



**South Carolina Radiation Quality Standards Association
Board of Directors Meeting
Saturday, July 20, 2002
Capitol Consultants, Inc.
1122 Lady Street, Suite 1115, Columbia, SC**

Call to Order/Attendance

President Caldwell called the meeting to order at 9:10 a.m. Trustees present were: President Deb Caldwell; Gail Alewine, Alvin Sutton; Judy Weathersbee; Dr. Brian Davies; Cynthia Waystack; Dr. Carlisle Hewitt; Aaron Gantt; Wanda Hancock; Dr. Ralph Riley; Dr. Roxzanne Breland and Keely Fagen, Executive Director. Trustees Dr. Susan Keeshan and Karen Sheriff were absent.

Guests present were: Terry Hatcher; Shari Lee of Davies Foot Care; Dr. Brandon Percival and Amy Parham, Capitol Consultants, Inc.

For the purpose of the meeting, Ms. Hatcher was given Ms. Sheriff's proxy and attended in her absence.

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

A motion was made and seconded to accept the minutes as written from the March 2, 2002, Board meeting. Dr. Davies had a question over a vote that he recalled from the previous meeting, which was not noted in the minutes. After discussion, it was suggested to review the taped transcripts from the meeting, if applicable. Dr. Davies accepted to approve the minutes with review of the tapes. The minutes were approved with review of the tapes. A suggestion was made to tape all minutes. Keely Fagen noted that she would review the procedures of the SCRQSA and FOI.

President's Report

President Caldwell noted that the first order of business was to elect a new Secretary/Treasurer and asked for nominations from the trustees. Ms. Weathersbee nominated Elvin Sutton. There were no other nominations. The Board approved Elvin Sutton as the new Secretary/Treasurer.

President Caldwell asked Ms. Fagen to provide an update on the recent renewal process. Ms. Fagen noted that renewal notices were mailed to certificate holders in early May. Many applications had been processed, however, there was an overwhelming amount of applications received immediately prior to the July 1, 2002, deadline. Due to the number of applications received, the office hired temporary staff to help with the preparation of the certificates. Ms. Fagen notified Aaron Gantt, Department of Health and Environmental Control, that there would be a delay with the renewal of some certificates that had been received. Mr. Gantt indicated that he would instruct his surveyors to withhold any citations for expired certificates until August 2, 2002. Ms. Hancock asked if there were any late fees assigned with certificates received after the July 1, 2002, deadline. Ms. Fagen noted that she knew of no fine in the policies and procedures. It was suggested to research past minutes to see if any fines indicated for late applications. Dr. Breland asked if the Board wanted to institute an extension of 30 days to the deadline for renewal. A motion was made, seconded and passed to extend the July 1, 2002, deadline by 30 days. A motion was made and seconded that for the next renewal cycle, the date of renewal should be June 1. Dr. Riley offered an amendment to state that all applications must be received 30 days prior to the renewal date indicated on the certificate. The amended motion was seconded and passed. Notification of renewal will now be sent three months prior to the deadline.

Ms. Fagen indicated that 41 extensions had been granted to certificate holders that had not completed the required documentation by the July 1 deadline. A question was raised if the applicant had three years from the original date of certification to take the state limited exam, or if the applicant had three years from the first test date to pass the exam. Ms. Weathersbee noted that applicants had three years to take the registry. President Caldwell suggested that those applicants enrolled in the appropriate class or registered to take the exam be granted an extension if necessary. Mr. Sutton asked if the grandfathering period was now expired, why could they still take the 24-hour course required? Ms. Fagen noted that the Board had previously granted a two-year certificate during the grandfathering period, which allowed people to apply for the temporary certificate until the grandfathering period ended on June 30, 2002. It was noted that the

term “grandfathering course” for the 24-hour continuing education requirement should be changed as the grandfathering period allowed by the law had expired. Dr. Davies questioned how to bring people into the certification process if the provisional certification was not still available. Dr. Riley noted that there was a shortage with techs in the state. The Board continued to discuss the question of further extensions for applicants who had not completed the requirements for permanent certification. Mr. Sutton stated that the deadline for the renewal should be the final deadline. A motion was made, seconded and passes to extend the deadline for one year from date of renewal for those applicants who were currently enrolled in the appropriate recertification course.

President Caldwell reported on the 2001 and current test results of the limited scope exams, a copy of which was included in the handouts. It was noted that it would be beneficial to determine the passing rates of the candidates. Ms. Fagen will gather this information.

President Caldwell reported to the Board the following candidates had applied to the Board for special approval of their SCRQSA application.

Zehr Leeh Valdez Edmalin Case

The candidate is applying for a permanent radiography certificate with the SCRQSA. Mr. Edmalin was trained and certified in the Philippines. There are also six other foreign educated candidates requesting certification. It was noted that the candidates do not currently have US citizenship nor are eligible to apply for the ARRT registry. A motion was made and seconded that the Board withhold certification approval for all candidates who are not American citizenship until legal counsel advises the Board on appropriate procedure. Dr. Riley asked if one is not a US citizen, what are the requirements needed to work in the US, for example a Social Security number? Ms. Fagen will work with legal counsel to determine the qualifications. The motion passed.

Lynn Robinton Case

The application was reviewed and noted to be incomplete. A motion was made, seconded and passed to deny approval until further documentation is received.

Brian Chestnut Case

President Caldwell reviewed Mr. Chestnut’s application and letter. He currently holds a limited general certificate and is requesting an unlimited certificate based on his military radiology training course and work experience. He is also enrolled in a two-year radiology program. A motion was made, seconded and passed to deny the request until such time as the candidate completes the two-year program.

Daniel Tracy Case

Mr. Tracy currently holds a limited general certificate and is requesting an unlimited certificate based on his military radiology training and work experience. He is also enrolled in a two-year radiology program. A motion was made, seconded and passed to deny the request until such time as the candidate completes the two-year program.

Judy Bufkin Case

Ms. Bufkin is asking the Board to grant her a permanent limited general certificate based on reciprocity with her Florida license. To gain Florida licensure, she successfully passed a state limited exam, however it was not the ARRT limited exam that the SCRQSA requires for certification. A motion was made, seconded and passed that Ms. Bufkin is eligible to take the limited general exam and that she will need to pass the SCRQSA's limited general exam in order to receive certification.

A motion was made and seconded to ask that President Caldwell form a committee of the Radiology Technologists on the Board to review any applications requesting special approval prior to the Board meetings. The committee will make a recommendation to the Board on each case. Ms. Hancock suggested that additional members of the Board sit on the committee. It was noted that any member of the Board would have the right to table, approve or deny the recommendation of the committee. Ms. Hancock added that the committee should create a list of requirements needed for approval. The motion was amended, seconded and passed to include any member of the Board on the committee.

A break was held from 10:38 – 10:42 a.m.

Proposed Changes in Podiatric Certification Requirements

Ms. Weathersbee reported that the ad-hoc committee, including Dr. Davies and Mr. Sutton, met to review the proposed changes in the podiatric certification. Dr. Davies reported on the ASPMA's limited podiatric medical assistant course and noted the syllabus had been included in the handouts. The course is for a general assistant and does contain a radiographic section. The course is a three-month correspondence course followed by an eight-hour class and exam, administered by a representative from the ASPMA. The SCRQSA would be able to accept the certification from the ASPMA or accept the test results to determine passing score. Ms. Weathersbee noted that a 60% passing score is required in any one category of the exam and a 70% total score is required. The SCPMA would make all arrangements to host the class and exam at least once a year. The didactic training would be met while the candidate is employed and under the supervision of the podiatrist. The recommendation of the committee is to accept the ASPMA correspondence course, eight-hour class and exam as part of the limited general podiatric certification requirements.

A motion was made, seconded and passed that the Board accept as requirements for the limited podiatric certificate of the SCRQSA the following: successful completion of the ASPMA course, a passing score on the ASPMA exam and six hours of clinical work signed off by the supervising podiatrist. It was noted that the Board continue to accept the existing podiatric certification requirements. Dr. Davies noted that the SCRQSA does not need to contract with the ASPMA to provide the course and exam. Ms. Fagen asked when the candidate would be granted a temporary SCRQSA certificate. It was decided that the candidate would receive a provisional limited podiatric certificate, to be valid for one year, at the time of hire.

PET/CT Scan Requirements Report

Ms. Hatcher reported for Karen Sheriff that the PET/CT scan machine is located in the nuclear medical department and a nuclear medicine technologist operates the scanner. Mr. Sutton noted that only a nuclear medicine radiologist technologist should operate a PET/CT scanner. Dr. Hewitt suggested that an ad-hoc committee work with the SC Department of Health and Environmental Control (DHEC) to determine what certification will be required to operate a PET/CT scanner. President Caldwell asked Ms. Hatcher, Dr. Hewitt and Mr. Gantt to sit on the ad-hoc committee.

Peripheral Bone Densitometry Report

Dr. Riley noted that the peripheral bone densitometry machine is only a screening test and not used for a diagnosis. He stated that there is little safety issue with the machine and that shielding is not required for the operator. He suggested that the peripheral bone densitometry equipment be deleted from the SCRQSA regulations so that the operator does not have to be certified. He noted that the machine emits extremely low levels of ionizing radiation and that it is used only as a screening tool. Ms. Waystack asked if the consumer is made aware that the test is only for screening. Mr. Gantt reported that there is no DHEC requirement for an operator to be shielded when using the peripheral machine. Members of the Board suggested a change to the certification requirements for a peripheral bone densitometrist.

A motion was made and seconded to accept the training required by the peripheral bone densitometry equipment's manufacturer, training as required by the SC DHEC and the \$50 fee as requirements for peripheral bone densitometry certification as required by the SCRQSA. Ms. Hancock asked if continuing education requirements would still be required for certification renewal. The original motion was amended to add that the Board deletes continuing education requirements for the peripheral bone densitometry certification. The motion was seconded and passed. Ms. Fagen is to notify all peripheral bone densitometry candidates of this change in the requirements.

Mr. Gantt noted that a fax from the SCRQSA titled "Definition of an Operator" contains an error. Item number six, which states "Changing modes of operation or technique factors at the direction of the physician" is not in accordance with the definition of an operator as defined by the SC DHEC. Ms. Fagen will correct the document.

Review of Proposed Code of Ethics

Ms. Fagen reported on legal counsel's recommendations to the proposed SCRQSA Code of Ethics. The Board reviewed the changes. A motion was made, seconded and passed to accept the Code of Ethics as presented. Dr. Riley was not present for the vote.

Executive Director's Report

Ms. Fagen reported on the current SCRQSA certificates issued. She will send a list of expired certificate holders to Mr. Gantt.

Ms. Fagen presented a request from the ARRT for a representative from the SCRQSA to attend a meeting to review the proposed bone densitometry exam. President Caldwell

asked the Board for any recommendations. A motion was made, seconded and passed that the Board ask Kim Nodine to serve as the SCRQSA representative to the meeting.

Dr. Breland reported on the TARCC Board meeting and noted that a physician's assistant cannot take an x-ray, a radiology technologist must be present. A PA cannot do fluoroscopy, but can assist.

Treasurer's Report

Ms. Fagen presented the financial report. A motion was made, seconded and passed to accept the financial report as information.

Other Business

The next meeting was set for October 5, 2002.

Adjourn

As there was no further business, a motion was made, seconded and passed to adjourn the meeting at 12:20 p.m.