

**SC Radiation Quality Standards Association
Board Meeting
9:00 AM, August 23, 2008
DoubleTree GuestSuites, 181 Church Street, Charleston, SC**

DRAFT Minutes

Welcome and Introductions

President Roxzanne Breland, DC called the meeting to order at 9:15 a.m. Trustees present were: Dr. Roxzanne Breland (SCCA); Gary Martin (SCSRT), Vice President; Cynthia Waystack (public), Secretary/Treasurer; Gail Alewine (SCSMA); Bert Wood (SCSRT); Jack Morris (SCSRT); Cindy Lockett-Gilbert (SCSNM); Aaron Gantt (DHEC ex-officio); Yancy Wells (SCSRT); Dr. Susan Keeshan (SCMA); Dr. Ralph Riley (SCMA); and Keely Yates, Executive Director. Absent: Dr. Bryan Davies (SCPMA); Dr. Ken Spicer (SCRS).

Compliance with Freedom of Information Act

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.** There was no one present to speak to the Board.

Approval of Minutes

A motion was made, seconded and passed to approve the February 22, 2008 Board minutes.

President’s Report

Dr. Breland thanked the Board for their attendance at the meeting. She welcomed new members Bert Wood and Jack Morris, representatives from the SCSRT.

Dr. Breland brought to the Board’s attention a bill that had been introduced in the 2008 Legislative Session regarding the licensure of the Radiologist Assistant (RA) under the SC Radiation Quality Standards Association. Ms. Yates reported that she had spoken with the president of the SC Radiologist Society, who had been in favor of the bill, and explained that the SCRQSA does not issue licenses, but certifications. There were also other technical issues with the legislation. The bill died before being heard by committee and as the 2008 Legislative Session was the final year of the two-year session, the bill would need to be reintroduced again in 2009.

Ms. Yates distributed the “Practice Standards for Medical Imaging and Radiation Therapy: Radiologist Assistant Practice Standards” published by the American Society of Radiologic Technologists (ASRT) for the Board to review. This document details the Scope of Practice for the RA. There was much discussion on the nature of the studies and the activities the RA would be allowed to perform. These activities would be equivalent to a mid-level practitioner. The Board felt that the RA, the supervising

Radiologist and the public would be much better served should the RA be a licensed entity, possibly under the SC Board of Medical Examiners. In addition, there was discussion on the possibility of malpractice issues should the RA not be a licensed entity. The following motion was made and properly seconded: **It is not the duty of the SCRQSA Board to license mid-level practitioners; if they desire licensure, their scope of practice would be required to be licensed under the SC Medical Board. The motion passed unanimously.**

Dr. Breland reported that the SCSRT Educators Council had several recommendations for the Board to review regarding the Limited General Radiographer's (CLR-G) Competency Checklist form. Specifically, there are four views listed on the checklist as "trauma" and three of them (trauma extremity; trauma hip; trauma C spine) are listed as "mandatory" views. The scope of practice for a CLR-G prohibits them from performing any trauma xrays. The SCSRT Educators Council would like to recommend that these be made "elective" views rather than "mandatory." There was discussion that the student should be exposed to such views during school. **A motion was made and seconded to move trauma extremity, trauma C spine and trauma hip to the elective category. The motion did not pass.**

Dr. Breland noted that the Limited Exam Score report was not in the packets; however, Ms. Yates indicated that the SC scores continue to rank above the national mean average score. She will include the report with the minutes.

Executive Director's Report

Ms. Yates reported on the current certificate status: 5,969 permanent certifications, 309 Temporary B, 11 provisional certifications and 19 CE probation certificates for a total of 6,308 current certificates. Ms. Yates reported on the renewal progress for this year's large number of renewals (May to August 3,000+ certificates). She was pleased to report that they had five staff members working on the renewals and the turnaround time was excellent. For the majority, most certificates were received, processed, printed and returned within 3-5 days. Postcards were sent to expired certificate holders after being 30 days late. This resulted in only 440 expired certificates for the June-August certificates, which is much better than years past. Staff will continue to send reminder postcards. In addition, expired certificate holders are noted as "expired" on the online directory on the website www.scrqsa.org.

Ms. Yates reported that she had not yet completed the installation of the document scanning and storage system. With the large renewal period, staff time was spent processing these certificates. She did report that the software had been ordered and when working with the IT staff, it was determined that the current server at Capitol Consultants would not be able to run the updated software, nor would it be large enough to store the amount of data that would be scanned. The cost of a new server for the SCRQSA to utilize would be \$5,000. **A motion was made, seconded and passed to approve the expenditure of \$5,000 for a server.** In addition, Ms. Yates noted that office space would be needed for the new scanners and computers for the temporary staff to utilize to scan the historical data/certificate files. Office space (two rooms) may be rented on a temporary basis (6-8 months) for \$995 per month. **A motion was made, seconded and**

passed to approve the rental of the office space for a 6-8 month time period for \$995/month.

Ms. Yates updated the Board on several ethics cases that she had received from the ARRT. At this time, no action was required by the SCRQSA Board.

Treasurer's Report

Ms. Waystack reviewed the financial report as presented. As of July 31 2008, total income was \$154,922.10 and total expenses were \$61,498.36. **A motion was made, seconded and passed to accept the financial report as presented.**

Other Business

Mr. Gantt provided an update for the Board on proposed changes to the Title B Xray Regulations that DHEC is currently writing. Primarily, they are working to simplify the regulations and remove redundant and repetitive items throughout the regulations. One issue to note is changing the dosing records (errors) and the procedures for the radiation safety officer to follow. New procedures for these changes may require documentation first to DHEC from the radiation safety officer prior to any authorization to approve the change. Mr. Gantt will continue to keep the Board updated on the regulation changes, which will also require legislative review and approval.

The next Board meeting will be held via teleconference on January 30, 2009, at 9 AM.

There being no further business, **a motion was made, seconded and passed to adjourn the meeting.**

Respectfully submitted,

Keely Yates
Executive Director