. The permits are to expire September 1, 1979.

The licensure examination is to be re-scheduled for Jennifer Thomas. Miss Thomas could not get to Charleston for the January examination due to excessive snow, she notified the office immediately and requested an alternate date.

Beattie DeBord is to investigate the expense of having the Health Department survey tube owners for licensed technologists.

Pamela Farr will be leaving the Attorney General's Office as of March 23, 1979. She has accepted a position with the Kanawha County Prosecuting Attorney's Office.

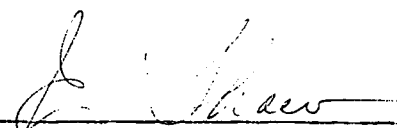
A report of the ETS examination for technologists was made by Ellen Shaw. There is to be another meeting in March and Mr. Butler is to attend that meeting.

All students are to achieve a 70% passing score on the licensure examination. Five took the examination in January and one passed. All were to be notified.

Mary Wilson is to investigate letterhead stationary for the office. This should be the same as the standard state stationary.

The next Board meeting is to be held during the State WSRIT Annual Meeting in Charleston on March 23, 24, 25, 1979. The members are to be notified of the time and place.

Meeting adjourned 2:30pm.


Ellen Shaw, Secretary

WEST VIRGINIA RADIOLOGIC TECHNOLOGY BOARD OF EXAMINERS

The meeting was held on Friday, March 23, 1979 at 7:00pm at the Charleston House Holiday Inns. The following members were present:

Raymond Butler, Chairman
Ellen Shaw, Secretary
Beattie DeBord

Prudy Collins
Charles McKown, M.D.

Mary Wilson, Secretary to Board

Several guests were also present.

Mary Wilson informed us that Dr. Ralson declines to serve on the board and that Dr. Coyner has accepted. Dr. Coyner is to be advised of all the Board activities and welcomed to the Board.

Mary noted that the phone has been removed and that one room has been let go so that now our office rent is \$110.00 per month.

New Applications for licensure:

Rita Maynard, R.T. (R) Accepted
James LaFontaine, California Accepted
Philip Clayton, Franklin School, Temp. Permit pending information from Franklin School confirming a 24month program.

Frances Plechaty, Rejected

The Department of Health is to survey our licenses and verify licensure by all applying ionizing radiation. Violators to be notified.

Written complaints of licensure violations were reviewed and notifications are to be sent immediately.

A form letter is to be drafted and sent to all who may be in violation of the law. The letter will contain pertinent parts of the law and is to be distributed to people who may be in violation. This letter is intended to help them avoid breaking the law. This letter is to be sent to three possible violators in the Eastern Panhandle.

Ray Butler reported on the H.E.W. meeting in March with E.T.S. and other state licensure representatives.

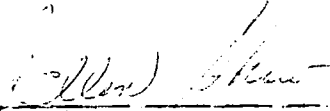
The mechanics of Program inspections is to be brought up at a later date.

Beattie made a motion, Prudy seconded, that we inform H.E.W. that their test would be utilized for approximately 20 applicants per year in the state of WV.

A formal note of "Thank You" is to be sent to Pam Tarr from the Board.

Next meeting will be in May.

Adjourned 9:00pm



Ellen Shaw, Secretary

WEST VIRGINIA RADIOLOGIC TECHNOLOGY BOARD OF EXAMINERS

The meeting was held on Friday, May 18, 1979 at 1:00pm in the office on Quarrier Street. The following members were present

Ray Butler, Chairman	Charles McKown, M.D.
Ellen Shaw, Secretary	John Coyner, M.D.
Beattie DeBord	Mary Wilson, Secretary to the Board

Absent: Prudy Collins

The financial report was reviewed and approved. Mary is to investigate an answering service for the office, either a recording system or an outside service.

Inspection of State Training Programs was discussed and we are to request a State Board Member inspect with JRC.

LICENSE ISSUED:

Linda Williams, R.T (R)
Betty Dorazio, R.T (R)

TEMPORARY PERMITS, TO EXAM. July 27, 1979

Hazel Elmore
Tammy Adams
Terry Trout

TO BE INVESTIGATED

Martha Crawford
Jane Carver
James Barkwill

The examination given in July is to be the same one used in January. Motion by Dr. McKown, Unamous.

Beattie DeBord will represent the Board at the meeting with Dr. Pickett's meeting of all Medical Boards to be held later this month.

The Hearing for license denial for Frances Plechaty is to be held on June 7, 1979 at 1:00pm at the office.

Wheeling Hospital is to be notified that all license are to be posted for public inspection. It was reported that they were not in compliance.

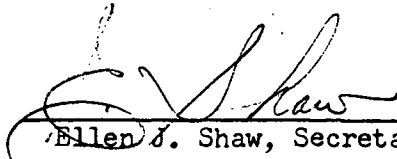
The question concerning students working for pay while in training has been turned over to the Attorney General's Office for an informal opinion.

In an effort to save postage, Mary is to send 1 letter per week to the board members. This should be on Friday, unless urgent business comes up.

Election of a Board Chairman and Secretary was held, the unanimous decision of all members present was to retain the current chairman, Ray Butler and the current secretary, Ellen Shaw.

The vacation requested by Mary Wilson was approved by the Board, we hope to have some form of an answering service prior to that time.

Meeting adjourned, 4:45pm.


Ellen J. Shaw, Secretary

WEST VIRGINIA RADIOLOGIC TECHNOLOGY BOARD OF EXAMINERS

The meeting was held on Monday, June 18, 1979 at 1:00pm at the office on Quarrier Street. The following members were present:

Beattie DeBord
Prudy Collins
Charles McKown, M.D.

Ellen Shaw
Fran McCoy (Rep. Att. Gen. Office)

The financial report was reviewed by all members present.

The informal opinion on students working while in a 24 month program was read by Fran McCoy, a copy of which is filed at the office. The general opinion was that students could not work for pay while a student. Fran suggested that we request a formal opinion from the Attorney General, and consider making regulations to allow for students to work. Each board member is to consider this and make his recommendations at the next board meeting.

License application action

Approved, R.T.'s -- Patricia Wieloh
Nancy S. Reed
Jo Ann Kautsky
Kathleen Burenga

Held for additional information from the Air Force:
James Barkwell

License denied -- Martha Crawford
B. Jane Barver

A vote was held by the members on the denial, the reason for this was that both applicants were late in applying, and neither applicant had any training in Radiology. The vote for denial was unanimous.

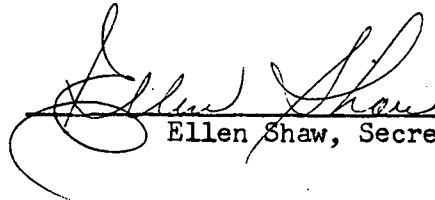
Beattie is to attend a meeting held by Dr. Pickett concerning licensure boards. Dr. Pickett requested a representative from our Board.

A report of the meeting in Minneapolis with the ARRT and representatives from licensure states, Ray Butler representing West Virginia, was read by Ellen Shaw. A copy of which is attached.

Mary Wilson requested a written evaluation on her job performance, Ray and Beattie are to do this, the form to be used is the same as used in other state offices.

Mary Wilson also requested a 7% increase in her annual salary. The Board feels that we cannot afford this at the present time. We will act on this request in 6 months, after we see how the office expenses and our budget are being maintained. At the present time our expenses are about \$14,000.00 per month, and as we are a self supporting licensure board, we cannot get additional funds from public money. We initially chose to pay our secretary a "top" salary as we wanted to get an experienced secretary, and knew that we probably would not be able to give a raise for at least two years.

Meeting adjourned at 3:45pm.


Ellen Shaw, Secretary

Report of meeting from Ray Butler

All licensure states were represented, they were:

Oregon	Vermont
California	New Jersey
Hawaii	New York
Arizona	Florida
Minnesota	Kentucky
West Virginia	

The ARRT offered to give the examination for the states, the same one that they use for the RT. It will be given with the regular ARRT examination. Each state would be required to send a list of the people to be examined. They will grade, evaluate and send a report to each state licensure office. The state would be charged \$15.00 per person. If a person applies to take the state examination (15.00) rather than taking it as an ARRT exam (\$25.00) and they pass, they would be licensed in that state. If they later decided that they wanted to be "Registered" with the ARRT, they would have to take another ARRT examination. If they apply to take the exam as ARRT and are from a state with licensure, they would pay the \$25.00 and then the state would not have to pay the \$15.00.

November of this year will be the first time for them (ARRT) to examine for the states, Ray does not know the cut off date yet. Anyone from WV wanting to take the November Registry, their temporary permit would be for 5 weeks plus 30 days after the Nov. date before the permit would expire.

The Registry is willing to hold a "test review" for representatives from each state, the would be on an annual basis. The states could then review the examination. The ARRT wants input from the states, especially test writing. They cannot incorporate any questions concerning state laws with the exam. In the past first-time takers of the Registry has been a 7% failure, this year with the 70% passing, unscaled, the failure rate has jumped to 14%. The overall failure rate (both new applicants & old) the failure rate is 28%.

June 25, 1979

Mrs. Mary Wilson
West Virginia Radiologic Technology
Board of Examiners
Room 513-14 Medical Arts Building
1021 Quarrier Street
Charleston, West Virginia

Dear Mary


On the agenda for our Board meeting of June 18, 1979, there was a request from you that we grant you an increase of 7% effective July 15, 1979.

This request was discussed at length by all members present at that meeting and we feel that our only option at this time is to wait 6 months and then re-consider this request. Certainly, we feel that you are doing a fine job and your reasons for requesting this increase in salary are well justified; however, the Board does not feel that at this time we have the money for an increase. We have not had two full years of income, we have had many expenses, and as yet, we are not sure how we will stand at the end of next May when license are due again.

When we selected the salary for our office employee, we chose a rather high salary knowing that it would be at least two years before we could consider a raise for our employee, and also that we would be able to attract a top-notch secretary. Mary, we feel that you are doing a superb job, and hope that you will bear with us in this decision.

You also requested a written evaluation of your job performance, this will be done by Ray and Beattie within the next six weeks. The form that they will use is the one used in Beattie's office for other state employees. We hope that this meets with your approval.

Sincerely yours


Ellen Shaw, Secretary

cc: all board members

WEST VIRGINIA RADIOLOGIC TECHNOLOGY BOARD OF EXAMINERS

The meeting was held on Friday, July 27, 1979 at the capitol complex in Charleston. The meeting was called to order at 2:45pm.

The following members were present:

Ray Butler, Chairman
Ellen Shaw, Secretary
Beattie DeBord
John Coyner, M.D.

Absent: Prudy Collins, Charles McKown, M.D.

This meeting was held during the administration of the licensure examination. Mary Wilson, office secretary monitored the examination.

The two day refresher seminar held in Charleston by Rae Smith and Jim Wilson was discussed. Twelve of the applicants attended this course. It was decided that no breach of confidence on the part of the Board or our secretary was evident.

License Approved, (R.T)

Leslie Fry
Lois Keffer
Jody Seabright
William Griffith
Darla Dawson

A hearing was scheduled for Martha Crawford, LPN and Jane Garver, R.N This hearing is to be September 14, 2:30 at the office on Quarrier Street.

License Approved, out of state applicants with valid license.

James Kranz, New York State
Mahlon F. Harris, California

We are to make a request to observe when the JRC inspects any program in West Virginia. A written agreement is to be implemented.

Beattie is to attend the board meeting of board members with Dr. Pickett.

Meeting adjourned 4:00pm. Examination for licensure test are to be graded by the Board following the meeting.


Ellen Shaw, Board Secretary

WEST VIRGINIA RADIOLOGIC TECHNOLOGY BOARD OF EXAMINERS

The meeting was held on Friday, September 14, 1979 at the office on Quarrier Street. The meeting was called to order at 2:30pm.

The following members were present:

Ray Butler, Chairman
Ellen Shaw, Secretary
Charles McKown, M.D.
Prudy Collins
(Dr. Coyner via long distance conference call)

Members absent: Beattie DeBord

The first order of business was the license consideration for the Laughlin China Co. employees, Martha Crawford and Jane Garver.

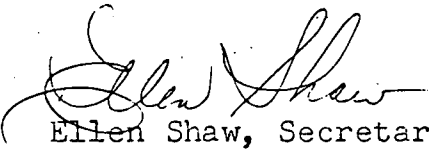
The board has decided to grant license and such license shall be issued forthwith and shall be effective this date.

The meeting was then closed for an attorney-client conference. The meeting was re-opened at 4:10

Applications for license were processed.

The financial report was reviewed and approved.

Meeting adjourned at 5:30, the next meeting to be October 26, 1979.


Ellen Shaw, Secretary

WEST VIRGINIA RADIOLOGIC TECHNOLOGY BOARD OF EXAMINERS

The meeting was held on Friday, October 26, 1979 at the office on Quarrier Street. The meeting was called to order by Ray Butler, Chairman, at 1:30pm.

The following members were present:

Ray Butler, Chairman
Ellen Shaw, Secretary
Prudy Collins
Charles McKown, M.D.

Members absent: Beattie DeBord
John Coyner, M.D.

The minutes of the September meeting along with the financial statement were read and approved.

Consideration of new applicants:

Gary L. Bess- application reviewed, (application for examination and/or licensure) Licensure and examination denied as Mr. Bess did not train in a 24 month approved program for Radiologic Technology Motion for denial, E. Shaw, 2nd C. McKown, unamous)

Registered Radiologic Technologists approved for licensure:
Jennifer Ballard Goldie Hagedorn
Teresa Vaughan Kathleen A. Buck

Discussion of Legislation Changes

It would appear appropriate that the Board would support Legislative action that would extend application date of grandfathering. Should the Legislature extend this date, including both methods of grandfathering, Rollins and Plechaty should be notified by the Board of options available to them.

Licensure examination held in November will be the ARRT examination. This was reviewed with the board with rationalw for utalizing the ARRT exam for W.Va.


INSPECTION OF TRAINING PROGRAMS:

An information sheet for training programs is to be made up. The JRC and the W.Va. Licensuring Board members will need a contract so that the Board members can observe during inspection of training programs.

There will be a proficiency examination at the December Board meeting to be held December 7, 1979 at 1:00pm.

The ARRT Bulletin of Information that is sent to each applicant for the Registry examination is to be reviewed by Ray, Prudy & Ellen so that the Board can have a booklet of information printed for our applicants. This is to be presented at the meeting in December.

Meeting adjourned 4:15


Ellen Shaw, Secretary

WEST VIRGINIA RADIOLOGIC TECHNOLOGY BOARD OF EXAMINERS

The Board meeting was held on December 7, 1979 at the office on Quarrier street, beginning at 1:00 pm. The following members were present:

Ray Butler
Beattie DeBord
Prudy Collins
Ellen Shaw

Absent:
C. McKown, M.D.
J. Coyner, M.D.

The proficiency examination was administered to our applicant, James Wm. Barkwell, II. This was a written examination.

The business meeting was called to order by Ray Butler, Chairman, at 1:30pm. The minutes and financial statements were reviewed and approved. The applications from Morris, Plachettie and Rollins were reviewed for re-consideration. The information as requested by Fran McCoy, was prepared and sent concerning Rollins.

Employment varification is needed from Texas on Morris. This information is to be obtained prior to our next meeting.

The application on Plachettie is being maintained as originally proposed.

Prudy Collins is to type information booklet and supply copies to all Board members at our next meeting. (This is the information packet for examination applicants.) Prudy is also to type the registration forms for Programs of Radiologic Technology to be distributed at our next meeting.

At this time the proficiency examination from Mr. Barkwell was reviewed by all members present and approved as passing. Mr. Barkwell is to be notified and license issued.

The Board feels that any application from Florida will have to be evaluated on an individual basis as our law requires a 24 month training period, and Florida does not require this.

The next Board meeting will be held on Thursday, January 31, 1980.
Meeting adjourned at 4:30 pm.


Ellen Shaw, Secretary

WEST VIRGINIA RADIOLOGIC TECHNOLOGY BOARD OF EXAMINERS

The Board meeting was held on January 31, 1980 at the office on Quarrier Street, beginning at 2:00pm. The following members were present:

J. Coyner, M.D.
Prudy Collins
Ray Butler

Beattie DeBord
C. McKown, M.D.
Ellen Shaw

The minutes and financial statement were approved as read.

The registration form for schools to register with the Board was reviewed and approved. The form is to be sent out immediately. The renewal form for license was reviewed and approved. These are to be sent out in May.

The application for license from Morris is to be held for next meeting. We have requested employment varification.

The Board has decided that it will now become active in inspecting educationa programs throughout the state. These inspections will possibly start in the Parkersburg area. No less than two members of the Board will conduct an inspection.

Information from James Rumsey Vocational Tech. Center was reviewed and the Board feels obligated to inform the center of the conflict with the law and offer to assist in modifying the curriculum. Mary Wilson will send a letter to this effect.

Meeting adjourned 4:30pm. Next meeting, April 17, 1980



Ellen Shaw, Secretary

WEST VIRGINIA RADIOLOGIC TECHNOLOGY BOARD OF EXAMINERS

The Board meeting was held on April 17, 1980 at the office on Quarrier Street, beginning at 2:15pm. The following members were present:

Ray Butler
Prudy Collins
Charles McKown, M.D.
Ellen Shaw

The following members were absent:

Beattie DeBord
John Coyner, M.D.

Minutes of previous meeting were not read or approved to lack of having them. The financial report, including the corrected statement for February were reviewed and approved.

Application for licensure were review and the following action was taken:

Rollins, Kenneth - Grandfather licensure
Brenda Skidmore - Grandfather licensere
Charles K. Paynter - no, does not qualify
Reta Adkins - no, does not qualify
Olivia E. Morris - qualify for proficiency
Henry Clay Warth - application refused due to having been convicted of a felon.

All applicants are to be notified of action of the Board.

Ray gave a report of the visit to St. Joseph's Hospital in Parkersburg.

This program was inspected by Ray Butler and Beattie DeBord in March,

Stonewall Jackson Memorial Hospital, Weston will be inspected on May 30, 1980 Ray. Butler, Charles McKown and Ellen Shaw, (or any two of these people) will make the inspection. Stonewall-Jackson to be notified of this date immediately.

Consideration of a raise for Mary Wilson was discussed by the Board and denied at this time due to lack of funds. Again, Mary was paid at a higher rate to start due to the possibility of not being able to give a raise for a few years.

Meeting adjourned 4:45. Next meeting, June 13, 1980.

Ellen Shaw, Secretary

WEST VIRGINIA RADIOLOGIC TECHNOLOGY BOARD OF EXAMINERS

The Board meeting was held on June 13, 1980 at the office on Quarrier Street, beginning at 2:00pm. The following members were present:

Ray Butler	Charles McKown, M.D.
Prudy Collins	Ellen Shaw
Beattie DeBord	

The following members were absent:

John Coyner, M.D.

The minutes of the January and April meetings were submitted and approved.

The financial report was reviewed and approved.

Application for licensure were reviewed and the following action was taken:

Dorothy Cowger - Licensure
Jenny Bodimer - does not qualify
Debra Richmond - proficiency examination or state written examination
Alana Campbell - proficiency examination or state written examination
Martha LeMay - proficiency examination
Brenda Fulk - proficiency examination
Neil Pritt - does not qualify
Lois A. Hunt - does not qualify
Delores H. Boyd - does not qualify

A written report on the inspection of the Stonewall Jackson Memorial Hospital Program of Radiologic Technology was submitted to all members.

A motion was made by Ray Butler, seconded by Beattie DeBord that Prudy Collins be exempt from voting on any action of the Board concerning the Stonewall Jackson Program. A letter is to be sent notifying the Program of the deficiencies.

Election of officers for the year: Beattie DeBord, Chairman, Ellen Shaw, Secretary, elected by acclamation.

The proficiency examination is to be scheduled for Wednesday, August 6, 1980. All applicants are to be notified. The Board will meet on Thursday, August 7 at 11:00 am.

Meeting adjourned 4:45

STONEWALL JACKSON MEMORIAL HOSPITAL PROGRAM OF RADIOLOGIC TECHNOLOGY

Inspection June 6, 1980

As per the Rules and Regulations of the West Virginia Board of Examiners of Radiologic Technologies:

Part IV. Educational Requirements for Candidates for Licensure

4.01 Standards for an Approved School

4.01.4 There was no budget or financial report available for review

4.01.6 There is no Program Director who spends AT LEAST 50% of his time in direct student contact and who is responsible for course curriculum.

4.03 Classroom, Library and Study Facilities

4.03.1 The classroom is not available exclusively for the use of the School of Radiologic Technology. It appears to house the in-service nursing staff.

4.03.2 The library books are spread over several areas and a central library is not maintained for the use of the students.

4.03.4 Slides and tape recordings were not shown to us, although we were told that they were available.

4.03.5 There is no teaching file of radiographs available to the students for review for anatomical markings or positioning.

4.04 Instructional Program.

4.04.1 There is no class schedule created or followed to verify a minimum of 5 hours of class per week.

4.04.2 Classes are to be held REGULARLY, regardless of the work load of the department. The students and staff all indicated that classes were held as regularly as possible depending on the workload of the department, sometimes the classes are cancelled.

NOTE: The curriculum as written seemed fine; however, after interviewing the students and the staff, we feel that too much time is spent in the darkroom and nuclear medicine. The students also indicated that as yet they have not had classtime in positioning, technique or physics.

WEST VIRGINIA RADIOLOGIC TECHNOLOGY BOARD OF EXAMINERS

The Board meeting was held on August 7, 1980 at the office on Quarrier Street, beginning at 11:00am. The following members were present:

Charles McKown, M.D.
Beattie DeBord
Ray Butler
Ellen Shaw

Rick Glasser, Attorney General's Office
(our new attorney)

The following members were absent:

Prudy Collins
John Coyner, M.D.

The minutes of the previous meeting were reviewed and accepted as presented. The financial statements for June and July were reviewed and approved.

The Proficiency examination held on August 6, 1980 was a written examination. The examinations were reviewed by all Board members. The following applicants were passed: Brenda Fulk
Alana Campbell
Martha LeMay

Applications Reviewed:

Olivia Morris, rejected, did not come for proficiency.
Jimmy Allison, yes
Lucille Nanners, yes
Jenny L. Bodimer, no
Lois Hunt, yes
Patricia Leadberry, no
Deborah McLaughlin, no
Mabel Gwinn, no, withdrew application

Reciprocity with Kentucky was discussed and it was decided that the applicant must meet the basic requirements, example being that they be from a two year training program.

Parkersburg Community College inquired about a license for their students who have completed the Radiographic portion of the program, but the academic is not completed. They have not completed the program, they do not qualify for license.

As yet we have received no answer from the Stonewall Jackson Program, concerning the inspection and the recommendations made by the Board. The program at Grantsville is no longer certified, they have abandoned their program.

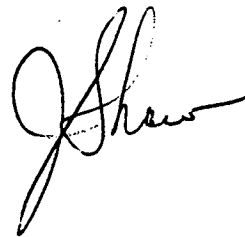
Formal complaint concerning personal checks was received from several

technologists. This is to be looked into by Mr. Glasser. This is customary by some medical licensure Boards, and adopted on the advice of the Attorney General's Office and approved by the Legislature.

Violators are to receive a signed letter to notify them of their violations.

Forms were supplied to Mary Wilson for her time, vacation and illness. She is to maintain these records and report to the Board anytime she needs off, any time she leaves the office for a period of time, she is to notify Beattie. This is to cover any complaints that people are calling the office and "no one is ever there". The recorder is used; however, many people will not leave messages. Mary is also to keep track of her travel expenses.

Next meeting will be October 2, 1980 at 11:00am. Adjourned at 1:30pm



WEST VIRGINIA RADIOLOGIC TECHNOLOGY BOARD OF EXAMINERS

The Board meeting was held on October 2, 1980 at the office on Quarrier Street, beginning at 11:00am. The following members were present:

Prudy Collins Beattie DeBord
Ray Butler Ellen Shaw

The following members were absent:

Charles McKown, M.D. - *absent due to doctor's schedule*

Rick Glaser of the Attorney General's Office reviewed and discussed the the "umbrella licensing" board bill. This is a first review and a public meeting is to be held in the near future.

The acceptance of personal checks and cash was discussed as payment for license. Rick advised us that we would have to go before the rules committee to have this changed. The board feels that we should look into this as several of the technologists have complained about having to obtain a certified check or money order in order to pay for their license.

License applications reviewed:

Jenny Bodemer, held for more information
two applicants from Ohio County T.B. Assoc. - Rejected
Chairman of the Board is to notify these two applicants, Ray Butler
made motion, Prudy Collins, second. Motion carried.

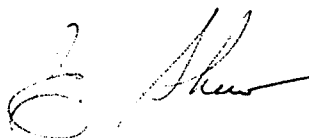
Stonewall Jackson Memorial Hospital is to be re-inspected on November 7, 1980 at 1:00pm., to go over the correction of their listed deficiencies. Ray, Beattie, and Ellen to do this re-inspection.

Investigation of application of Jimmy L. Allison dated 6-26-80. More information is needed as this applicant may qualify for license. This additional information is for clarification information only.

The program at Bluefield State College is to be inspected by Prudy and Beattie as observers along with the J.R.C.

Follow-up letters are to be sent to facilities which do not have their licenses posted to see if they have complied.

Meeting adjourned 2:45pm



WEST VIRGINIA RADIOLOGIC TECHNOLOGY BOARD OF EXAMINERS

The Board meeting was held on December 11, 1980 at the office on Quarrier Street, beginning at 11:00am. The following members were present:

Beattie De Bord
Ray Butler

Ellen Shaw

The first order of business was a hearing held for Mrs. Richmond and Mrs. Willerton of the Ohio County T.D. Association.

Business meeting was opened at 12:00 noon with Dr. McKown attending.

Minutes of the previous meeting were reviewed and approved. The financial statement was reviewed and approved.

Ray Butler made a motion to grant a license to Mrs. Willerton & Mrs. Richmond as specified in 30-23-10-C of the West Virginia Radiologic Technology Licensing law. Dr. McKown seconded, motion carried.

Beattie gave a report of the inspection of the Bluefield State & Beckley Junior College program as inspected by Beattie, Ray and Prudy. As the program stands, it meets the rules & regulations of the Board.

A letter from Tom McVey was read, this letter suggests that the Board have the Rules & Regulations changed to allow students to work part-time during their training. At this time the Board does not want to change the Regulations, a letter will be sent to Tom to inform him of this.

A report on the program at Stonewall Jackson in Weston was given. The program seems to be in order following re-inspection by the Board. A letter will be sent notifying the program notifying them of this.

Two applications with proficiency examinations were reviewed and a license is to be issued to: Ted Wooten and Jenny Bodimer.

The Board will consider having the Rules & Regulations changed to allow us to accept personal checks.

The program at United Hospital Center, Clarksburg is to be inspected by the R.C. in January, Ray and Ellen are to attend as representatives from the W.Va. Licensing Board.

The application for license needs to be revised. This was reviewed by the members present, suggestions made, and a new form is to be drawn up and presented at the next meeting for approval.

The financial statement for the entire year was reviewed, and at the present time we feel that we will be without funds by early 1982. This problem will be researched by the Board and scheduled for discussion and suggestions at our next meeting.

The next meeting is to be Friday, February 13, 1981. Adjourned, 2:30pm.

A handwritten signature in cursive script, appearing to read "E. J. Shaw". The signature is written in dark ink and is centered on the page.

WEST VIRGINIA RADIOLOGIC TECHNOLOGY
BOARD OF EXAMINERS

The Board meeting was held on February 27, 1981 at the
office on Quarrier Street, beginning at 11:00 am. The following
members were present:

Ray Butler
Prudy Collins
Beattie DeBord

Ellen Shaw
Rick Glaser, Att. Gen. Office

Members absent:

Charles McKown, M.D.

The meeting was called to order by the Chairman, Beattie DeBord. The minutes of the previous meeting were reviewed by the members as was the financial statements from December and January.

In regard to a letter from an inmate from the W.Va. Pen. A representative from the Attorney General's Office investigated the situation and was assured that all is in compliance with the Licensing Law.

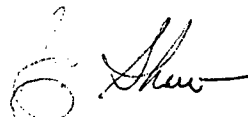
Calhoun General Hospital has been refused accreditation by J.R.C., as of this meeting.

A report on the Program inspection at United Hospital, Clarksburg was given by E. Shaw. This program was inspected by R. Butler & E. Shaw, along with the J.R.C. inspecting team.

The Licensing Board is required to use the same cut off dates for application for licensing as is required by ARRT for registry.

The Board discussed a raise for Mary Wilson, This is to be granted in accordance to all state employees.

Adjourn: 3:00pm



WEST VIRGINIA RADIOLOGIC TECHNOLOGY
BORAD OF EXAMINERS

The Borad meeting was held on June 12, 1981 at the office on Quarrier Street, beginning at 2:00pm. The following members were present:

Beattie DeBord
Ray Butler

Charles McKown, M.D.
Ellen Shaw


Members absent:

Prudy Collins

The meeting was called to order by Chairman, Beattie DeBord. The minutes of the previous meeting were reviewed by the members, and approved. The financial statement was reviewed and noted that at the present time we will be without funds by July of 1982 if some means to increase our income is not obtained. Beattie is to call Legislative Services for advice in this matter.

Other possibilites for cutting expenses were discussed and will be looked into at a later date. It was noted that anyone 30 days late in renewing their license is to be charged a late fee of \$15.00 in accordance with our rules and regulations. A motion was made by Ray, seconded by Dr. McKown that these late renewals have their new License dated from application renewal date. Unamously approved. Rationale: Some of our applicants have not worked for 3 or 4 months after their license expired, on renewal they were being dated at the expiraton date causing the technologist to loose "licensure time".

Being no additional business, the meeting adjourned at 3:45pm.


Ellen Shaw, Secretary

The December 3, 1981 meeting of the Board of Examiners was held in the office on Quarrier Street. The meeting was called to order by the Chairman, Beattie DeBord at 1:30pm.

Members Present: Beattie DeBord Members Absent: Charles McKown
Ray Butler
Prudy Collins
Ellen Shaw

Beattie introduced the Board of Directors to our new secretary, Mary Ann Fowler. The minutes of the previous meeting were reviewed and approved. There was a problem with the financial report; therefore, none was given. Mary Ann and Beattie are to work on this report and a corrected one will be issued.

Rick Glaser reported on Henry Clay Worth and the status of his suite against the Board. Rick will also review the new Federal Law and report at the next Board meeting.

The temporary permits issued prior to the October licensure examination were misdated. They should expire on December 26, 1981. All of these permits will be honored for that period. Mr. Timmons in Clarksburg was notified of this decision by the Board. All temporary permits are to be dated for 6 weeks plus 30 days following the licensure examination date. All permit holders will be notified.

The passing grade for the state licensing examination was discussed and a motion made by Ray, seconded by Ellen that effective with the January 1982 examination, a passing grade level for the West Virginia licensure examination be compatible with the ARRT passing grade level. This will replace our previous score grading.

RATIONALE: To allow for reciprocity with all licensing states.

Motion carried.

Beattie is to investigate the traveling clinic in the Bluefield and Bridgeport area, are their technologists licensed to practice in West Virginia.

There being no additional business, the meeting adjourned at 3:15pm.

Next Board meeting will be in June unless there is a need for one prior to that time.

WEST VIRGINIA RADIOLOGIC TECHNOLOGY
BOARD OF EXAMINERS

The Board meeting was held on June 10, 1982 at the office on Quarrier Street, Charleston, WV, beginning at 2:00pm. The following members were present:

Beattie DeBord
Raymond Butler
Ellen Shaw

Dr. Charles McKown (per conference
telephone)

Members absent:

Prudy Colling

Our new attorney from the Attorney General's Office is Fred Wilkerson. Mr. Wilkerson attended this meeting.

Election of officers was held and the following officers elected:

Chairman: Beattie DeBord
Secretary: Ellen Shaw

Renewal of license at one time during each year was discussed due to complaints from technologists throughout the state. This cannot be done due to the way the law is written.

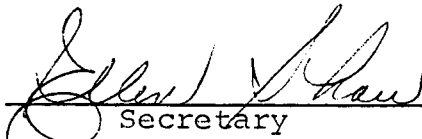
West Virginia Univ. Med. Center and Monongalia General Hospital had not been posting the license, They are now in compliance and have posted the license.

It was decided that the office secretary is to maintain two files of all technologists license. One file is to be alphabetical and the other by month of expiration. This will help in sending out renewal notices, and perhaps we will be able to notify the technologists at least 60 days in advance rather than 10 days.

Expiration dates were also discussed and the Board decided that the license will be dated to expire at the END of the month in which they are due; hopefully this will end some of the problems with sending renewal notices.

Inquiry into the educational background of Dental Assistants and Dental Hygienists is being conducted. The survey is not complet and this will be discussed at a later meeting. This information will be needed with the implimantation of the Federal Standards that should become effective in 1934.

Meeting adjourned 3:30pm


Secretary


NOTE: While Beattie was on vacation the week of July 19-23, I received several phone calls concerning no schedule of fees being sent out with renewal notices and expiration dates on license being simply the month and year, no day.

I called Mary and told her to be sure to send the schedule of fees, (she said that she thought she was out of them, but later found two packages in a drawer) so now they were being sent. I suggested that when she gets down to the last 500 of anything that is used often to be sure to order it.

I also told her that she must show an expiration day on each license and it was to be the last day of the month in which the license was due.

As a suggestion, perhaps two or three of the Board members could spend a day at the office with Mary helping her GET ORGANIZED and setting up the cross index of expiration dates and alphabetical listing, going over supplies and seeing just what is needed. I would be quite willing to do this on a week day or a weekend just to relieve some of the hassle that I get.

If they are calling me up here, I hate to think what Mary is putting up with in the office and what some of the other Board members are getting in their areas. Maybe the office is not organized and this is why she is having a problem.



THE WEST VIRGINIA RADIOLOGIC TECHNOLOGY BOARD OF EXAMINERS

The Board meeting was held on December 10, 1982, at the office on Quarrier Street, beginning at 2:00pm. The following members were present:

Ray Butler

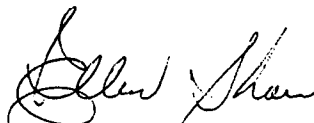
Beattie DeBord

Ellen Shaw

Due to lack of a quarrum, there could not be any official business conducted.

General discussion was held and the members present felt that it be absolutely necessary for our secretary to make contact with all members to assure a quarrum. The December meeting, notification was by indirect contact; therefore, when calling the members from the Board office they stated that they were unaware of the meeting.

Also discussed was the meeting of November 7th of the Joint Standing Finance Committee as attended by myself.


Ellen Shaw

WEST VIRGINIA RADIOLOGIC TECHNOLOGY BOARD OF EXAMINERS

The regular Board meeting was held on June 3, 1983 at the office on Quarrier street, beginning at 2:00pm with the following members present.

Beattie DeBord
Raymond Butler

Charles McKown
Ellen Shaw

The officers were elected as follows:

Chairman: Beattie DeBord
Secretary: Ellen Shaw

The application form for a temporary permit was discussed due to the fact that it had been reported that a technologist had obtained two permits. This information was immediately checked and determined that she used two different names in applying. A letter was drafted to the technologist and to her employer requesting immediate return to this office of the permit. At this time the Board also drafted an insert to be sent with all applications requiring that these people state that they have never had a temporary permit previously.

Being no additional business, the meeting was adjourned at 3:30pm.

Ellen Shaw

West Virginia Radiologic Technology
Board of Examiners

The Board met on Thursday, December 8, 1983 at our office on Quarrier Street. The meeting was called to order by chairman, Beattie DeBord at 1:00. Members present: Beattie, Ray, Prudy, Ellen. Guests, Jim Kranz from the WVSRT.

Minutes of last meeting and financial statements for May, June, July and August were reviewed. The JRC requested a person from the Board attend the inspection of the OVMC program on Friday, January 27, 1984. Prudy Collins volunteered to attend this inspection.

The Board meeting was suspended in order to conduct a Public Hearing. This hearing was scheduled to begin at 1:30.

Our attorney, Fred Wilkerson represented the Board, also present was a court recorder, Jim Kranz of the WVSRT and an attorney from the Attorney General's Office. He was there to observe the proceedings as a guest of Freds.

Following the public hearing the Board meeting continued. A copy machine for the office was discussed and Karen is to look into the expense of purchasing such a machine or leasing one.

The shortage of Board members was again discussed and Jim Kranz is going to suggest some names to the governors office.

The people who sent written notification to the Board concerning the public hearing will be notified by mail that we received their letters.

We will pay our back Employee Security fee of \$700.00 and each quarter we will pay \$55.50. This had not been paid for awhile.

A letter of approval is to be sent to Camden-Clark and St Marys Hospitals. Both of these programs were inspected recently.

The Board members reviewed the Rules and Regulations with some suggested changes. All changes are to be made by December 20 so that Fred can have these presented at the next meeting of the legislative rules committee.

Meeting adjourned at 4:30.

Ellen Shaw
Secretary