



**South Carolina Radiation Quality Standards Association
Board of Directors Meeting
Saturday, February 1, 2003
9:00 a.m., Renaissance Charleston Hotel
Charleston, SC**

Call to Order/Attendance

President Caldwell called the meeting to order at 9:05 a.m. Trustees present were: President Deb Caldwell; Vice President Dr. Roxzanne Breland; Secretary/Treasurer Elvin Sutton; Cynthia Waystack; Dr. Carlisle Hewitt; Dr. Susan Keeshan; Dr. Ralph Riley; Wanda Hancock; Judy Weathersbee; Karen Sheriff and Gail Alewine. Shari Lee and Mrs. Brian Davies represented Dr. Brandon Percival (SCPMA). Aaron Gantt, ex-officio member; Keely Fagen, Executive Director; Amy Parham and Richard Davis, Capitol Consultants were also in attendance. A quorum was established.

Welcome and Introductions

Introductions were made and the following Freedom of Information Act (FOI) compliance statement was read: "A notice of this meeting, its time, date and purpose has been posted with the Associated Press and the Governor's Office in accordance with the Freedom of Information Act that the public be notified when the public's business is conducted." A motion was made, seconded and passed to accept the FOI compliance statement.

Open Forum to the Public

President Caldwell asked if there was anyone present to address the Board in the open public forum. The policies and procedures for the open forum are as follows:

1. Anyone wishing to address the Board of Directors must sign in prior to the meeting.
2. All of those who have signed in will be granted five minutes to address only those issues listed on the meeting agenda. Comments will be limited to five minutes per person and will be timed by the Executive Director.

Ms. Fagen noted that there was no one in attendance for the public forum.

Approval of Minutes

The Board reviewed the minutes from the October 12, 2002 minutes. It was noted that Karen Sheriff should be listed as not attending the meeting. Ms. Fagen will make the change for the official minutes. A motion was made, seconded and passed to approve the minutes as amended.

President's Report

President Caldwell welcomed the Board and thanked them for their attendance. She reviewed the Bone Densitometry Operator Examination content outline and examination handbook issued by the ARRT. The SCRQSA Board had approved the use of this exam at the October 12, 2002, Board Meeting. The cost for the exam will be \$100. The proposed passing score from the ARRT is 65. Ms. Fagen will send a notice announcing the availability of the exam to the appropriate Limited Practice Radiographer – Bone Densitometry certificate holders (Temporary B and Provisional certificates). In order to take the exam, candidates must hold a valid SCRQSA certificate and have completed Module C (8 hours Radiation Safety) and provide documentation of manufacturer's training.

The Board reviewed the position statement "Employment of Second-Year Radiography Students." The statement designates that second-year radiography students enrolled in accredited radiography programs may apply for a temporary limited radiography certificate with documentation of completion of the first year from the program director. It was noted that students may take less than or more than one year to complete these competencies, according to the various programs offered in the state. A motion was made, seconded and approved to amend the above sentence to read -"second-year radiography students enrolled in accredited radiography programs may apply for a temporary limited radiography certificate with documentation of completion of the competency levels of the limited radiographer from the program director. The position statement also notes that the temporary certificate would be in effect for a period of one year, or until which time the student sits for and successfully passes the certificate examination. A motion was made, seconded and passed to amend this to allow the temporary certificate to be in effect for up to two years.

President Caldwell presented for final approval the proposed Requirements for Foreign Educated Technologists to receive SCRQSA certification. A motion was made, seconded and approved to accept the requirements as presented.

There was discussion over the SCRQSA passing scores of the state Radiography, Radiation Therapy and Nuclear Medicine exams offered by contract with the ARRT. The ARRT has designated the passing score of these exams as 75. The passing score as recommended by the ARRT for the state Limited exams is 65.

Election of Officers

President Caldwell reviewed the current Board Terms of Office. Terms expiring in July 2003 will be: Dr. Carlisle Hewitt (SCRS); Dr. Ralph Riley (SCAFP); Elvin Sutton (SCSRT); Wanda Hancock (SCSRT); Dr. Brandon Percival (SCPMA) and Dr. Roxzanne Breland (SCCA). The Board had received a reappointment letter from the SC Chiropractic Association for Dr. Breland and for Dr. Percival from the SCPMA. It was noted that the SCSRT will appoint trustees at their March 5, 2003, meeting. Dr. Riley noted that the SCAFP Board will meet on March 23 and will appoint their trustee at that

time. Dr. Hewitt announced that he will be retiring this spring and the SCRS will appoint a new member. President Caldwell and the Board thanked Dr. Hewitt for his service to the SCRQSA. All letters of reappointment should be sent to the SCRQSA by June 30, 2003.

Nominations were accepted for the 2003 year as follows: Debra Caldwell, President; Dr. Roxzanne Breland, Vice President and Elvin Sutton, Secretary/Treasurer. A vote was held and the nominations were approved.

Executive Director's Report

Ms. Fagen reported on the current SCRQSA certificates issued. As of January 31, 2003, there were a total of 5,109 certificates issued. Ms. Fagen reviewed a list of SCRQSA staff and support functions provided by Capitol Consultants. She introduced Amy Parham as the support staff member for the SCRQSA and invited the Board to contact Amy as well as herself when needed.

Ms. Fagen and Ms. Parham will be reviewing the forms and applications of the SCRQSA to update and revise the documents. Ms. Fagen also noted that they were developing a new format for the certificate and pocket card. The certificate and pocket card would be printed on a one-page form, with perforations to remove the certificate and card. This will provide a better cost-savings to the SCRQSA as well as enable staff to issue certificates quickly. She showed the Board several examples of the suggested form.

Ms. Fagen reviewed a request from Brian K. Chestnut, CLR-G, for a provisional Radiography certificate. Mr. Chestnut is currently enrolled in the two-year radiologic science program at Midlands Technical College and requested the provisional certificate based on experience. The Board denied the request for a provisional Radiography certificate.

Ms. Fagen reviewed a question from Betty Roakes, Director of Diagnostic Imaging at Georgetown Memorial Hospital regarding the Board's restrictions for limited radiographers in the matter of portable radiography. The Board had previously ruled that limited radiographers do not have the necessary training for portable radiography and stated that this restriction will remain.

Treasurer's Report

Mr. Sutton presented the financial report for the Board's review. A motion was made, seconded and passed to accept the financial report as information.

Adjourn

As there was no further business, a motion was made, seconded and passed to adjourn the meeting at 11:10 a.m.