

**WEST VIRGINIA  
MEDICAL IMAGING AND  
RADIATION THERAPY TECHNOLOGY  
BOARD OF EXAMINERS**



**ANNUAL REPORT  
FISCAL YEAR  
2013-2014**



**WEST VIRGINIA MEDICAL IMAGING & RADIATION THERAPY TECHNOLOGY BOARD OF EXAMINERS**

**Mailing Address: P.O. Box 638 – Cool Ridge, WV 25825-0638**

**Physical Address: 1715 Flat Top Road - Cool Ridge, WV 25825-0638**

**Telephone: (304) 787-4398 / TOLL FREE: (877) 609-9869 / Fax: (304) 787-3030**

**E-mail: [wvrtboe@suddenlinkmail.com](mailto:wvrtboe@suddenlinkmail.com) Web Page: [www.wvrtboard.org](http://www.wvrtboard.org)**

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## **I. Letters to Governor and Secretary of State**



**WEST VIRGINIA MEDICAL IMAGING & RADIATION THERAPY TECHNOLOGY BOARD OF EXAMINERS**

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**CERTIFIED MAIL: 7012 2920 0001 8773 8584**

December 10, 2014

The Honorable Earl Ray Tomblin  
Governor of West Virginia  
State Capitol, Building 1  
Charleston, WV 25305

**Regarding: FY 2014 Annual Report, West Virginia Medical Imaging & Radiation Therapy  
Technology Board of Examiners**

Dear Governor Tomblin,

It is my honor and privilege to submit for your review the FY-2014 Annual Report for the West Virginia Medical Imaging & Radiation Therapy Technology Board of Examiners, (**Board**), as required by West Virginia Code § 30-1-12.

The Board is charged with the administration and enforcement of the provisions set forth in Chapter 30-23 of the West Virginia Code as it relates to Medical Imaging and Radiation Therapy in West Virginia.

This report includes detail of financials of the Agency; active licensees by the State and County of the Employer; current Board Members; Board Meeting Minutes; WV Medical Imaging Schools; and disciplinary action taken by the Board.

Please feel free to contact our office with questions, comments, or concerns regarding the information contained within this report, respectfully submitted on behalf of the Board.

Sincerely,

Nancy Godby, MS-MHA, MA, RT(R)(M) ARRT, CHC

Executive Director

[Nancy.A.Godby@wv.gov](mailto:Nancy.A.Godby@wv.gov)

Mobile: 304-923-7879

Office: 304-787-4398

**Enclosure**

nag/cc: Secretary of State; Senate President; Speaker of the House; Clerk of the Senate; Clerk of the House of Delegates; WV Division of Culture & History; Office file.



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**CERTIFIED MAIL: 7012 2920 0001 8773 8591**

December 10, 2014

The Honorable Natalie Tennant  
West Virginia Secretary of State  
State Capitol, Building 1, Suite 157-K  
1900 Kanawha Boulevard  
Charleston, WV 25305-0770

**Regarding: FY 2014 Annual Report, West Virginia Medical Imaging & Radiation Therapy  
Technology Board of Examiners**

Dear Secretary of State Tennant,

It is my honor and privilege to submit for your review the FY-2014 Annual Report for the West Virginia Medical Imaging & Radiation Therapy Technology Board of Examiners, (**Board**), as required by West Virginia Code § 30-1-12.

The Board is charged with the administration and enforcement of the provisions set forth in Chapter 30-23 of the West Virginia Code as it relates to Medical Imaging and Radiation Therapy in West Virginia.

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Please feel free to contact our office with questions, comments, or concerns regarding the information contained within this report, respectfully submitted on behalf of the Board.

Sincerely,

Nancy Godby, MS-MHA, MA, RT(R)(M) ARRT, CHC  
Executive Director

[Nancy.A.Godby@wv.gov](mailto:Nancy.A.Godby@wv.gov)

Mobile: 304-923-7879

Office: 304-787-4398

Enclosure

nag/cc: WV Governor; Senate President; Speaker of the House; Clerk of the Senate; Clerk of the House of Delegates; WV Division of Culture & History; Office file.



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## **II. Certification**



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**CERTIFICATION**

Pursuant to West Virginia Code § 30-1-12(b), I do hereby certify that the following West Virginia Medical Imaging & Radiation Therapy Technology Board of Examiners 2012-2013 and the 2013-2014 Annual Reports to the Legislature is, to the best of my knowledge, a true assessment of the activities of the West Virginia Medical Imaging & Radiation Therapy Technology Board of Examiners for the fiscal years of 2013 and 2014.



*[Handwritten Signature]*

*12-10-2014*

Nancy Godby, MS-MHA, MA, RT(R)(M) ARRT, CHC  
Executive Director

State of West Virginia

County of *Logan*

The foregoing instrument was acknowledged before me this *10<sup>th</sup>* day of *December*, the year of *2014*, by Nancy Godby, Executive Director of the West Virginia Medical Imaging & Radiation Therapy Technology Board of Examiners.



My commission expires:

*August 5, 2022*

*Brenda Sue Adams - 12-10-2014*  
Notary Public Signature/Date



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### **III. List of Board Members**

#### **Fiscal Year 2013 Board Membership** *(Revised April 24, 2013)*

#### **Fiscal Year 2014 Board Membership** *(Revised December 5, 2013)*

# West Virginia Medical Imaging & Radiation Therapy Technology Board of Examiners

P.O. Box 638  
1715 Flat Top Road  
Cool Ridge, WV 25825

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## BOARD MEMBERSHIP

Name and Address	Representation	Expiration
<b>Nancy Oughton, Board Chair</b> 203 Cedarstone Drive Morgantown, WV 26505 Phone: 304-599-3743 FAX: 304-293-7479 Email: <a href="mailto:noughton@hsc.wvu.edu">noughton@hsc.wvu.edu</a>	Magnetic Resonance Imaging	6/30/2013
<b>Eva Hallis, Board Secretary</b> 1574 Smith Road Charleston, WV 25314 Phone: 304-896-7335 FAX: 304-792-7053 Email: <a href="mailto:eva.hallis@southernwv.edu">eva.hallis@southernwv.edu</a>	Educator	6/30/2013
<b>Alice Belmont</b> 518 Vantage Drive Morgantown, WV 26508 Phone: 304-598-4956 FAX: 304-293-6326 Email: <a href="mailto:belmonta@wvuhealthcare.com">belmonta@wvuhealthcare.com</a>	Radiologic Technologist	6/30/2011
<b>Tuanya Layton</b> 1449 Mile Fork Drive Charleston, WV 25312 Phone: 304-388-9289 FAX: 304-388-9289 Email: <a href="mailto:tuanya.layton@camc.org">tuanya.layton@camc.org</a>	Nuclear Medicine	6/30/2013
<b>Grace Peters</b> 1968 Witcher Creek Road Belle, WV 25015-9780 Phone: 304-949-3790 Email: <a href="mailto:grapets53@suddenlink.net">grapets53@suddenlink.net</a>	Lay Member	6/30/2011

**Vacant Board Positions:** Radiologist (March 15, 2013); Radiologist (November 11, 2011); Physician (February 21, 2012); and Radiologic Technologist (April 2, 2012).

(Revised April 24, 2013)

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Name and Address	Representation	Expiration
<p><b>Nancy Oughton, Board Chair</b> 203 Cedarstone Drive Morgantown, WV 26505 Phone: 304-599-3743 FAX: 304-293-7479 Email: <a href="mailto:noughton@hsc.wvu.edu">noughton@hsc.wvu.edu</a></p>	<p>Magnetic Resonance Imaging (Second Term)</p>	<p>6/30/2013</p>
<p><b>Eva Hallis, Board Secretary</b> 1574 Smith Road Charleston, WV 25314 Phone: 304-896-7335 FAX: 304-792-7053 Email: <a href="mailto:eva.hallis@southernwv.edu">eva.hallis@southernwv.edu</a></p>	<p>Educator (First Term)</p>	<p>6/30/2013</p>
<p><b>Alice Belmont</b> 518 Vantage Drive Morgantown, WV 26508 Phone: 304-598-4956 FAX: 304-293-6326 Email: <a href="mailto:belmonta@wvuhealthcare.com">belmonta@wvuhealthcare.com</a></p>	<p>Radiologic Technologist (Second Term)</p>	<p>6/30/2011</p>
<p><b>Tuanya Layton</b> 1449 Mile Fork Drive Charleston, WV 25312 Phone: 304-388-9289 FAX: 304-388-9289 Email: <a href="mailto:tuanya.layton@camc.org">tuanya.layton@camc.org</a></p>	<p>Nuclear Medicine (First Term)</p>	<p>6/30/2013</p>
<p>Vacant</p>	<p>Radiologist</p>	
<p>Vacant</p>	<p>Radiologist</p>	
<p>Vacant</p>	<p>Physician</p>	
<p>Vacant</p>	<p>Radiologic Technologist</p>	
<p>Vacant</p>	<p>Lay Member</p>	

**Vacant Board Positions:** Radiologist (March 15, 2013); Radiologist (November 11, 2011); Physician (February 21, 2012); Radiologic Technologist (April 2, 2012); and Lay Member (December 2, 2013).



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## **IV. Board Meeting Minutes**

### **FY-2013**

July 19, 2012, (rescheduled from June 7, 2012)

October 18, 2012

January 17, 2013

January 31, 2013

April 18, 2013

June 6, 2013

### **FY-2014**

July 15, 2013

August 5, 2013

August 19, 2013

September 19, 2013

December 2, 2013

February 20, 2014

March 13, 2014

June 5, 2014

**WEST VIRGINIA MEDICAL IMAGING & RADIATION  
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July 19, 2012  
BOARD MEETING

**Members Present**

Alice Belmont, Chairperson  
Eva Hallis  
Tuanya Layton  
Nancy Oughton  
Grace Peters

**Members Excused**

Fred Gabriele, M.D.

**Office Staff**

Nancy Godby  
Randy Fink  
Kate Campbell, Attorney

The meeting was called to order by Ms. Belmont, Chairperson, at 5:00 PM.

Ms. Belmont established that a quorum was present.

**MINUTES:**

A motion was made by Ms. Oughton to accept the minutes of the April 11, 2012 meeting. Ms. Layton seconded the motion. The motion carried.

**FINANCIAL REPORT:**

The financial report, including the credit card expenditures, were presented by Mr. Fink. Ms. Hallis made a motion to accept the financial report and credit card expenditures as presented. Ms. Oughton seconded the motion. The motion carried.

**OLD BUSINESS:**

**A. CONSENT AGREEMENTS UPDATES-COMplete**

Ms. Godby informed the Board that Lindsay Daniels, Sheri Boley and James Everett had completed their consent agreements with the Board and had paid their fees. Ms. Godby stated that the Board had been informed by the NMTCB that Chasity Rubin, who had been disciplined previously by the Board, had lost her certification with their organization. Ms. Godby informed the Board that Kenneth Harrison has fulfilled his consent agreement with the Board including the payment of all of his fees.

**B. PROGRAM UPDATES**

Ms. Godby informed the Board that a letter had been received from Mountain State University requesting an extension on completing the requirements for starting their new programs. Ms. Godby stated that the Higher

Learning Commission had revoked the school's accreditation and that she had been informed that the JRCERT was going to do a site visit on July 24<sup>th</sup> and 25<sup>th</sup> to evaluate the status of their imaging program. Ms. Godby stated that she had adjusted her schedule so that she could attend the site visit. Ms. Layton agreed to also attend as a representative of the Board. Due to the uncertainty regarding the status of the school Ms. Oughton made a motion to table any action regarding the new programs. Ms. Layton seconded the motion. The motion carried.

Ms. Godby informed the Board that she had received an action plan for the Bluefield State College Nuclear Medicine program's implementation. Ms. Godby stated that the school had requested an extension, that they were expecting to be prepared to accept applications for the fall 2012 semester. After discussion Ms. Layton made a motion to accept the request for an extension. Ms. Oughton seconded the motion. The motion carried.

#### C. CLOSURE DEVICES AND PULLING SHEATHS

Ms. Godby presented the Board with the final document that has been placed on the Board's website under Frequently Asked Questions stating the Board's position on closure devices and pulling sheaths.

Ms. Belmont stated that the Board had required that facilities that submitted requests under this policy provide the Board with documented training, competencies, and a Board approved facility policy. After further consideration Ms. Belmont suggested that a job description also be required. Ms. Godby stated that all the required documentation including job descriptions had been submitted by both WVU and Weirton hospitals and had been reviewed by Ms. Belmont and herself and appeared to be complete. Ms. Oughton made a motion to accept WVU Hospital's documentation. Ms. Peters seconded the motion. The motion carried. Ms. Layton made a motion to accept Weirton Hospital's documentation. Ms. Oughton seconded the motion and the motion carried.

#### D. STATE VEHICLE

Ms. Godby informed the Board that she had been told by Fleet Services that it would be 30 to 45 more days before the agency's new vehicle would be delivered.

#### E. HB-4012 (ELIMINATION OF BPH DESIGNEE)

Ms. Godby presented the Board with the official letter sent to DHHR by Mr. Bowyer informing them that the BPH Designee position had been eliminated from the Board by the Legislature.

#### F. OFFICE CLEANING

Ms. Godby informed the Board that the new window blinds had been installed and the carpet and tile floors had been cleaned. A portion of the inside of the building has been painted and the remainder is in acceptable condition for the time being.

### **OLD BUSINESS**

#### A. LEGISLATURE UPDATE-SONOGRAPHY

Ms. Godby gave a brief update on the hearing that took place in the Legislature regarding the licensure of Sonography technologists. One of the Legislators requested input from the Physician Boards regarding

their point of view on licensing of Sonography technologists. Ms. Godby stated that she had made arrangements to speak to the Osteopathic Board and was waiting for a response from the Board of Medicine. Ms. Godby stated that another hearing before the Legislature would probably be scheduled this fall.

## B. ETHICS COMMITTEE

Ms. Godby gave the following information regarding complaints that had come before the Ethics Committee:

**04-FY-2012:** This licensee was discovered working on a lapsed license during an inspection. The licensee met with the Ethics Committee and indicated that she had put in place measures to ensure that this didn't happen again. The Ethics Committee recommended that the standard penalty for the first offence be enforced including a fine of \$100.00 and \$100.00 in administrative fees be paid and a letter be sent to the licensee and the facility detailing the penalty. Ms. Layton made a motion to accept the Ethics Committee's recommendation. Ms. Oughton seconded the motion. The motion carried.

**05-FY-2012:** This licensee was discovered working on a lapsed license during an inspection. The licensee met with the Ethics Committee and indicated that she had moved and her mail wasn't being forwarded by the Post Office so she didn't get the renewal notice from the office. The licensee indicated that she had taken steps to insure it didn't happen again. The Ethics Committee recommended that the standard penalty for the first offence be enforced including a fine of \$100.00 and \$100.00 in administrative fees be paid and a letter be sent to the licensee and the facility detailing the penalty. Ms. Layton made a motion to accept the Ethics Committee's recommendation. Ms. Oughton seconded the motion. The motion carried.

**06-FY-2012:** Ms. Godby stated that during an inspection she discovered a Nuclear Medicine technologist working without a license. During the discussion with this person and the Imaging Director of the hospital, Ms. Godby was informed that the facility had never received notification that Nuclear Medicine technologists were required to be licensed. Both individuals were shocked that they were unaware of the existing regulations regarding licensing of Nuclear Medicine technologists. The technologist was certified by the NMTCB and immediately obtained a license from the Board office. The technologist met with the Ethics Committee and Ms. Campbell advised the Committee that because he didn't have a license with our Board that no action could be taken against him. A letter was sent to the individual stating that no action would be taken against him regarding this infraction. Ms. Oughton made a motion to accept the actions of the Ethics Committee. Ms. Hallis seconded the motion. The motion carried.

**07-FY-2012:** This licensee was discovered working on a lapsed license during an inspection. The licensee met with the Ethics Committee and indicated that due to personal issues she had failed to renew her license. The licensee indicated that she had taken steps to insure it didn't happen again. The Ethics Committee recommended that the standard penalty for the first offence be enforced including a fine of \$100.00 and \$100.00 in administrative fees be paid and a letter be sent to the licensee and the facility detailing the penalty. Ms. Layton made a motion to accept the Ethics Committee's recommendation. Ms. Oughton seconded the motion. The motion carried.

**08-FY-2012:** This licensee had worked on a lapsed license prior to an inspection. The licensee met with the Ethics Committee and indicated that she took the mistake very seriously and would not repeat it. The Ethics Committee recommended that the standard penalty for the first offence be enforced including a fine of \$100.00 and \$100.00 in administrative fees be paid and a letter be sent to the licensee and the facility detailing the penalty. Ms. Layton made a motion to accept the Ethics Committee's recommendation. Ms. Oughton seconded the motion. The motion carried.

The Board discussed the fines listed in the Chapter 30 code. Ms. Oughton made a motion that the Board will establish a standard procedure where anyone who is found working on a lapsed license be assessed a fine of \$100.00 plus \$100.00 in administrative fees for the first offence. Also that facilities will be fined \$500.00 for allowing a licensee to work on a expired license, in addition facilities will be fined \$100.00 when licenses are not properly posted. Ms. Peters seconded the motion. The motion carried.

C. NOTICE OF NEW FEES-TREASURER, EFFECTIVE 7-1-12

Ms. Godby presented the Board with new banking fees that are going to be charged to State agencies by the Treasurer. Ms. Godby indicated that the only item that would effect the Board would be a charge back on returned check fees.

D. INSPECTIONS VIOLATIONS

Ms. Godby informed the Board that during her inspections she has encountered 14 violations regarding improper license posting. Ms. Godby indicated that all of the facilities have notified her that the violations have been corrected. Ms. Godby informed the Board that an individual had expressed concern that individuals were performing imaging tasks who were not licensed by the Board. Ms. Godby stated that she had visited the site and informed them of the allegation and sent the facility a letter of inquiry regarding their imaging procedures. Ms. Godby stated that the facility responded and stated that only properly licensed individuals are being allowed to perform medical imaging procedures.

E. LICENSE POSTING FOR MOBILE IMAGING UNITS

Ms. Belmont addressed the Board regarding the posting of licenses in a mobile imaging unit. Discussion by the Board indicated that there were inconsistent measures regarding posting of licenses on these units. Ms. Oughton made a motion that licenses must be displayed on the mobile unit in the sight of the patients for any technologist who is working on that unit on that day. Ms. Layton seconded the motion. The motion carried.

F. Freedom Of Information Act (FOIA)

Ms. Godby informed the Board that a number of FOIA requests had been received in regard to technologists employed by one facility. The Board discussed the proper procedures regarding the appropriate way to respond to FOIA requests. Ms. Godby presented the Board with a form that another Agency used for FOIA requests and that could be modified to also accommodate requests for mailing lists. Ms. Campbell informed the Board that the Board could not require the form be used for FOIA requests but that it was acceptable to make a form available for use. Ms. Oughton made a motion that a general purpose form be prepared that could be used for FOIA and address list requests and that it be made available for use. Ms. Layton seconded the motion. The motion carried.

G. PRACTICE STANDARDS

Ms. Godby informed the Board that the Board's current Practice Standards had been put in place June 3, 2009. Ms. Godby indicated that due to the constantly changing environment a review of the Practice Standards was in order. Ms. Oughton made a motion that a committee be established including Ms. Oughton, Ms. Layton and Ms. Hallis to revisit the Practice Standards and meet to do this review. Ms. Layton seconded the motion. The motion carried.

H. MRI AND NM APPRENTICE LICENSE EXPIRATION

Ms. Godby informed the Board that there had been numerous inquires to the Board regarding MRI and NM apprentice licenses in reference to their expiration and the requirements related to working as an Apprentice. Ms. Godby stated the she had researched the code and found that 30-23-19 stated that a license that was obtained on July 1, 2007 could be renewed 4(four) times and that no other mention of issuing MRI and NM Apprentice licenses after that date could be found. Ms. Oughton made a motion that the Board would cease issuing Apprentice MRI and NM

licenses. Ms. Layton seconded the motion. The motion carried.

I. OFFICE FURNITURE-DESK

Ms. Gody informed the Board that she had contacted the WV Correctional Industries regarding a new desk unit to be used at the Cool Ridge office. Ms. Godby indicated the price provided for this unit seemed to be excessive and requested that this item be tabled until she could do further research using other suppliers. Ms. Layton made a motion to table this item. Ms. Oughton seconded the motion and the motion carried.

J. MAILING LISTS

Ms. Belmont stated the questions regarding requests for Mailing Lists had been completed by the Board during the discussion regarding FOIA requests.

K. COMPUTER SECURITY

Ms. Godby stated that she has been working on security issues regarding the agency's computers including updating all passwords. She also said that she was still waiting on information from the Office of Technology regarding moving the Board's computer systems onto the State's Mainframe using the Enterprise System. Ms. Godby stated that by doing this we would be able to take advantage of the security built into the State's computer systems and all office files would be backed up on their system. The permanent employees would also be issued WV.Gov email addresses. Ms. Godby informed the Board that there would probably be a fee for using their system. Ms. Oughton made a motion to approve moving the Board computer systems to the State Enterprise system. Ms. Hallis seconded the motion. The motion carried.

L. WV.GOV EMAIL ADDRESSES

This item was discussed under the previous topic.

M. BOARD MEMBER CONCERNS

Ms. Peters inquired regarding her position on the Board. Ms. Peters stated that her appointment had expired. During discussion Ms. Belmont stated that Board members held their position until they were replaced. Further discussion covered Board member responsibilities and training.

N. EXECUTIVE DIRECTOR REPORT

Ms. Godby presented the Board with reports detailing her activities since the previous Board Meeting. The following documents were reviewed:

1. A report listing the number of facilities inspected, and violations discovered.
2. A state map with the counties that had been inspected highlighted.
3. A listing of all the hospitals in the state with the facilities that had been inspected highlighted.
4. A detailed Executive Director Performance Document designed to track Ms. Godby's work accomplishments in relationship to the Performance Expectation Score Card that was developed by the Board regarding the Executive Director's job performance. Ms. Layton made a motion to accept the Executive Director's report. Ms. Peters seconded the motion. The motion carried.

O. ELECTION OF OFFICERS

Ms. Belmont opened the floor for nominations for Board Secretary and Board Chairperson. Ms. Oughton nominated Ms. Hallis for the position of Secretary. Ms. Layton nominated Ms. Oughton as Chairperson. No other nominations were made. Ms. Peters made a motion to close nominations and accept those nominated to their positions by acclamation. Ms. Layton seconded the motion. The motion carried.

P. EXECUTIVE SESSION, (PERSONNEL MATTERS)

Ms. Oughton made a motion to go into executive session to discuss personnel matters. Ms. Peters seconded the motion. The motion carried.

Ms. Oughton made a motion to end the executive session. Ms. Peters seconded the motion. The motion carried.

Q. PERFORMANCE EVALUATION-ADMINISTRATIVE SECRETARY

Ms. Belmont reviewed Mr. Fink's job performance. Ms. Oughton made a motion to accept Mr. Fink's performance evaluation. Ms. Layton seconded the motion. The motion carried.

R. TEMPORARY EMPLOYEE BILLING

Ms. Oughton made a motion to accept Mr. Bowyer's temporary employment billing for May and June, 2012. Ms. Layton seconded the motion. The motion carried.

S. SAFETY COMMITTEE, (ASSIGN BOARD MEMBER)

1. SAFETY AND LOSS CONTROL POLICY

Ms. Godby informed the Board that a safety questionnaire had been received from the Board of Risk Management. Ms. Godby stated that by using this document as a guide she had developed a safety policy for the office and corrected a number of deficiencies including installing smoke detectors at the office and acquiring a first aid kit for the state vehicle. Shortly after taking these actions the new insurance carrier for the state visited the office and the changes made were beneficial to the Board during the facility inspection. Ms. Godby stated that one of the BRIM requirements was that there be a Safety Committee that would include one Board member, Mr. Fink and herself. Ms. Layton agreed to serve on the Safety Committee. Ms. Godby presented the completed Safety Policy for review and approval. Ms. Hallis made a motion to approve the Safety Policy as presented and accept Ms. Layton's appointment to the Safety Committee. Ms. Peters seconded the motion. The motion carried.

T. LICENSEE ISSUES

1. ARRT CEU PROBATION

Mr. Fink addressed the Board regarding individuals who were not current or registered with the ARRT renewing their licenses online. After discussion it was agreed that these individuals would be invited to the next Ethics Committee meeting to explain their actions. The Board discussed the CE requirements for renewal, comparing the ARRT's biennial requirements with the existing practice used by the Board for licensees who are not ARRT registered. The Board also discussed the CE requirements related to a licensee who was issued a Probationary Permit.

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### **Next Meeting Date and Location**

The next meeting will be held at the Country Inns and Suites at Elkview , WV on October 18th. The meeting will begin at 5:00 pm.

Ms. Oughton made a motion to adjourn the meeting. Ms. Layton seconded the motion. The motion carried.

The meeting was adjourned at 08:55 PM.

Minutes submitted by Randy Fink, Administrative Secretary.

**WEST VIRGINIA MEDICAL IMAGING & RADIATION  
THERAPY TECHNOLOGY BOARD OF EXAMINERS**

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October 18, 2012  
BOARD MEETING

**Members Present**

Alice Belmont, Chairperson  
Eva Hallis  
Tuanya Layton  
Nancy Oughton  
Grace Peters

**Members Excused**

Fred Gabriele, M.D.

**Office Staff**

Nancy Godby  
Randy Fink  
Kate Campbell, Attorney

The meeting was called to order by Ms. Oughton, Chairperson, at 5:00 PM.

Ms. Oughton established that a quorum was present.

**MINUTES:**

A motion was made by Ms. Belmont to accept the minutes of the July 19, 2012 meeting. Ms. Layton seconded the motion. The motion carried.

**FINANCIAL REPORT:**

The financial report, including the credit card expenditures, were presented by Mr. Fink. Ms. Layton made a motion to accept the financial report and credit card expenditures as presented. Ms. Belmont seconded the motion. The motion carried.

**OLD BUSINESS:**

A. CONSENT AGREEMENTS UPDATES-COMplete

Ms. Godby informed the Board that Tammy Adams, Alicia Parker and Tiffany Baston had paid their fines and that they had completed their responsibilities regarding their consent agreements. Ms. Godby stated that Leslie Pellegrin had been late on both of her payments for her consent agreement but that she has paid the amount due in full. Ms. Peters moved that no further action be made against this licensee. Ms. Hallis seconded the motion and the motion carried.

B. PROGRAM UPDATES

1. MOUNTAIN STATE UNIVERSITY - JRCERT SITE VISIT

Ms. Godby informed the Board that she and Ms. Layton had attended the JRCERT site visit that had been prompted by the ongoing Accreditation issues that are being addressed at Mountain State University. Ms. Godby stated that they had discussed with the JRCERT representatives the Board's concerns regarding the transferring of the Imaging Program to another institution. Ms. Godby stated that they had expressed concern that an excessive number of graduates are being graduated in the State which is flooding the job market with an excessive number of Imaging professionals. After discussion Ms. Layton made a motion to prepare a letter to send to the JRCERT expressing the concerns of the Board regarding the transferring of the program. Ms. Belmont seconded the motion and the motion carried.

C. CLOSURE DEVICES AND PULLING SHEATHS

Ms. Godby informed the Board that she is still waiting on documentation from St. Mary's Medical Center's regarding their training program. Ms. Godby also stated that CAMC is working on their training program but that they are not ready to submit the required documentation at this time.

D. STATE VEHICLE - UPDATE

Ms. Godby informed the Board that the new State vehicle has been received and that the old vehicle had been turned in. Ms. Godby stated that the Board's decals have been installed and that the vehicle should serve the Board for many years.

E. WV.GOV EMAIL ADDRESSES

Ms. Godby informed the Board that she had been successful in establishing her email address with WV.Gov and that a few issues were being worked out before changing Mr. Fink's email to the system.

F. POSITION STATEMENTS

Ms. Godby informed the Board that a special meeting had been held at Flatwoods with Ms. Layton, Ms. Oughton, Ms. Hallis and herself to revise the Board's Position Statements. Ms. Godby presented the Board with the Position Statements that were produced. After discussion Ms. Belmont made a motion to accept the proposed Position Statements with the changes that were discussed. Ms. Layton seconded the motion and the motion carried.

G. SONOGRAPHY LEGISLATION

Ms. Godby informed the Board that she had sent information to both the Board of Medicine and the Osteopathic Board regarding the pending Sonography Legislation. Ms. Godby stated that she had attended a meeting of the Osteopathic Board and made a presentation regarding the Legislation. Ms. Godby also stated that she had contacted the Board of Medicine regarding the Sonography legislation and had discussed the legislation with Robert Knittle, Executive Director. Mr. Knittle told Ms. Godby that he would present the information that he had received to his Board and would inform us of the decision on whether the Board of Medicine would support the Legislation.

## H. MRI-NUCLEAR APPRENTICE LICENSES

Ms. Godby informed the Board that following the last Board meeting the action taken regarding Apprentice Licenses was discussed by Ms. Campbell and herself. After further review of the law regarding issuing Apprentice Licenses it had been determined that the Board could not stop issuing Apprentice Licenses for the purpose of cross training unless the law was changed. After discussion Ms. Belmont made a motion that per Council's guidance the vote made at the last meeting to end the issuance of Apprentice Licenses be rescinded and that an end date be incorporated in the law for the Apprentice Licenses the next time the law is opened. Ms. Layton seconded the motion and the motion carried.

## I. COMPLAINTS - NARDONE CHIROPRACTIC CLINIC

Ms. Godby informed the Board that the complaint regarding the Nardone Clinic allowing unlicensed staff to perform imaging had been dismissed by the Chiropractic Board because the person who had brought the complaint had failed to show up to testify. Ms. Godby stated that no further action would be taken regarding this complaint.

## NEW BUSINESS

### A. ETHICS COMMITTEE

#### 1. 01-FY-2013

Ms. Godby informed the Board that this individual had self reported working on a lapsed license. Ms. Godby stated that the licensee had mailed the license to the Board but had used the physical address instead of the Post Office box number. The Post Office had returned the letter. The licensee did not know that the application was returned until her license had expired. She immediately notified the Board that she had worked on the lapsed license. The licensee met with Ethics Committee and expressed her remorse for the mistake. The Ethics Committee recommended that no action be taken against the licensee. Ms. Hallis made a motion that no action be taken. Ms. Layton seconded the motion and the motion carried.

During discussion Ms. Belmont made a motion to modify the applications to clearly differentiate the mailing address from the physical address. Ms. Peters seconded the motion and the motion carried.

#### 2. 02-FY-2013

Ms. Godby stated that during a regular inspection she had discovered a person who had a Temporary Permit was working as a MRI-Apprentice. The Permit holder and the facility department head did not know that a Temporary Permit holder could not work as a MRI-Apprentice. The permit holder immediately obtained his original and MRI-Apprentice license. The Ethics Committee recommended that no action be taken. Ms. Belmont made a motion to accept the Ethics Committee recommendation. Ms. Hallis seconded the motion and the motion carried. After discussion of the Ethics Committee's findings regarding the two complaints Ms. Peters made a motion that no action be taken against either of the employing facilities for allowing unlicensed personnel to work. Ms. Belmont seconded the motion and the motion carried.

During discussion Ms. Peters made a motion to send out a informational newsletter to facilities via Certified Mail and to the licensees via regular mail to update those working in the field regarding changes that could eliminate this type of problem in the future. Ms. Belmont seconded the motion and the motion carried.

B. INSPECTION REPORTS

Ms. Godby informed the Board that improper posting violations had been discovered at Stonewall Jackson Memorial Hospital, Lively Healthcare and MedExpress. Ms. Godby stated that each facility had been fined \$100.00 and that the fines had been paid. No further action will be taken regarding these violations.

C. SAFETY REPORT

Ms. Godby informed the Board that she has prepared a Safety Policy and Safety Manual using recommendations from the Safety Audit conducted by the state Board of Risk and Insurance Management carrier. The policy and manual have been reviewed by both herself and Mr. Fink and is now filed at the office. Ms. Godby informed the Board that an accident had occurred involving the state car, another driver had failed to stop at a stop light and impacted the state vehicle in the side. An investigation was performed using the Root Cause Analysis process that is detailed in the Safety Policy. The resulting report was reviewed by Ms. Layton. No further action was recommended. Ms. Godby stated that the only outstanding item remaining on the BRIM safety audit was the required Defensive Driving Training course, which has yet to be offered by the Fleet Management office. Ms. Hallis made a motion to accept the Safety Report and Root Cause Analysis report. Ms. Belmont seconded the motion and the motion carried.

D. BOARD TRAINING

Ms. Godby gave a brief training presentation covering the responsibilities of a Board Member.

E. AUDITOR'S BOARD TRAINING - DECEMBER 3,2012

Ms. Godby informed the Board that the Auditor's Board Training meeting would be held on December 3,2012 at the Charleston Marriot. The benefits of attending the training was discussed and all of the Board members were encouraged to attend. Ms. Godby asked those interested to contact her so she could make reservations for those attending.

F. EXPIRED LICENSE - RENEWAL

Ms. Godby informed the Board of a recurring problem with expired licensee's employer not responding to the letter that is sent out to inform them that their employee's license had expired. Ms. Godby stated that there was never a response from the employer informing the Board of the work status of the expired licensee except where the licensee was no longer employed by their facility. Ms. Godby suggested that a second notice be sent to the facility CEO via Certified Mail informing them of the licensee's expired status and that they are in violation if the person has worked on a lapsed license and that no response had been transmitted to the Board regarding the work status of the licensee as requested from the department head of the facility in the first letter. Ms. Layton made a motion to accept the recommended actions. Ms. Peters seconded the motion and the motion carried.

G. HEALTHCARE COMPLIANCE ASSOCIATION RENEWAL FEES

Ms. Godby addressed the Board regarding her membership in the Healthcare Compliance Association and the benefits that she receives by being involved in this organization. Ms. Layton made a motion for the Board to pay the membership dues for Ms. Godby in the amount of \$295.00. Ms. Peters seconded the motion and the motion carried.

#### H. EXECUTIVE DIRECTOR'S REPORT

Ms. Godby presented the Board with the Executive Director's Report detailing the number of inspections and other information detailing her activities since the last Board Meeting. This included reports on the Clear conference and training, the ASRT conference and the State Auditor's conference. Ms. Layton made a motion to accept the Report. Ms. Peters seconded the motion and the motion carried.

#### I. ADVANCED MEETING SCHEDULE

Ms. Godby presented the Board with a proposed meeting schedule for the upcoming calendar year. Ms. Godby suggested that if the dates were selected in advance it would make it easier for Board members to plan their schedules to accommodate attendance at the Board meetings. The Board discussed the meeting schedule and agreed on the following tentative meeting dates.(January 17, April 18, June 6 and September 19). Ms. Hallis made a motion to accept the proposed meeting schedule. Ms. Belmont seconded the motion and the motion carried.

#### J. ELECTION OF CHAIRPERSON

Ms. Oughton informed the Board that she would serve out her term as Chairperson so no action was required.

#### K. OFFICE DESK

Ms. Godby informed the Board that we were not allowed to purchase furniture outside the Statewide purchasing system and that any purchase would have to be made from the WV Correctional Industries. Ms. Godby stated that she had met with the Correctional Industries and a smaller desk than had originally priced to the Board for her to use at the Cool Ridge office was available for the price of \$2,100.00 which was inline with what was priced at Staples. Ms. Godby stated that she was using her own office furniture at her home office and that nothing had been purchased for that location. Ms. Hallis made a motion to purchase this desk. Ms. Peters seconded the motion and the motion carried.

#### L. LEGISLATIVE AUDIT

Ms. Godby informed the Board that she had been notified that our agency was scheduled for a in depth audit that will be submitted to the Legislature. Ms. Godby has already received the information that details what is being required which covers a extensive amount of financial information. Ms. Godby stated that no deadline for submitting the information was given but that the documents will be submitted as soon as possible.

#### M. CLEAR MEETING

Ms. Godby informed the Board that she had been asked to serve on the Regulatory Agency Administration Committee and the Compliance and Discipline Subcommittee with the CLEAR organization. Ms. Godby stated that there was going to be a midyear and planning meeting of these committees in Savanna Georgia from January 10 thru the 12<sup>th</sup>. Ms. Godby stated that her participation in these committees and meetings was up to the Board and that the only expense would be for the rooms, meals and travel. Ms. Belmont made a motion to approve Ms. Godby's participation in these committees and the associated travel expenses and that the funds spent be reported to the Board. Ms. Peters seconded the motion and the motion carried.

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N. BOARD MEMBER CONCERNS

Ms. Oughton addressed the Board regarding a question she had received regarding updating the Board's web page. Mr. Fink stated that there was a delay in uploading the approved minutes from April 11, 2012 meeting but that they were now on the website for the public to review at this time. Mr. Fink stated that the Draft Minutes from the July 19, 2012 meeting had not been uploaded. There was discussion about whether it was appropriate to upload Draft Minutes to the website because of the possibility of changes being made to them prior to them being approved. It was agreed that Draft Minutes would no longer be posted and that only Approved Minutes would be posted on the web page.

O. SCHOOL REPORT

Ms. Hallis presented the Board with the annual Report for the Imaging Schools in the State. The Board discussed the number of students being graduated from the Imaging programs.

P. EXECUTIVE SESSION

Ms. Belmont made a motion to go into Executive Session. Ms. Peters seconded the motion and the motion carried.

Ms. Layton made a motion to end the Executive Session. Ms. Belmont seconded the motion and the motion carried.

Ms. Layton made a motion to accept Mr. Bowyer's resignation and to send him a letter requesting the Board's equipment that he has in his possession. Ms. Peters seconded the motion and the motion carried.

**Next Meeting Date and Location**

The next meeting will be held at the Country Inns and Suites at Elkview , WV on January 17<sup>th</sup> 2013. The meeting will begin at 5:00 pm.

Ms. Belmont made a motion to adjourn the meeting. Ms. Hallis seconded the motion. The motion carried.

The meeting was adjourned at 08:45 PM.

Minutes submitted by Randy Fink, Administrative Secretary.

**WEST VIRGINIA MEDICAL IMAGING & RADIATION  
THERAPY TECHNOLOGY BOARD OF EXAMINERS**

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**BOARD MEETING**

January 17, 2013

**Members Present**

Nancy Oughton, Chairperson  
Eva Hallis, Secretary  
Alice Belmont  
Tuanya Layton  
Grace Peters

**Members Excused**

Fred Gabriele, M.D.  
Randy Fink

**Office Staff**

Nancy Godby, Executive Director  
  
Katherine Campbell, Attorney

**I. ESTABLISH QUORUM**

The meeting was called to order by Ms. Oughton, Chairperson, at 5:00 p.m, and Ms. Oughton established that a quorum was present.

**II. ACCEPT AGENDA**

Ms. Oughton called for a vote to accept the Agenda. Ms. Belmont made a motion to accept the Agenda, Ms. Layton seconded and the motion was approved by the Board without abstention.

**III. MINUTES**

A motion was made by Ms. Layton to accept the minutes of the October 18, 2012 meeting, Ms. Belmont seconded and the motion was approved by the Board without modification or abstention.

**IV. FINANCIAL REPORT**

The financial report, (including the credit card expenditures, travel expenditures, and a detailed spreadsheet of all expenditures year to date), were presented by Ms. Godby. Ms. Godby stated there will be a saving of \$821.58 for printing through the Department of Corrections for Licenses compared to the previous charges and a \$50.00 monthly savings for elimination of the Verizon Internet Air Card. Ms. Godby is closely monitoring travel expenses and modifying travel plans to fit the budgetary allowances, and indicated that office staff members are closely monitoring all expenses and continuing to identify saving opportunities. Ms. Hallis made a motion to accept the financial report as presented, Ms. Layton seconded and the motion was approved by the Board without abstention.

**V. OLD BUSINESS**

**A. Program Updates-Mountain State University:**

Ms. Godby provided a copy of the JRCERT Letter in response to concerns expressed by the Board, (through a letter submitted to JRCERT by the Board Office following the October 18, 2012 Board Meeting), regarding the transfer of the Mountain State University Radiologic Technology Program to the University of Charleston. JRCERT indicated that they would monitor the job placement for the duration of the eight (8) year program approval. No additional action was needed for this update.

**B. Sonography Legislation Update, (1-3):**

Ms. Godby informed the Board that she had sent emails to all the Interim Legislative Committee Members and had only received a reply from Senator Stollings. Ms. Godby had also talked directly with Delegate Morgan at the Auditor's Seminar on December 3, 2012. Ms. Godby stated that there is little to no support for the proposed legislation and asked for direction from the Board as to next steps. Ms. Hallis made a motion that Ms. Godby continue to monitor Sonography and provide any new information to the Board but to take no further action at this time, Ms. Belmont seconded the motion, and the motion was approved by the Board without abstention.

**C. Legislative Audit Update:**

Ms. Godby informed the Board that she had received an email from the Legislative Auditor this week stating that he is working to finalize his report and that to date no significant findings had been identified. Ms. Godby praised the efforts of Mr. Fink and the organization of documents in the office that contributed to the ability of the Board to submit information in a timely and accurate manner. Ms. Godby stated that she will bring the full report to the Board for review as soon as it is received. No additional action was needed for this update.

**D. Agency Address Change Update:**

Ms. Godby informed the Board that changes had been completed to the website, letterhead and all forms as directed during the October 18, 2012 Board Meeting. All documents now include "Mailing Address" instructions to avoid future confusion and delay in delivery of mail to the Board Office's Post Office Box. This task is complete and no additional action was needed for this update.

**E. MRI-NM Apprentice Letters Update:**

Ms. Godby informed the Board that, as directed during the October 18, 2012 Board Meeting, certified mail letters had been mailed to the Human Resource Director's of all WV Hospitals detailing the Apprentice process in accordance with the 2009 Legislation that added Magnetic Resonance Imaging and Nuclear Medicine. A copy of the November 7, 2012 Newsletter was included within this distribution. Ms. Godby informed the Board that a copy of the same information was distributed through regular mail to all Medical Imaging Director's of WV Hospitals. This task is complete and no additional action was needed for this update.

**F. Newsletters Update:**

Ms. Godby informed the Board that the November 7, 2012 Newsletter is currently being mailed to all active licensees beginning December 1, 2012 for license renewals. Additional separate mailings have been completed beginning with October with anticipated completion to all active licensees prior to the next Board Meeting. The November 7, 2012 Newsletter is on the website along with the January 2, 2013 Newsletter, and the Board Members were provided with copies of both Newsletters for review. Ms. Godby stated that an update to detail completion of this task will be given at the next Board Meeting.

**G. Website Updates:**

Ms. Godby informed the Board that she had completed training with the Office of Technology for website updates on December 7, 2012 and the website has been updated with the addition of the following: FAQ for Meeting Minutes; FY-2012 Annual Report; November 7, 2012 and January 2, 2013 Newsletters; Information Request Form; Agenda (as needed); July Meeting Minutes; and newly revised Position Statements. This task is complete and no additional action was needed for this update.

**H. (H was not noted on the Agenda, no information for this item).**

**I. Expired License Renewals Update:**

Ms. Godby informed the Board that following the October 18, 2012 Board Meeting certified mail letters were sent to the eleven (11) CEO's of all organizations for those licensees that renewed after their license expired. This inquiry has been effective to date and responses are being received with licensees being scheduled for Informal Ethics Committee Meetings as appropriate. Ms. Godby will continue to monitor the list and provide an update at the next Board Meeting.

**J. Board Training Update, Auditor's Seminar:**

Ms. Godby informed the Board that she and four (4) Board Members had attended the Annual Auditor's Board Training Seminar, (Nancy Oughton, Eva Hallis, Tuanya Layton and Grace Peters). This is a mandatory training for Board Members and provides valuable information specific to Ethics and Conflict of Interest for Board Members. No additional action was needed for this report.

**K. CLEAR Midyear Business Meeting Update:**

Ms. Godby thanked the Board for allowing her to participate and attend the CLEAR Midyear Business Meeting, (a copy of the meeting Agenda was distributed to Board Members for review). This meeting was an opportunity to interact with a smaller population of CLEAR (about 80 participants) and included development of the Annual CLEAR Conference to be held in October 2013 to include review and evaluation of presentation proposals and planning toward the October event. No additional action was needed for this report.

**L. Equipment Update:**

Ms. Godby informed the Board that the former Executive Director (Grady Bowyer) had returned all equipment, the requested attestation document, and this task is complete. Ms. Godby stated that she has delayed the purchase of the office desk that was approved at the October 18, 2012 Board Meeting pending available funds due to increased postage costs for mailing letters that was not budgeted. Ms. Godby stated that she will only order the desk if the budget will support the purchase and will wait until closer to the end of the fiscal year and will provide an update for this item at the next Board Meeting.

**M. Online Renewal MRI Apprentice, Update:**

Ms. Godby informed the Board that Mr. Fink had investigated further the online renewal in which the licensee marked MRI indicating apprenticeship. Mr. Fink determined through contact with the licensee that she did not wish to start an apprenticeship and corrected the database. This task is complete and no additional action was needed for this report.

**VI. NEW BUSINESS**

**A. Ethics Committee:**

Ms. Belmont made a motion to go into Executive Session to discuss Ethics Issues for Licensees, Ms. Layton seconded and the motion was approved by the Board without abstention. Ms. Belmont made a motion to come out of Executive Session, Ms. Peters seconded and the motion was approved by the Board without abstention. The Informal Ethics Committee was comprised of Ms. Oughton, Ms. Layton, Ms. Godby and Ms. Campbell.

- 1. 03-FY-2013, Complaint:** Ms. Layton spoke for the Committee with a recommendation that action be tabled to allow for further research. Ms. Belmont made a motion to table action for this complaint to allow Ms. Godby and Ms. Campbell to complete additional research and conduct a telephone conference prior to the next Board Meeting, Ms. Peters seconded and the motion was approved by the Board.

**2. 04-FY-2013, Practice Violation:** Ms. Layton spoke for the Committee with a recommendation that the standard Consent Agreement for this violation be followed. Ms. Hallis made a motion to issue the established standard Consent Agreement for this practice violation that included a fine of \$100.00 and administrative fee of \$100.00 for a total of \$200.00 for the Licensee and a fine of \$500.00 for the facility, Ms. Belmont seconded and the motion was approved by the Board.

**3. 05-FY-2013, Practice Violation:** Ms. Layton spoke for the Committee with a recommendation that the standard Consent Agreement for this violation be followed. Ms. Belmont made a motion to issue the established standard Consent Agreement for this practice violation that included a fine of \$100.00 and administrative fee of \$100.00 for a total of \$200.00 for the Licensee and a fine of \$500.00 for the facility, Ms. Hallis seconded and the motion was approved by the Board without abstention.

### **B. Inspection Results:**

Ms. Godby informed the Board that posting violations were identified and \$100.00 fines were issued and paid by the employer for each posting violation for the following facilities: CAMC Lung Center; Pendleton Community Care; Berkeley Family Medicine; and Eric Ingersoll, MD. All fines have been paid and transferred to the WV General Fund in accordance with established guidelines. This task is complete and no additional action was needed for this report.

### **C. Safety Committee Report:**

Ms. Layton provided a summary of the Safety Committee Report that was provided to each Board Member. Ms. Layton indicated that Ms. Godby had completed a facility audit and inspection on November 21, 2012 and identified action items for completion that included development of a hazardous materials log sheet with location of hazardous materials and obtained Material Safety Data Sheets (MSDS) from manufacturers. Defensive Driving Training remains incomplete due to pending scheduling for training from the WV FLEET Management Office. Ms. Layton asked for approval of the report presented. Ms. Hallis made a motion to accept the Safety Committee Report, Ms. Belmont seconded and the Board approved the motion without abstention.

### **D. Open Meetings Advisory Opinion Number 2012-04, (O.M.A.O. 2012-04):**

Ms. Campbell provided a summary of the Open Meetings Advisory Opinion (O.M.A.O. 2012-04) regarding how Boards and Commissions are to report financials. Ms. Campbell indicated that some Boards are required to detail each expenditure rather than the summary report provided at our Board Meeting. No additional action was needed for this report from Ms. Campbell.

### **E. Closure Devices and Pulling Sheaths:**

Ms. Godby provided a summary of items submitted by four (4) facilities requesting that Radiologic Technologists that had been documented to have been educationally prepared and deemed to be clinically competent by the facility programs. Each facility met the standards outlined by the Board that include the facility training protocol, skills checklists, competency checklists, written policy and procedures, documentation of training, and job description documents. Established standards were met as follows:

**1. WVUH-Morgantown:** Ms. Godby indicated that WVUH had received approval of their program and now asks to add one (1) Radiologic Technologist to their program. Ms. Layton made a motion to accept the new addition to the WVUH-Morgantown program, Ms. Belmont seconded and the Board approved the motion.

**2. Wheeling Hospital:** Ms. Godby indicated that Wheeling Hospital had received approval of their program and now asks to add four (4) Radiologic Technologist to their existing program. Ms. Hallis made a motion to accept the new addition to the Wheeling Hospital program, Ms. Layton seconded and the Board approved the motion.

**3. WVUH-East City Hospital:** Ms. Godby indicated that WVUH-East City Hospital submitted for consideration and approval of their program and asks the Board's approval for two (2) Radiologic Technologists. Documents submitted by WVUH-East City Hospital were reviewed by Board Members in attendance. Ms. Layton made a motion to accept the new program with the request for approval as noted, Ms. Peters seconded, and the Board approved the motion.

**4. ST. Mary's Medical Center:** Ms. Godby indicated that St. Mary's Medical Center had submitted for consideration and approval their programs for both the Cardiac CATH Lab and the Interventional Vascular Lab in their Radiology Department and asks the Board's approval for twenty (20) Radiologic Technologists. Documents submitted by St. Mary's Medical Center were reviewed by Board Members in attendance.

Ms. Belmont made a motion to accept the new program with the request for approval as noted, Ms. Layton seconded, and the Board approved the motion.

**5. Approval of Future Requests:** Ms. Godby asked that the Board considers allowing her to issue approval for any addition of Radiologic Technologists for programs at these four facilities, (WVUH-Morgantown; Wheeling Hospital; WVUH East City Hospital; and St. Mary's Medical Center). Each have submitted copies of their programs that have been approved by the Board and allowing Ms. Godby to issue approval from the Board Office will serve to eliminate delays. Ms. Godby stated that she could provide an update of added Radiologic Technologists to the Board at the next regularly scheduled Board Meeting. Ms. Belmont made a motion to allow Ms. Godby to issue approval of future submissions for the Closure Devise and Sheath Program for WVUH-Morgantown, Wheeling Hospital, WVUH East City Hospital and St. Mary's Medical Center with reporting to the Board, Ms. Layton seconded and the Board approved the motion.

#### **F. School Reports:**

Ms. Godby discussed the JRCERT Report Summary detailing actions taken for school programs between October 10, 2012 and November 29, 2012 that was provided to Board Members for review. Ms. Godby also informed the Board that a late submission was received from Melissa Haye at Bluefield State College. Ms. Haye had sent a letter to the Board on January 11, 2012 to provide information with regard to her plans to add a concentration in Ultrasound within the Bachelor of Science in Radiologic Sciences degree. Ultrasound is not regulated in West Virginia and this addition is outside the oversight of our Board. No additional action was needed for this report.

#### **G. Mission and Vision Statement Development:**

Ms. Godby suggested that the Board consider development of a Mission and Vision Statement. Ms. Godby stated that other Boards have already established both and asked if the Board is comfortable with allowing her to proceed with proposals or if a subcommittee was warranted. After discussion, Ms. Peters made a motion that Ms. Godby proceed with development of draft Mission and Vision Statements for the Board to consider, Ms. Layton seconded and the Board approved the motion.

#### **H. State Testing:**

Ms. Godby reviewed the State Testing Overview that detailed the processes in place for the following national certifying agencies: American Registry of Magnetic Resonance Imaging Technologists (ARMRIT); American Registry of Radiologic Technologists (ARRT); and Nuclear Medicine Technology Certification Board (NMTCB) for eligibility of candidates for testing and their process for failed attempts. Board Members reviewed and discussed documents from each national certifying agency as well as email communications. Ms. Belmont provided a copy of the guidelines that were established by the Board their 2009 “Qualifications to sit for State Examination” document that include the following:

1. Completion of accredited program.
  - A. Accredited Program Or
  - B. Foreign Program Equivalent to a JRCERT or JRCNMT Accredited Program. The program must be evaluated and approved by an approved evaluation body at the applicant’s expense.
2. No criminal record
3. Have social security number (State Law required to be on application)
4. Pay fee (pass through to ARRT)
5. ARRT sets window for applicant to take computer examination.

After discussion of the established guidelines by Board Members, Ms. Belmont stated that the State Exam should be available to anyone that meets the requirements established in the 2009 Board document and made a motion that Ms. Godby develop application forms and details of availability of the exam with publication in the Newsletter and on the Website. Ms. Peters seconded and the Board approved the motion. Ms. Belmont requested that Ms. Godby provide copies of draft documents for review and approval at the next Board Meeting.

#### **I. Board Concerns:**

There were no concerns verbalized and no action was taken.

#### **J. Board Appointments:**

Ms. Godby stated that she had emailed Andrea Rayl in the Governor’s Office in an effort to determine when Board Appointments for vacant positions would be assigned. Ms. Godby stated that to date she had not received a response. Ms. Godby indicated that we currently have vacant positions for Radiologist, General Practitioner and Radiologic Technologists in addition to expired terms for both Ms. Belmont and Ms. Peters. Ms. Godby stated that she has already submitted the name of one (1) Radiologist and two (2) Radiologic Technologists along with CV-Resumes that each has submitted to the Board. Ms. Belmont asked that each Board Member submit names for consideration of appointment of vacant positions at the next Board Meeting and asked that Ms. Godby be prepared to submit a letter to the Governor from the Board with potential candidates. Ms. Godby stated she would await submission of additional information by Board Members at the next Board Meeting.

#### **K. Board Member Pay:**

Ms. Godby reviewed the Board Member Pay Scale for in person meetings and conference calls distributed to the Board Members as established December 1, 2009 as follows:

**In Person Meeting:** \$75.00 for meetings lasting up to four (4) hours and \$150.00 for meetings lasting in excess of four (4) hours.

**Conference Call:** \$25.00 for calls lasting up to two (2) hours; \$50.00 for calls lasting over two (2) hours but less than four (4) hours; \$75.00 for calls lasting over four (4) hours but less than eight (8) hours; and \$150.00 for calls lasting over eight (8) hours.

After discussion Ms. Peters made a motion that the current Board Member Pay Scale remain unchanged, Ms. Layton seconded and the Board approved the motion.

**L. CRCPD Information on CT Fusion for Nuclear Medicine:**

Ms. Godby reviewed CRCPD Part Z Article “Suggested State Regulations Published Advocacy Corner” submitted by a licensee suggesting applications training hours be accepted toward qualification for CT Testing. After discussion of the processing in place for CT Fusion testing and discussion of the information submitted Ms. Belmont made a motion that no action be taken, Ms. Hallis seconded and the Board approved the motion.

**M. Presentation at State NM Meeting:**

Ms. Godby informed the Board that the State NM Society had asked that she provide a presentation at their annual meeting on Saturday, March 9, 2013 in Charleston, WV. The proposed presentation would be a modification of the presentations Ms. Godby provided at the recent WVSRT Meeting and include ethical and patient satisfaction information and would incorporate the Board’s legislative rules that oversee the practice of NM in West Virginia. Ms. Layton stated that the Society anticipated 50-60 NM Technologists to be in attendance. Ms. Belmont made a motion that Ms. Godby provide the presentation as requested, Ms. Peters seconded and the Board approved the motion. Ms. Layton abstained from the vote.

**N. Executive Session for Personnel Issues:**

Ms. Hallis made a motion to go into Executive Session for discussion of Personnel Issues, Ms. Belmont seconded and the Board approved the motion. Ms. Peters made a motion to come out of Executive Session, Ms. Layton seconded and the Board approved the motion.

**O. Executive Director’s Report:**

Ms. Godby provided a verbal description and summary of the written Executive Director Report that detailed her inspection activity, participation in the CLEAR Mid Year Business Meeting, WVSRT Presentations, WV Purchasing Conference, Sonography Legislation, WV Auditor’s Seminar, Security Training, Annual Report, November and January Newsletters, Agency Safety Self Inspection, and review of upcoming events. Ms. Godby presented a sample of the Inspection Services Verification form that she has developed for use at site inspections. Board members were provided with spreadsheets detailing total inspections completed to date and an updated Executive Director Performance Standards spreadsheet. Ms. Layton made a motion that the Board accept the Executive Director Report, Ms. Hallis seconded and the Board approved the motion.

**P. Compensatory Time:**

There was no further action indicated or taken on this item.

**Q. Job Posting:**

Ms. Godby provided a copy of Mr. Fink’s resignation due to his plans to retire at the end of April 2013 and expressed her dismay with Mr. Fink’s departure stating she had hoped that he would be with the Agency for a long time. Ms. Godby provided copies of the job posting that was used for the position when Mr. Fink was hired along with WV Department of Personnel Position Descriptions for Secretary, Secretary 2 and Administrative Secretary. Ms. Godby suggested that Mr. Fink’s replacement be hired as Secretary 2 with opportunity to advance to Administrative Secretary. Ms. Belmont stated that the job posting for the newspaper would need to be updated. Ms. Godby asked if the job should be listed only in the Beckley Newspaper. Ms. Oughton stated that this might be a good time to think about moving the office to the Charleston area and that we may want to place the advertisement in the Charleston Newspaper too. Ms. Godby stated that she is concerned that rent would be significantly higher than what the Board pays for the Cool Ridge Office. There would also be costs associated with moving furniture and services from Cool Ridge to Charleston that were not budgeted. Ms. Godby also stated that we would need to review the lease to determine if we are committed

and/or when we would have the ability to relocate. After discussion, Ms. Layton made a motion that Ms. Godby prepare a job posting for Secretary 2 with potential to advance to Administrative Secretary for posting in both the Beckley and Charleston Newspapers indicating that the office is currently located in Cool Ridge but has the potential to relocate to Charleston. Ms. Belmont seconded and the Board approved the motion. Ms. Godby will prepare the job description and email out to the Board Members for input.

#### **VI: MEETING DATES AND LOCATIONS**

Ms. Godby asked if there is interest in holding the next Board Meeting earlier in the day so that everyone would be home earlier. After discussion, it was determined that evening meetings are currently the best fit for Board Members and the next meeting will be held at the Country Inns and Suites at Elkview , WV on April 18, 2013 at 5:00pm with Informal Ethics Committee immediately preceding.

Ms. Belmont made a motion to adjourn the meeting. Ms. Peters seconded and the Board approved the motion. The meeting was adjourned at 08:15 PM.

Minutes submitted by Nancy Godby, Executive Director.  
Minutes approved at April 18, 2013 Board Meeting.

**WEST VIRGINIA MEDICAL IMAGING & RADIATION  
THERAPY TECHNOLOGY BOARD OF EXAMINERS**

**Mailing Address:** PO Box 638, Cool Ridge, WV 25825-0638  
Physical Address: 1715 Flat Top Road, Cool Ridge, WV 22825-0638

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**BOARD MEETING VIA CONFERENCE CALL**

January 31, 2013

**Members Present**

Nancy Oughton, Chairperson  
Eva Hallis, Secretary  
Alice Belmont  
Tuanya Layton

**Members Excused**

Fred Gabriele, M.D.  
Randy Fink  
Grace Peters

**Office Staff**

Nancy Godby, Executive Director  
Katherine Campbell, Attorney

**I. ESTABLISH QUORUM**

The meeting was conducted via Conference Call and called to order by Ms. Oughton, Chairperson, at 4:08 p.m.

**II. ACCEPT AGENDA**

Ms. Oughton called for a vote to accept the Agenda. Ms. Layton made a motion to accept the Agenda, Ms. Belmont seconded and the motion was approved by the Board.

**III. ESTABLISH QUORUM**

Ms. Oughton established that a quorum was present.

**IV. CONSENT AGREEMENT - COMPLAINT**

Discussion was conducted regarding the complaint received. Ms. Belmont made a motion that the acts detailed within the complaint constituted probable cause for a violation of W.Va. Code § 30-23-24(a)(4) and W.Va. Code §§ 18-6-4.8 and 18-5-5.1.17 for Ethics Committee file 03-FY-2013. Ms. Hallis seconded and the motion was approved by the Board.

Discussion was undertaken to determine the terms of a Consent Agreement to be offered. After discussion, Ms. Belmont made a motion that there be a probation period of two (2) years. Ms. Layton seconded and the motion was approved by the Board.

Discussion was undertaken to determine additional continuing education to be completed. Ms. Hallis made a motion that there be a total of fifteen (15) additional continuing education credits, eight (8) of which are to be in medical ethics and four and one quarter (4.25) are to be from the American Society of Radiologic Technologists (Fluoroscopy - Radiation Protection and Safety; and, Operation and Safety of Fixed Fluoroscopy Unit). The remaining two and three quarters credits (2.75) are at the discretion of the licensee. Ms. Layton seconded and the motion was approved by the Board.

Discussion was undertaken to determine the fine and administrative fee. Ms. Layton made a motion to charge two hundred dollars (\$200.00) as a fine and two hundred sixty four dollars twenty five cents (\$264.25) in administrative fees. Ms. Belmont seconded and the motion was approved by the Board.

Discussion was undertaken with regard to payment options for both the fine and administrative fees. Ms. Oughton made a motion to prepare three (3) payment options. Ms. Belmont seconded and the motion was approved by the Board.

Ms. Campbell will move forward in the preparation of the Statement of Charges and Consent Agreement.

## **V. JOB POSTING - ADVERTISEMENT**

Ms. Godby led the discussion of the Job Posting for the Secretary Position at the Board that had been emailed to Board Members for review. After review, Ms. Layton made a motion to place the job posting in local newspapers of Charleston, Beckley and Bluefield, WV on three Sundays (February 3, 10 and 17, 2013) with a required response no later than February 28, 2013. The recommended starting salary to be set at \$25,000.00 with a start date no later than April 1, 2013. Ms. Belmont seconded and the motion was approved by the Board.

## **VI. OFFICE RELOCATION**

Ms. Godby led a discussion of her investigation of the Board's options to move the Office from Cool Ridge, WV to Charleston, WV. Ms. Godby met with the Real Estate Division to review the lease. The lease for the current location runs through April 2014. The Real Estate Division indicated that the cost for comparable office space in Charleston would increase the monthly rent three times that paid in the current location. The Real Estate Division has planned a trip to Cool Ridge the first week of February to inspect the current office and will provide recommendations. Ms. Layton made a motion that no action be taken pending the site visit by the Real Estate Division and asked that we place this on the Agenda for the April Board Meeting. Ms. Hallis seconded and the motion was approved by the Board.

## **VII. MOTION TO ADJOURN**

Ms. Belmont made a motion to adjourn, Ms. Layton seconded, and the motion carried. The Conference Call ended at 5:17pm.

Minutes submitted by Nancy Godby, Executive Director.

Minutes approved at April 18, 2013 Board Meeting.

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**BOARD MEETING**

April 18, 2013

**Members Present**

Nancy Oughton, Chairperson  
Eva Hallis, Secretary  
Alice Belmont  
Tuanya Layton  
Grace Peters

**Members Excused**

Fred Gabriele, M.D.

**Office Staff**

Nancy Godby, Executive Director  
Randy Fink, Admin. Secretary  
Sharon Bleau, Secretary  
Katherine Campbell, Attorney

**I. Call Meeting to Order**

The meeting was called to order at 5:45pm by Nancy Oughton, Chairperson at the Elkview Inn and Suites, Elkview WV.

**II. ESTABLISH QUORUM**

Ms. Oughton established that a quorum was present.

**III. Introduction of new office staff member.**

- a. The new Secretary for the Board, Sharon Bleau, was introduced to Board Members.

**IV. ACCEPT AGENDA**

Ms. Oughton called for a vote to accept the Agenda. Ms. Layton made a motion to accept the Agenda, Ms. Peters seconded, and the motion was approved by the Board.

**V. MINUTES from January 17, 2013 Meeting**

A motion was made by Ms. Layton to accept the minutes of the January 17, 2013 Board Meeting, Ms. Hallis seconded, and the motion was approved by the Board without modification.

**VI. MINUTES from January 31, 2013 Meeting**

A motion was made by Ms. Layton to accept the minutes of the January 31, 2013 Board Meeting that was held by Conference Call. Ms. Peters seconded, and the motion was approved by the Board without modification.

**VII. FINANCIAL REPORT**

The financial report, (including the credit card expenditures, travel expenditures, and a detailed spreadsheet of all expenditures year to date), were presented by Mr. Fink and Ms. Godby. Ms. Godby provided a copy of her expense report for the CLEAR Midyear Meeting. Ms. Godby detailed that the Board had paid \$921.60 for her travel expenses and that she had additional personal expense of \$510.42 for use of her vehicle that she will not ask to be reimbursed. Ms. Godby also provided detail of the Budget increase for FY-2013 to cover cost of advertising for the new Secretary, salary for the new secretary, and funds to cover increased postage costs due to

recent mailing of newsletters. Ms. Layton made a motion to accept the financial report as presented, Ms. Peters seconded and the motion was approved by the Board.

## **VII. OLD BUSINESS**

### **A. Sonography Legislation:**

Ms. Godby stated that despite efforts of the Board the Sonography Legislation that was proposed was never brought to the floor for discussion and stated that the Board would continue to monitor for opportunities to re-introduce this proposal in the future. No additional action was needed for this update.

### **B. Legislative Audit Update:**

Ms. Godby informed the Board that the Legislative Auditor continues to ask questions that are addressed as soon as they are received. There has been no indication as to when the final report will be received. No additional action was needed for this update.

### **C. Ethics Consent Agreement and Fine Update:**

- a. 03-FY-2013, Complaint: Brenda Tonkin: Ms. Godby indicated that Ms. Tonkin had signed and returned her consent agreement and paid all fees and fines. Ms. Tonkin is aware that the Ethics courses mandated by the Board must be approved in advance.
- b. 04-FY-2013, Practice Violation: Wayne Schwartzmiller: Ms. Godby indicated that Mr. Schwartzmiller had signed and returned his consent agreement and paid all fees and fines.
- c. 05-FY-2013, Practice Violation: Melissa Moran: Ms. Godby indicated that Ms. Moran had signed and returned her consent agreement and paid all fees and fines.

No additional action was needed for this update.

### **D. Newsletters Update:**

Ms. Godby informed the Board that newsletters have been mailed to all licensees, and that this is now complete. Board members asked that the most recent newsletter be included for new graduates, and Board staff agreed to enclose a copy.

### **E. Expired License Renewal Letters Update:**

Ms. Godby informed the Board that she had received response from all but one (1) of the second request letters that were sent to CEO's as an inquiry for licenses that were renewed after expiration. Ms. Godby indicated she will continue to use this process going forward.

### **F. Equipment Update:**

Ms. Godby informed the Board that she continues to delay the purchase of the desk for the office in Cool Ridge pending available funds.

### **G. Interviews and Candidate Selection, (a-c):**

Ms. Godby provided details of the newspaper posting and costs for the Secretary position. Ms. Godby and Ms. Oughton sorted through all the applications to select those for interview. Ms. Godby conducted the interviews at the Cool Ridge Office and selected Sharon Bleau. No additional action was needed for this update.

## **H. Mission and Vision:**

Ms. Godby submitted a draft Mission and Vision that she and the Board staff had prepared for consideration. After discussion and modification to include “public safety through” in the Vision Statement. The final version will be as follows:

### ***Mission***

*The West Virginia Medical Imaging & Radiation Therapy Technology Board of Examiners’ Mission is to be the driving force behind the highest quality imaging and radiation safety standards in West Virginia through the licensure of educationally prepared and clinically competent professionals.*

### ***Vision***

*The vision of the West Virginia Medical Imaging & Radiation Therapy Technology Board of Examiners is to ensure public safety through a highly skilled and qualified workforce across the entire state of West Virginia providing quality imaging and radiation therapy services in every community and clinical setting.*

Ms. Belmont made a motion to accept the Mission and Vision with the changes stated, Ms. Peters seconded, and the motion was approved by the Board. Ms. Godby will add the Mission and Vision to the website.

## **I. State Testing:**

1. ARRT CT Contract: Ms. Godby provided a new contract for CT State Testing through the ARRT for review and consideration. This would add CT to the current offerings of Radiology and Nuclear Medicine through the ARRT. After review and discussion of the contract from the ARRT, Ms. Belmont made a motion to accept the contract as provided, Ms. Layton seconded, and the motion was approved by the Board.

2. ARRT MRI Contract: Ms. Godby asked if the Board would want an MRI State Testing contract to be arranged from the ARRT. Ms. Belmont made a motion that Ms. Godby request an MRI State Testing contract with the ARRT, Ms. Layton seconded, and the motion was approved by the Board.

3. State Testing Application Forms: Ms. Godby reviewed State Testing Application Forms that she and Board staff had prepared for consideration. Modifications were made to the PET Fusion application that was presented. Ms. Hallis made a motion to accept the application forms with modifications, Ms. Peters seconded, and the motion was approved by the Board.

4. MRI and NM Apprentice Application and Attestation Forms: Ms. Godby reviewed MRI and NM Apprentice Application and Attestation Forms that she and Board staff had prepared for consideration that require notarized signature to document supervision during apprenticeship as well as a notarized Ethics form. The new forms and process could be used for the initial application, or if the Board desires could be used annually through the five (5) year apprenticeship. If used annually the individual would lose the ability to renew online during the five years of apprenticeship and would be required to mail their application to the Board Office. After discussion and modifications, Ms. Hallis made a motion to accept the modified application forms and require annual submission of all documents, Ms Belmont seconded, and the motion was approved by the Board.

## **VI. NEW BUSINESS**

### **A. Ethics Committee:**

Ms. Layton made a motion to go into Executive Session to discuss Ethics Issues for licensees, Ms. Peters seconded, and the motion was carried by the Board.

Ms. Layton made a motion to come out of Executive Session, Ms. Belmont seconded, and the motion was carried by the Board.

The Informal Ethics Committee was comprised of Ms. Oughton, Ms. Layton, Ms. Godby and Ms. Campbell.

**1. ARRT Sanction List:** Ms. Godby discussed the most recent ARRT Sanction list that was reviewed by Board staff to determine that one individual listed as a resident of Texas had previously been licensed in West Virginia. Board staff determined that the individual's WV Medical Imaging license expired in 1999 and is currently listed as inactive. Ms. Layton made a motion to accept this report and monitor to determine if this individual attempts to renew, Ms. Hallis seconded, and the motion was carried by the Board.

**2. 06-FY-2013, Practice Violation:** Ms. Godby informed the Board that the Ethics Committee found probable cause and recommends that the Board offer the standard Consent Agreement for working on a lapsed license to include \$100.00 in administrative fees and \$100.00 fine. Ms. Belmont made a motion to accept the recommendation of the Ethics Committee, Ms. Hallis seconded, and the motion was carried by the Board.

**3. 07-FY-2013, Practice Violation:** Ms. Godby informed the Board that the Ethics Committee found probable cause and recommends that the Board offer the standard Consent Agreement for working on a lapsed license to include \$100.00 in administrative fees and \$100.00 fine. Ms. Hallis made a motion to accept the recommendation of the Ethics Committee, Ms. Peters seconded, and the motion was carried by the Board with Ms. Layton abstaining from the vote.

**4. 08-FY-2013, Practice Violation:** Ms. Godby informed the Board that the Ethics Committee found probable cause and recommends that the Board offer the standard Consent Agreement for working on a lapsed license to include \$100.00 in administrative fees and \$100.00 fine. Ms. Belmont made a motion to accept the recommendation of the Ethics Committee, Ms. Hallis seconded, and the motion was carried by the Board with Ms. Layton abstaining from the vote.

**5. 09-FY-2013, Practice Violation:** Ms. Godby informed the Board that the Ethics Committee found probable cause and recommends that the Board offer the standard Consent Agreement for working on a lapsed license to include \$100.00 in administrative fees and \$100.00 fine. Ms. Peters made a motion to accept the recommendation of the Ethics Committee, Ms. Hallis seconded, and the motion was carried by the Board.

**6. 10-FY-2013, Practice Violation:** Ms. Godby informed the Board that the Ethics Committee found probable cause and recommends that the Board offer the standard Consent Agreement for working on a lapsed license to include \$100.00 in administrative fees and \$100.00 fine. Ms. Belmont made a motion to accept the recommendation of the Ethics Committee, Ms. Peters seconded, and the motion was carried by the Board.

**7. 11-FY-2013, Practice Violation:** Ms. Godby informed the Board that the Ethics Committee found probable cause and recommends that the Board offer the standard Consent Agreement for working on a lapsed license to include \$100.00 in administrative fees and \$100.00 fine. Ms. Hallis made a motion to accept the recommendation of the Ethics Committee, Ms. Belmont seconded, and the motion was carried by the Board.

**8. 12-FY-2013, Complaint:** Ms. Godby informed the Board that the Ethics Committee reviewed the complaint and all responses received and determined that this issue is outside the jurisdiction of the Board. The Ethics Committee recommends that the Board forward this complaint to the Board of Nursing for further investigation. Ms. Peters made a motion to accept the recommendation of the Ethics Committee, Ms. Belmont seconded, and the motion was carried by the Board.

### **B. Inspection Results:**

Ms. Godby informed the Board that posting violations were identified and \$100.00 fines were issued for each license that was improperly posted. Fines were issued for improper posting to the following facilities:

1. Cardiovascular Consultants, Hurricane
2. Thomas Memorial Hospital, Radiology Department
3. South Charleston Cardiology Consultants

All fines have been paid and transferred to the WV General Fund in accordance with established guidelines.

4. Fine Licensees for Improper Posting: Ms. Godby asked the Board whether or not to enforce the fine to licensees for improper posting. Discussion was conducted related to the regulation. Ms. Layton made a motion that we do not fine the individual licensee at this time, Ms. Peters seconded and the motion was carried by the Board.

### **C. Safety Committee Report:**

Ms. Layton provided a summary of the Safety Committee Report that was provided to each Board Member. Ms. Layton indicated that Board staff had cleared the path of obstructions for emergency/fire escape; that MSDS Information had been posted; that emergency exit route signs had been prepared and posted, and that Ms. Godby had completed the Defensive Driving Course. Ms. Belmont made a motion to accept the Safety Committee Report, Ms. Hallis seconded, and the motion was approved by the Board.

### **D. Closure Devices and Pulling Sheaths:**

**1. WVUH, (previously approved and added staff):** Ms. Godby informed the Board that West Virginia University Healthcare in Morgantown had added a staff member in accordance with the previously approved program. Ms. Godby also distributed an emailed document from WVUH and informed the Board that a modification to their existing program had been requested. After discussion Ms. Hallis made a motion to approve the addition of the staff member and to table the requested modification to allow for additional research, Ms. Peters seconded, and the motion was approved by the Board.

**2. Logan Regional Medical Center, (new submission):** Ms. Godby informed the Board that Logan Regional Medical Center had submitted all the required documents and requested permission for two (2) of their Radiologic Technologists to pull sheaths and hold pressure. Ms. Layton made a motion to accept the program and approve the two (2) Radiologic Technologists to pull sheaths and hold pressure, Ms. Belmont seconded, and the motion was approved by the Board.

**3. Cabell Huntington Hospital, (new submission):** Ms. Godby informed the Board that Cabell Huntington Hospital had submitted all the required documents and requested permission for ten (10) of their Radiologic Technologists to pull sheaths and hold pressure. Ms. Hallis made a motion to accept the program and approve the ten (10) Radiologic Technologists to pull sheaths and hold pressure, Ms. Layton seconded, and the motion was approved by the Board.

**E. Faxitron**

Ms. Godby discussed information received detailing the use of an imaging unit for evaluation of specimens, typically either in a Pathology Lab or in a Surgical Suite and that the Board had received an inquiry as to whether or not a medical imaging license is required to operate this type of unit. Ms. Oughton stated she contacted the manufacturer to confirm that the specimen is contained within a closed system and that there is no danger of radiation exposure to the patient in the surgical suite. Ms. Belmont indicated that these types of units are used for research at WVUH. After discussion, it was determined that imaging of specimens did not require a medical imaging license. Ms. Peters made a motion that a medical imaging license would not be required to operate a unit that imaged specimens, Ms. Belmont seconded, and the motion was approved by the Board.

**F. ARRT CT Certification for NM Technologists**

Ms. Godby informed the Board that NM Technologists have the ability to qualify for and take the ARRT CT Certification Examination that would allow them to perform diagnostic CT imaging. Ms. Godby and Ms. Layton provided an update of discussion that was held by NM Technologists at the recent A.A.N.M.T Spring Meeting in Charleston in which there was interest in developing a CT Apprenticeship. No action was taken by the Board.

**G. School Reports:**

Ms. Godby discussed the JRCERT Report Summary detailing actions taken for school programs between November 29, 2012 and March 27, 2013 that was provided to Board Members for review. No additional action was needed for this report.

**H. Elimination of Cash at Board Office:**

Ms. Godby suggested that the Board consider elimination of cash at the Board Office. Mr. Fink stated that we rarely have anyone to pay with cash and that if needed they could go to the Post Office and obtain a money order. After discussion, Ms. Belmont made a motion to eliminate the acceptance of cash at the Board Office, that a notice be placed on the Board's website, and that a no cash sign be placed in the window. Ms. Peters seconded, and the motion was approved by the Board.

**I. Board Member Concerns:**

Ms. Oughton opened the floor for discussion of any Board Member concerns. There were no issues offered for discussion.

**J. Board Appointments:**

Discussion was held regarding the list of resumes that had been received by the Board for consideration. Ms. Godby will prepare a letter and submit all information to the Governor for appointments. Ms. Belmont indicated that Melissa Haye had expressed an interest in rejoining the Board. Ms. Layton made a motion to accept the list with the addition of Ms. Haye, Ms. Belmont seconded, and the motion was approved by the Board.

Ms. Godby informed the Board that Dr. Gabriele has submitted a letter of resignation to the Board. Ms. Layton made a motion to accept the resignation of Dr. Gabriele, Ms. Belmont seconded and the motion was approved by the Board.

**K. Development of Standard Operating Procedures:**

Ms. Godby detailed to the Board that she and staff members had prepared Standard Operating Policies and Procedures during the month of March in preparation for the new Secretary joining the Board. A copy of the prepared documents was presented for review in a binder at the meeting. Ms. Godby indicated that this will be an ongoing process of development and review. No action was indicated for this item.

**L. Budget:**

Ms. Godby informed the Board that she is in the process of preparing for the FY-2014 Budget and presented details and projected costs to attend the following Conferences for review and approval by the Board:

1. **ASRT Conference, June 2013:** Ms. Godby presented estimated total cost of \$1,166.00 to attend;
2. **CLEAR Conference, October 2013:** Ms. Godby presented estimated total cost of \$2,984.00 to attend this meeting if she were to fly and \$3,106.00 if she drives;
3. **WVSRT Conference, October 2013:** Ms. Godby presented estimated total cost of \$539.00 to attend;
4. **Purchasing Conference, Fall 2013:** Ms. Godby indicated this is a mandatory State Meeting and that she if requesting that both she and Ms. Bleau will be required to attend. The meeting will be in Morgantown this year;
5. **Auditor's Conference, Fall 2013:** Ms. Godby indicated this is a mandatory State Meeting and requested that Ms. Bleau attend this meeting on behalf of the board.

After discussion, Ms. Belmont made a motion that Ms. Godby attend CLEAR by flight and WVSRT but not attend ASRT, that Ms. Godby and Ms. Bleau attend the Purchasing Conference, and that Ms. Bleau attend the Auditor's Conference. Ms. Peters seconded, and the motion was approved by the Board.

**M. WVSRT Presentation by Executive Director:**

Ms. Godby informed the Board that the West Virginia Society of Radiologic Technologists had asked that she provide two presentations at their annual meeting in Parkersburg during October 2013. Ms. Hallis made a motion that Ms. Godby attend the WVSRT Meeting and provide two presentations, Ms. Belmont seconded and the motion was approved by the Board.

**N. Sanction List:**

Ms. Oughton was notified that the Discipline information on the Website was not up to date. Ms. Godby indicated she had delayed due to her concerns about the content of the information that had been previously published. Ms. Godby provided the Board with a draft proposal for discussion. The proposed list would limit the information to the licensee name, license number, ethics case number, sanction issued and the date of the sanction. After discussion, Ms. Hallis made a motion to accept the recommended list with the addition of a definition of the sanction. Ms. Belmont seconded, and the motion was approved by the Board.

**O. Executive Director's Report:**

Ms. Godby provided a verbal description and summary of the written Executive Director Report that detailed her activity since the January 17, 2013 Board Meeting. Board members were provided with spreadsheets detailing total inspections completed to date and an updated Executive Director Performance Standards spreadsheet. Ms. Layton made a motion that the Board accept the Executive Director Report, Ms. Peters seconded and the motion was approved by the Board.

**P. Board Member Training Handout:**

Ms. Godby provided copies of the following handouts:

1. December 2012 State Update from ARRT;
2. March/April 2012 National Council of University Research Administrators Magazine, Best Practices to Help Prepare your Institution;
3. Defensive Driving: Avoid the Six Most Unsafe Driving Behaviors, Occupant Protection Safety Checklist, and Your Vehicle's Condition Inspection Checklist.

**VI: MEETING DATES AND LOCATIONS**

Ms. Oughton reminded the Board Members that the next meeting is scheduled for June 6, 2013 at the Elkview Inn & Suites. Ms. Belmont made a motion to adjourn the meeting. Ms. Peters seconded and the Board approved the motion. The meeting was adjourned at 10:00 PM.

Minutes submitted by Nancy Godby, Executive Director.

Minutes approved without modifications, June 6, 2013 Board Meeting.



**WEST VIRGINIA MEDICAL IMAGING & RADIATION THERAPY TECHNOLOGY BOARD OF EXAMINERS**  
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## **BOARD MEETING**

June 6, 2013

### **Members Present**

Nancy Oughton, Board Chair  
Eva Hallis, Secretary  
Alice Belmont  
Tuanya Layton  
Grace Peters

### **Members Excused**

### **Office Staff**

Nancy Godby, Executive Director  
Sharon Bleau, Office Secretary  
Katherine Campbell, Attorney

#### **I. CALL MEETING TO ORDER**

The meeting was called to order at 5:00pm by Nancy Oughton, Board Chair at the Braxton County Technology Center in Sutton, WV.

#### **II. RECOGNIZE GUESTS**

There were no guests in attendance at the Board Meeting.

#### **III. ESTABLISH QUORUM**

Ms. Oughton established that a quorum was present.

#### **IV. ACCEPT AGENDA**

A motion was made by Grace Peters to accept the Agenda as presented, Tuanya Layton seconded, and the motion was approved by the Board.

#### **V. MINUTES FROM APRIL 18, 2013 MEETING**

A motion was made by Ms. Layton to accept the minutes of the April 18, 2013 Board Meeting without modifications, Alice Belmont seconded, and the motion was approved by the Board.

#### **VI. FINANCIAL STATEMENTS**

**A. Monthly Reports:** Sharon Bleau presented the April 2013 and May 2013 Financial Reports for consideration by the Board, and provided a detail of purchases made using the Purchasing Card (P-Card).

**B. Travel Expense Details and Balance:** Nancy Godby presented details of travel expenses for April 2013 and May 2013 in addition to the year to date expense and balance remaining for fiscal year 2013 (FY-2013). After discussion and review of both the Monthly Financial Reports and Travel Expense a motion was made by Eva Hallis to accept the report as detailed, Ms. Layton seconded, and the motion was approved by the Board.

**C. 2014 Expenditure Schedules:** Ms. Godby provided the Board with an excel spreadsheet detailing Expenditure Schedules for FY-2012, FY-2013, and the



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proposed FY-2014 Expenditure Schedule in a side by side format. Ms. Godby described instances of increases and/or decreases from the previous two years to the FY-2014 proposed that results in an overall decrease in expenditures compared to the previous two years. After discussion, a motion was made by Ms. Peters to accept the proposed 2014 Expenditure Schedules, Ms. Layton seconded, and the motion was approved by the Board.

## **VII. OLD BUSINESS**

**A. Legislative Audit, Update:** Ms. Godby indicated that she had been informed by the Legislative Auditor's Office that the Board's Audit is nearing completion and could be discussed in an interim session in June, pending completion and review by all parties. No action was needed for this update.

**B. Ethics: Consent Agreements and Fines, Update:** Ms. Godby reviewed the Continuing Education Titles submitted by Brenda Tonkin (03-FY-2013) and discussed the terms of her Consent Agreement. After discussion, a motion was made by Ms. Belmont to accept the titles as submitted and without modification in compliance with the Consent Agreement. Ms. Layton seconded, and the motion was approved by the Board.

1. 08-FY-2013, Practice Violation: Rachel Boothe and MedExpress. Ms. Godby reported that Ms. Boothe had signed and returned her Consent Agreement; paid fine; and fine was paid by MedExpress. Administrative fee remains to be paid.
2. 09-FY-2013, Practice Violation: David Duritza and Bluefield Regional Hospital. Ms. Godby reported that Mr. Duritza had signed and returned his Consent Agreement; fine and administrative fees were paid by Mr. Duritza; and fine was paid by Bluefield Regional Hospital.
3. 10-FY-2013, Practice Violation: Rae Ann Stoneking and United Hospital Center. Ms. Godby reported that Ms. Stoneking had signed and returned her Consent Agreement; fine and administrative fees were paid by Ms. Stoneking; and fine was paid by United Hospital Center.
4. 11-FY-2013, Practice Violation: Heather Straight and Manchin Clinic. Ms. Godby reported that Ms. Straight had signed and returned her Consent Agreement; paid fine; and fine was paid by Manchin Clinic. Administrative fee remains to be paid.
5. 12-FY-2013, Complaint: Ms. Godby reported that this complaint had been forwarded to the Board of Nursing. No new information was available for discussion.



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6. 01-FY-2009, Kenneth Harrison: Ms. Godby reported Mr. Harrison's License would change from Suspended to Probationary for June 18, 2013 through June 18, 2016.
- C. Equipment Update:** Ms. Godby reported that she has budgeted for the desk for the office in the FY-2014 Expenditure Schedule and would not make a purchase prior to the end of FY-2013. No additional action was needed for this update.
- D. (There was no item listed on the Agenda for "D").**
- E. Website, Update of Completed Items:** Ms. Godby reported that she had updated the website with items approved during the April 18, 2013 Board Meeting, as follows: Mission and Vision Statement; State Examinations; Apprentice Licensure Application and Renewal; Sanction List; Elimination of Cash at Board Office; WV Accredited Schools; Board Meeting Minutes for January 17 and 31, 2013; and FAQ for Biopsy Imaging Device. No additional action was needed for this update.
- F. Board Candidates Update:** Ms. Godby reported that she had submitted a letter to the Governor's Office along with a list of interested individuals for vacant Board Positions. No additional action was needed for this update.
- G. WV Oasis, Update (Implementation Schedule):** Ms. Godby discussed the implementation schedule for the WV Oasis project that would move all of State Government from the current computer systems to WV Oasis. No additional action was needed for this update.

## **VIII. NEW BUSINESS**

- A. Ethics Committee:** The Ethics Committee was comprised of Ms. Oughton, Ms. Hallis, Ms. Godby and Ms. Campbell.
  1. **14-FY-2013, Practice Violation:** Ms. Godby informed the Board that the Ethics Committee found probable cause during the Informal Ethics Meeting with this licensee and recommends that the Board offer the standard Consent Agreement for working on a lapsed license to include \$100.00 in administrative fees and \$100.00 fine. A motion was made by Ms. Belmont to accept the recommendation of the Ethics Committee, Ms. Peters seconded, and the motion was approved by the Board.



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## **B. Licensing**

- 1. New Graduates:** Ms. Godby reported that there had been questions regarding the request by the Board Office for a notarized list of graduates from educational programs for imaging. After discussion and review of the regulations, a motion was made by Ms. Belmont to continue to request a notarized list of graduates and to add information to the “FAQ” section of the Website to explain the reason for the request. Ms. Hallis seconded, and the motion was approved by the Board.
  
- 2. Foreign Graduate License Request:** Ms. Godby reported that the Board had received documents from a foreign graduate, but that the candidate had not yet submitted an application for licensure. Ms. Godby discussed a previous determination by the Board to approve World Education Services (WES) as a resource to validate credentials and education of foreign graduates during the September 16, 2009 Board Meeting. The review conducted by WES would be at the expense of the candidate in addition to any application fees and testing fees if the credentials and education of the candidate met with approved standards. Ms. Belmont asked Ms. Godby to also contact the American Registry of Radiologic Technologists to determine if this individual had applied for national certification. A motion was made by Ms. Layton to follow the previously approved process for the candidate to work through validation of his credentials with WES to include their costs in addition to any fees for state examination and licensures. Ms. Belmont seconded, and the motion was approved by the Board.

## **C. Inspection Results:** Ms. Godby reviewed the list of fines for facilities as well as for payments resulting from Consent Agreements.

- 1. Fining Facilities:** Katherine Campbell discussed with the Board concerns related to fining facilities. After discussion, a motion was made by Ms. Layton to discontinue fining facilities. Ms. Peters seconded, and the motion was approved by the Board.

## **D. Safety Committee Report:** Ms. Layton presented the Safety Committee Report on behalf of the Board Office. Ms. Belmont made a recommendation that the “No Cash” notice posted on the door of the office be modified to state that cash is not accepted and is not kept on the premises. A motion was made by Ms. Hallis to approve the Safety Committee Report. Ms. Peters seconded, and the motion was approved by the Board.



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#### **E. Closure Devices and Pulling Sheaths**

1. **WVUH Previously Approved Staff:** Ms. Godby reported that West Virginia University Hospital had submitted renewals for their staff members previously approved by the Board to remove sheaths and hold pressure. Ms. Oughton indicated that Ms. Godby can approve these renewals on behalf of the Board and that it is not necessary to bring for a vote. No additional action was needed for this item.
2. **WVUH, Request for training modification:** Ms. Godby reported that she conducted a site visit on May 30, 2013 along with Nancy Oughton and Alice Belmont to review the proposed changes to the training program at WVUH that would allow one on one oversight of Radiologic Technologists to pull sheaths and hold pressure. Staff members would then be required to complete the full educational program in the simulation laboratory at the next scheduled training and annually thereafter. After discussion, a motion was made by Ms. Belmont to accept the modified training proposed by WVUH. Ms. Layton seconded, and the motion was approved by the Board.

#### **F. School Reports**

1. **JRCERT Report Summary:** Ms. Godby reviewed the JRCERT Report Summary of recent actions taken related to programs in WV. No additional action was needed.
2. **New Graduate Totals:** Ms. Godby reviewed the spreadsheet of graduate totals that had been reported to date that indicate there were 95 graduates in Radiology; 4 graduates in MR; 11 graduates in NM (pending additional information); and 4 graduates in Radiation Therapy for a total of 114 new graduates for 2013. No additional action was needed.

- G. FOIA Decision:** Ms. Campbell reviewed a recent Freedom of Information Act Decision with the Board related to charging fees to the individual requesting the information. Ms. Godby indicated that the Board does not charge a fee to provide information related to FOIA requests. No additional action was needed.

- H. Board Member Concerns:** No concerns were presented.

- I. Executive Director's Report:** Ms. Godby provided a verbal description and summary of the written Executive Director Report that detailed her activity since the April 18, 2013 Board Meeting. Board members were provided with spreadsheets detailing total inspections completed to date and an updated



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Executive Director Performance Standards spreadsheet. Ms. Godby indicated that she would like to meet with the Board to prepare a new work plan for FY-2014. A motion was made by Ms. Layton to accept the Executive Director Report and for Ms. Godby to arrange a meeting to prepare a new work plan. Ms. Belmont seconded, and the motion was approved by the Board.

- J. Lease for Board Office:** Ms. Godby discussed the need to determine if we are interested in relocating the office or if we plan to remain in the current location to allow the Real Estate Division to begin their preparation for either relocation of the Board Office to a new site or renewal of the current lease. After discussion, a motion was made by Ms. Layton to renew the lease for the current location. Ms. Peters seconded, and the motion was approved by the Board.
- K. ARRT Task Inventory Revision:** Ms. Godby indicated the ARRT has issued notice of revision of the task inventory and a copy was provided to each Board Member. No additional action was needed.
- L. Executive Session, Personnel Issues:** A motion was made by Ms. Belmont at 7:30pm to go into Executive Session to discuss Personnel Issues. Ms. Peters seconded, and the motion was approved by the Board. A motion was made by Ms. Layton at 8:30pm to come out of Executive Session. Ms. Peters seconded, and the motion was approved by the Board.

**Executive Director's Performance Evaluation:** A motion was made by Ms. Layton to accept the Performance Evaluation with the discussed revisions related to the review of the goals, results, and pay increase to be discussed with Ms. Godby by Ms. Oughton after revisions are completed before the end of June. The evaluation indicated an overall rating score of 2.081 which equates to a pay percentage increase of 2.75%. Ms. Layton further motioned that Ms. Godby coordinate a meeting to prepare FY-2014 Work Plan. Ms. Belmont seconded, and the motion was approved by the Board.

- M. Election of Officers:** A motion was made by Ms. Belmont to nominate Ms. Oughton as Board Chair, and seconded by Ms. Layton. Ms. Hallis made a motion to close nominations, Ms. Layton seconded, and Ms. Oughton was re-elected to Board Chair by acclamation. A motion was made by Ms. Oughton to nominate Ms. Hallis as Board Secretary, and seconded by Ms. Peters. Ms. Layton made a motion to close nominations, Ms. Belmont seconded, and Ms. Hallis was re-elected to Board Secretary by acclamation.



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**IX. MEETING DATES AND LOCATIONS**

It was determined and announced that the next Board Meeting is scheduled for September 19, 2013, and after discussion determined that the meeting will be held at the Elkview Inn & Suites in Elkview, WV. The Board Meeting will begin at 5:00pm with Ethics Committee at 4:00pm.

**X. ADJOURN**

A motion to Adjourn was made by Ms. Layton at 9:05pm, seconded by Ms. Peters, and the motion was approved by the Board.

Minutes submitted for consideration by Nancy Godby, Executive Director.  
Minutes approved without modifications during the September 19, 2013 Board Meeting.



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## **2014 Work Plan Committee Meeting**

July 15, 2013

### **Members Present**

Nancy Oughton, Board Chair  
Alice Belmont  
Tuanya Layton  
Grace Peters

### **Members Excused**

Eva Hallis, Secretary

### **Office Staff**

Nancy Godby, Executive Director

### **I. CALL MEETING TO ORDER**

The 2014 Work Plan Committee Meeting was called to order at 1:11pm by Nancy Oughton, Board Chair at the Braxton County Technology Center in Sutton, WV. There were no guests in attendance.

### **II. 2014 Work Plan Committee**

Ms. Godby delivered a PowerPoint presentation on "SMART Goals" to the Board Members in attendance and reviewed the "Performance Standards Scorecard" that was adopted by the Board in June 2011. The WV Department of Personnel "EPA-3" form was also reviewed. Revisions proposed will be brought for further discussion and presented for approval during the next regularly scheduled Board Meeting, (September 19, 2013).

The Committee reviewed the "Percent of raises based on evaluation" document that was adopted by the Board on June 23, 2008 and made preliminary recommendations for modifications to be discussed and finalized during the next regularly scheduled Board Meeting, (September 19, 2013).

#### **Next Steps:**

1. Ms. Godby will prepare DRAFT documents and distribute to committee members;
2. Ms. Godby will verify whether or not Boards are required to utilize the Department of Personnel's EPA forms for performance evaluations of Board staff members;
3. Committee members were instructed to be prepared to offer recommendations for the following at the next regularly scheduled Board Meeting, (September 19, 2013): exceeds criteria for the categories of "Quality of Work" and "Availability for Work"; and, raise percentages for the proposed changes to the "Percent of raises based on evaluation" document.

### **III. ADJOURN**

A motion to Adjourn was made by Ms. Layton at 3:30pm, seconded by Ms. Belmont, and the motion was approved by the Board.



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Minutes submitted for consideration by Nancy Godby, Executive Director.  
Minutes approved without modifications during the September 19, 2013 Board Meeting.



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## **Conference Call**

### **August 5, 2013**

#### **Members Present**

Nancy Oughton, Board Chair  
Eva Hallis, Secretary  
Alice Belmont  
Tuanya Layton

#### **Members Excused**

Grace Peters

#### **Office Staff**

Nancy Godby, Executive Director  
Sharon Bleau, Office Secretary

#### **I. CALL MEETING TO ORDER**

The Conference Call to discuss the Confidential Preliminary Audit Report was called to order at 1:16pm by Nancy Oughton, Board Chair. A quorum was established, and there were no guests in attendance.

#### **II. Confidential Preliminary Legislative Audit Report**

The Board Members present on the Conference Call reviewed and discussed the Confidential Preliminary Legislative Audit Report. The Board Members and Office Staff participating in the conference call offered suggestions for information gathering to prepare a response. Ms. Godby informed the Board Members that a request to delay our appearance before the Legislative Committee from August to September had been granted. Ms. Godby also confirmed with the Legislative Auditor that the final DRAFT Report should be delivered to the Board this week and that the Board's response will be due to the Legislative Auditor's Office on August 30, 2013 with Legislative Hearings tentatively scheduled for September 23-25, 2013.

The conference call centered on strategy planning and recommendations for preparation, and there were no voting items addressed. The Board Office Staff will begin to take action on the recommendations offered by the Board Members and prepare documents for review on a conference call scheduled for August 19, 2013 at 7:00pm.



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**Next Steps:**

1. Contact the ARRT for information relating to licensure states and state testing;
2. Reference the ASRT Website for state licensure information;
3. Contact the JRCERT for information relating to School inspections;
4. Contact the WV Radiological Health Division regarding site inspections;
5. Accept the recommendations for website improvements;
6. Prepare documentation of examples of inspection violations;
7. Board Member to provide federal government information from recent meeting presentation;
8. Forward the Final DRAFT Preliminary Report to Board Members as soon as it is received.

**III. ADJOURN**

A motion to Adjourn was made by Ms. Layton at 3:00pm, seconded by Ms. Belmont, and the motion was approved by the Board.

Minutes submitted for consideration by Nancy Godby, Executive Director.

Minutes approved without modifications during the September 19, 2013 Board Meeting.



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## **Conference Call**

### **August 19, 2013**

#### **Members Present**

Nancy Oughton, Board Chair  
Eva Hallis, Secretary  
Alice Belmont  
Tuanya Layton

#### **Members Excused**

Grace Peters

#### **Office Staff**

Nancy Godby, Executive Director  
Sharon Bleau, Office Secretary

#### **I. CALL MEETING TO ORDER**

The Conference Call to discuss the Confidential Preliminary Audit Report was called to order at 7:00pm by Nancy Oughton, Board Chair. A quorum was established, and there were no guests in attendance.

#### **II. Confidential Preliminary Legislative Audit Report**

The Board Members present on the Conference Call reviewed and discussed the Confidential Preliminary Legislative Audit Report and the DRAFT response. The Board Members and Office Staff participating in the conference call offered suggestions for additional information gathering to be included in the response. Ms. Godby informed the Board that the response must be delivered to the Legislative Auditor by noon on Friday, August 30, 2013. Legislative Hearings are tentatively scheduled for September 23-25, 2013 and Board Members will be notified when the date has been verified. The Board Office Staff will take action on the recommendations offered by the Board Members and prepare final documents for review via email prior to submission to the Legislative Auditor. The conference call centered on strategy planning and recommendations for preparation, and there were no voting items addressed.

#### **Next Steps:**

1. Contact the ASRT for permission to distribute copyrighted information from the ASRT Scanner Publication;
2. Include copies of all documents received from ARRT, ASRT, JRCERT and WV Radiological Health Division in addition to quotations within the response document;
3. Forward the Final DRAFT response to Board Members via email as soon as it is completed.

#### **III. ADJOURN**

A motion to Adjourn was made by Ms. Belmont at 8:00pm, seconded by Ms. Layton, and the motion was approved by the Board.

Minutes submitted for consideration by Nancy Godby, Executive Director.  
Minutes approved without modifications during the September 19, 2013 Board Meeting.



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**BOARD MEETING**

September 19, 2013

Elkview Inn & Suites, Elkview WV

**Members Present**

Nancy Oughton, Board Chair  
Eva Hallis, Board Secretary  
Alice Belmont  
Tuanya Layton  
Grace Peters

**Members Excused**

**Office Staff**

Nancy Godby, Executive Director  
Sharon Bleau, Office Secretary  
Katherine Campbell, Attorney

**I. CALL MEETING TO ORDER**

The meeting was called to order at 5:05pm by Nancy Oughton, Board Chair at the Elkview Inn & Suites in Elkview, WV.

**II. RECOGNIZE GUESTS**

There were no guests in attendance at the Board Meeting.

**III. ESTABLISH QUORUM**

Ms. Oughton established that a quorum was present.

**IV. ACCEPT AGENDA**

A motion was made by Tuanya Layton to accept the Agenda as presented, Alice Belmont seconded, and the motion was approved by the Board.

**V. APPROVAL OF MEETING MINUTES**

1. **June 6, 2013:** A motion was made by Ms. Layton to accept the minutes of the June 6, 2013 Board Meeting without modifications, Grace Peters seconded, and the motion was approved by the Board.
2. **July 15, 2013:** A motion was made by Ms. Layton to accept the minutes of the July 15, 2013 FY-2014 Work Plan Committee Meeting without modifications, Ms. Belmont seconded, and the motion was approved by the Board.
3. **August 5, 2013:** A motion was made by Ms. Layton to accept the minutes of the August 5, 2013 Conference Call to discuss the Legislative Audit Draft Preliminary Report without modifications, Eva Hallis seconded, and the motion was approved by the Board.
4. **August 19, 2013:** A motion was made by Ms. Layton to accept the minutes of the August 19, 2013 Conference Call to discuss the Board's response to the Legislative Audit Final Draft Report without modifications, Ms. Hallis seconded, and the motion was approved by the Board.



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**VI. OLD BUSINESS**

- 1. FY-2014 Work Plan:** The DRAFT revisions to the established Executive Director Performance Standards Scorecard that was prepared during the July 15, 2013 Committee Meeting were discussed. A modification was made to the “Quality of Work” category under the “Exceeds” heading to add “Lead a committee that enhances the operation of the Board”. The Board determined that they were unable to detail a measurable metric for the “Exceeds” category for the heading of “Availability for Work” and recommended to add the statement “At the Board’s discretion”. A modification was made to the “Management” category to detail “Delegates tasks to Office Secretary as appropriate” and eliminate the reference to the delegation of duties to Board Members. Ms. Belmont made a motion to accept the FY-2014 Work Plan, Executive Director Performance Standards Scorecard with the modifications detailed, Ms. Layton seconded, and the motion was approved by the Board.

*(Note: A copy of the final document follows as an attachment).*

- 2. Agency Annual Performance Salary Increase Scale:** The DRAFT revision to the established salary increase scale prepared during the July 15, 2013 Meeting was reviewed. After discussion, Ms. Belmont made a recommendation to further modify the draft and change the scale to the following:

Rating	% Raise
2.71 – 3.00	4.0 %
2.26 – 2.70	3.0 %
2.0 – 2.25	2.0 %
1.5 – 1.99	1.0 %
<1.50	0.0 %

Ms. Hallis seconded the proposed further modifications, and the Board approved the motion.

*(Note: A copy of the final document follows as an attachment).*

- 3. Ethics and Consent Agreement Updates:** Nancy Godby provided the Board with an update of the following Ethics and Consent Agreements:

**03-FY-2013, Brenda Tonkin:** Ms. Tonkin was notified via email that the Board would be meeting on September 19, 2013, but did not submit any information for review. This case remains open until all elements of the



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Consent Agreement are completed. Ms. Godby will provide an update at the next Board Meeting.

**12-FY-2013, Complaint referred to Board of Nursing:** A letter was received from the Board of Nursing on September 18, 2013 indicating that they would take no action at this time on the Complaint forwarded for their review. This case was completed by the West Virginia Medical Imaging & Radiation Therapy Technology Board of Examiners during the April 18, 2013 Board Meeting and referred to the Board of Nursing for further investigation. This case is closed and requires no further action.

**13-FY-2013, Samantha Jones:** Ms. Jones has completed all elements of her Consent Agreement and paid both the Fine and Administrative Fee. This case is now closed and requires no further action.

- 4. Board Candidate Update:** Ms. Godby informed the Board that there has been no action from the Governor's office related to the submission of candidates for the vacant Board positions. There was no action needed for this update. An update will be provided at the next Board Meeting.
- 5. WV Oasis Update:** Ms. Godby provided the Board with copies of the July, August and September 2013 WV Oasis Newsletters. Ms. Godby stated that multiple meetings were attended in the planning for Budget Development and Inventory, and all required information was submitted prior to deadlines established by the WV Oasis Team. Planning meetings and requirements for additional information submission is ongoing. There was no action needed for this update. Additional information will be provided at the next Board Meeting.
- 6. Legislative Audit Update:** Ms. Godby thanked the Board Members for their participation in the development of the Board's response to the Legislative Audit and informed the Board that all documents were submitted and confirmed to have been received before the deadline for submission by both Certified Mail Return Receipt and email from the Legislative Auditor's Office. Ms. Godby reminded the Board Members of the Interim Legislative Committee Meeting scheduled for September 24, 2013 from 9:00am to 11:00am in the House Chambers, and encouraged as many Board Members as possible to attend. Ms. Layton was the only Board Member to indicate that she potentially could attend the Session, and will email Ms. Godby as soon as she can confirm.



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- 7. Sheath Program Update:** Ms. Godby informed the Board that Logan Regional Medical Center had added Amy Goldie and West Virginia University Hospital had added Brittany Crouse to their previously approved and established Sheath Program. Letters of approval were sent to each facility and each licensee to confirm approval. There was no action needed for this update.
- 8. Lease for Board Office:** There was discussion of the information submitted by Ms. Godby on behalf of the Board to Brett Clutters at the Real Estate Division regarding the potential relocation of the Board Office from Cool Ridge to the Charleston area. Mr. Clutters requested specific financial information related to current expenses in order to aide in his search. Ms. Godby reminded the Board that our lease at the Cool Ridge location runs through April 2014 and that the Real Estate Division is unwilling to allow us to break the lease. Additional information will be provided to the Board at the next Board meeting to allow for continued evaluation for the best location of the Board Office. There was no action needed for this update.

## **VII. NEW BUSINESS**

- 1. Ethics Committee:** The Ethics Committee met with licensees and facility representatives for review of the following cases:

**01-FY-2014, Practice Violation-Lapsed License:** Committee members for this case were Ms. Oughton and Ms. Layton. Ms. Layton presented a summary of issues related to the practice violation-license lapse by this individual. Ms. Layton informed the Board that the Ethics Committee recommends dismissal of this case. After discussion, Ms. Hallis made a motion to accept the recommendation of the Ethics Committee, Ms. Peters seconded, and the motion was approved by the Board. Ms. Belmont recused herself from this vote citing conflict of interest.

**02-FY-2014, Practice Violation-Lapsed License:** Committee members for this case were Ms. Oughton and Ms. Belmont. Ms. Belmont presented a summary of issues related to the practice violation-license lapse with confirmation by the employer that imaging was performed during the license lapse. Ms. Belmont noted that this licensee failed to appear for the scheduled session, and indicated that the Ethics Committee recommended that it be rescheduled for the December Ethics Committee and Board Meeting, that attempts be made to contact the individual by telephone and email. Ms. Layton made a motion to accept the recommendations of the Ethics Committee, Ms. Hallis seconded, and



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the motion was approved. This case will be rescheduled to the December 2013 meeting.

**03-FY-2014, Complaint- Disruptive behavior and inappropriate conduct:** Committee members for this case were Ms. Oughton and Ms. Belmont. Ms. Belmont presented a summary of issues related to this complaint. Ms. Belmont indicated that the Ethics Committee found no probable cause, and recommends that this complaint be dismissed. After discussion, Ms. Layton made a motion to accept the recommendation of the Ethics Committee to dismiss this complaint, Ms. Peters seconded, and the motion was approved by the Board.

**04-FY-2014, Complaint-Gross misconduct, including theft and violation of facility behavior standards:** Committee members for this case were Ms. Oughton and Ms. Belmont. Ms. Belmont presented a summary of issues related to this complaint, but informed the Board that the licensee had made a request to delay the case. Ms. Belmont informed the Board that the Ethics Committee recommends that the case be delayed and rescheduled to the December Ethics Committee and Board Meeting but to request that thirty (30) day updates be provided to the Board. Ms. Hallis made a motion to accept the recommendation of the Ethics Committee, Ms. Peters seconded, and the motion was approved by the Board. This case will be rescheduled to December 2013.

**05-FY-2014, Practice Violation-Lapsed License:** Committee members for this case were Ms. Oughton and Ms. Belmont. Ms. Belmont presented a summary of issues related to this practice violation and informed the Board that the Ethics Committee found probable cause and recommended the standard Consent Agreement for performing imaging while the WV Medical Imaging License is in the Expired Status that includes \$100.00 Fine to be transferred to the WV General Fund and \$100.00 Administrative Fee. After discussion, Ms. Hallis made a motion to accept the recommendation of the Ethics Committee to offer the standard Consent Agreement, \$100.00 Fine plus \$100.00 Administrative Fee. Ms. Layton seconded, and the motion was approved by the Board.

**06-FY-2014, ARRT Notice-Certification Revoked:** Committee members for this case were Ms. Oughton and Ms. Belmont. Ms. Belmont presented a summary of issues related to this report from the ARRT indicating Certification was revoked. Ms. Godby informed the Board that this individual lists a current address of Pennsylvania, and has not had an



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active license in West Virginia since expiration on June 30, 2010. The database has been flagged with the information from the ARRT that the license is revoked, the individual would not be able to renew online, and the file has been moved to the "Inactive" status. Ms. Belmont informed the Board that the Ethics Committee recommends that this individual appear before the Ethics Committee prior to issuing a license in the future. Ms. Hallis made a motion to accept the recommendation of the Ethics Committee, Ms. Layton seconded, and the motion was approved by the Board. No further action is needed for this issue at this time.

**07-FY-2014, Practice Violation-Lapsed License:** Committee members for this case were Ms. Oughton and Ms. Belmont. Ms. Belmont presented a summary of issues related to this practice violation, informed the Board that the Ethics Committee found probable cause, and recommends the standard Consent Agreement for performing imaging while the Medical Imaging License is in the "Expired" status to include \$100.00 Fine plus \$100.00 Administrative Fee. After discussion, Ms. Layton made a motion to accept the recommendation of the Ethics Committee to offer the standard Consent Agreement, \$100.00 Fine plus \$100.00 Administrative Fee. Ms. Hallis seconded, and the motion was approved by the Board.

**08-FY-2014, Practice Violation-Performing Medical Imaging prior to obtaining License:** Committee members for this case were Ms. Oughton and Ms. Belmont. Ms. Belmont presented a summary of issues related to this practice violation and informed the Board that the Ethics Committee recommended no action be taken and dismissal of this case. After discussion, Ms. Layton made a motion to accept the recommendations of the Ethics Committee, Ms. Hallis seconded, and the motion was approved by the Board.

- 2. Financial Report:** Sharon Bleau presented the June 2013, July 2013 and August 2013 Financial Statements. Discussion was undertaken to clarify purchases for object code 025 Contractual and Professional for August with explanation of fees being charged for a two month period, (\$1,406.00). Object code 052 Training and Development costs in August were also discussed with explanation of registration fees for the 2014 Annual CLEAR Conference and Executive Leadership Training, (\$990.00). Ms. Belmont requested that the monthly gain/loss be added in the Monthly Financial Statements.

Ms. Godby provided the Board with a report of Object Code 026 Travel Expense for FY-2013, with an ending expenditure of \$16,594.99, a balance of \$1,605.00



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under the total budget of \$18,000.00. A spreadsheet detailing all expenditures and revenues for FY-2013 was also presented with detail that the Agency was well under the budget for the year with more than \$75,000.00 savings.

Ms. Godby informed the Board that she had requested the Budget Office to reallocate existing funds from object code 029 Vehicle Rental to object code 160 PEIA. This transfer of funds is necessary to cover the health insurance costs that were overlooked during the budget preparation process in April 2013. This modification does not add to or decrease the overall budgeted expenditure for the Agency. The Budget Office offered to increase the budget, but Ms. Godby informed them that the reallocation would pose no issue for the Agency.

Ms. Godby provided the Board with a summary of cost for holding the Board Meeting in Elkview as opposed to Flatwoods. Holding the meeting at Flatwoods was \$107.10 cheaper than holding the meeting in Elkview, and largely due to the fact that there is no fee to use the Conference Room at the Braxton County Technology Center.

Ms. Godby provided the Board with a spreadsheet of the FY-2014 Monthly Revenue and Expenditures. Ms. Bleau informed the Board a large portion of the amount in object code 034 will be moved to object code 020 and will be evident at the next Board Meeting.

After discussion, Ms. Belmont made a motion to accept the Financial Report, Ms. Hallis seconded, and the motion was approved by the Board. Monitoring will be ongoing

*(Note: Copies of the Financial Statements follow the Board Minutes as attachments).*

- 3. Executive Director Report:** Ms. Godby provided a detailed review of her activities for June, July and August 2013. Site inspections were conducted in Kanawha, Monongalia, and Raleigh Counties. Ms. Godby attended WV Oasis Meetings; an Association of Chapter 30 Boards Meeting on September 12; worked in the Cool Ridge Office in June, July and September; completed and submitted the Board's response to the Legislative Audit before the deadline; updated the website; submitted Sanction information to the Secretary of State's Office and ASRT Ethics Division; met with the Board's Attorney to revise form letters; attended the 2013 ASRT Governance Conference using personal time and at personal expense; and attended the PRIDE in Logan County Board Meeting. Ms. Godby informed the Board of upcoming events that include attendance at the 2013 CLEAR Conference; two presentations for the 2013



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WVSRT Conference; 2013 Purchasing Training (Ms. Bleau and Ms. Godby to attend separate sessions); and ongoing meetings for the WV Oasis project. Ms. Godby also provided the Board with a FY-2013 year end summary of completion of the Performance Standards Scorecard. After discussion, Ms. Peters made a motion to accept the Executive Director's report, Ms. Belmont seconded, and the motion was approved by the Board.

*(Note: Copies of the Executive Director Report; FY-2013 Monthly Activity Report; FY-2013 Performance Standard Scorecard; Performance Standard Documentation Summary Report; and 2014 Monthly Activity Report follow as attachments).*

- 4. Board Member Concerns:** There were no concerns offered for discussion, and no additional action was required.
- 5. Annual School Report:** Ms. Hallis presented the 2012 Annual Program Reports for WV Radiography Programs that she had prepared for the Board Meeting, *(copy included in attachments)*. Ms. Hallis stated that the JRCERT had recently published new standards for program reporting. After discussion, Ms. Layton made a motion to accept the Annual School Report, Ms. Belmont seconded, and the motion was approved by the Board. Ms. Godby also informed the Board that the WVUH Nuclear Medicine Program did not accept students for the fall semester and are exploring options related to the physics courses. No additional action was needed for this update.
- 6. JRCERT Summary Report:** Ms. Godby reviewed a summary of the information received from the Joint Review Committee on Education in Radiologic Technology (JRCERT). Ms. Godby also informed the Board that the Radiologic Technology Program of United Hospital Center (UHC) is scheduled for their JRCERT Site Inspection October 10-11, 2013. St. Mary's Medical Center (SMMC) is scheduled for their JRCERT Site Inspection November 21-22, 2013. A discussion was held regarding the necessity of a Board Member to attend. Ms. Belmont recommended that a Board Member attend along with the Executive Director. Board Members are to review their schedules and determine availability for participation and contact Ms. Godby.
- 7. Safety Committee Report:** Ms. Layton presented the September 19, 2013 Safety Committee Report on behalf of the Agency. The Annual Safety Assessment was completed for the Cool Ridge Office on September 5 and a short was identified in the overhead light. The site owner was contacted and Ms. Bleau confirmed for the Board that the light was disconnected. The WV Board of Risk and Insurance Management (BRIM) Self-Assessment was completed and



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submitted prior to the deadline. The Fixed Asset Inventory was completed and submitted prior to the deadline. There were no accidents or injuries reported for the Agency Office and Vehicle. Staff members were recognized and commended by the Board for their dedication to assuring continued safety. After discussion, Ms. Peters made a motion to accept the Safety Committee Report, Ms. Hallis seconded, and the motion was approved by the Board.

*(Note: A copy of the September 19, 2013 Safety Committee Report follows as an attachment).*

- 8. License Posting for Mobile Imaging Services:** Ms. Godby presented photos of equipment submitted for consideration of how Mobile Imaging Services can meet the requirement to post licenses of their staff members. Board Members reviewed the submitted photos and discussed the challenges faced by this service line. Ms. Belmont further recommended that they assure that a copy of all licenses is on display at the main office. After discussion, Ms. Peters made a motion to allow them the following options: shrink the license to fit in a plastic protector that could be worn on a lanyard; and/or place their pocket identification card in a plastic protector that could be worn on a lanyard; and to display a copy of the license at the main office. Ms. Layton seconded, and the motion was approved by the Board. Ms. Belmont asked that an FAQ be added to detail this information on the website. Ms. Godby stated she would add this information and would convey this decision to the mobile imaging services.
- 9. Executive Session, Personnel Issues:** Ms. Belmont made a motion to go into Executive Session to discuss Personnel Issues, Ms. Peters seconded, and the motion was approved by the Board. Ms. Hallis made a motion to come out of Executive Session, Ms. Belmont seconded, and the motion was approved by the Board.
- 10. Secretary Evaluation:** Ms. Godby provided a verbal review of the ninety (90) day performance evaluation for the Secretary (Ms. Bleau). Ms. Godby informed the Board that Ms. Bleau is meeting and exceeding expectations for her position and continues to progress toward the goals of the Agency. After discussion, Ms. Layton made a motion to accept the performance evaluation for Ms. Bleau, Ms. Belmont seconded, and the motion was approved by the Board.
- 11. Annual Auditor's Seminar, Board Member Training:** Ms. Godby informed the Board that the Annual Auditor's Seminar for Board Member Training is planned for December 1, 2013 or December 3, 2013 at the Marriott in Charleston, WV. The Auditor's Office is continuing to work toward a definitive date, but it is not yet available. Ms. Godby asked if Board Members would be open to holding the next



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Board Meeting on Sunday, December 1, 2013, and everyone was agreeable if needed. Ms. Godby will notify the Board Members as soon as a date is determined and make the necessary arrangements for a meeting site in the Charleston area.

- 12. CLEAR Board Member Training:** Ms. Godby indicated that the date of Friday, November 22, 2013 had been set for the Council on Licensure Enforcement And Regulation (CLEAR) Board Member Training that is being sponsored by the WV Board of Physical Therapy. Board Members were asked for interest and availability to attend. Cost associated with attendance have not yet been determined, will be determined based on the total cost of the event and the total number of attendees, but will be more cost effective than out of state travel. After discussion, Ms. Layton made a motion that the Board pays the cost for Board Members to attend, Ms. Peters seconded, and the motion was approved by the Board. Board Members will review their personal schedules and contact Ms. Godby if they are able to attend.
- 13. CLEAR Administration, Legislation and Policy Program Subcommittee:** Ms. Godby presented an email to the Board for consideration of the invitation from the Executive Director of CLEAR to serve as the Vice-Chair of the Administration, Legislation and Policy Program Subcommittee for 2013-2014. This is the same Subcommittee that Ms. Godby has served as a member for 2012-2013. The position would require attendance at a Mid-Year Business Meeting and the 2014 Annual CLEAR Conference as well as participation in conference calls to conduct the business of the Committee. After discussion, Ms. Layton made a motion that for Ms. Godby to accept the invitation to serve as the Vice-Chair of the Administration, Legislation and Policy Program Subcommittee for 2013-2014. Ms. Peters seconded, and the motion was approved by the Board.
- 14. WVARF 10 CO#13, Secure Document Destruction:** Ms. Godby provided information from Carisa L. Collins, Account Executive, PACE Shredding for consideration. This company has a contract with West Virginia to provide secure document destruction. Utilization of this service would be a new expense for the Board. The Board currently has two (2) shredders in the Cool Ridge Office for document destruction. After discussion, Ms. Layton made a motion that we take no action on this proposal at this time as it would add new expenses that the Board cannot justify as we have a process in place that assures document destruction through in-house shredders. Ms. Belmont seconded, and the motion was approved by the Board.
- 15. Iowa Supreme Court Nurse Practitioner Ruling, (documents submitted by Mark Wilcox):** Ms. Godby provided an overview of the information submitted by



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Mark Wilcox regarding recent activity in the Iowa Supreme Court related to nurse practitioners supervising x-ray procedures. Ms. Godby stated topic was also discussed at the 2013 ASRT Governance Conference, and reminded the Board that nurse practitioners and physician assistants are not included in the Board's definition of a "Licensed Practitioner" in the Code and Rules. Ms. Godby stated that this is a growing trend and concern that we should all be monitoring. No additional action was needed for this update.

- VIII. FY-2014 Meeting Dates:** Ms. Godby presented proposed meeting dates for the remainder of 2013 and through December 2014 for consideration by the Board. After discussion, the following dates were proposed:

**December 1, 2 or 3, 2013, (pending identification of a date for the Auditor's Seminar)**

**February 20, 2014**

**April 24, 2014**

**June 5, 2014**

**August 21, 2014**

**October 16, 2014**

**December 2014, (pending identification of a date for the Auditor's Seminar)**

Ms. Layton made a motion to accept these dates, Ms. Belmont seconded, and the motion was approved by the Board.

**IX. ADJOURN**

A motion to Adjourn was made by Ms. Peters at 8:05pm, seconded by Ms. Hallis, and the motion was approved by the Board.

Minutes submitted for consideration by Nancy Godby, Executive Director.  
Minutes approved without revisions during December 2, 2013 Board Meeting.

*(Attachments follow)*

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**FINANCIAL STATEMENT**

**JUNE 2013**

Beginning Balance as of June 1, 2013:	\$189,154.06
Deposits for June:	<u>17,465.00</u>
<b>Total Receipts:</b>	<b>\$206,619.06</b>

**Disbursements for June**

001 Payroll	\$6,250.02
002 PerDiem	900.00
011 SS & Medicare	541.09
012 P/E Insurance Agency	224.00
016 P/E Retirement System	875.00
020 Office Expenses	639.38
022 Rent	350.00
023 Utilities	125.55
024 Telecommunications	251.11
025 Contractual / Professional	712.50
026 Travel Expenses	1,011.52
027 Computer Services	84.00
029 Vehicle Rental	412.93
034 Clothing, Household & Recreational Supplies (cleaning supplies)	57.27
041 Cellular Charges	76.84
044 Energy Expense Motor Vehicles	400.58
053 Postal Expenses	410.86
065 Vehicle Repairs	1,000.00
089 Bank Cost (Credit Cd Expenses)	236.48
160 PEIA	178.00
<b>Total Disbursements:</b>	<b><u>\$ 14,737.13</u></b>

**Balance as of June 30, 2013: \$ 191,881.93**

**Balance as of June 30, 2012: \$ 172,358.85**

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**FINANCIAL STATEMENT**

**JULY 2013**

Beginning Balance as of July 1, 2013:	\$191,881.93
Deposits for July:	<u>23,770.00</u>
<b>Total Receipts:</b>	<b>\$215,651.93</b>

**Disbursements for July:**

001 Payroll	\$6,307.31
002 Per Diem	325.00
004 Annual Increment	180.00
010 PEIA Admin Fees	100.00
011 SS & Medicare	508.81
012 P/E Insurance Agency	228.00
014 Workers' Compensation	174.00
016 P/E Retirement System	940.65
020 Office Expenses	4.50
022 Rent	350.00
023 Utilities	96.28
024 Telecommunications	258.40
026 Travel Expenses	472.83
027 Computer Services	352.80
029 Vehicle Rental	412.17
032 Insurance--BRIM	506.00
041 Cellular Charges	73.72
042 Hospitality	100.63
044 Energy Expense Motor Vehicles	110.45
051 Miscellaneous	5.00
053 Postal Expenses	783.91
089 Bank Cost (Credit Cd Expenses)	369.45
160 PEIA	176.00

**Total Disbursements:      \$ 12,835.91**

**Balance as of July 31, 2013: \$ 202,816.02**

**Balance as of July 31, 2012: \$ 177,767.56**

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**FINANCIAL STATEMENT  
AUGUST 2013**

Beginning Balance as of August 1, 2013:	\$202,816.02
Deposits for August:	19,580.00
<b>Total Receipts:</b>	<b><u>\$222,396.02</u></b>

Disbursements for August:

001 Payroll	\$6,364.60
002 Per Diem	200.00
011 SS & Medicare	489.87
012 P/E Insurance Agency	228.00
016 P/E Retirement System	922.86
020 Office Expenses	63.98
022 Rent	350.00
023 Utilities	38.61
024 Telecommunications	249.02
025 Contractual and Professional	1,406.00
026 Travel Expenses	382.86
027 Computer Services	43.00
029 Vehicle Rental	411.41
031 Assoc. Dues & Prof. Memberships	240.00
034 Clothing, Household & Rec. Supplies (Cleaning supplies, etc. for office)	365.73
036 Vehicle Operating Expense	70.49
041 Cellular Charges	76.77
044 Energy Expense Motor Vehicles	174.70
047 Energy Expense Utilities	38.45
052 Training and Development	990.00
053 Postal Expenses	462.06
089 Bank Cost (Credit Cd Expenses)	438.21
160 PEIA	176.00
175 State Treasurer's Office Fees	30.00

**Total Disbursements:      \$ 14,212.62**

**Balance as of August 31, 2013: \$ 208,183.40**

**Balance as of August 31, 2012: \$ 181,929.84**



## **Executive Director Performance Standards Scorecard**

*(Adopted June 23, 2011, Revised September 19, 2013)*

*(Category of "Exceeds" assumes completion of all tasks for "Meets" in addition to those detailed as noted for each criteria).*

### **MAINTAINS FLEXIBILITY**

- **Meets:**
  - Submit monthly activity report to the Chairperson;
  - Summary of activity to the Board on a quarterly basis;
  - Develops new processes and policies. Provide reports and updates as needed to inform Board Chair of progress.
- **Exceeds:**
  - Improvement processes outside State Regulatory requirements.

### **DEMONSTRATES CREDIBILITY**

- **Meets:**
  - Investigate complaints within ten (10) days with follow up visit to the facility;
  - Collaborates with Chairperson within fourteen (14) days of completion of investigation/site visit to facility.
- **Exceeds:**
  - Investigate complaints within three (3) days with follow up visit to facility;
  - Collaborates with Chairperson within three (3) days of completion of investigation/site visit to facility.

### **CUSTOMER SERVICE**

- **Meets:**
  - Respond within twenty-four (24) hours to customer inquiries;
  - Demonstrate respect to Board Members;
  - Maintain up to date Website.
- **Exceeds:**
  - Respond in less than four (4) hours to customer inquiries, (an example would be an inquiry from a Foreign Graduate regarding licensure requirements);



## **Executive Director Performance Standards Scorecard**

*(Adopted June 23, 2011, Revised September 19, 2013)*

### **QUANTITY OF WORK**

- **Meets:**
  - Inspect every hospital at least every three (3) to five (5) years;
  - Represent WVMI&RTT Agency at the Legislature;
  - Utilize the "Inspection Services Verification" form as inspection guide.
- **Exceeds:**
  - Inspect hospitals at least ever three (3) years;
  - Visit all counties every two (2) years.

### **QUALITY OF WORK**

- **Meets:**
  - Prepare and distribute Agenda through email at least two (2) weeks prior to meeting and approved by Board;
  - Follows up on outstanding Agenda items within five (5) business days following Board Meetings;
  - Maintain Licensee Database;
  - Use PowerPoint and projected documents for meetings and have one paper copy of all documents for review, if needed.
  - Streamline processes to eliminate paper and mailing of Board Packets.
- **Exceeds:**
  - Lead a committee that enhances the operation of the Board.

### **AVAILABILITY FOR WORK**

- **Meets:**
  - Utilizes planned time off appropriately;
  - Attends and coordinates a minimum of four (4) scheduled board meetings annually;
  - Provides prior notice (email is acceptable) to all Board Members of planned vacations and/or time off;
  - Maintain ongoing contact and collaboration with Legislature.
- **Exceeds:**
  - At the Board's discretion.



## **Executive Director Performance Standards Scorecard**

*(Adopted June 23, 2011, Revised September 19, 2013)*

### **LEADERSHIP**

- **Meets:**
  - Attends WVSRT Meeting annually as a Speaker to Students, and provide a copy of the Regulations to each student participant on CD;
  - Regularly attends Professional Conferences, (such as CLEAR, ASRT Governance Conference, CRCPD, ASTRO, Nuclear Medicine Society, ARMRT, etc.) as deemed appropriate by the Board;
  - Attend the WV Association of Licensing Board Meeting ~~twice~~ annually.
- **Exceeds:**
  - Provide PowerPoint Presentation of any/all attended meetings detailed in the “meets” category to the Board at the next scheduled meeting.

### **MANAGEMENT**

- **Meets:**
  - Delegates tasks to Board Members and Office Staff with follow-up assignments;
  - Maintains communication with Board Members and Office Staff throughout the year, (i.e.: Legislation issues, Ethics Issues, etc.);
  - Prepares for Legislative Audit visit and Annual Report.
- **Exceeds:**
  - Forward thinking and anticipates Legislative issues in advance of Legislative session.

### **WORK ENVIRONMENT**

- **Meets:**
  - Establish a check list of office duties, (such as cleaning schedules and office equipment maintenance), and verifies completion.
- **Exceeds:**
  - Forward thinking processes to streamline office procedures, expedite efficiency and/or reduce overall cost.



**WEST VIRGINIA MEDICAL IMAGING & RADIATION THERAPY TECHNOLOGY BOARD OF EXAMINERS**  
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**2014 Work Plan Committee**  
**Agency Annual Performance Salary Increase Scale**

*(Approved June 23, 2008; Revised September 19, 2013)*

<b>Rating</b>	<b>% Raise</b>
2.71 to 3.00	4.0 %
2.26 to 2.70	3.0 %
2.0 to 2.25	2.0 %
1.5 to 1.99	1.0 %
<u>&lt;1.51</u>	0%, <i>(Any rating less than 1.50 would not receive a raise.)</i>



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**Executive Director Report  
September 19, 2013 Board Meeting**

1. Inspection Report: Inspections were completed in the following counties during June, July, and August 2013:
  - Kanawha
  - Monongalia
  - Raleigh
2. Prepared and submitted the FY-2015 Expenditure Schedule to the Budget Office in the WV Oasis Budget Module.
3. Attended the Association Meeting on September 12, 2013 in Charleston.
4. Participated in WV Oasis Training Meetings June 19; June 25; July 10; July 17; and August 13.
5. Worked at the Cool Ridge Office June 24-25; July 5; July 24; and September 3-6.
6. Submitted response to Legislative Audit via email and Certified Mail, verified receipt of documents.
7. Updated the website with approved information from the June 6, 2013 Board Meeting and added office closure notices as necessary.
8. Submitted Sanction information to the Secretary of State's Office and ASRT Ethics Division following the June 6 Board Meeting.
9. Attended a meeting with Kate Campbell in her office on August 19 to review the proposed Audit Response and update form letters.
10. Attended the following National Conference and Community Service Organization Meetings, (used personal time and at personal expense):
  - a. 2013 Annual ASRT Governance Conference, June 13-17, 2013;
  - b. PRIDE in Logan County, (Board Chair for this elder care and early childhood Community Services Organization), August 26, 2013.



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11. Upcoming events:

- a. Inspections continue for the following counties: (Barbour, Calhoun, Hancock, Marshall, Mercer, Monroe, Ohio, Preston, Raleigh, Randolph, Tyler, Wetzel, Wood);
- b. Annual CLEAR Conference and Leadership Training, (September 29-October 5, 2013 in St. Louis, MO);
- c. Annual WVSRT Conference with two (2) presentations, (October 25-27, 2013 in Parkersburg, WV);
- d. Annual Purchasing Training Conference, (October 2013), mandatory meeting that both Sharon Bleau and Nancy Godby will attend;
- e. WV FIMS to WV OASIS Training, (preparation ongoing);
- f. Community Service Meetings: Marshall University Graduate College Advisory Board, September, date TBD; PRIDE in Logan County, last Monday monthly.

West Virginia Medical Imaging Radiation Therapy Technology Board of Examiners  
Year To Date Activity Report

2012-2013	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	TOTAL
<b>TRAVEL</b>																
Miles	1517.8	1477	808	1096	658	1204	1502	971	614	738	1478	649	1513	1194	886	<b>16305.8</b>
Gas Charges	\$211.69	\$224.39	\$113.61	\$136.87	\$111.48	\$176.09	\$297.78	\$140.69	\$76.59	\$122.80	\$233.61	\$97.77	\$215.12	\$206.81	\$116.37	<b>\$2,481.67</b>
2012-2013	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	TOTAL
<b>FACILITY INSPECTIONS</b>																
Hospitals	8	4	1	2	4	4	7	0	0	0	3	0	2	2	1	<b>38</b>
Other Facilities	5	53	12	7	14	6	44	0	0	0	38	1	2	11	15	<b>208</b>
<b>TOTAL</b>	<b>13</b>	<b>57</b>	<b>13</b>	<b>9</b>	<b>18</b>	<b>10</b>	<b>51</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>41</b>	<b>1</b>	<b>4</b>	<b>13</b>	<b>16</b>	<b>246</b>
# License Reviewed	158	389	65	68	327	419	340	0	0	0	197	1	37	109	84	<b>2194</b>

Nancy Godby, MS-MHA, MA, RT(R)(M) ARRT, CHC  
EXECUTIVE DIRECTOR

## Performance Standards Scorecard

(Category of "Exceeds" assumes completion of all tasks for "Meets" in addition to those detailed as noted for each criteria).

### MAINTAINS FLEXIBILITY

- **Meets:**
  - Submit monthly activity report to the Chairperson;
  - Summary of activity to the Board on a quarterly basis.
- **Exceeds:**
  - Develops new processes and policies.

### DEMONSTRATES CREDIBILITY

- **Meets:**
  - Investigate complaints within seven (7) days with follow up visit to the facility;
  - Collaborates with Chairperson within five (5) days of completion of investigation/site visit to facility.
- **Exceeds:**
  - Investigate complaints within three (3) days with follow up visit to facility;
  - Collaborates with Chairperson within three (3) days of completion of investigation/site visit to facility.

### CUSTOMER SERVICE

- **Meets:**
  - Respond within twenty-four (24) hours to customer inquiries;
  - Demonstrate respect to Board Members;
  - Maintain up to date Website.
- **Exceeds:**
  - Respond in less than twenty-four (24) hours to customer inquiries;
  - Design new options for electronic communications and Website updates.

### QUANTITY OF WORK

- **Meets:**
  - Inspect every hospital at least every three (3) years;
  - Inspect eight (8) facilities monthly, (average of 2 each week);
  - Represent WVMI&RTT Agency at the Legislature;
  - Utilize State documents as inspection guide.
- **Exceeds:**
  - Inspect hospitals at least ever two (2) years;
  - Inspect sixteen (16) facilities monthly, average of 4 each week);
  - Visit all counties annually.

### QUALITY OF WORK

- **Meets:**
  - Prepare and distribute Agenda at least two (2) weeks prior to meeting and approved by Board;
  - Follows up on outstanding Agenda items immediately following Board Meetings;
  - Maintain Database.
- **Exceeds:**

## Performance Standards Scorecard

○

### AVAILABILITY FOR WORK

- **Meets:**
  - Utilizes time off appropriately;
  - Attends and coordinates Board meetings a minimum of four (4) meetings annually;
  - Available to be at the Legislature on short notice;
  - Provides prior notice (email is acceptable) to all Board Members of planned vacations and/or time off.
- **Exceeds:**
  - Maintain ongoing contact and collaboration with Legislature.

### LEADERSHIP

- **Meets:**
  - Attends WVSRT Meeting annually as a Speaker to Students, and provide a copy of the Regulations to each student participant on CD;
  - Regularly attends Professional Conferences, (such as CLEAR, ASRT Governance Conference, CRCPD, ASTRO, Nuclear Medicine Society, ARMRIT, etc.) as deemed appropriate by the Board;
  - Attend the WV Association of Licensing Board Meeting twice annually.
- **Exceeds:**
  - Provide PowerPoint Presentation of any/all meetings to the Board at the next scheduled meeting.

### MANAGEMENT

- **Meets:**
  - Delegates tasks to Board Members and Office Staff with follow-up assignments;
  - Maintains communication with Board Members and Office Staff throughout the year, (i.e.: Legislation issues, Ethics Issues, etc.);
  - Prepares for Legislative Audit visit and Annual Report.
- **Exceeds:**
  - Forward thinking and anticipates Legislative issues in advance of Legislative session.

### WORK ENVIRONMENT

- **Meets:**
  - Establish a check list of office duties, (such as cleaning schedules and office equipment maintenance), and verifies completion.
- **Exceeds:**
  - Forward thinking processes to streamline office procedures, expedite efficiency and/or reduce overall cost.

**Monthly Activity Report Totals  
FY-2014**

2012-2013	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	TOTAL
<b>TRAVEL</b>													
Miles	1194	578											<b>1772</b>
Gas Charges	\$184.19	\$72.80											<b>\$256.99</b>
2012-2013	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	TOTAL
<b>FACILITY INSPECTIONS</b>													
Hospitals	3	1											<b>4</b>
Other Facilities	17	7											<b>24</b>
<b>TOTAL</b>	<b>20</b>	<b>8</b>											<b>28</b>
# License Reviewed	139	277											<b>416</b>



Initiative	Progress
<p><b>MAINTAINS FLEXIBILITY</b></p> <ul style="list-style-type: none"> <li>• <b>Meets:</b> <ul style="list-style-type: none"> <li>○ Monthly meeting with Chairperson to review performance on Monthly Report, (conference call acceptable).</li> </ul> </li> <li>• <b>Exceeds:</b> <ul style="list-style-type: none"> <li>○ Develops new processes and policies.</li> <li>○</li> </ul> </li> </ul>	<p><b>Meets:</b> Achieved Goals</p> <p><b>Exceeds:</b> Achieved Goals</p>
<p><b>DEMONSTRATES CREDIBILITY</b></p> <ul style="list-style-type: none"> <li>• <b>Meets:</b> <ul style="list-style-type: none"> <li>○ Investigate complaints within seven (7) days with follow up visit to the facility;</li> <li>○ Collaborates with Chairperson within five (5) days of completion of investigation/site visit to facility.</li> </ul> </li> <li>• <b>Exceeds:</b> <ul style="list-style-type: none"> <li>○ Investigate complaints within three (3) days with follow up visit to facility;</li> <li>○ Collaborates with Chairperson within three (3) days of completion of investigation/site visit to facility.</li> </ul> </li> </ul>	<p><b>Meets:</b> Achieved Goals</p> <p><b>Exceeds:</b> Achieved Goals</p>
<p><b>CUSTOMER SERVICE</b></p> <ul style="list-style-type: none"> <li>• <b>Meets:</b> <ul style="list-style-type: none"> <li>○ Respond within twenty-four (24) hours to customer inquiries;</li> <li>○ Demonstrate respect to Board Members;</li> <li>○ Maintain up to date Website.</li> </ul> </li> <li>• <b>Exceeds:</b> <ul style="list-style-type: none"> <li>○ Respond in less than twenty-four (24) hours to customer inquiries;</li> <li>○ Design new options for electronic communications and Website updates.</li> </ul> </li> </ul>	<p><b>Meets:</b> Achieved Goals</p> <p><b>Exceeds:</b> Achieved Goals</p>



<p><b>QUANTITY OF WORK</b></p> <ul style="list-style-type: none"> <li>• <b>Meets:</b> <ul style="list-style-type: none"> <li>○ Inspect every hospital at least every three (3) years;</li> <li>○ Inspect eight (8) facilities monthly, (average of 2 each week);</li> <li>○ Represent WVMIRTT Agency at the Legislature;</li> <li>○ Utilize State documents as inspection guide.</li> </ul> </li> <li>• <b>Exceeds:</b> <ul style="list-style-type: none"> <li>○ Inspect hospitals at least ever two (2) years;</li> <li>○ Inspect sixteen (16) facilities monthly, average of 4 each week);</li> <li>○ Visit all counties annually.</li> </ul> </li> </ul>	<p><b>Meets:</b> Achieved Goals</p> <p><b>Exceeds:</b> Completed 35 of 55 Counties during FY-2013 and visited 41 of 55 Counties. Failed to meet the “exceeds” Goal of visiting all counties annually</p>
<p><b>QUALITY OF WORK</b></p> <ul style="list-style-type: none"> <li>• <b>Meets:</b> <ul style="list-style-type: none"> <li>○ Prepare and distribute Agenda at least two (2) weeks prior to meeting and approved by Board;</li> <li>○ Follows up on outstanding Agenda items immediately following Board Meetings;</li> <li>○ Maintain Database.</li> </ul> </li> <li>• <b>Exceeds:</b> (SUGGESTIONS NEEDED)</li> </ul>	<p><b>Meets:</b> Achieved Goals</p> <p><b>Exceeds:</b> (SUGGESTIONS NEEDED)</p>
<p><b>AVAILABILITY FOR WORK</b></p> <ul style="list-style-type: none"> <li>• <b>Meets:</b> <ul style="list-style-type: none"> <li>○ Utilizes time off appropriately;</li> <li>○ Attends and coordinates Board meetings a minimum of four (4) meetings annually;</li> <li>○ Available to be at the Legislature on short notice;</li> <li>○ Provides prior notice (email is acceptable) to all Board Members of planned vacations and/or time off.</li> </ul> </li> <li>• <b>Exceeds:</b> <ul style="list-style-type: none"> <li>○ Maintain ongoing contact and collaboration with Legislature.</li> </ul> </li> </ul>	<p><b>Meets:</b> Achieved Goals</p> <p><b>Exceeds:</b> Achieved Goals</p>
<p><b>LEADERSHIP</b></p>	



<ul style="list-style-type: none"> <li>• <b>Meets:</b> <ul style="list-style-type: none"> <li>○ Attends WVSRT Meeting annually as a Speaker to Students, and provide a copy of the Regulations to each student participant on CD;</li> <li>○ Attend CLEAR Meeting at a minimum of every two (2) years;</li> <li>○ Attend CRCPD meeting at a minimum of every two (2) years;</li> <li>○ Attend the WV Association of Licensing Board Meeting Annually.</li> </ul> </li> <li>• <b>Exceeds:</b> <ul style="list-style-type: none"> <li>○ Provide PowerPoint Presentation of any/all meetings to the Board at the next scheduled meeting.</li> </ul> </li> </ul>	<p><b>Meets:</b> Achieved Goals through attendance at the 2013 CLEAR Conference and Mid-Year Business Meeting; 2013 ASRT Governance Conference; Association of Licensing Board Meetings; and, attended and presented two sessions of the 2013 WVSRT Meeting</p> <p><b>Exceeds:</b> Achieved Goal by providing PowerPoint Presentations to the Board Members following conferences</p>
<p><b>MANAGEMENT</b></p> <ul style="list-style-type: none"> <li>• <b>Meets:</b> <ul style="list-style-type: none"> <li>○ Delegates tasks to Board Members and Office Staff with follow-up assignments.</li> <li>○ Maintains communication with Board Members and Office Staff throughout the year, (i.e.: Legislation issues, Ethics Issues, etc.).</li> </ul> </li> <li>• <b>Exceeds:</b> (SUGGESTIONS NEEDED)</li> </ul>	<p><b>Meets:</b> Achieved Goals</p> <p><b>Exceeds:</b> (SUGGESTIONS NEEDED)</p>
<p><b>WORK ENVIRONMENT</b></p> <ul style="list-style-type: none"> <li>○ <b>Meets:</b> <ul style="list-style-type: none"> <li>○ Establish a check list of office duties, (such as cleaning schedules and office equipment maintenance), and verifies completion.</li> </ul> </li> <li>○ <b>Exceeds:</b> (SUGGESTIONS NEEDED)</li> </ul>	<p><b>Meets:</b> Achieved Goals</p> <p><b>Exceeds:</b> (SUGGESTIONS NEEDED)</p>

Program Sponsor:	Total No. of 2012 Graduates:	Program completion rate:	5 yr. avg. ARRT pass rate: (1/08 – 12/12)	5 yr. job placement rate, in 6 mo.:^ (1/08 – 12/12)	Enrollment for 2012:
Bluefield State College	11	48	96	83	26  +6
**Mountain State University/UC	30	64	90	90	0 <sup>(3)</sup>
Ohio Valley Medical Center	9	90	100	99	10
Southern WV Comm & Tech Clg	6	38	95	75	0 <sup>(3)</sup>
St. Mary' Medical Center	11	100	99	82	23  +1
United Hospital Center	12	80	100	100	15
University of Charleston	7	63	98	98	19  +3
WV Northern Comm Clg	0 <sup>(1)</sup>	0	89 (2007-11)	0	26  +6
WV University Hospitals	17	94	100	87	15
<b>2012 Total or Averages:</b>	<b>104 </b>	<b>72.1 </b>	<b>86 <sup>(2)</sup> </b>	<b>89.2</b>	<b>133 </b>
2011 Totals or Averages:	100	81.25%	96.3%	89.75%	132
2010 Totals or Averages:*	105	76.6%	93.25%	79.33%	129

Key:

^ JRCERT has changed their interpretation of job placement; some programs have recalculated job placement rates.

Rates not met according to JRCERT benchmarks require the program to submit an action plan.

\*\* MSU not recognized as a program by the JRCERT (2011)

- (1) WV Northern Comm. Clg was formerly Wheeling Hospital Program. First class does not graduate until 2014.
- (2) WV Northern not figured into the calculation.
- (3) No class accepted in 2012.

Green Arrow = increase from last year

Red Arrow = decrease from last year

*in italics = the same or very close*

as of 8/29/2013



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## **September 19, 2013 Safety Committee Report**

### **1. Office Safety**

- a. Annual Safety Assessment completed at Cool Ridge Board Office on September 5, 2013. Identified short in overhead light and reported to property owner for repairs on September 5, 2013;
- b. BRIM Self-Assessment documents were completed and submitted before the deadline along with supporting documentation;
- c. The Fixed Asset Inventory was completed and submitted before the deadline;
- d. FY-2013 Summary: There were no accidents or injuries reported for the West Virginia Medical Imaging & Radiation Therapy Technology Board of Examiners related to the Board Office location in Cool Ridge.

### **2. FLEET Management**

- a. FY-2013 Summary: There were no accidents or injuries reported for the West Virginia Medical Imaging & Radiation Therapy Technology Board of Examiners related to operation of the Agency vehicle.

Staff members are commended by the Board for their dedication to assuring continued safety.



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**BOARD MEETING**  
December 2, 2013  
Charleston Marriott, Charleston WV

**Members Present**

Nancy Oughton, Board Chair  
Eva Hallis, Board Secretary  
Alice Belmont  
Tuanya Layton  
Grace Peters

**Members Excused**

**Office Staff**

Nancy Godby, Executive Director  
Sharon Bleau, Office Secretary  
Katherine Campbell, Attorney

**I. CALL MEETING TO ORDER**

The meeting was called to order at 5:00pm by Nancy Oughton, Board Chair at the Charleston Marriott Hotel in Charleston, WV.

**II. RECOGNIZE GUESTS**

There were no guests in attendance at the Board Meeting.

**III. ESTABLISH QUORUM**

Ms. Oughton established that a quorum was present.

**IV. ACCEPT AGENDA**

A motion was made by Tuanya Layton to accept the Agenda as presented, Grace Peters seconded, and the motion was approved by the Board.

**V. APPROVAL OF MEETING MINUTES**

- 1. September 19, 2013:** A motion was made by Alice Belmont to accept the Meeting Minutes for the September 19, 2013 Board Meeting, Ms. Peters seconded, and the motion was approved by the Board.

**VI. OLD BUSINESS**

- 1. Ethics and Consent Agreement Updates:** Nancy Godby provided the Board with an update of the following Ethics and Consent Agreements:

**03-FY-2013, Brenda Tonkin:** Ms. Tonkin was notified via email that the Board would be meeting on December 2, 2013 and responded that she was unable to get information ready in time but will submit for the next Board Meeting.



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**05-FY-2014, Rita Petty:** Ms. Petty has completed all elements of her Consent Agreement and paid both the Fine and Administrative Fee. This case is now closed and requires no further action.

2. **Board Candidate Update:** Ms. Godby informed the Board that there has been no action from the Governor's office related to the submission of candidates for the vacant Board positions. There was no action needed for this update. An update will be provided at the next Board Meeting.
3. **WV Oasis Update:** Ms. Godby provided the Board with copies of the October and November 2013 WV Oasis Newsletters. Ms. Godby stated meetings continue and that the Agency continues to meet all deadlines for submission of information. Planning meetings and requirements for additional information submission is ongoing. There was no action needed for this update. Additional information will be provided at the next Board Meeting.
4. **Legislative Audit Update:** Ms. Godby discussed steps taken thus far to address the recommendations of the Legislative Auditor in the September 2013 Audit Report. Ms. Godby stated that she has prepared an Action Plan related to the recommendations for the Website. The following items are underway: forwarded a copy of the website Action Plan to the webmaster at the Treasurer's Office; prepared a Privacy Statement and forwarded to the State Privacy Officer for review; prepared a Freedom of Information Act (FOIA) guidance document and request form and submitted to the Assistant Attorney General assigned to the Board for review, and, scheduled a conference call to discuss next steps for December 5, 2013. Additional information will be provided at the next Board Meeting.
5. **Sheath Program Update:** Ms. Godby informed the Board that West Virginia University Hospital has added a staff member to their existing program. A letter of approval was sent to the facility and licensee to confirm approval. There was no action needed for this update.
6. **Lease for Board Office:** Ms. Godby provided a breakdown of the costs associated with the current lease for the office in Cool Ridge, WV as well as for the three (3) options for relocation to Dee Drive in Charleston, WV. Costs at the Cool Ridge Office included fees paid for rent, utilities, snow removal, and mowing (average of \$513.34 each month). The Dee Drive location would include all these services within the monthly rental fee, and floor plans were provided for review. One unit is approximately 600 sq. ft. and quoted at \$662.50 monthly, and two additional units that are approximately 950 sq. ft. are quoted at \$1325.00 monthly. The property owner would allow the use of existing furniture within the



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cost of the lease. Kate Campbell offered a description of the available office space at the Dee Drive location and other Board offices located on Dee Drive. Discussion was undertaken to review cost for the available space(s) at Dee Drive in Charleston, WV compared to the cost of remaining at the current location in Cool Ridge, WV. After consideration, Ms. Layton made a motion for the Agency to remain at the current location in Cool Ridge WV unless the Agency is mandated to move, Ms. Hallis seconded, and the motion was approved by the Board. Ms. Godby was instructed to notify the Real Estate Division to start the lease renewal process for the current location.

## VII. NEW BUSINESS

1. **Ethics Committee:** The Ethics Committee met with licensees and facility representatives for review of the following cases:

**02-FY-2014, Practice Violation-Performing Imaging with a Lapsed License (rescheduled from September 19, 2013):** Ethics Committee members for this case were Ms. Oughton and Ms. Belmont. Ms. Godby presented a summary of issues related to the practice violation-performing imaging with a lapsed license by this individual. Ms. Oughton informed the Board that the Ethics Committee found probable cause and recommends the standard consent agreement be offered to include \$100.00 fine and \$100.00 administrative fee. After discussion, Ms. Layton made a motion to accept the recommendation of the Ethics Committee, Ms. Hallis seconded, and the motion was approved by the Board.

**04-FY-2014, Complaint - Termination for gross misconduct, including theft and violation of facility behavior standards (rescheduled from September 19, 2013):** Ethics Committee members for this case were Ms. Oughton and Ms. Belmont. Ms. Oughton indicated the Ethics Committee met with this licensee today. The Committee asks the Board to reschedule this case to the next Board Meeting to allow for additional information to be obtained. After discussion, Ms. Layton made a motion to accept the recommendations of the Ethics Committee, Ms. Peters seconded, and the motion was approved. This case will be rescheduled for determination at the next Ethics Committee and Board Meeting.

**07-FY-2014, Practice Violation-Performing Imaging with a Lapsed License:** Ethics Committee members for this case were Ms. Oughton and Ms. Belmont. This case was originally reviewed during the September 19, 2013 Board Meeting with issuance of the standard consent agreement. Ms. Godby and Ms. Campbell presented a summary related to this



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complaint and the request for consideration of a modified consent agreement from the licensee. Ms. Oughton indicated that the Ethics Committee recommends rejection of the modified consent agreement and that the original consent agreement be reissued with a response deadline of fifteen (15) days with instructions that if the licensee rejects the offer their option would be to request a hearing in writing within the fifteen (15) day period. After discussion, Ms. Layton made a motion to accept the recommendation of the Ethics Committee and reissue the original standard consent agreement of \$100.00 fine and \$100.00 administrative fee. Ms. Hallis seconded, and the motion was approved by the Board.

**09-FY-2014, Practice Violation- Performing Imaging with a Lapsed License:** Ethics Committee members for this case were Ms. Oughton and Ms. Belmont. Ms. Godby indicated that this licensee requested this case to be rescheduled to the next Ethics Committee and Board Meeting. Ms. Oughton stated the recommendation of the Committee is to allow this case to be rescheduled. After discussion, Ms. Layton made the motion to allow this case to be rescheduled to the next Ethics Committee and Board Meeting, Ms. Peters seconded, and the motion was approved by the Board. This case will be rescheduled to the next Ethics Committee and Board Meeting.

**10-FY-2014, Practice Violation- Performing Imaging with a Lapsed License:** Ethics Committee members for this case were Ms. Oughton and Ms. Belmont. Ms. Godby presented a summary of the issues related to this case. Ms. Belmont stated the Ethics Committee found probable cause, recommended that the Board offer the standard consent agreement to include \$100.00 fine and \$100.00 administrative fee. After discussion, Ms. Layton made a motion to accept the recommendation of the Ethics Committee, Ms. Hallis seconded, and the motion was approved by the Board.

**11-FY-2014, Practice Violation- Performing Imaging with a Lapsed License:** Ethics Committee members for this case were Ms. Oughton and Ms. Belmont. Ms. Godby presented a summary of the issues related to this case. Ms. Belmont stated the Ethics Committee found probable cause, recommended that the Board offer the standard consent agreement to include \$100.00 fine and \$100.00 administrative fee. After discussion, Ms. Layton made a motion to accept the recommendation of the Ethics Committee, Ms. Peters seconded, and the motion was approved by the Board.



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**12-FY-2014, Practice Violation- Performing Imaging with a Lapsed License:** Ethics Committee members for this case were Ms. Oughton and Ms. Belmont. Ms. Godby indicated that this licensee requested this case to be rescheduled to the next Ethics Committee and Board Meeting. Ms. Belmont stated the recommendation of the Committee is to allow this case to be rescheduled. After discussion, Ms. Layton made the motion to allow this case to be rescheduled to the next Ethics Committee and Board Meeting, Ms. Hallis seconded, and the motion was approved by the Board. This case will be rescheduled to the next Ethics Committee and Board Meeting.

- 2. Financial Report:** Sharon Bleau presented a summary of the Financial Statements and Purchase Card (P-Card) transactions for September and October 2013. Discussion was undertaken to clarify purchases for object code 034 with expenses moved to object code 020 Office Expenses (\$365.73). Ms. Bleau informed the Board that this amount was charged to object code 034 in error and has now been corrected. Ms. Bleau pointed out that she has added the year to year revenue increase as requested by Ms. Belmont during the September, 19, 2013 Board Meeting. Ms. Godby provided a year to date snapshot of revenue and expenses for review. After discussion, Ms. Belmont made a motion to accept the financial report as presented, Ms. Peters seconded, and the motion was approved by the Board.
- 3. Executive Director Report:** Ms. Godby informed the Board verbally that the FY-2013 Annual Report was uploaded to both the Agency's Website and the Legislative Website on November 25, 2013. The report was also saved to disc and mailed to the Governor, Secretary of State, Senate Clerk and House Clerk on November 25, 2013. Ms. Godby provided a detailed report of her activities for September, October and November 2013. Site inspections were conducted in Cabell and Wood Counties. Ms. Godby attended WV Oasis Meetings; provided an oral response presentation at the Interim Joint Legislative Committees on September 24, 2013; Completed CLEAR Executive Leadership Training and attended the Annual CLEAR Conference in St. Louis MO; participated in JRCERT Site Visit at United Hospital Center; worked at the Cool Ridge Office October 22-23, 2013 while Sharon Bleau attended the Purchasing Conference at Pipestem; attended and provided two (2) presentations at the 2013 WVSRT Conference in Parkersburg; attended the 2013 Purchasing Conference at Stonewall Resort; and updated the website with items from the September 2013 Board Meeting. Community Service included PRIDE in Logan County Board and Dignity Hospice Board Meetings. Ms. Godby informed the Board of upcoming events that include ongoing site inspections; 2013 Annual Auditor's Seminar



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Board Training; PRIDE in Logan County Board Meetings; CLEAR Midyear Business Meeting (January 2014 in San Antonio TX); WV FIMS to Oasis (ongoing); and JRCERT Site Visit (January 2014 for WVUH-MRI Program).

After discussion, Ms. Layton made a motion to accept the Executive Director Report, Ms. Hallis seconded and the motion was approved by the Board.

*(Note: A copy of the Executive Director Report follows as an attachment).*

4. **Board Member Concerns:** There were no concerns offered for discussion, and no additional action was required.
5. **Joint Review Committee on Education in Radiologic Technology (JRCERT) Summary Report:** Ms. Godby provided a summary of the information received from the Joint Review Committee on Education in Radiologic Technology (JRCERT). Ms. Godby informed the Board that there are no issues within the summary in need of additional action by the Board at this time. Ms. Godby informed the Board that the findings from the United Hospital Center (UHC) site inspection conducted October 10-11, 2013 and the St. Mary's Medical Center (SMMC) site inspection on November 21-22, 2013 are confidential pending the final report from JRCERT and will not be discussed during this meeting. Ms. Godby also informed the Board that a site inspection is scheduled for the West Virginia University Healthcare Magnetic Resonance (WVUH-MR) Program for January 23-24, 2014 and plans are underway for Agency participation. Alice Belmont volunteered to participate in the WVUH-MR site inspection along with Ms. Godby. This item did not require a vote, and no further action was needed.
6. **American Registry of Radiologic Technologists (ARRT) notifications:** Ms. Godby provided copies of notifications received from the ARRT. The first notification provides future changes to the pricing structure of state licensing examinations, effective January 1, 2015, an include an increase of \$40.00 (from \$100.00 to \$140.00) for Radiography, Nuclear Medicine Technology, Radiation Therapy Technology, and Post Primary Examinations (such as Mammography); and a \$25.00 increase (from \$100.00 to \$125.00) for Limited Scope of Practice in Radiography and Bone Densitometry Equipment Operator. Ms. Godby indicated that there are few requests for state examinations, with the last ones being for nuclear medicine. The second notification includes a list of ARRT Policy Implementation Dates detailing actions beginning January 1, 2010 through January 1, 2018. The third and final notification provides detail of results of litigation in the United States District Court of the Western District of Texas (Case 5:12-cv-00109-DAE; Document 96). This item did not require a vote, and no further action was needed.



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7. **Safety Committee Report:** Ms. Layton presented the December 2, 2013 Safety Committee Report on behalf of the Agency. There were no accidents or injuries to report, and staff members are commended for their dedication to assuring continued safety. After discussion, Ms. Belmont made a motion to accept the Safety Committee Report, Ms. Peters seconded, and the motion was approved by the Board.

*(Note: A copy of the December 2, 2013 Safety Committee Report follows as an attachment).*

8. **Resignation of Board Member:** Ms. Godby informed the Board that Ms. Peters had submitted her resignation as the Lay-member for the Board to the Governor with copies to the Board Chair and Agency. After discussion and commendation to Ms. Peters for her years of dedicated service to the Board, Ms. Hallis made a motion to accept the resignation of Ms. Peters with regrets, Ms. Layton seconded with regrets, and the motion was approved by the Board with regrets. Ms. Peters was presented with a certificate of recognition for her years of dedicated service to the Board.
9. **Board Member Pay, update:** Ms. Godby provided information related to the origin of the compensation limits for payment to Board Members for participation in meetings. Payment limits are set for all Chapter 30 Boards within § 30-1-11. Compensation of members; expenses, and § 4-2A-5. Interim compensation for members. This item did not require a vote, and no further action was needed.
10. **North Carolina Dental Board:** Ms. Campbell provided a verbal review of a case out of the Fourth Circuit, entitled "*Federal Trade Commission v. North Carolina State Board of Dental Examiners*". This item did not require a vote, and no further action was needed.
11. **Board Member Website Login:** Ms. Godby informed the Board that the secure login for "Board Member Information" discussed prior to the September 19, 2013 Board Meeting has been established and is operational. All documents for tonight's Board Meeting were successfully uploaded and available for review. Ms. Godby asked that all Board Members test their username and password to assure that they can successfully access the site. Board Members are to notify Ms. Godby if they have difficulty with access. Documents for the next Board Meeting will be emailed and also uploaded to assure access. If everyone is successful in accessing the secure site Ms. Godby will discontinue emailing documents. This item did not require a vote, and no further action was needed.



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**12. Ultrasound (US) Guided Procedures:** Ms. Belmont submitted an article found at "AuntMinnie.com" entitled "Nonrads now performing bulk of US-guided procedures" by Kate Madden Yee (AuntMinnine.com staff writer). This information will be retained for future reference in the event the Board decides to submit another Sunrise proposal to the Legislature for licensure of the practice of sonography. This item did not require a vote, and no further action was needed.

### **13. Conference Updates**

- a) **CLEAR Executive Leadership Training and Educational Conference:**  
Ms. Godby provided a review of the CLEAR Training and Educational Conference she attended in St. Louis MO and also detailed a savings of \$61.83 from the projected overall expense of the meeting.
- b) **2013 WVSRT Conference:**  
Ms. Godby provided copies of the slides as well as the attendee evaluation for the two (2) PowerPoint Presentations provided on topics of "Scandal" and "Cultural Diversity". Ms. Godby also detailed a savings of \$129.55 from the projected overall expense of the meeting.
- c) **2013 Purchasing Division Conference:**  
Ms. Godby provided a list of the topics attended during the 2013 Purchasing Division conference at Stonewall Resort.
- d) **CLEAR Board Member Training:**  
Ms. Belmont and Ms. Campbell provided a verbal review of the CLEAR Board Member Training they attended on November 25, 2013. Ms. Belmont stated she will compile her notes from the meeting and forward to Ms. Godby.
- e) **Upcoming Conference:**
  - 1. **2014 ASRT Conference, June 26-29, 2014 in Orlando FL:**  
Discussion was held in an effort to determine if a representative from the Board would attend the American Society of Radiologic Technologists (**ASRT**) Conference this year. Ms. Hallis stated that she would like to check first into the topics for the Conference as well as topics planned for the Association of Educators in Imaging & Radiologic Sciences (**AEIRS**) before the Board makes a determination and asked to table to the next Board Meeting.



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Board members agreed with final decision pending additional discussion at the next Board Meeting.

2. **2014 SNMMI Conference, February 6-9, 2014 in Palm Springs CA:** Discussion was held in an effort to determine if a representative from the Board would attend the Society of Nuclear Medicine and Molecular Imaging (**SNMMI**) Conference this year. Ms. Godby indicated that costs associated with attendance would be in the vicinity of \$3,000.00 and the travel budget would support doing so. Ms. Layton stated that she would like to attend if she can make the necessary arrangements to be away from work. After discussion, Ms. Belmont made a motion to allow Ms. Layton to attend the SNMMI Conference in Palm Springs CA, Ms. Peters seconded and the motion was approved by the Board.
3. **2014 CLEAR Conference, September 8-10, 2014 in New Orleans LA:** Ms. Godby reminded Board Members that this is part of the expectation for her participation as the 2014 Vice Chair of the Administration, Legislation and Policy Program Subcommittee for Council on Licensure Enforcement And Regulation (**CLEAR**) discussed and approved during the September 19, 2013 Board Meeting. After discussion, Ms. Belmont made a motion to approve Ms. Godby's attendance at the 2014 CLEAR Conference, Ms. Peters seconded, and the motion was approved by the Board.

**VIII. Next Meeting Date and Meeting Location:** Ms. Godby requested reconsideration of winter meeting dates due to unpredictable weather and the potential for travel difficulties during inclement weather. Ms. Godby asked to cancel the meetings planned for February 20, 2014 and April 24, 2014 and to add a meeting on March 13, 2014. Ms. Oughton suggested that the March meeting be held at the Braxton County Technology Center, (pending verification of availability). After discussion, Ms. Layton made a motion to cancel both the February 20 and April 24, 2014 Board Meetings and to add a meeting on March 13, 2014 at the Braxton County Technology Center (pending verification of availability). Ms. Peters seconded, and the motion was approved by the Board. Ms. Godby stated that she would leave the February and April dates on the website with a strikethrough and note that they were cancelled during this meeting along with the addition of the new meeting date of March 13, 2014.

**IX. ADJOURN**

A motion to Adjourn was made by Ms. Peters at 7:05pm, seconded by Ms. Hallis, and the motion was approved by the Board.



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Minutes submitted for consideration by Nancy Godby, Executive Director.  
Minutes approved without modifications, March 13, 2014 Board Meeting.



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**Executive Director Report  
December 2, 2013 Board Meeting**

1. Inspection Report: Inspections of thirteen (13) facilities (6 hospitals and 7 other facilities) with a verification of 194 licenses were completed in the following counties during September, October, and November 2013:
  - Cabell
  - Wood
2. Prepared and submitted information for the Procurement module of WV Oasis Budget that includes identification of locations and fixed assets.
3. Presented oral response to the Interim Joint Legislative Committees on September 24, 2013. Tuanya Layton attended as well.
4. Completed the CLEAR Executive Leadership Training and attended the Annual CLEAR Conference in St. Louis MO (September 30-October 5, 2013).
5. Participated in WV Oasis Training Meetings October 7 and 8; November 6 and 14.
6. Participated (along with Tuanya Layton) in the JRCERT Site Visit at United Hospital Center's Radiology Program, (October 10-11, 2013). Results of the visit are pending the JRCERT official report, but the visit went well with few recommendations.
7. Worked at the Cool Ridge Office October 22 and 23, 2013 while Sharon attended the Purchasing Conference at Pipestem.
8. Attended the 2013 WVSRT Conference in Parkersburg (October 25-27, 2013) and provided two PowerPoint presentations (SCANDAL and Cultural Diversity), with positive feedback from attendees. A copy of both presentations has been provided to the Board.
9. Attended the Purchasing Conference at Stonewall Resort (October 30-November 1, 2013).
10. Updates the website with approved board minutes, updated sanction list, and added the list of approved Board Meeting dates.
11. Community Service Organization Meetings, (used personal time and at personal expense):
  - a. Dignity Hospice, (Board Member), October 22, 2013.
  - b. PRIDE in Logan County, (Board Chair for this elder care and early childhood Community Services Organization), September 30, October 28 and November 25, 2013.



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12. Upcoming events:

- a. Inspections continue for the following counties: (Barbour, Brooke, Calhoun, Hancock, Marshall, Mercer, Monroe, Ohio, Preston, Raleigh, Randolph, Tyler, Wetzel, Wood);
- b. Annual Auditor's Seminar (December 3, 2013);
- c. PRIDE in Logan County Board Meeting (December 30, 2013 and January 27, 2014);
- d. CLEAR Midyear Business Meeting, (January 8-11, 2014 in San Antonio TX);
- e. WV FIMS to WV OASIS Training, (preparation ongoing).
- f. JRCERT Site Visit, St. Mary's Medical Center Radiology Program (November 21-22, 2013);
- g. JRCERT Site Visit, WVUH MRI Program (January 23-24, 2014).



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## December 2, 2013 Safety Committee Report

1. **Office Safety**
  - a. No accidents or injuries to report.
  
2. **FLEET Management**
  - a. No accidents or injuries to report.

Staff members are commended by the Board for their dedication to assuring continued safety.



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## **EMERGENCY BOARD MEETING**

February 20, 2014  
Conference Call

### **Members Present**

Eva Hallis, Board Secretary  
Alice Belmont  
Tuanya Layton

### **Members Excused**

Nancy Oughton, Board Chair

### **Office Staff**

Nancy Godby, Executive Director  
Sharon Bleau, Office Secretary  
Katherine Campbell, Attorney

#### **I. CALL MEETING TO ORDER**

The meeting was called to order at 12:09pm by Eva Hallis, Board Secretary in the absence of the Board Chair who was unable to attend due to a work schedule conflict. The meeting is being held via Conference Call through (**Simple Toll Free**) with public access to attend at the Board Office, 1715 Flat Top Road, Cool Ridge, WV. The conference call was opened by the Executive Director at 11:56:28am as noted on the conference call detail report and statement from the Simple Toll Free Statement.

#### **II. RECOGNIZE GUESTS**

The Board recognized Jason Frame, Director of the Radiation Toxics and Indoor Air Division, Radiological Health Program as a guest attending at the Board Office.

#### **III. ESTABLISH QUORUM**

Ms. Hallis established that a quorum was present for the Conference Call.

#### **IV. APPROVE AGENDA**

A motion was made by Alice Belmont to accept the Agenda as presented, Tuanya Layton seconded, and the motion was approved by the Board.

#### **V. REVIEW SENATE BILL 617**

Board members in attendance reviewed the proposal introduced by Senator Ron Stollings on February 17, 2014 that would eliminate the West Virginia Medical Imaging & Radiation Therapy Technology Board of Examiners (**Board**) and move oversight to the Board of Medicine, (**BOM**). Nancy Godby stated that she had met with Robert Knittle, Executive Director of the BOM on Tuesday, February 18, 2014 at the BOM office in Charleston to discuss the proposed legislation. During that meeting Mr. Knittle stated that he was completely surprised by the introduction of this legislation, that he had not been contacted or consulted prior to the introduction, and that the BOM had no interest in overseeing any professional practices other than that of medicine. Mr. Knittle recommended that the Board send a letter of opposition to the Chair and Vice Chair of the Government Organization Committee from the Board Chair. Mr. Knittle also advised to continue to monitor for additional activity. Board Members discussed that there is only



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one person signing the proposed bill (Senator Stollings), and it was noted that according to the WV Legislature website there has been no activity on this proposal since it was introduced on February 18, 2014.

After discussion, it was determined that letters would be emailed and mailed to the Chair and Vice Chair of Government Organization Committee in opposition to the proposed legislation.

#### **VI. \*APPROVE LETTER**

Ms. Godby began the discussion of a draft letter that she had prepared and distributed in advance of the meeting. Revisions were made to the draft with input from all attendees. A motion was made by Ms. Layton to accept the letter with the revisions discussed and send to the Chair and Vice Chair of the Government Organization Committee by email and mail. Discussion was held as to whether or not Nancy Oughton would be acceptable to the modifications to the draft letter. Ms. Godby indicated that she had received an email from Ms. Oughton indicating that she would accept any modifications and would not object to having the letter distributed in her absence at this meeting. The email will be sent from Ms. Godby's wv.gov email address on Ms. Oughton's behalf with "cc" to Ms. Oughton. After discussion, Ms. Belmont seconded the motion made by Ms. Layton to accept the letter, and the motion was approved by the Board.

Board members discussed how best to address any questions that may come to them from the public. It was decided that Board members could answer any factual questions without speaking for the Board itself. Board members could also direct any questions to the Board Office.

Additional discussion was held regarding how best to get information to licensees. Ms. Godby was directed to place a notice on the Board's website alerting licensees of pending legislation. Ms. Godby was also directed to send an email to the American Registry of Radiologic Technologists (**ARRT**) and the American Society of Radiologic Technologists (**ASRT**) alerting these two organizations to the pending legislation.

#### **VII. \*ADJORN**

Ms. Hallis called for a motion to adjourn the meeting. Ms. Layton made the motion to adjourn, Ms. Belmont seconded, and the motion was approved by the Board. The Executive Director ended the meeting via conference call at 1:11:30pm as detailed on the conference call detail report and statement from the Simple Toll Free Statement.

Minutes prepared and submitted for consideration by Nancy Godby, Executive Director.  
Minutes approved without modifications, March 13, 2014 Board Meeting.



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**BOARD MEETING**  
March 13, 2014  
Braxton County Technology Center, Sutton WV

**Members Present**

Nancy Oughton, Board Chair  
Eva Hallis, Board Secretary  
Alice Belmont-(via Telephone)  
Tuanya Layton

**Members Excused**

**Office Staff**

Nancy Godby, Executive Director  
Sharon Bleau, Office Secretary  
Katherine Campbell, Attorney

**I. CALL MEETING TO ORDER**

The meeting was called to order at 5:00pm by Nancy Oughton, Board Chair at the Braxton County Technology Center in Sutton, WV.

**II. RECOGNIZE GUESTS**

There were no guests in attendance at the Board Meeting.

**III. ESTABLISH QUORUM**

Ms. Oughton established that a quorum was present, noting that Alice Belmont was attending by telephone.

**IV. ACCEPT AGENDA**

Nancy Godby indicated that the original Agenda was revised and posted on March 11, 2014. A motion was made by Tuanya Layton to accept the Agenda as presented; Eva Hallis seconded; and the motion was approved by the Board.

**V. APPROVAL OF MEETING MINUTES**

1. **December 2, 2013:** A motion was made by Ms. Layton to accept the Meeting Minutes for the December 2, 2013 Board Meeting; Ms. Belmont seconded; and the motion was approved by the Board.
2. **February 20, 2014, (Conference Call):** A motion was made by Ms. Layton to accept the Conference Call Meeting Minutes for the February 20, 2014 Board Meeting; Ms. Belmont seconded; and the motion was approved by the Board.



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## VI. OLD BUSINESS

1. **Ethics and Consent Agreement Updates:** Ms. Godby provided the Board with an update of the following Ethics and Consent Agreements:
  - a. **03-FY-2013, Brenda Tonkin:** Ms. Tonkin has completed the required Category-A CEU elements of her Consent Agreement. Ms. Tonkin remains on Probation through April 18, 2015.
  - b. **02-FY-2014, Michelle Hinerman:** Ms. Hinerman has completed all elements of her Consent Agreement and paid both the Fine and Administrative Fee. This case is now closed and requires no further action.
  - c. **10-FY-2014, Ernesto Stuart:** Mr. Stuart has completed all elements of his Consent Agreement and paid both the Fine and Administrative Fee. This case is now closed and requires no further action.
  - d. **11-FY-2014, Joshua Morgan:** Mr. Morgan has completed all elements of his Consent Agreement and paid both the Fine and Administrative Fee. This case is now closed and requires no further action.
2. **Board Candidate Update:** Ms. Godby provided the Board with a letter of interest and resume for a Radiation Therapy candidate, and informed the Board that there has been no action from the Governor's office related to the submission of candidates for the vacant Board positions. Ms. Godby stated that a Resolution was discussed on Legislature Live regarding appointments, but there were no details provided related to Board appointments.
3. **WV Oasis Update:** Ms. Godby provided the Board with copies of the November 2013 through March 2014 WV Oasis Newsletters. Ms. Godby stated that meetings continue and that the Agency continues to meet all deadlines for submission of information. There was no action needed for this update. Additional information will be provided at the next Board Meeting.
4. **Legislative Audit Update:** Ms. Godby provided the Board with a verbal report of her meeting with members of the Legislative Auditor's office on February 25, 2014. There was no action needed for this update.



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## VII. NEW BUSINESS

1. **Ethics Committee:** Ms. Oughton and Ms. Layton served as the Ethics Committee. The following cases were reviewed, and (for some cases as noted), licensees met informally with the Committee. Ms. Layton provided recommendations from the Ethics Committee, as follows:
  - a. **04-FY-2014, Complaint - Termination for gross misconduct, including theft and violation of facility behavior standards:** After review of all the available information, the Ethics Committee found no probable cause, and recommends dismissal of this complaint. Ms. Hallis made a motion to accept the recommendation of the Ethics Committee; Ms. Belmont seconded; and the motion was approved by the Board.
  - b. **07-FY-2014, Practice Violation-Performing Imaging with a Lapsed License:** After review of all the available information, the Ethics Committee recommends that the Board accept a settlement that will be negotiated by the attorney appointed by the Board of Risk & Insurance Management (**BRIM**). Ms. Hallis made a motion to accept the recommendation of the Ethics Committee; Ms. Belmont seconded; and the motion was approved by the Board.
  - c. **09-FY-2014, Practice Violation- Performing Imaging with a Lapsed License:** After an informal meeting with this licensee and review of all the available information, the Ethics Committee found probable cause, and recommends that the Board offer the Standard Consent Agreement for performing imaging with a lapsed license to include \$100.00 fine and \$100.00 administrative fee. Ms. Belmont made a motion to accept the recommendation of the Ethics Committee; Ms. Hallis seconded; and the motion was approved by the Board.
  - d. **14-FY-2014, Complaint- Alleged Unprofessional Conduct:** After careful review of all the available information submitted by all parties, the Ethics Committee found no probable cause and recommends that the Board dismiss this complaint. Ms. Belmont made a motion to accept the recommendation of the Ethics Committee; Ms. Hallis seconded; and the motion was approved by the Board.



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- e. **15-FY-2014, Practice Violation- Performing Imaging with a Lapsed License:** After an informal meeting with this licensee and the employer and review of all the available information, the Ethics Committee found probable cause and recommends that the Board offer the Standard Consent Agreement for performing imaging with a lapsed license to include \$100.00 fine and \$100.00 administrative fee. Ms. Hallis made a motion to accept the recommendation of the Ethics Committee; Ms. Belmont seconded; and the motion was approved by the Board.
  - f. **16-FY-2014, Practice Violation- Performing Imaging with a Lapsed License:** After an informal meeting with this licensee and the employer, (via telephone), and review of all the available information, the Ethics Committee found probable cause and recommends that the Board offer the Standard Consent Agreement for performing Radiation Therapy with a lapsed license to include \$100.00 fine and \$100.00 administrative fee. Ms. Hallis made a motion to accept the recommendation of the Ethics Committee; Ms. Belmont seconded; and the motion was approved by the Board.
2. **Financial Report:** Sharon Bleau presented a summary of the Financial Statements for November 2013; December 2013; January 2014; and February 2014. Ms. Bleau also presented a summary of Purchase Card (P-Card) transactions for the same period of time. Ms. Godby provided a year to date snapshot of revenue and expenses for review. After discussion, Ms. Belmont made a motion to accept the financial report as presented; Ms. Layton seconded; and the motion was approved by the Board.
- (Note: A copy of the Financial Statements follow as attachment).*
3. **Executive Director Report:** Ms. Godby provided a verbal summary of the report of activities for December 2013 through February 2014. After discussion, Ms. Layton made a motion to accept the Executive Director Report; Ms. Hallis seconded; and the motion was approved by the Board.

*(Note: A copy of the Executive Director Report follows as attachment).*



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4. **Board Member Concerns:** There were no concerns offered for discussion, and no additional action was required.
5. **Joint Review Committee on Education in Radiologic Technology (JRCERT) Summary Report:** Ms. Godby provided a summary of the information received from the Joint Review Committee on Education in Radiologic Technology (JRCERT). Ms. Godby informed the Board that there are no issues within the summary in need of additional action by the Board at this time. Ms. Godby informed the Board that the findings from recent JRCERT Site Visits to United Hospital Center, St. Mary's Medical Center, and West Virginia University Hospital MRI Program are pending a final report from JRCERT. This item did not require a vote, and no further action was needed.
6. **Safety Committee Report:** Ms. Layton presented the March 13, 2014 Safety Committee Report on behalf of the Agency. There were no accidents or injuries to report, and staff members are commended for their dedication to assuring continued safety. After discussion, Ms. Belmont made a motion to accept the Safety Committee Report; Ms. Hallis seconded; and the motion was approved by the Board.  
  
*(Note: A copy of the Safety Committee Report follows as attachment).*
7. **Alternate Schedule Policy:** Ms. Godby informed the Board that a recommendation had been made during a recent Association of Boards WV Oasis Workshop to prepare a policy for Compensatory (COMP) time, Holiday Bank time, and Schedule Adjustment time. Ms. Godby presented the Alternate Schedule Policy for review and consideration by the Board. Ms. Layton noted that there is a typographical error on page two, and Ms. Godby will correct this error. After discussion, Ms. Layton made a motion to approve the Alternate Schedule Policy as written with the correction noted; Ms. Belmont seconded; and the motion was approved by the Board.
8. **ARRT Updates:** Ms. Godby provided information from the American Registry of Radiologic Technologists (ARRT) regarding upcoming changes to Certification requirements and Task Inventories. There was no action needed for this update. Ms. Godby also provided the Board with information regarding the Northwest Commission on Colleges and Universities (NWCCU) that has requested the Board to recognize their accreditation. Ms. Godby indicated she has verified that NWCCU is recognized by the ARRT. After discussion, Ms. Hallis made a motion to follow the process of the ARRT and accept NWCCU's accreditation; Ms. Layton seconded; and the motion was approved by the Board.



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9. **November 11, 2011 Board Minutes:** Ms. Godby informed the Board that Grady Bowyer had identified an error in the November 11, 2011 Board Meeting Minutes that incorrectly indicated attendance by the Office Staff, (Grady Bowyer, Randy Fink, and Kate Campbell). Ms. Godby stated that she was not in attendance for the entire meeting as this was the day of interviews that took place on Veterans Day, which is a State Holiday. After discussion, Ms. Belmont made a motion to amend the November 11, 2011 Board Minutes indicate that the Office Staff Members were not present due to the WV State Holiday; Ms. Hallis seconded; and the motion was approved by the Board. Ms. Godby was instructed to determine if there is a mechanism available to allow the Board to resubmit the FY-2013 Annual Report with a copy of the newly revised minutes.
  
10. **Educational Conferences:**
  - a. **2014 CLEAR Midyear Meeting, update:** Ms. Godby provided the Board with a verbal summary of the report she provided for the 2014 CLEAR Midyear Meeting to include a copy of the upcoming Conference Matrix. This item did not require a vote and no further action was needed.
  
  - b. **2014 CRCPD Conference, May in Atlanta GA:** Ms. Godby provided Conference Travel Request Form for consideration. After review of all the available information and discussion, Ms. Belmont made a motion that Ms. Godby not attend this meeting; Ms. Layton seconded; and the motion was approved by the Board.
  
  - c. **2014 ASRT Conference, June 26-29 in Orlando FL:** Ms. Godby provided Conference Travel Request Form for consideration and noted that to date there is \$9,011.62 remaining for the FY-2014 travel budget. After review of all the available information and discussion, the Board took no action on this request.
  
  - d. **2014 WVSRT Conference, October 9-12:** Ms. Godby provided Conference Travel Request Form for consideration. After review of all the available information and discussion, the Board took no action; requested that Ms. Godby contact the WVSRT to determine if they would be asking her to provide a presentation; and asked that Ms. Godby provide an update at the next Board Meeting.



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- VIII. Outstanding Items for discussion-decisions:** Nancy Godby opened the discussion of consideration of the renewal of the lease for the Board Office in Cool Ridge. Ms. Godby provided a copy of the proposed lease renewal document and relayed to the Board her email communication with the Real Estate Division (**RED**) regarding the request of the property owner to increase the monthly lease from \$350.00 to \$400.00. Ms. Godby stated that RED did not believe it to be an unrealistic request as this is the first increase since 1997. Additionally, the property owner had made numerous improvements over the past year and has agreed to make the modifications noted in the lease renewal document. Ms. Godby stated that RED verified the Board will be able to terminate the lease if the Legislature mandated a move to Charleston or eliminated the Board. After discussion, Alice Belmont made a motion to accept the renewal of the lease with the \$50.00 monthly increase; Tuanya Layton seconded; and the Board approved the motion.
- IX. Next Meeting Date and Meeting Location:** The next Board Meeting date is June 5, 2014. After discussion, Ms. Belmont made a motion to schedule the June 5, 2014 Board Meeting at the Braxton County Technology Center; Ms. Layton seconded; and the motion was approved by the Board.
- X. Adjourn:** A motion to Adjourn was made by Ms. Hallis at 7:00pm; Ms. Belmont seconded; and the motion was approved by the Board.

Minutes submitted for consideration by Nancy Godby, Executive Director and Sharon Bleau, Secretary.  
**Minutes approved with corrections, June 5, 2014.**

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**FINANCIAL STATEMENT  
NOVEMBER 2013**

Beginning Balance as of November 1, 2013:	\$226,776.13
Deposits for November:	23,385.00
<b>Total Receipts:</b>	<b>\$250,161.13</b>

**Disbursements for November:**

001 Payroll	\$6,364.60
011 SS & Medicare	474.55
012 P/E Insurance Agency	228.00
014 Workers' Compensation	174.00
016 P/E Retirement System	922.86
020 Office Expenses	136.86
022 Rent	350.00
023 Utilities	38.61
024 Telecommunications	255.30
025 Contractual and Professional	142.50
026 Travel Expenses	3,470.66
027 Computer Services	362.50
029 Vehicle Rental	409.12
031 Assoc. Dues & Prof. Memberships	315.00
038 Copy machine annual service contract	882.00
041 Cellular Charges	76.84
044 Energy Expense Motor Vehicles	139.35
047 Energy Expense Utilities	47.99
053 Postal Expenses	637.24
089 Bank Cost (Credit Cd Expenses)	517.01
160 PEIA	176.00
175 State Treasurer's Office Fees	30.00
<b>Total Disbursements:</b>	<b>\$ 16,150.99</b>

<b>Balance as of November 30, 2013:</b>	<b>\$ 234,010.14</b>
<b>Balance as of November 30, 2012:</b>	<b>\$ 210,675.29</b>
<b>Year to Year Revenue Increase:</b>	<b>\$ 23,334.85</b>

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**FINANCIAL STATEMENT  
DECEMBER 2013**

Beginning Balance as of December 1, 2013:	\$234,010.14
Deposits for December:	27,565.00
<b>Total Receipts:</b>	<b>\$261,575.14</b>

Disbursements for December:

001 Payroll	\$6,364.60
002 Per Diem	1,575.00
011 SS & Medicare	595.04
012 P/E Insurance Agency	228.00
016 P/E Retirement System	922.86
020 Office Expenses	400.52
022 Rent	350.00
023 Utilities	38.61
024 Telecommunications	274.74
025 Contractual and Professional	761.50
026 Travel Expenses	2,143.74
027 Computer Services	37.50
029 Vehicle Rental	408.35
031 Assoc. Dues & Prof. Memberships	155.00
041 Cellular Charges	76.84
042 Hospitality	145.16
044 Energy Expense Motor Vehicles	85.73
047 Energy Expense Utilities	96.12
052 Training and Development	845.00
053 Postal Expenses	193.48
089 Bank Cost (Credit Cd Expenses)	519.68
160 PEIA	176.00
175 State Treasurer's Office Fees	30.00
<b>Total Disbursements:</b>	<b>\$ 16,423.47</b>

<b>Balance as of December 31, 2013:</b>	<b>\$ 245,151.67</b>
<b>Balance as of December 31, 2012:</b>	<b>\$ 217,672.87</b>
<b>Year to Year Revenue Increase:</b>	<b>\$ 27,478.80</b>

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**FINANCIAL STATEMENT**

**JANUARY 2014**

Beginning Balance as of January 1, 2014:	\$245,151.67
Deposits for January:	<u>13,570.00</u>
<b>Total Receipts:</b>	<b>\$258,721.67</b>

**Disbursements for January:**

001 Payroll	\$6,364.60
011 SS & Medicare	474.55
012 P/E Insurance Agency	228.00
016 P/E Retirement System	922.86
020 Office Expenses	134.43
022 Rent	640.40
023 Utilities	40.56
024 Telecommunications	299.32
025 Contractual and Professional	1,057.00
026 Travel Expenses	955.41
027 Computer Services	217.50
029 Vehicle Rental	407.58
032 Insurance	506.00
041 Cellular Charges	76.84
042 Hospitality	185.13
044 Energy Expense Motor Vehicles	94.91
047 Energy Expense Utilities	165.97
052 Training and Development	240.00
053 Postal Expenses	606.61
089 Bank Cost (Credit Cd Expenses)	528.29
160 PEIA	176.00
175 State Treasurer's Office Fees	30.00
<b>Total Disbursements:</b>	<b>\$ 14,351.96</b>

<b>Balance as of January 31, 2014:</b>	<b>\$ 244,369.71</b>
<b>Balance as of January 31, 2013:</b>	<b>\$ 218,896.58</b>
<b>Year to Year Revenue Increase:</b>	<b>\$ 25,473.13</b>

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**FINANCIAL STATEMENT**

**FEBRUARY 2014**

Beginning Balance as of February 1, 2014:	\$244,369.71
Deposits for February:	9,935.00
<b>Total Receipts:</b>	<b>\$254,304.71</b>

Disbursements for February:

001 Payroll	\$6,364.60
002 Per Diem	300.00
011 SS & Medicare	497.50
012 P/E Insurance Agency	228.00
016 P/E Retirement System	922.86
022 Rent	350.00
023 Utilities	38.63
024 Telecommunications	296.79
025 Contractual and Professional	1,102.50
026 Travel Expenses	1,497.29
027 Computer Services	52.99
029 Vehicle Rental	406.81
041 Cellular Charges	76.99
044 Energy Expense Motor Vehicles	125.09
047 Energy Expense Utilities	243.16
053 Postal Expenses	711.41
089 Bank Cost (Credit Cd Expenses)	277.60
160 PEIA	176.00
175 State Treasurer's Office Fees	45.00
<b>Total Disbursements:</b>	<b>\$ 13,713.22</b>

<b>Balance as of February 28, 2014:</b>	<b>\$ 240,591.49</b>
<b>Balance as of February 28, 2013:</b>	<b>\$ 214,974.83</b>
<b>Year to Year Revenue Increase:</b>	<b>\$ 25,616.66</b>



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**Executive Director Report  
March 13, 2014 Board Meeting**

1. Inspection Report: Inspections of thirteen (26) facilities (4 hospitals and 22 other facilities) with a verification of 280 licenses were completed in the following counties during December 2013, January 2014 and February 2014:
  - Greenbrier
  - Mercer
2. Prepared and submitted information for the WV Oasis, as scheduled. The project continues on schedule with training meetings, webinars, and hands on workshops.
3. Attended Purchasing Division In-House Training December 18-19, 2013.
4. Attended the 2014 CLEAR Midyear Business Meeting in January 2014. Acted as the Chair of the Administrative Legislative Committee, (*the Chair was unable to attend at the last minute and as Vice Chair it was my responsibility to step in and oversee the meeting*). Collaborated with various sub-committees to identify the best proposals to advance to the Annual Conference Matrix.
5. Met with Legislative Auditor on February 25, 2014 to discuss actions and to gain a better understanding of the rationale behind their recommendations. Also, discussed specifics of the web site evaluation. (*Determined that the Auditor has a scoring tool that was created internally and did not have a resource for the Board to reference.*)
6. Attended the Senate Session and the Government Organization Committee Meeting on February 25, 2014. Met with Senator Kirkendoll from Logan County to discuss SB-617. Attempted to meet with Senator(s) Stollings, Snyder, Wells, and Jenkins but none were in their offices. Monitoring of legislative actions ongoing.
7. Met with Jim Kranz at the WV Hospital Association to discuss SB-617.
8. Participated (along with Tuanya Layton) in the JRCERT Site Visit at West Virginia University Hospital – MRI Program, (January 22-24, 2014). Results of the visit are pending the JRCERT official report, but the visit went well with few recommendations.
9. Worked at the Cool Ridge Office January 30 and February 10, 2014.
10. Community Service Organization Meetings, (used personal time and at personal expense):
11. PRIDE in Logan County, (Board Chair for this elder care and early childhood Community Services Organization), February 24, 2014 and ongoing monthly.



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12. Updates the website continue, and recent items added include:

- a. Updated Change Address or Employer Form;
- b. Updated Complaint Form;
- c. Added Duplicate License Request Form;
- d. Added Freedom of Information Act (FOIA) Guidance Document and Request Form;
- e. Added Name Change Request Form;
- f. Updated Disciplinary Action Sanction List;
- g. Added September 2013 Board Meeting Minutes;
- h. Updated Board Office Information and added Organizational Chart;
- i. Added January 2014 Newsletter;
- j. Added information to the LINKS option;
- k. Added Multilingual Support;
- l. Added Privacy Notice;
- m. Added Career Opportunities;
- n. Updated Disclaimer;
- o. Added HELP option;
- p. Added and updated "Pending Legislation" information to the homepage;
- q. Continuing monitoring the website and add updates as needed.

13. Upcoming Site Visits:

- a. Inspections continue for the following counties: (Barbour, Brooke, Calhoun, Hancock, Marshall, Monroe, Ohio, Preston, Raleigh, Randolph, Tyler, Wetzel, Wood).

14. Announcement of upcoming conferences and events of note:

- a. 2014 CRCPD Educational Conference, (May 2014, Atlanta GA);
- b. JRCERT Site Visitor Training and 2014 ASRT Governance Conference, (June 2014 in Orlando, FL);
- c. 2014 CLEAR Annual Educational Conference, (September 2014 in New Orleans, LA);
- d. 2014 WVSRT Annual Conference, (October 2014 in Charleston, WV).

**FY 2014 MONTHLY REVENUE & EXPENDITURES**

LINE	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	TOTALS	BUDGETED	Variance	UNDER	OVER	LINE	Description
001	\$6,307.31	\$6,364.60	\$6,364.60	\$6,364.60	\$6,364.60	\$6,364.60	\$6,364.60	\$6,364.60					\$50,859.51	\$95,000.00	\$44,140.49	\$44,140.49		001	Payroll
002	\$325.00	\$200.00	\$700.00	\$375.00	\$0.00	\$1,575.00	\$0.00	\$300.00					\$3,475.00	\$10,000.00	\$6,525.00	\$6,525.00		002	PerDiem
004	\$180.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00					\$180.00	\$180.00	\$0.00	\$0.00		004	Annual Increment
010	\$100.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00					\$100.00	\$1,000.00	\$900.00	\$900.00		010	DOP Insurance
011	\$508.81	\$489.87	\$528.11	\$503.24	\$474.55	\$595.04	\$474.55	\$497.50					\$4,071.67	\$10,000.00	\$5,928.33	\$5,928.33		011	SS & Medicare
012	\$228.00	\$228.00	\$228.00	\$228.00	\$228.00	\$228.00	\$228.00	\$228.00					\$1,824.00	\$3,000.00	\$1,176.00	\$1,176.00		012	P/E Insurance
014	\$174.00	\$0.00	\$0.00	\$0.00	\$174.00	\$0.00	\$0.00	\$0.00					\$348.00	\$1,000.00	\$652.00	\$652.00		014	Worker's COMP
016	\$940.65	\$922.86	\$922.86	\$922.86	\$922.86	\$922.86	\$922.86	\$922.86					\$7,400.67	\$15,000.00	\$7,599.33	\$7,599.33		016	P/E Retirement
020	\$4.50	\$63.98	\$21.06	\$1,249.60	\$136.86	\$400.52	\$134.43	\$0.00					\$2,010.95	\$4,000.00	\$1,989.05	\$1,989.05		020	Office Expenses
021	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00					\$0.00	\$1,500.00	\$1,500.00	\$1,500.00		021	Printing & Binding
022	\$350.00	\$350.00	\$350.00	\$425.00	\$350.00	\$350.00	\$640.40	\$350.00					\$3,165.40	\$6,500.00	\$3,334.60	\$3,334.60		022	Rent
023	\$96.28	\$38.61	\$38.61	\$38.61	\$38.61	\$38.61	\$40.56	\$38.63					\$368.52	\$1,000.00	\$631.48	\$631.48		023	Utilities
024	\$258.40	\$249.02	\$323.86	\$249.12	\$255.30	\$274.74	\$299.32	\$296.79					\$2,206.55	\$4,000.00	\$1,793.45	\$1,793.45		024	Telecommunications
025	\$0.00	\$1,406.00	\$589.00	\$931.00	\$142.50	\$761.50	\$1,057.00	\$1,102.50					\$5,989.50	\$14,000.00	\$8,010.50	\$8,010.50		025	Contract-Professional
026	\$472.83	\$382.86	\$1,918.59	\$147.00	\$3,470.66	\$2,143.74	\$955.41	\$1,497.29					\$10,988.38	\$20,000.00	\$9,011.62	\$9,011.62		026	Travel Expenses
027	\$352.80	\$43.00	\$33.50	\$39.50	\$362.50	\$37.50	\$217.50	\$52.99					\$1,139.29	\$2,500.00	\$1,360.71	\$1,360.71		027	Computers
029	\$412.17	\$411.41	\$410.65	\$409.89	\$409.12	\$408.35	\$407.58	\$406.81					\$3,275.98	\$5,888.00	\$2,612.02	\$2,612.02		029	Vehicle Rental
030	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00					\$0.00	\$500.00	\$500.00	\$500.00		030	Rentals
031	\$0.00	\$240.00	\$295.00	\$0.00	\$315.00	\$155.00	\$0.00	\$0.00					\$1,005.00	\$1,075.00	\$70.00	\$70.00		031	Assoc Dues-Feed
032	\$506.00	\$0.00	\$0.00	\$506.00	\$0.00	\$0.00	\$506.00	\$0.00					\$1,518.00	\$3,000.00	\$1,482.00	\$1,482.00		032	Fire, Auto, Bond, INS
033	\$0.00	\$0.00	\$29.48	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00					\$29.48	\$150.00	\$120.52	\$120.52		033	Food Products
034	\$0.00	\$365.73	\$0.00	-\$365.73	\$0.00	\$0.00	\$0.00	\$0.00					\$0.00	\$0.00	\$0.00	\$0.00		034	Janitorial Services
035	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00					\$0.00	\$0.00	\$0.00	\$0.00		035	Adv-Publishing
036	\$0.00	\$70.49	\$67.87	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00					\$138.36	\$1,500.00	\$1,361.64	\$1,361.64		036	Vehicle Maintenance
037	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00					\$0.00	\$0.00	\$0.00	\$0.00		037	RSH EDU Supplies
038	\$0.00	\$0.00	\$0.00	\$0.00	\$882.00	\$0.00	\$0.00	\$0.00					\$882.00	\$1,000.00	\$118.00	\$118.00		038	Main Contracts-Warr
041	\$73.72	\$76.77	\$76.77	\$76.77	\$76.84	\$46.84	\$76.84	\$76.99					\$581.54	\$1,500.00	\$918.46	\$918.46		041	Cell Phone
042	\$100.63	\$0.00	\$0.00	\$153.26	\$0.00	\$145.16	\$185.13	\$0.00					\$584.18	\$1,500.00	\$915.82	\$915.82		042	Hospitality
044	\$110.45	\$174.70	\$68.99	\$126.33	\$139.35	\$85.73	\$94.91	\$125.09					\$925.55	\$2,000.00	\$1,074.45	\$1,074.45		044	Gasoline
047	\$0.00	\$38.45	\$36.61	\$39.36	\$47.99	\$96.12	\$165.97	\$243.16					\$667.66	\$1,500.00	\$832.34	\$832.34		047	Utilities
051	\$5.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00					\$5.00	\$200.00	\$195.00	\$195.00		051	Miscellaneous
052	\$0.00	\$990.00	\$99.00	\$0.00	\$0.00	\$845.00	\$240.00	\$0.00					\$2,174.00	\$2,000.00	\$174.00	\$174.00		052	Training-Development
053	\$783.91	\$462.06	\$571.08	\$64.51	\$637.24	\$193.48	\$606.61	\$711.41					\$4,030.30	\$5,000.00	\$969.70	\$969.70		053	Postage
054	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00					\$0.00	\$1,000.00	\$1,000.00	\$1,000.00		054	Computer Supplies
058	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00					\$0.00	\$1,425.00	\$1,425.00	\$1,425.00		058	MSC Equipment
061	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00					\$0.00	\$250.00	\$250.00	\$250.00		061	Office Equip Repairs
065	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00					\$0.00	\$1,000.00	\$1,000.00	\$1,000.00		065	Vehicle Repairs
070	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00					\$0.00	\$3,000.00	\$3,000.00	\$3,000.00		070	Office Equipment
089	\$369.45	\$438.21	\$395.48	\$432.23	\$517.01	\$519.68	\$528.29	\$277.60					\$3,477.95	\$4,500.00	\$1,022.05	\$1,022.05		089	Bank Costs
110	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00					\$0.00	\$1,500.00	\$1,500.00	\$1,500.00		110	PEIA Transfer
160	\$176.00	\$176.00	\$176.00	\$176.00	\$176.00	\$176.00	\$176.00	\$176.00					\$1,408.00	\$2,112.00	\$704.00	\$704.00		160	OPEB
175	\$0.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00	\$45.00					\$225.00	\$0.00	\$225.00	\$0.00	\$225.00	175	Treasurer's Office Fee
<b>EXP.</b>	<b>\$12,835.91</b>	<b>\$14,212.62</b>	<b>\$14,275.12</b>	<b>\$13,122.15</b>	<b>\$16,150.99</b>	<b>\$16,393.47</b>	<b>\$14,351.96</b>	<b>\$13,713.22</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$115,055.44</b>	<b>\$230,280.00</b>	<b>\$115,224.56</b>	<b>49.96%</b>			
<b>REV.</b>	<b>\$23,770.00</b>	<b>\$19,580.00</b>	<b>\$21,080.00</b>	<b>\$27,910.00</b>	<b>\$23,385.00</b>	<b>\$27,565.00</b>	<b>\$13,570.00</b>	<b>\$9,935.00</b>					<b>\$166,795.00</b>	<b>\$215,204.00</b>	<b>\$48,409.00</b>				

**NOTE: \$2112.00 Reallocated from OBJ-029 to OBJ-160 on October 24, 2013 to cover new insurance fees for Secretary position.**

**Monthly Activity Report Totals  
FY-2014**

<b>FY-2014</b>	<b>JUL</b>	<b>AUG</b>	<b>SEP</b>	<b>OCT</b>	<b>NOV</b>	<b>DEC</b>	<b>JAN</b>	<b>FEB</b>	<b>MAR</b>	<b>APR</b>	<b>MAY</b>	<b>JUN</b>	<b>TOTAL</b>
<b>TRAVEL</b>													
Miles	1194	578	894	1020	683	748	823	603					<b>6543</b>
Gas Charges	\$184.19	\$72.80	\$133.20	\$147.36	\$90.67	\$101.38	\$132.94	\$78.05					<b>\$940.59</b>
<b>FACILITY INSPECTIONS</b>													
<b>FY-2014</b>	<b>JUL</b>	<b>AUG</b>	<b>SEP</b>	<b>OCT</b>	<b>NOV</b>	<b>DEC</b>	<b>JAN</b>	<b>FEB</b>	<b>MAR</b>	<b>APR</b>	<b>MAY</b>	<b>JUN</b>	<b>TOTAL</b>
Hospitals	3	1	3	3	0	2	0	2					<b>14</b>
Other Facilities	17	7	1	6	0	14	0	8					<b>53</b>
<b>TOTAL</b>	<b>20</b>	<b>8</b>	<b>4</b>	<b>9</b>	<b>0</b>	<b>16</b>	<b>0</b>	<b>10</b>					<b>67</b>
# License Reviewed	139	277	0	194	0	95	0	185					<b>890</b>

Pending Site Visits  
 March 13, 2014

	HOSP	OTHR	LIC
Berkeley			
Clay			
Calhoun	1	0	12
Doddridge		1	1
Grant			
Greenbrier			
Hampshire			
Hardy			
Jackson			
Jefferson			
Marion			
Marshall	1	10	38
Mason			
Mercer			
Mineral			
Monongalia		1	2
Monroe		5	7
Morgan			
Ohio	2	24	215
Pendleton			
Plesants		1	1
Pocohontas		1	1
Preston	1	3	16
Putnam			
Raleigh		11	16
Randolph	1	5	48
Ritchie		1	1
Roane			
Summers			
Taylor			
Tyler	1	0	6
Upshur			
Wayne			
Webster			
Wetzel	1	2	20
Wood		13	22
Wyoming			
	<b>8</b>	<b>78</b>	<b>406</b>

Hospital Inspection Log  
March 13, 2014

Name	Street	City	Zip	Phone	Survey Date	County
BECKLEY ARH HOSPITAL	306 STANAFORD ROAD	BECKLEY	25801	3042553456	6/10/2013	Raleigh
BLUEFIELD REGIONAL MEDICAL CENTER	500 CHERRY ST	BLUEFIELD	24701	3043271100	2/11/2014	Mercer
BOONE MEMORIAL HOSPITAL	701 MADISON AVENUE	MADISON	25130	3043691230	5/24/2013	Boone
BRAXTON COUNTY MEMORIAL HOSPITAL	100 HOYLMAN DRIVE	GASSAWAY	26624	3043645156	4/17/2012	Braxton
BROADDUS HOSPITAL ASSOCIATION, INC	MANSFIELD HILL P O BOX 930	PHILIPPI	26416	3044571760		Barbour
CABELL-HUNTINGTON HOSPITAL INC	1340 HAL GREER BOULEVARD	HUNTINGTON	25701	3045262000	8/9/2012	Cabell
CAMC TEAYS VALLEY HOSPITAL	1400 HOSPITAL DRIVE	HURRICANE	25526	3047571700	8/9/2012	Putnam
CAMDEN CLARK MEDICAL CENTER	800 GARFIELD AVE	PARKERSBURG	26101	3044242111	10/24/2013	Wood
CHARLESTON AREA MEDICAL CENTER	501 MORRIS STREET	CHARLESTON	25301	3043886203	9/19/2012	Kanawha
CHARLESTON AREA MEDICAL CENTER	501 MORRIS STREET	CHARLESTON	25301	3043886203	9/19/2012	Kanawha
CHARLESTON AREA MEDICAL CENTER	501 MORRIS STREET	CHARLESTON	25301	3043886203	9/19/2012	Kanawha
CHARLESTON SURGICAL HOSPITAL	1306 KANAWHA BL E	CHARLESTON	25301	3043434371	6/19/2012	Kanawha
CITY HOSPITAL	P O BOX 1418 DRY RUN ROAD	MARTINSBURG	25401	3042641000	10/25/2012	Berkeley
DAVIS MEMORIAL HOSPITAL	PO BOX 1484	ELKINS	26241	3046363300		Randolph
FAIRMONT GENERAL HOSPITAL	1325 LOCUST AVENUE	FAIRMONT	26554	3043677100	5/3/2012	Marion
GRAFTON CITY HOSPITAL	500 MARKET STREET	GRAFTON	26354	3042650400	4/12/2012	Taylor
GRANT MEMORIAL HOSPITAL	P O BOX 1019	PETERSBURG	26847	3042571026	10/24/2012	Grant
GREENBRIER VALLEY MEDICAL CENTER	202 MAPLEWOOD AVENUE PO BOX 497	RONCEVERTE	24970	3046474411	12/12/2013	Monroe
HAMPSHIRE MEMORIAL HOSPITAL	363 SUNRISE BOULEVARD	ROMNEY	26757	3048224561	10/24/2012	Hampshire
HEALTHSOUTH MOUNTAINVIEW REGIONAL REHAB HOSPITAL	1160 VAN VOORHIS ROAD	MORGANTOWN	26504	3045981100	7/16/2013	Monongalia
HEALTHSOUTH REHABILITATION HOSPITAL OF HUNTINGTON, QUALITY MOBILE IMAGING	6900 WEST COUNTRY CLUB DRIVE	HUNTINGTON	25705	3047331060	9/25/2013	Cabell
HEALTHSOUTH SOUTHERN HILLS REGIONAL REHAB, NO XRAY	120 12TH ST	PRINCETON	24740	3044878000	2/12/2014	Mercer
HEALTHSOUTH WESTERN HILLS REGIONAL REHAB HOSPITAL	#3 WESTERN HILLS DRIVE	PARKERSBURG	26105	3044201300	10/24/2013	Wood
HIGHLAND HOSPITAL	300 56TH ST SE	CHARLESTON	25304	3049261600	9/20/2012	Kanawha
JACKSON GENERAL HOSPITAL	122 PINNELL ST	RIPLEY	25271	3043722731	2/12/2013	Jackson
JEFFERSON MEMORIAL HOSPITAL	300 SOUTH PRESTON STREET	RANSON	25438	3047281600	10/23/2012	Jefferson
LOGAN REGIONAL MEDICAL CENTER	20 HOSPITAL DRIVE	LOGAN	25601	3048311350	4/30/2012	Logan
MILDRED MITCHELL-BATEMAN HOSPITAL, QUALITY MOBILE IMAGING	1530 NORWAY AVENUE	HUNTINGTON	25709	3045257801	9/25/2013	Cabell
MINNIE HAMILTON HEALTH CARE CENTER	186 HOSPITAL DRIVE	GRANTSVILLE	26147	3043549244		Calhoun
MONONGALIA COUNTY GENERAL HOSPITAL	1200 JD ANDERSON DR	MORGANTOWN	26505	3045981200	7/16/2013	Monongalia
MONTGOMERY GENERAL HOSPITAL, INC	401 SIXTH AVENUE, FAYETTE COUNTY	MONTGOMERY	25136	3044425151	7/11/2012	Kanawha
OHIO VALLEY MEDICAL CENTER	2000 EOFF STREET	WHEELING	26003	3042340123		Ohio
PETERSON REHABILITATION HOSPITAL & GERIATRIC CEN	HOMESTEAD AVENUE	WHEELING	26003	3042340500		Ohio
PLATEAU MEDICAL CENTER	430 MAIN STREET	OAK HILL	25901	3044698600	4/17/2012	Fayette
PLEASANT VALLEY HOSPITAL	2520 VALLEY DRIVE	POINT PLEASANT	25550	3046754340	2/14/2013	Mason
POCAHONTAS MEMORIAL HOSPITAL	RR BOX 52 WEST	BUCKEYE	24924	3047997400	4/25/2013	Pocahontas
POTOMAC VALLEY HOSPITAL	100 PIN OAK LANE	KEYSER	26726	3045973500	10/24/2012	Mineral
PRESTON MEMORIAL HOSPITAL	300 S PRICE STREET	KINGWOOD	26537	3043291400		Preston
PRINCETON COMMUNITY HOSPITAL	122 12TH STREET	PRINCETON	24740	3044877260	2/12/2014	Mercer
RALEIGH GENERAL HOSPITAL	1710 HARPER ROAD	BECKLEY	25801	3042564100	8/16/2012	Raleigh
REYNOLDS MEMORIAL HOSPITAL	800 WHEELING AVE	GLEN DALE	26038	3048433230		Marshall
RIVER PARK HOSPITAL, QUALITY MOBILE IMAGING	1230 SIXTH AVENUE	HUNTINGTON	25701	3045269100	9/25/2013	Cabell
ROANE GENERAL HOSPITAL	200 HOSPITAL DRIVE	SPENCER	25276	3049274444	5/16/2013	Roane
SISTERSVILLE GENERAL HOSPITAL	314 SOUTH WELLS STREET	SISTERSVILLE	26175	3046522611		Tyler
ST FRANCIS HOSPITAL	333 LAIDLEY ST	CHARLESTON	25301	3043476500	10/18/2012	Kanawha
ST JOSEPH HOSPITAL	1 AMALIA DRIVE	BUCKHANNON	26201	3044722000	5/30/2013	Upshire
ST MARY'S MEDICAL CENTER	2900 1ST AVENUE	HUNTINGTON	25701	3045261234	8/7/2012	Cabell
STONEWALL JACKSON MEM HOSP	230 HOSPITAL PLAZA	WESTON	26452	3042698080	7/26/2012	Lewis
SUMMERS COUNTY ARH HOSPITAL	TERRACE STREET P O BOX 940	HINTON	25951	3044661000	4/17/2012	Summers
SUMMERSVILLE REGIONAL MEDICAL CENTER	400 FAIRVIEW HEIGHTS ROAD	SUMMERSVILLE	26651	3048722891	4/17/2012	Nicholas
THOMAS MEMORIAL HOSPITAL	4605 MACCORKLE AVE SW	SOUTH CHARLESTON	25309	3047663600	2/20/2013	Kanawha
UNITED HOSPITAL CENTER	327 MEDICAL PARK DRIVE	BRIDGEPORT	26330	6813421000	5/4/2012	Harrison
WAR MEMORIAL HOSPITAL INC	109 WAR MEMORIAL	BERKELEY SPRINGS	25411	3042581234	10/23/2012	Morgan
WEBSTER COUNTY MEMORIAL HOSPITAL	P O BOX 312 (MILLER MOUNTAIN DRIVE)	WEBSTER SPRINGS	26288	3048475682	4/25/2013	Webster
WEIRTON MEDICAL CENTER	601 COLLIER'S WAY	WEIRTON	26062	3047976000		Hancock
WELCH COMMUNITY HOSPITAL	454 MCDOWELL STREET	WELCH	24801	3044368461	4/30/2012	McDowell
WEST VIRGINIA UNIVERSITY HOSPITALS	MEDICAL CENTER DRIVE	MORGANTOWN	26506	3045984000	8/21/2013	Monongalia
WETZEL COUNTY HOSPITAL	#3 EAST BENJAMIN DRIVE	NEW MARTINSVILLE	26155	3045558000		Wetzel
WHEELING HOSPITAL	1 MEDICAL PARK	WHEELING	26003	3042433000		Ohio
WILLIAM R SHARPE, JR HOSPITAL	936 SHARPE HOSPITAL ROAD	WESTON	26452	3042691210	NO XRAY	Lewis
WILLIAMSON MEMORIAL HOSPITAL	859 ALDERSON STREET	WILLIAMSON	25661	3042352500	4/23/2012	Mingo



WEST VIRGINIA MEDICAL IMAGING & RADIATION THERAPY TECHNOLOGY BOARD OF EXAMINERS  
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## March 13, 2014 Safety Committee Report

### 1. Office Safety

- a. No accidents or injuries to report;
- b. Batteries replaced in Smoke Detectors, January 2014;
- c. Electric heater replaced by property owner, February 10, 2014;
- d. Overhead light fixture in Executive Director's Office replaced by property owner, February 10, 2014.

### 2. FLEET Management

- a. No accidents or injuries to report;
- b. Defensive Driving Course completed by Executive Director, February 21, 2014;
- c. Defensive Driving Course completed by Secretary, February 26, 2014.

### 3. Upcoming Events

The Executive Director is registered to attend the FLEET Coordinator Training in Charleston, March 18, 2014. This is planned to be a full day of training and education, including additional information related to defensive driving and accident reporting.

Staff members are commended by the Board for their dedication to assuring continued safety.



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**BOARD MEETING**  
June 5, 2014  
Braxton County Technology Center, Sutton WV

**Members Present**

Nancy Oughton, Board Chair  
Eva Hallis, Board Secretary  
Alice Belmont  
Tuanya Layton

**Members Excused**

None

**Office Staff**

Nancy Godby, Executive Director  
Sharon Bleau, Office Secretary  
Katherine Campbell, Attorney

**I. CALL MEETING TO ORDER**

The meeting was called to order at 5:00pm by Nancy Oughton, Board Chair at the Braxton County Technology Center in Sutton, WV.

**II. RECOGNIZE GUESTS**

There were no guests in attendance at the Board Meeting.

**III. ESTABLISH QUORUM**

Ms. Oughton established a quorum with all Board Members present.

**IV. ACCEPT AGENDA**

A motion was made by Tuanya Layton to accept the Agenda as presented; Eva Hallis seconded; and the motion was approved by the Board.

**V. APPROVAL OF MEETING MINUTES**

1. **March 13, 2014:** A motion was made by Ms. Layton to accept the Meeting Minutes for the March 13, 2014 Board Meeting with corrections; Alice Belmont seconded; and the motion was approved by the Board.

**VI. OLD BUSINESS**

1. **Ethics and Consent Agreement Updates:** Ms. Godby provided the Board with an update of the following Ethics and Consent Agreements:
  - a. **09-FY-2014, Tiffany Herrington:** Ms. Herrington completed all elements of the Consent Agreement and paid both the Fine and Administrative Fee. This case is now closed and requires no further action.





## VII. NEW BUSINESS

1. **Ethics Committee:** Ms. Oughton and Ms. Hallis served as the Ethics Committee. Ms. Hallis provided recommendations on behalf of the Ethics Committee, as follows:
  - a. **ARRT Sanction List:** Ms. Godby provided a report of recent sanctions issued by the ARRT. None of the individuals had a WV Medical Imaging License. There was no action needed for this Agenda item.
  - b. **ASPMA Recertification:** Ms. Godby and Kate Campbell provided information and a verbal summary regarding a recent situation related to verification of Continuing Education Credits (CEU) for Podiatry Assistants by the American Society of Podiatric Medical Assistants (ASPMA). Ms. Hallis reported that the Ethics Committee recommended acceptance of submission of a current ASPMA card and a copy of completed CEU's while awaiting final approval of credits by the ASPMA to allow for renewal of the Podiatry Permit. The Podiatry Assistant would be required to submit a copy of their Certificate from the ASPMA. After discussion, a motion was made by Ms. Belmont to accept the recommendation of the Ethics Committee; Ms. Layton seconded; and the motion was approved by the Board.
  - c. **Epi-Pen:** Ms. Godby provided information regarding a recent request from a WV Hospital to allow Radiologic Technologists to administer Epi-Pen medication. Ms. Hallis reported that the Ethics Committee recommended rejection of this request. After review of all the available information and discussion, Ms. Layton made a motion to accept the recommendation of the Ethics Committee; Ms. Belmont seconded; and the motion was approved by the Board.
  - d. **07-FY-2014, Practice Violation-Performing Imaging with a Lapsed License:** Ms. Hallis reported that the Ethics Committee made a recommendation to accept the modified Consent Agreement to include a fine of \$200.00. After review and discussion, Ms. Belmont made a motion to accept the recommendation of the Ethics Committee; Ms. Layton seconded; and the motion was approved by the Board.



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- e. **12-FY-2014, Practice Violation-Performing Imaging with a Lapsed License:** Ms. Hallis reported that the Ethics Committee found probable cause, and recommended that the Board offer the Standard Consent Agreement for performing imaging with a lapsed license to include \$100.00 fine and \$100.00 administrative fee. Ms. Belmont made a motion to accept the recommendation of the Ethics Committee; Ms. Layton seconded; and the motion was approved by the Board.
- f. **13-FY-2014, Practice Violation- Performing Imaging with a Lapsed License:** Ms. Hallis reported that the Ethics Committee found probable cause, and recommended that the Board offer the Standard Consent Agreement for performing imaging with a lapsed license to include \$100.00 fine and \$100.00 administrative fee. Ms. Belmont made a motion to accept the recommendation of the Ethics Committee; Ms. Layton seconded; and the motion was approved by the Board.
- g. **17-FY-2014, Practice Violation- Performing Imaging with a Lapsed License:** Ms. Hallis reported that the Ethics Committee found probable cause, and recommended that the Board offer the Standard Consent Agreement for performing imaging with a lapsed license to include \$100.00 fine and \$100.00 administrative fee. Ms. Layton made a motion to accept the recommendation of the Ethics Committee; Ms. Belmont seconded; and the motion was approved by the Board.
- h. **18-FY-2014, Complaint Against Licensee:** Ms. Hallis reported that the Ethics Committee recommended additional information be requested through Subpoena of investigation documents from the employer in this case. Ms. Layton made a motion to accept the recommendation of the Ethics Committee; Ms. Belmont seconded; and the motion was approved by the Board.



**WEST VIRGINIA MEDICAL IMAGING & RADIATION THERAPY TECHNOLOGY BOARD OF EXAMINERS**  
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Phone: 304-787-4398 / Fax: 304-787-3030 / Email: [wvrtboe@suddenlinkmail.com](mailto:wvrtboe@suddenlinkmail.com)

- 2. Financial Report:** Sharon Bleau presented a summary of the Financial Statements for March 2014; April 2014; and May 2014. Ms. Bleau also presented a summary of Purchase Card (P-Card) transactions for the same period of time. Ms. Godby provided a year to date spreadsheet of revenue and expenses for review. After discussion, Ms. Belmont made a motion to accept the financial report as presented; Ms. Hallis seconded; and the motion was approved by the Board.

*(Note: A copy of the Financial Statements follows as an attachment).*

- 3. FY-2015 Budget:** Ms. Godby provided a copy of documents submitted on behalf of the Board for the 2015 Fiscal Year Budget. After review and discussion, Ms. Layton made a motion to accept and approve the FY-2015 Budget as submitted; Ms. Belmont seconded; and the motion was approved by the Board.

*(Note: A copy of the FY-2015 Budget follows as an attachment).*

- 4. Executive Director Report:** Ms. Godby provided a verbal summary of the Monthly report of activities for March 2014 through May 2014. Ms. Godby also provided a report of FY-2014 activities toward completion of her performance standards Work Plan. After discussion, Ms. Layton made a motion to accept the Executive Director Report with corrections; Ms. Hallis seconded; and the motion was approved by the Board.

*(Note: A copy of the Executive Director Report follows as an attachment).*

- 5. Joint Review Committee on Education in Radiologic Technology (JRCERT) Summary Report:** Ms. Godby provided a summary of the information received from the JRCERT. Ms. Godby informed the Board that St. Mary's Medical Center had been awarded eight (8) years of Certification following the November 2013 site visit. There was no action needed for this Agenda item.

- 6. Safety Committee Report:** Ms. Layton presented the June 5, 2014 Safety Committee Report on behalf of the Agency. Repairs were made by the property owner in compliance with the lease agreement. Fleet training was completed on March 18, 2014 by the Executive Director. There were no accidents or injuries to report, and staff members are commended for their dedication to ensuring continued safety. After discussion, Ms. Belmont made a motion to accept the Safety Committee Report; Ms. Hallis seconded; and the motion was approved by the Board.

*(Note: A copy of the Safety Committee Report follows as an attachment).*



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- 7. CAMC Teays Valley Sheath Program:** Ms. Godby informed the Board that a new application had been received from Charleston Area Medical Center (**CAMC**) Teays Valley for their Sheath Program. The submitted documents were provided to Board Members in advance of the Board Meeting. All elements required by the Board were satisfied in the application. After discussion, Ms. Belmont made a motion to accept the application and grant permission to CAMC Teays Valley for their Sheath Program; Ms. Hallis seconded; and the motion was approved by the Board. Ms. Layton abstained.
- 8. CLEAR Board Member Training Report:** Ms. Belmont presented a summary of her attendance at the CLEAR Board Member Training held in November 2013. There was no action needed for this Agenda item.
- 9. Society of Nuclear Medicine & Molecular Imaging Mid-Year Meeting Report:** Ms. Layton presented a summary of her attendance at the Society of Nuclear Medicine & Molecular Imaging Mid-Year Meeting held in February 2014. There was no action needed for this Agenda item.
- 10. Appalachian Association of Nuclear Medicine Technologists (AANMT) Meeting Report:** Ms. Godby presented a summary of her two PowerPoint presentations at the Annual AANMT meeting held in March 2014. There was no action needed for this Agenda item.
- 11. Conferences:**

  - a. 2014 WVSRT Conference, October 9-12:** Ms. Godby provided a Conference Travel Request Form for consideration and indicated that she has yet to be approached by WVSRT to present at the Conference. Ms. Hallis indicated the date has been modified to October 9-11 and that the West Virginia Society of Radiologic Technologists (**WVSRT**) has not finalized the program. After review of all the available information and discussion, Ms. Belmont made a motion to approve Ms. Godby's request to attend the Annual WVSRT Conference; Ms. Layton seconded; and the motion was approved by the Board. Ms. Hallis abstained.
  - b. 2015 Federation of Association of Boards Seminar, October 2-4 in MD:** Ms. Godby provided a Conference Travel Request Form and Conference information for consideration for the Annual Federation of Association of Boards (FARB) Seminar, stating that the attendee could be either herself or Ms. Campbell. After discussion, Ms. Layton made a motion to approve the request to send a representative of the Board to this Conference; Ms. Hallis seconded; and the motion was approved by the Board.



**VIII. Board Staff Performance Evaluation and Performance Merit Increase:**

A motion was made by Ms. Belmont at 7:30pm to go into Executive Session to discuss matters of Personnel. Ms. Layton seconded, and the motion was approved by the Board.

A motion was made by Ms. Belmont at 8:25pm to come out of Executive Session. Ms. Layton seconded, and the motion was approved by the Board.

A motion was made by Ms. Layton to accept the Performance Evaluation of Nancy A. Godby with revisions related to the review of the goals, results, and pay increase to be discussed with Ms. Godby by Ms. Oughton. Ms. Belmont seconded, and the motion was approved by the Board. The evaluation indicated an overall rating score of 2.378, which equates to a pay percentage increase of 3%.

A motion was made by Ms. Belmont to accept the Performance Evaluation and recommended promotion of Sharon E. Bleau from the title of Secretary to the title of "Administrative Secretary" as prepared by Ms. Godby. Ms. Hallis seconded, and the motion was approved by the Board. The evaluation indicated an overall rating score of 3.000, which equates to a pay percentage increase of 4%."

- IX. Election of Officers:** Ms. Godby requested that the Board consider delaying election of officers to the next Board Meeting. After discussion, Ms. Belmont made a motion to table the election of officers and discuss at the next Board Meeting; Ms. Layton seconded; and the motion was approved by the Board.
- X. Next Board Meeting Date and Location Determination:** The next Board Meeting date is August 21, 2014. After discussion, Ms. Belmont made a motion to schedule the August 21, 2014 Board Meeting at the Braxton County Technology Center; Ms. Layton seconded; and the motion was approved by the Board.
- XI. Adjourn:** A motion to Adjourn was made by Ms. Belmont at 8:45pm; Ms. Hallis seconded; and the motion was approved by the Board.

Minutes prepared and submitted for consideration by Nancy Godby, Executive Director and Sharon Bleau, Secretary.

**Final Minutes, approved with corrections, August 21, 2014.**

**WEST VIRGINIA MEDICAL IMAGING & RADIATION**

**TECHNOLOGY BOARD OF EXAMINERS**

**1715 FLAT TOP ROAD PO BOX 638**

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**FINANCIAL STATEMENT**

**MARCH 2014**

Beginning Balance as of March 1, 2014:	\$240,591.49
Deposits for March:	9,980.00
<b>Total Receipts:</b>	<b>\$250,571.49</b>

**Disbursements for March:**

001 Payroll	\$6,364.60
002 Per Diem	1,075.00
011 SS & Medicare	556.79
012 P/E Insurance Agency	228.00
016 P/E Retirement System	922.86
020 Office Expenses	553.96
022 Rent	350.00
023 Utilities	38.63
024 Telecommunications	325.83
025 Contractual and Professional	160.00
026 Travel Expenses	2,185.24
027 Computer Services	36.50
029 Vehicle Rental	558.64
033 Food Products	14.74
036 Vehicle Operating Expense	52.49
041 Cellular Charges	76.99
044 Energy Expense Motor Vehicles	101.11
047 Energy Expense Utilities	247.30
053 Postal Expenses	69.91
089 Bank Cost (Credit Cd Expenses)	198.16
160 PEIA	176.00
175 State Treasurer's Office Fees	45.00

**Total Disbursements: \$ 14,337.75**

**Balance as of March 31, 2014: \$ 236,233.74**

**Balance as of March 31, 2013: \$ 206,004.64**

**Year to Year Revenue Increase: \$ 30,229.10**

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**FINANCIAL STATEMENT**

**APRIL 2014**

Beginning Balance as of April 1, 2014:	\$236,233.74
Deposits for April:	<u>9,240.00</u>
<b>Total Receipts:</b>	<b>\$245,473.74</b>

**Disbursements for April:**

001 Payroll	\$6,364.60
002 Per Diem	50.00
011 SS & Medicare	478.38
012 P/E Insurance Agency	228.00
015 Unemployment Compensation	20.43
016 P/E Retirement System	922.86
020 Office Expenses	139.95
021 Printing	345.42
022 Rent	350.00
023 Utilities	38.63
024 Telecommunications	302.40
025 Contractual and Professional	891.50
026 Travel Expenses	591.29
027 Computer Services	34.50
029 Vehicle Rental	405.27
032 Insurance	504.00
041 Cellular Charges	76.99
042 Hospitality	69.86
044 Energy Expense Motor Vehicles	215.23
047 Energy Expense Utilities	202.79
053 Postal Expenses	214.42
089 Bank Cost (Credit Cd Expenses)	209.05
160 PEIA	176.00
175 State Treasurer's Office Fees	30.00
<b>Total Disbursements:</b>	<b>\$ 12,861.57</b>

**Balance as of April 30, 2014: \$ 232,612.17**

**Balance as of April 30, 2013: \$ 198,664.16**

**Year to Year Revenue Increase: \$ 33,948.01**

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**FINANCIAL STATEMENT**

**MAY 2014**

Beginning Balance as of May 1, 2014: \$232,612.17  
Deposits for May: 11,495.00  
**Total Receipts: \$244,107.17**

**Disbursements for May:**

001 Payroll	\$6,364.60
011 SS & Medicare	474.55
012 P/E Insurance Agency	228.00
016 P/E Retirement System	922.86
020 Office Expenses	478.69
021 Printing	71.87
022 Rent	400.00
023 Utilities	38.63
024 Telecommunications	304.17
025 Contractual and Professional	2,318.00
026 Travel Expenses	682.60
027 Computer Services	41.50
033 Food Products	14.74
041 Cellular Charges	77.01
042 Hospitality	3.13
044 Energy Expense Motor Vehicles	142.96
047 Energy Expense Utilities	165.60
053 Postal Expenses	734.35
054 Computer Supplies & Equipment	79.99
089 Bank Cost (Credit Cd Expenses)	187.80
110 PEIA 1% Transfer	764.00
160 PEIA	176.00
175 State Treasurer's Office Fees	30.00
<b>Total Disbursements:</b>	<b>\$ 14,701.05</b>

**Balance as of May 31, 2014: \$ 229,406.12**

**Balance as of May 31, 2013: \$ 189,154.06**

**Year to Year Revenue Increase: \$ 40,252.06**

Report ID: WV-AB-ES-001  
Run Date: 04/24/2014  
Run Time: 3:11:03 PM

State of West Virginia  
wvOASIS  
Expenditure Schedule



DEPARTMENT 0915 MEDICAL IMAGING & RADIATION THERAPY TECH BOE  
UNIT 0915-0915 MEDICAL IMAGING & RADIATION THERAPY TECH BOE  
FUND CLASS SPEC - SPECIAL REVENUE  
FUND 8543 BD OF EXAMINERS MEDICAL IMAGING TECHNOLOGY FUND

APPROPRIATION 09900 UNCLASSIFIED

Budget Object	Budget Object Name	Sub-Object	Sub-Object Name	Current Year	Expenditure Schedule
1200	PERS SERVICE(W/ PR DEDUC)			95,000.00	95,000.00
1201	PERS SERV(W/O PR DEDUCT)			10,000.00	10,000.00
1206	ANNUAL INCREMENT			180.00	240.00
2200	PEIA FEES			1,000.00	1,000.00
2202	SOCIAL SECURITY MATCHING			10,000.00	10,000.00
2203	PUBLIC EMPLOYEES INS			3,000.00	4,740.00
2205	WORKERS COMPENSATION			1,000.00	500.00
2206	UNEMPLOYMENT COMPENSATION			0.00	500.00
2207	PENSION AND RETIREMENT			15,000.00	15,000.00
2208	WV OPEB CONTRIBUTION			2,112.00	2,137.00
3200	OFFICE EXPENSES			4,000.00	4,000.00
3201	PRINTING AND BINDING			1,500.00	1,500.00
3202	RENT EXP (REAL PROP) BLDG			6,500.00	6,500.00
3203	UTILITIES			1,000.00	1,000.00
3204	TELECOMMUNICATIONS			4,000.00	3,500.00
3206	CONTRACTURAL SERVICES			14,000.00	13,800.00
3207	PROFESSIONAL SERVICES			0.00	500.00

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State of West Virginia  
wvOASIS  
Expenditure Schedule



APPROPRIATION 09900 UNCLASSIFIED

Budget Object	Budget Object Name	Sub-Object	Sub-Object Name	Current Year	Expenditure Schedule
3211	TRAVEL EMPLOYEE			20,000.00	20,000.00
3213	COMPUTER SERVICES INTERNAL			2,500.00	2,000.00
3216	VEHICLE RENTAL			5,888.00	5,888.00
3217	RENTAL (MACHINE & MISC)			500.00	500.00
3218	ASSOC DUES & PROF MEMBERS			1,075.00	1,075.00
3219	FIRE/AUTO/BOND/ & OTHR IN			3,000.00	3,000.00
3220	FOOD PRODUCTS			150.00	125.00
3221	SUPPLIES-CLOTHING			150.00	125.00
3224	ADVERTISING & PROMOTIONAL			0.00	50.00
3225	VEHICLE OPERATING EXP			1,500.00	1,000.00
3226	SUPPLIES-RESEARCH			0.00	0.00
3229	ROUTINE MAINT CONTRACTS			1,000.00	1,000.00
3232	CELLULAR CHARGES			1,500.00	1,500.00
3233	HOSPITALITY			1,500.00	1,500.00
3235	ENERGY EXP MTR VEH/AIR.			2,000.00	2,000.00
3238	ENERGY EXPENSE UTILITIES			1,500.00	1,800.00
3241	MISCELLANEOUS			200.00	200.00
3242	TRAINING & DEV - IN STATE			2,000.00	2,500.00
3244	POSTAL			5,000.00	4,500.00
3245	FREIGHT			0.00	500.00
3246	SUPPLIES-COMPUTER			1,000.00	1,000.00
3252	MISC EQUIPMENT PURCHASES			1,425.00	800.00

Report ID: WV-AB-ES-001

Run Date: 04/24/2014

Run Time: 3:11:03 PM

State of West Virginia

wvOASIS

Expenditure Schedule



**APPROPRIATION 09900 UNCLASSIFIED**

Budget Object	Budget Object Name	Sub-Object	Sub-Object Name	Current Year	Expenditure Schedule
3263	BANK COSTS			4,500.00	4,500.00
3272	PEIA RESERVE TRANSFER			1,500.00	1,500.00
3296	IMPREST FUNDS			0.00	0.00
3324	STATE TREASURER OFFICE FEES			0.00	500.00
5200	OFFICE EQUIPMENT-ASSETS			3,000.00	500.00
6100	OFFICE REPAIRS			250.00	250.00
6105	VEHICLE REPAIRS			1,000.00	1,000.00
FTE	FTE COUNT			0.00	2.00
				<hr/>	
				230,430.00	229,230.00

0915-0915 MEDICAL IMAGING & RADIATION THERAPY TECH BOE

8543 BD OF EXAMINERS MEDICAL IMAGING TECHNOLOGY FUND-SPEC

Fund	Sub Fund	Unit	Approp.	Appropriation Name	Expenditure Schedule	Total Allotments	Exp Sched vs Allotments
8543	0	0915-0915	09900	UNCLASSIFIED	229,230	229,230	0
				<b>Sum:</b>	229,230	229,230	0
<b>0915-0915 MEDICAL IMAGING &amp; RADIATION THERAPY TECH BOE Total for Unit:</b>					229,230	229,230	0
<b>Grand Total for Report</b>					229,230	229,230	0

MISCELLANEOUS

0915 MEDICAL IMAGING & RADIATION THERAPY TECH BOE

8543 BD OF EXAMINERS MEDICAL IMAGING TECHNOLOGY FUND-SPEC

Fund	Dept.	Approp.	Appropriation Name	Enrolled Budget	Expenditure Schedule	Total Allotments	Enrolled vs Allotment	Enrolled vs Exp Sched.	Exp Sched vs Allotments
8543	0915	09900	UNCLASSIFIED	229,230	229,230	229,230	0	0	0
			<b>Sum:</b>	229,230	229,230	229,230	0	0	0

0915-0915 MEDICAL IMAGING & RADIATION THERAPY TECH

8543 BD OF EXAMINERS MEDICAL IMAGING TECHNOLOGY FUND-SPEC

Fund	Sub Fund	Unit	Revenue Source	Revenue Source Name	Budget Structure 91 Level 1	Budget Structure 91 Level 2	Budget Structure 91 Level 1 - Level 2
8543	0	0915-0915	6696	OTHR COLL/FEES/LIC & INCM	222,000	0	222,000
				<b>Sum:</b>	222,000	0	0

## Summary of Revenues, Expenditures and Balances

<b>MISCELLANEOUS</b>												
<b>0915 - MEDICAL IMAGING &amp; RADIATION THERAPY TECH BOE</b>												
<b>SPECIAL REVENUE (SPEC)</b>												
Fund Code	Estimated Beginning Balance	Estimated Revenue					Estimated Expenditures					Estimated Ending Balance
		1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Total	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Total	
8543 - BD OF EXAMINERS MEDICAL IMAGING TECHNOLOGY	205,000	265,000	282,000	240,000	255,000	1,042,000	75,000	75,000	57,000	22,230	229,230	197,770
<b>TOTAL SPECIAL REVENUE</b>	<b>205,000</b>	<b>265,000</b>	<b>282,000</b>	<b>240,000</b>	<b>255,000</b>	<b>1,042,000</b>	<b>75,000</b>	<b>75,000</b>	<b>57,000</b>	<b>22,230</b>	<b>229,230</b>	<b>197,770</b>

  

	Estimated Beginning Balance	Estimated Revenue					Estimated Expenditures					Estimated Ending Balance
		1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Total	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Total	
<b>TOTAL MEDICAL IMAGING &amp; RADIATION THERAPY TECH B</b>	<b>205,000</b>	<b>265,000</b>	<b>282,000</b>	<b>240,000</b>	<b>255,000</b>	<b>1,042,000</b>	<b>75,000</b>	<b>75,000</b>	<b>57,000</b>	<b>22,230</b>	<b>229,230</b>	<b>197,770</b>

## Revenue Anticipations by Quarter and Source

<b>MISCELLANEOUS</b>						
<b>0915 - MEDICAL IMAGING &amp; RADIATION THERAPY TECH BOE</b>						
<b>8543 - BD OF EXAMINERS MEDICAL IMAGING TECHNOLOGY FUND (SPECIAL REVENUE)</b>						
Fund	Revenue Source	Estimated Revenue				
		1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Total
8543	6696 - OTHR COLL/FEES/LIC & INCM	60,000	77,000	35,000	50,000	222,000
8543	EST_BEG_BALANCE - ESTIMATE BEG BALANCE					
<b>TOTAL FUND 8543 - BD OF EXAMINERS MEDICAL IMAGING TECHNOLOGY FUND</b>		<b>60,000</b>	<b>77,000</b>	<b>35,000</b>	<b>50,000</b>	<b>222,000</b>

Fund Class Total	Estimated Revenue				
	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Total
<b>TOTAL SPECIAL REVENUE (SPEC)</b>	60,000	77,000	35,000	50,000	222,000

Department Total	Estimated Revenue				
	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Total
<b>FAL 0915 - MEDICAL IMAGING &amp; RADIATION THERAPY TECH BOE</b>	60,000	77,000	35,000	50,000	222,000

## Expenditure Allotments by Quarter and Appropriation

<b>MISCELLANEOUS</b>						
<b>0915 - MEDICAL IMAGING &amp; RADIATION THERAPY TECH BOE</b>						
<b>8543 - BD OF EXAMINERS MEDICAL IMAGING TECHNOLOGY FUND (SPECIAL REVENUE)</b>						
		<b>Estimated Expenditures</b>				
<b>Fund</b>	<b>Appropriation</b>	<b>1st Quarter</b>	<b>2nd Quarter</b>	<b>3rd Quarter</b>	<b>4th Quarter</b>	<b>Total</b>
8543	09900 - UNCLASSIFIED	75,000	75,000	57,000	22,230	229,230
<b>TOTAL FUND 8543 - BD OF EXAMINERS MEDICAL IMAGING TECHNOLOGY FUND</b>		<b>75,000</b>	<b>75,000</b>	<b>57,000</b>	<b>22,230</b>	<b>229,230</b>
<b>% of Total Appropriation</b>		<b>32.72%</b>	<b>32.72%</b>	<b>24.87%</b>	<b>9.70%</b>	

	<b>Estimated Expenditures</b>				
<b>Fund Class Total</b>	<b>1st Quarter</b>	<b>2nd Quarter</b>	<b>3rd Quarter</b>	<b>4th Quarter</b>	<b>Total</b>
<b>TOTAL SPECIAL REVENUE (SPEC)</b>	75,000	75,000	57,000	22,230	229,230

	<b>Estimated Expenditures</b>				
<b>Department Total</b>	<b>1st Quarter</b>	<b>2nd Quarter</b>	<b>3rd Quarter</b>	<b>4th Quarter</b>	<b>Total</b>
<b>TOTAL 0915 - MEDICAL IMAGING &amp; RADIATION THERAPY TECH BOE</b>	75,000	75,000	57,000	22,230	229,230

## FY 2015 Personal Services Expenditure Schedule Account Summary

<b>Department:</b>		<b>0915 - MEDICAL IMAGING &amp; RADIATION THERAPY TECH BOE</b>												
<b>Cabinet:</b>		<b>MISCELLANEOUS</b>												
Account Name	Fund	FY	Dept	Appro	Source of Funds*	Personal Services (1200)	Temporary (1201)	Reimburse (1202)	Overtime (1203)	Attrition (1204)	Personal Services**	Annual Increment (1206)	Total Personal Services	Total Number of FTE
BD OF EXAMINERS MEDICAL IMAGING TECHNOLOGY FUND	8543	2015	0915	09900	05	95,000	10,000	0	0	0	105,000	240	105,240	2.00
					<b>Total</b>	95,000	10,000	0	0	0	105,000	240	105,240	2.00

\*Source of Funds: 01 - General, 02 - State Road, 03 - Federal, 04 - Appropriated Special, 05 - Non-appropriated Special, 06 - Appropriated Lottery  
 \*\*Objects 1200-1204

Report ID: WV-AB-AR14

Run Date: 04/24/2014

Run Time: 1:07:00 PM

State of West Virginia  
wvOASIS Advantage Budgeting  
Dues and Memberships



MISCELLANEOUS

MEDICAL IMAGING & RADIATION THERAPY TECH BOE

Name or Group of Association	Prior Year Actuals	Current Year Budgeted	wvOASIS no.
Annual Dues American Society of Radiologic Technologists, (ASRT)	\$0	\$150	8543 - 0915 - 09900
Annual Dues Council on Licensure, Enforcement and Regulation, (CLE	\$0	\$275	8543 - 0915 - 09900
Annual Dues WV Association of Licensing Boards	\$0	\$315	8543 - 0915 - 09900
Annual Dues WV Society of Radiologic Technologists, (WVSRT)	\$0	\$40	8543 - 0915 - 09900
Annual Dues Health Care Compliance Association, (HCCA)	\$0	\$295	8543 - 0915 - 09900
<b>Total for MEDICAL IMAGING &amp; RADIATION THERAPY TECH BOE</b>	<b>\$0</b>	<b>\$1,075</b>	
<b>Total for MISCELLANEOUS</b>	<b>\$0</b>	<b>\$1,075</b>	



**WEST VIRGINIA MEDICAL IMAGING & RADIATION THERAPY TECHNOLOGY BOARD OF EXAMINERS**

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**Executive Director Report  
June 5, 2014**

1. **Site Inspection Report:** Site inspections have now been completed for all fifty-five (55) counties and all hospitals, which exceeds the expectation for the SMART Goals developed by the Board.

**FY-2014 Inspection totals:** 26 hospitals and 117 other facilities, total 143 facilities, with 1492 licenses verified.

2. **Meetings and events attended March through May 2014:**

- a. **March 6, 2014:** Met with Board Attorney to prepare for Hearing on March 12, 2014;
- b. **Saturday, March 8, 2014:** Provided two PowerPoint Presentations, Appalachian Association of Nuclear Medicine Technologists (**AANMT**) 2014 Spring Meeting at Earl Ray Tomblin Convention Center in Logan/Chapmanville;
- c. **March 18, 2014:** FLEET Coordinator Training in Charleston;
- d. **March 19, 2014:** Association of Boards Meeting and WV Oasis Workshop, Charleston;
- e. **March 20, 2014:** Cool Ridge Office (*sign lease with property owner*), deliver signed lease to Real Estate Division (**RED**) in Charleston;
- f. **March 25, 2014:** Met with Web Master at Treasurer's Office;
- g. **March 31, 2014:** Community Service, PRIDE Board Meeting in Logan County, (Board Chair for this elder care and early childhood Community Services Organization);
- h. **April 9, 2014:** WV Oasis Budget Training in Charleston;
- i. **April 22, 2014:** WV Oasis Budget and Training Workshops;
- j. **April 28, 2014:** Community Service, PRIDE Board Meeting in Logan County, (*Board Chair for this elder care and early childhood Community Services Organization, personal time used*);
- k. **April 29, 2014:** Collaborated with Web Master at Treasurer's Office regarding pictures for the website; collaborated with Board Office Secretary to prepare a new website outline;
- l. **May 5, 2014:** 50<sup>th</sup> Anniversary Celebration for PRIDE in Logan County;
- m. **May 6, 2014:** Purchasing Division Open House and Training;
- n. **May 9, 2014:** Health Care Compliance Association (HCCA) Regional Conference, (*personal time and personal expense*);
- o. **May 12, 2013:** Worked at Cool Ridge Office;
- p. **May 14, 2014:** WV Oasis Financial Training Overview, (1 of 2);
- q. **May 15, 2014:** WV Oasis Financial Training Overview, (2 of 2);
- r. **May 19, 2014:** Monthly PRIDE Board Meeting, (*personal time used*);
- s. **May 20, 2014:** WV Oasis Training;
- t. **May 22, 2014:** Worked at Cool Ridge Office;
- u. **May 27, 2014:** WV Oasis Training;
- v. **May 28, 2014:** WV Oasis Training.



WEST VIRGINIA MEDICAL IMAGING & RADIATION THERAPY TECHNOLOGY BOARD OF EXAMINERS  
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## June 5, 2014 Safety Committee Report

### 1. Office Safety

- a. No office accidents or injuries to report;
- b. Crash bar, threshold, and weather stripping added to rear exit door by property owner (to comply with terms of lease renewal);
- c. Threshold, weather stripping, and automatic closure device replaced on the front entrance door by property owner (to comply with terms of lease renewal).

### 2. FLEET Management

- a. No accidents or injuries to report;

### 3. Safety Training

The Executive Director attended the FLEET Coordinator Training in Charleston, March 18, 2014. This was a full day of training and education.

Staff members are commended by the Board for their dedication to assuring continued safety.



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## **V. Financial Statements**

WEST VIRGINIA MEDICAL IMAGING & RADIATION

TECHNOLOGY BOARD OF EXAMINERS

1715 FLAT TOP ROAD PO BOX 638

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ANNUAL FINANCIAL STATEMENT

FISCAL YEAR 2013

Beginning Balance as of July 1, 2012:	\$172,358.85
Deposits for FY 2013:	210,034.25
<b>Total Receipts:</b>	<b>\$382,393.10</b>

Disbursements for FY 2013:

001 Payroll	\$92,516.84
002 Per Diem	4,150.00
004 Annual Increment	529.06
010 PEIA Admin. Fee	150.00
011 SS & Medicare	7,408.84
012 P/E Insurance Agency	729.00
014 Workers' Compensation	563.00
016 P/E Retirement System	12,286.22
020 Office Expenses	4,880.98
021 Printing	1,230.92
022 Rent	4,618.26
023 Utilities	803.52
024 Telecommunications	3,098.00
025 Contractual and Professional	7,387.50
026 Travel Expenses	16,594.99
027 Computer Services	1,937.68
029 Vehicle Rental	3,796.30
031 Assoc. Dues & Prof. Memberships	1,055.00
032 Liability Insurance	2,208.00
034 Household Supplies	246.04
035 Advertising & Promotions	4,343.14
036 Vehicle Maintenance	25.00
037 Research, Educ. & Medical Supplies	7.49
038 Maintenance Contracts	882.00
041 Cellular Charges	1,131.35
042 Hospitality	351.73
044 Energy Expense Motor Vehicles	1,907.75
047 Energy Expense Utilities	1,414.04
051 Miscellaneous	116.44
052 Training and Development	1,714.00
053 Postal Expenses	5,201.21
054 Computer Supplies	142.01
058 Miscellaneous Equipment	412.71
065 Vehicle Repairs	1,000.00
089 Bank Cost (Credit Cd Expenses)	4,093.15
110 PEIA Reserve Transfer	1,110.00
160 OPEB Contribution	534.00
161 Closing Imprest Fund	(65.00)

**Total Disbursements: \$ 190,511.17**

**Balance as of June 30, 2013: \$191,881.93**  
**Year to Year Revenue Increase: \$19,523.08**



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**FY 2013 ANNUAL REVENUE REPORT**

(July 1, 2012 THRU June 30, 2013)

License Renewals	2744	X	\$ 65.00	=	\$ 178,360.00
Original Licenses	258	X	\$100.00	=	\$ 25,800.00
Temporary Permits	29	X	\$ 40.00	=	\$ 1,160.00
Penalty Fees	111	X	\$ 25.00	=	\$ 2,775.00
Duplicate Licenses	15	X	\$ 15.00	=	\$ 225.00
Name Change	9	X	\$ 15.00	=	\$ 135.00
				Total:	\$ 208,455.00

Consent Agreement Administration Fees

Adams, T.	\$ 100.00
Baston, T.	\$ 100.00
Duritzza, D.	\$ 100.00
Moran, M.	\$ 100.00
Parker, A.	\$ 100.00
Pelegrin, L.	\$ 100.00
Schwartzmiller, W.	\$ 100.00
Stoneking, R.	\$ 100.00
Straight, H.	\$ 100.00
Tonkin, B.	\$ 264.25
Total:	\$ 1,164.25

Miscellaneous

Address List	\$ 50.00
WVSRT Conference Refund	\$ 200.00
State Test Fee	\$ 100.00
Closing Imprest Fund	\$ 65.00
Total:	\$ 415.00

**TOTAL: \$ 210,034.25**



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**FY - 2013 Renewal and Revenue Monthly Report**

<b>MONTH</b>	<b>Renewals</b>	<b>PERM</b>	<b>TEMP</b>	<b>Penalty</b>	<b>DUP</b>	<b>Name Change</b>	<b>Bad Check</b>	<b>Probation</b>	<b>State Test</b>	<b>Consent &amp; Misc</b>
July	301	22		8						
August	253	31	1	5		1				\$700.00
September	212	26		5	1	2				\$200.00
October	338	31		10	1	1				\$400.00
November	381	31		12						\$300.00
December	322	16		7		2				\$500.00
January	190	15		23	2					
February	134	19	1	5	5	1				\$864.25
March	118	12		12	3	1				\$1,400.00
April	124	18	2	12	2					\$50.00
May	139	18	21	3	1	1				\$2,665.00
June	232	19	4	9						\$100.00
Fines Transferred										-\$5,600.00
<b>Totals</b>	<b>2744</b>	<b>258</b>	<b>29</b>	<b>111</b>	<b>15</b>	<b>9</b>				<b>\$1,579.25</b>

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**ANNUAL FINANCIAL STATEMENT  
 FISCAL YEAR 2014**

	Beginning Balance as of July 1, 2013:	\$191,881.93
	Deposits for FY 2014:	213,750.00
Erroneous deposit to the Board's account on 6/17/14 due to an error in the State Treasurer's Office; error was corrected 7/11/14:		125.00
	<b>Total Receipts:</b>	<b>\$405,756.93</b>

Disbursements for FY 2014:

001 Payroll	\$76,317.91
002 Per Diem	5,075.00
004 Annual Increment	180.00
010 PEIA Admin. Fee	100.00
011 SS & Medicare	6,092.29
012 P/E Insurance Agency	2,736.00
014 Workers' Compensation	348.00
015 Unemployment Compensation	20.43
016 P/E Retirement System	11,092.11
020 Office Expenses	6,152.49
021 Printing	417.29
022 Rent	4,665.40
023 Utilities	542.56
024 Telecommunications	3,608.07
025 Contractual and Professional	10,195.00
026 Travel Expenses	15,795.19
027 Computer Services	1,451.90
029 Vehicle Rental	4,441.75
031 Assoc. Dues & Prof. Memberships	1,005.00
032 Liability Insurance	2,022.00
033 Food Products	58.96
036 Vehicle Maintenance	284.77
038 Maintenance Contracts	912.00
041 Cellular Charges	1,002.01
042 Hospitality	736.19
044 Energy Expense Motor Vehicles	1,512.00
047 Energy Expense Utilities	1,441.26
051 Miscellaneous	152.00
052 Training and Development	2,174.00
053 Postal Expenses	5,169.35
054 Computer Supplies	932.98
089 Bank Cost (Credit Cd Expenses)	4,316.15
110 PEIA Reserve Transfer	764.00
160 OPEB Contribution	2,112.00
175 State Treasurer's Office Fees	360.00

**Total Disbursements: \$ 174,186.06**

	<b>Balance as of June 30, 2014:</b>	<b>\$231,570.87</b>
	<b>Year to Year Revenue Increase:</b>	<b>\$39,688.94</b>



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**FY 2014 ANNUAL REVENUE REPORT**

(July 1, 2013- June 30, 2014)

License Renewals	2834	X	\$ 65.00	=	\$ 184,210.00
Original Licenses	240	X	\$100.00	=	\$ 24,000.00
Temporary Permits	34	X	\$ 40.00	=	\$ 1,360.00
Penalty Fees	109	X	\$ 25.00	=	\$ 2,725.00
Duplicate Licenses	18	X	\$ 15.00	=	\$ 270.00
Name Change	19	X	\$ 15.00	=	\$ 285.00
				Total:	\$ 212,850.00

Consent Agreement Administration Fees

Boothe, R.	\$ 100.00
Jones, S.	\$ 100.00
Petty, R.	\$ 100.00
Morgan, J.	\$ 100.00
Hinerman, M.	\$ 100.00
Stuart, E.	\$ 100.00
Dranbauer, J.	\$ 100.00
Herrington, T.	\$ 100.00
Wolfe, F.	\$ 100.00
Total:	\$ 900.00

Miscellaneous

Erroneous deposit to the Board's account on 6/17/2014 due to an error in the State Treasurer's office; error was corrected on 7/11/2014	\$ 125.00
Total:	\$ 125.00

**TOTAL: \$ 213,875.00**



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**FY - 2014 Renewal and Revenue Monthly Report**

<b>MONTH</b>	<b>Renewals</b>	<b>PERM</b>	<b>TEMP</b>	<b>Penalty</b>	<b>DUP</b>	<b>Name Change</b>	<b>Bad Check</b>	<b>Probation</b>	<b>State Test</b>	<b>Consent &amp; Misc</b>
July	311	31	3	7	2	2				\$200.00
August	257	24	0	12	4	1				\$100.00
September	277	26	1	15	1	3				
October	322	36	0	10	0	2				\$200.00
November	331	16	0	9	0	3				
December	393	14	0	15	2	1				\$400.00
January	186	13	0	6	0	2				
February	125	14	0	10	2	2				\$200.00
March	128	14	1	7	1	2				
April	120	12	0	5	1	0				\$200.00
May	138	15	19	6	1	0				\$300.00
June	256	25	10	7	4	1				\$300.00
Fines Transferred										\$1,000.00
<b>Totals</b>	<b>2834</b>	<b>240</b>	<b>34</b>	<b>109</b>	<b>18</b>	<b>19</b>				<b>\$900.00</b>



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**\*Budgeted Revenue**

2007	\$180,000.00
2008	\$196,000.00
2009	\$206,000.00
2010	\$206,200.00
2011	\$197,500.00
2012	\$210,000.00
2013	\$205,000.00
2014	\$215,204.00

**\*Budgeted expenses**

2007	\$176,303.00
2008	\$193,900.00
2009	\$206,000.00
2010	\$206,200.00
2011	\$204,630.00
2012	\$300,300.00, <i>(increased due to the retirement Executive Director and hiring of replacement).</i>
2013	\$266,150.00
2014	\$230,430.00

**\*Actual revenue**

2007	\$188,357.36
2008	\$191,390.00
2009	\$196,186.60
2010	\$202,191.50
2011	\$206,791.99
2012	\$220,180.29
2013	\$210,034.25
2014	\$213,625.00, <i>(\$213,750.00 - \$125.00 to correct revenue error in the State Auditor's Office)</i>

**\*Actual expenses**

2007	\$156,835.91
2008	\$169,455.40
2009	\$171,606.90
2010	\$183,697.58
2011	\$168,262.33
2012	\$202,479.20, <i>(increased due to the retirement of Executive Director and hiring of replacement).</i>
2013	\$190,511.17
2014	\$174,186.06



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## **VI. List of Active Licenses**



## WEST VIRGINIA MEDICAL IMAGING & RADIATION THERAPY TECHNOLOGY BOARD OF EXAMINERS

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## VI. List of Active Licensees

### Introduction

The West Virginia Medical Imaging & Radiation Therapy Technology Board of Examiners (**Board**) maintains a listing of all licensees (both active and inactive). The information compiled for the list of Active Licensees is based on a dataset prepared on July 15, 2014 and is limited to those individuals who were active at the point of data retrieval. The accuracy of information within the Board's database is dependent upon information provided by each individual licensee as well as updates made by the Board's staff members.

Based on the July 15, 2014 dataset, there were a total of 3,101 Active Licensees, of which 2,511 were listed as working within West Virginia.

This list of Active Licensees has been prepared based on the State and County provided by the Licensee. Active Licensees are listed by State and County of employment in the following manner: Employer State; Employer County; Last name; First name; WV Medical Imaging License Number; Status; Current License Date; and License Expiration Date.

The "Status" column utilizes acronyms to indicate the following:

<b>A</b>	Active WV Medical Imaging Professional
<b>AC</b>	Active Computed Tomography PET Fusion Certified
<b>B</b>	Podiatry Permit
<b>MR</b>	Magnetic Resonance Imaging Apprentice
<b>NM</b>	Nuclear Medicine Apprentice
<b>P</b>	Probationary License
<b>T</b>	Temporary Permit



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## License Verification - Site Inspections

Beginning in April 2012, the Board implemented increased oversight of license posting through site inspections to verify the licenses of Medical Imaging Professional are properly posted for each licensee.

The total Licenses verified annually beginning in 2001 through June 30, 2014 are as follows:

Fiscal Year	Total Licenses Verified
FY 2014	1492
FY 2013	2194
FY 2012 <i>(April 12, 2012 through June 30, 2012)</i>	543
FY-2012 <i>(June 30, 2011 through April 11, 2012)</i>	0
FY 2011	0
FY 2010	310
FY 2009	49
FY 2008	0
FY 2007	23
FY 2006	122
FY 2005	7
FY 2004	182
FY 2003	71
FY 2002	404
FY 2001	134

*(Source: Database documentation and monthly reports.)*

The following documents detail the total number of Active Licensees in the Database of the West Virginia Medical Imaging & Radiation Therapy Technology Board of Examiners (**Board**) for Fiscal Year 2014, and are listed by their Employer's State and County. Please note that the Employer State and Employer County are blank for those individuals currently unemployed and/or failing to list their employer information.

**West Virginia Medical Imaging Radiation Therapy Technology Board of Examiners**  
**Active Licensees Working in West Virginia**  
**Totals Listed by County of Employer**  
**2009 through 2014**

	<b>COUNTY</b>	<b>2009</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>	<b>2013</b>	<b>2014</b>
1	Barbour	10	6	13	14	13	12
2	Berkeley	34	31	54	66	69	75
3	Boone	22	18	33	14	14	14
4	Braxton	8	8	11	14	11	11
5	Brooke	11	11	30	30	28	55
6	Cabell	108	108	193	296	294	300
7	Calhoun	1	1	8	11	10	11
8	Clay	0	0	1	0	1	0
9	Doddridge	7	5	2	0	0	0
10	Fayette	44	31	62	29	27	28
11	Gilmer	0	0	1	0	0	1
12	Grant	4	5	17	14	16	18
13	Greenbrier	31	29	61	54	54	54
14	Hampshire	1	1	2	7	8	6
15	Hancock	11	10	14	24	29	13
16	Hardy	2	2	2	5	5	6
17	Harrison	131	112	171	153	155	134
18	Jackson	19	16	36	22	18	16
19	Jefferson	11	8	17	19	27	25
20	Kanawha	189	183	327	450	467	460
21	Lewis	17	15	22	24	22	24
22	Lincoln	13	13	18	2	2	2
23	Logan	57	38	77	56	57	54
24	McDowell	7	9	11	13	14	15
25	Marion	77	67	82	54	52	52
26	Marshall	35	31	38	34	38	30
27	Mason	21	17	24	28	26	27
28	Mercer	74	63	95	104	110	107
29	Mineral	12	13	15	17	17	17
30	Mingo	24	22	26	14	18	14
31	Monongalia	78	84	121	244	259	258
32	Monroe	7	4	13	3	2	2
33	Morgan	8	8	7	11	10	10
34	Nicholas	22	15	33	25	25	26
35	Ohio	50	41	75	160	173	179
36	Pendleton	0	0	4	2	3	2
37	Pleasants	4	3	5	1	1	1
38	Pocahontas	5	4	11	7	7	7
39	Preston	22	18	26	13	7	15
40	Putnam	72	51	93	31	31	32
41	Raleigh	85	76	128	150	147	148
42	Randolph	16	20	28	40	38	37
43	Ritchie	5	4	6	3	3	1
44	Roane	5	5	7	9	12	11
45	Summers	6	7	5	6	5	6
46	Taylor	20	18	8	11	10	11
47	Tucker	3	2	4	0	0	0
48	Tyler	5	5	3	5	5	5
49	Upshur	14	15	18	16	20	19
50	Wayne	36	31	26	3	3	2
51	Webster	5	5	7	4	6	6
52	Wetzel	18	16	19	16	16	20
53	Wirt	3	2	5	0	0	0
54	Wood	84	75	119	138	137	128
55	Wyoming	33	20	33	4	2	4
	<b>Annual Totals</b>	1587	1402	2267	2470	2524	2511

**West Virginia Medical Imaging Radiation Therapy Technology Board of Examiners  
FY-2014 Active Licensees by State and County of Employer**

Employer State	Employer County	Last Name	First Name	License Number	Status	Current License Date	License Expiration Date
		Adams	Melanie	9409	A	8/16/2013	8/31/2014
		Addis	Matthew	9585	A	6/25/2014	6/30/2015
		Adkins	Felicia	1122	A	3/16/2014	4/30/2015
		Anderson	Jessica	9548	A	4/23/2014	4/30/2015
		Antolak	Tammy	1230	A	2/13/2014	3/31/2015
		Argentine	Hayley	9566	A	5/31/2014	5/31/2015
		Ashworth	Daniel	9437	A	9/24/2013	9/30/2014
		Bailey	Ashley	9503	A	12/18/2013	12/31/2014
		Baldwin	Matthew	8338	A	12/1/2013	11/30/2014
		Baugh	Marye	9398	A	7/30/2013	7/31/2014
		Bigelow	Paula	1507	A	7/10/2013	7/31/2014
		Bise	Megan	9124	A	5/8/2014	6/30/2015
		Blackburn	Robert	34	A	7/16/2013	7/31/2014
		Blacker	Brittany	5452	A	10/23/2013	10/31/2014
		Bodycombe	Deborah	547	A	7/30/2013	8/31/2014
		Booth	Katherine	5190	A	7/3/2013	7/31/2014
		Boshell	Michael	2892	A	11/27/2013	11/30/2014
		Bowling	Markus	5302	A	12/30/2013	12/31/2014
		Bragg	Jennifer	4549	A	8/27/2013	8/31/2014
		Brake	Debora	1296	A	3/27/2014	3/31/2015
		Brinkley	Karen	8993	A	10/25/2011	10/26/2012
		Britton	John	47	A	4/11/2014	4/30/2015
		Brooks	Laura	8868	A	2/12/2014	2/28/2015
		Brothers	Breanna	9598	A	7/11/2014	7/31/2015
		Brown	Beverly	1515	A	12/31/2013	1/31/2015
		Buff	Tiffany	4157	A	9/9/2013	8/31/2014
		Burks	Tonya	3412	A	12/24/2013	12/31/2014
		Calliccoat	Daniel	9587	A	6/27/2014	6/30/2015
		Candler	Rachael	9486	A	11/14/2013	11/30/2014
		Carney	Kelly	3538	A	6/4/2014	6/30/2015
		Cashell	Diann	4319	A	6/4/2014	7/31/2015
		Castle	Lucinda	4242	A	12/13/2013	1/31/2015
		Casto	Wendy	5674	A	7/1/2014	7/31/2015
		Caudill	Heather	9451	A	10/7/2013	10/31/2014
		Cavicchio	Logan	9173	A	8/13/2013	8/31/2014
		Church	Jennifer	5191	A	8/6/2013	8/31/2014
		Clarke	Monica	9521	A	2/20/2014	2/28/2015
		Cline	Brittany	8637	A	5/23/2014	5/31/2015
		Clouse	Lewis	9594	A	7/7/2014	7/31/2015
		Colebank	Deanna	3075	A	12/30/2013	12/31/2014
		Colliflower	Chad	9520	A	2/17/2014	2/28/2015
		Cook	Delcee	5724	A	2/24/2014	2/28/2015
		Cooper	Tonya	9467	A	10/21/2013	10/31/2014
		Copley	William	9442	A	9/30/2013	9/30/2014
		Corbin	Charles	5827	A	8/26/2013	9/30/2014
		Cordel	Mandy	3917	A	12/16/2013	12/31/2014
		Cottrell	Lisa	4326	A	7/16/2013	8/31/2014
		Crawford	Britani	5799	A	8/30/2013	8/31/2014
		Crites	Selina	9431	A	9/16/2013	9/30/2014
		Cunningham	Rose Marie	96	A	7/1/2013	7/31/2014
		Dalrymple	Christopher	9309	A	3/31/2014	3/31/2015

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		Dannemann	Bridget	9475	A	10/30/2013	10/31/2014
		DiGregorio	Cheryl	1169	A	2/25/2014	2/28/2015
		Downs	William	9433	A	9/18/2013	9/30/2014
		Dulaney	Edra	8686	A	7/30/2013	7/31/2014
		Ellis	Savannah	8521	A	10/18/2013	10/31/2014
		Ewing	James	9073	A	3/15/2014	3/31/2015
		Ferrell	Jillian	9596	A	7/10/2014	7/31/2015
		Folk	Marla	9507	A	1/6/2014	1/31/2015
		Foy	Christina	3505	A	8/13/2013	9/30/2014
		Fridley	Angela	2573	A	4/4/2014	4/30/2015
		Fulks	Cheryl	2591	A	9/16/2013	9/30/2014
		Gaines	Chelsea	9378	A	7/7/2013	7/31/2014
		Galloway	Berma	3244	A	12/31/2013	12/31/2014
		Gannon	Robert	9524	A	2/23/2014	2/28/2015
		Garlitz	Kara	5997	A	8/29/2013	8/31/2014
		Garris	Amanda	9410	A	8/19/2013	8/31/2014
		Gibson	Kory	9427	A	9/13/2013	9/30/2014
		Gingras	Daniel	9468	A	10/21/2013	10/31/2014
		Goas	Ann	1412	A	9/12/2013	9/30/2014
		Goodwin	Katie	7202	T	6/30/2014	12/30/2014
		Graham	Cynthia	2877	A	3/17/2014	3/31/2015
		Graham	Darlene	3070	A	12/8/2013	12/31/2014
		Graves	Krista	2478	A	10/28/2013	11/30/2014
		Hann	Brittany	9584	A	6/23/2014	6/30/2015
		Hannah	Peggy	3876	A	10/31/2013	10/31/2014
		Hardsouk	Emily	9517	A	2/7/2014	2/28/2015
		Harshbarger	Michelle	3372	A	11/5/2013	11/30/2014
		Haught	Misty	5826	A	1/13/2014	12/31/2014
		Hayes	Emily	9457	A	10/14/2013	10/31/2014
		Hazelwood	Brandi	9586	A	6/26/2014	6/30/2015
		Headrick	Cassandra	9484	A	11/12/2013	11/30/2014
		Henderson	Sarah	9440	A	9/26/2013	9/30/2014
		Henderson	Amy	7204	T	7/14/2014	1/14/2015
		Hess	Kacey	8419	A	2/27/2014	2/28/2015
		Hickman	Melissa	3105	A	1/18/2014	1/31/2015
		Hicks	Brenda	40	A	6/25/2014	7/31/2015
		Holden	Alyssaleigh	9532	A	3/6/2014	3/31/2015
		Hundley	Shelley	7188	T	5/18/2014	11/18/2014
		Hurst	Erik	9160	A	7/31/2013	8/31/2014
		Hyre	Rhianna	9519	A	2/17/2014	2/28/2015
		Jennings	Victoria	9513	A	1/18/2014	1/31/2015
		Johnson	Kayla	9561	A	5/27/2014	5/31/2015
		Johnson	Richard	7193	T	6/5/2014	12/5/2014
		Johnston	Andrea	8482	AC	7/31/2013	8/31/2014
		Jones	Adam	9302	A	6/15/2014	6/30/2015
		Jordan	Gina	2663	A	3/14/2014	3/31/2015
		Karge	Linda	4363	A	4/9/2014	4/30/2015
		Kelley	Cullen	9518	A	2/16/2014	2/28/2015
		Kelly	Kimberly	4786	A	3/20/2014	2/28/2015
		Keyser	Nancy	2409	A	10/1/2013	10/31/2014
		Kirwan	Sherry	3065	A	12/14/2013	12/31/2014

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		Knicely	Chelsea	7183	T	5/9/2014	11/9/2014
		Kunzler	Nicole	5720	A	7/10/2013	7/31/2014
		Lafferty	Racheal	9415	A	8/26/2013	8/31/2014
		Lambert	Terra	5256	A	12/2/2013	11/30/2014
		Lawton	Kathryn	8282	A	9/27/2013	9/30/2014
		Leadingham	Laura	9579	A	6/18/2014	6/30/2015
		Leister	Hannah	9567	A	6/3/2014	6/30/2015
		Lester	Kelley	8811	A	2/21/2014	2/28/2015
		Lester	Patricia	9576	A	6/17/2014	6/30/2015
		Lewis	Timothy	9314	A	3/23/2014	3/31/2015
		Lipscomb	Donna	2451	A	11/25/2013	12/31/2014
		Lively	Jacqueline	5915	A	1/29/2014	1/31/2015
		Lovejoy	Cheryl	9425	A	9/10/2013	9/30/2014
		Makosky	Ann	3095	A	9/18/2013	9/30/2014
		Malcomb	Amy	9435	A	9/20/2013	9/30/2014
		Manchin	Kathy	528	A	2/24/2014	2/28/2015
		Markley	Victoria	1048	A	1/2/2014	1/31/2015
		Maynard	Jessica	9277	A	12/6/2013	12/31/2014
		McCallister	Megan	9432	A	9/18/2013	9/30/2014
		McConnaugh	Deborah	87	A	6/28/2013	7/31/2014
		McKinney	Britney	9445	A	10/2/2013	10/31/2014
		McNeely	Frances	250	A	6/30/2014	7/31/2015
		McNeely	Kara	8695	A	12/19/2013	12/31/2014
		McPhail	Barbara	2070	A	7/2/2014	7/31/2015
		Merchant	Angelece	9233	AC	10/22/2013	10/31/2014
		Miller	Cathy	4303	A	5/12/2014	6/30/2015
		Miller	Martin	7175	T	5/9/2014	11/9/2014
		Mitchell	Christopher	8929	A	8/5/2013	8/31/2014
		Monaghan	April	4393	A	11/26/2013	11/30/2014
		Moore	Katherine	9369	A	7/1/2013	7/31/2014
		Moore	Rachelle	2659	A	9/29/2013	10/31/2014
		Morris	Angela	1345	A	9/22/2013	10/31/2014
		Mosteller	Jeffrey	5878	A	10/18/2013	11/30/2014
		Murad	Alicyn	8672	A	7/17/2013	7/31/2014
		Murray	Julia	5880	A	11/15/2013	11/30/2014
		Napier	Wynema	8708	A	9/3/2013	8/31/2014
		Nelson	Kimberly	5366	A	3/21/2014	4/30/2015
		Nichols	Catherine	5737	AC	7/2/2014	7/31/2015
		Ormsbee	Audrianna	9443	A	9/30/2013	9/30/2014
		Paugh	Drema	5084	A	12/30/2013	12/31/2014
		Pauley	Joshua	9511	A	1/14/2014	1/31/2015
		Pifer	Brittany	7198	T	6/16/2014	12/20/2014
		Pirlo	Kara	8931	A	8/12/2013	8/31/2014
		Price	Cynthia	5109	A	2/8/2014	2/28/2015
		Radcliffe	Megan	9545	A	4/21/2014	4/30/2015
		Redden	Kristen	9597	A	7/11/2014	7/31/2015
		Reider	Cheryl	7176	T	5/9/2014	11/9/2014
		Ripley	Jeri	2024	A	7/8/2013	7/31/2014
		Robinson	Alissa	4644	A	3/23/2014	4/30/2015
		Rogers	William	2426	A	11/27/2013	11/30/2014
		Sabol	Martha	2048	A	7/14/2014	7/31/2015

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		Satterfield	Gara	5048	A	11/22/2013	11/30/2014
		Savage	Christy	4098	A	11/15/2013	11/30/2014
		Sayre	Sarah	9569	A	6/5/2014	6/30/2015
		Schneider	Karen	456	A	8/26/2013	8/31/2014
		Searls	Rachel	9399	A	7/31/2013	7/31/2014
		Searls	Haley	9581	A	6/20/2014	6/30/2015
		Sears	Wesley	4307	A	6/13/2014	6/30/2015
		Shaw	Alma	8470	A	7/2/2013	7/31/2014
		Sherwood	Stephanie	8904	A	6/7/2014	6/30/2015
		Shipp	Jama	3435	A	12/16/2013	1/31/2015
		Shriver	Taylor	7199	T	6/21/2014	12/21/2014
		Siegler	Kandas	3910	A	12/15/2013	12/31/2014
		Siers	Joshua	8336	A	12/8/2013	11/30/2014
		Sifford	Donna	465	A	8/27/2013	8/31/2014
		Silvis	David	9508	A	1/8/2014	1/31/2015
		Skaggs	Bridgette	9570	A	6/5/2014	6/30/2015
		Slider	Janet	2913	A	12/22/2013	12/31/2014
		Smith	Nicholas	9501	A	12/18/2013	12/31/2014
		Smith	Karley	7173	T	5/9/2014	11/9/2014
		Smith	Sherry	343	A	8/30/2013	7/31/2014
		Sparks	Sabrina	4391	A	11/30/2013	11/30/2014
		Stanley	Hope	9439	A	9/25/2013	9/30/2014
		Steele	Roberta	357	A	12/30/2013	12/31/2014
		Stump	Carolyn	2403	A	8/12/2013	9/30/2014
		Swick	Paula	2697	A	10/1/2013	9/30/2014
		Swiger	Zachary	7201	T	6/25/2014	12/25/2014
		Taylor	Jenny	2382	A	12/16/2013	12/31/2014
		Thomas	Amber	4206	A	11/30/2013	11/30/2014
		Toney	Mary	5389	A	6/26/2014	6/30/2015
		Tong	Valerie	9490	A	11/26/2013	11/30/2014
		Torlone	June	9559	A	5/23/2014	5/31/2015
		Turner	Beverly	1292	A	10/11/2013	11/30/2014
		Twyman	Katelyn	9537	A	3/17/2014	3/31/2015
		Van Scyoc	Robert	8969	A	9/17/2013	9/30/2014
		Vance	Misty	4064	A	12/12/2013	12/31/2014
		Vance	Karen	8614	A	3/31/2014	3/31/2015
		Vance	Pamela	1887	A	9/11/2013	9/30/2014
		Wakham	Tonya	1783	A	8/12/2013	8/31/2014
		Wallace	Gail	3681	A	12/3/2013	12/31/2014
		Walsh	Julia	9315	A	7/2/2014	7/31/2015
		Walters	Stephanie	9502	A	12/18/2013	12/31/2014
		Ward	Tamara	9444	A	10/1/2013	10/31/2014
		West	Brandy	8543	A	11/17/2013	11/30/2014
		Whitt	Shaun	4189	A	11/3/2013	11/30/2014
		Wilcox Jr	Joe	9525	A	2/24/2014	2/28/2015
		Williams	Rachel	8921	A	6/25/2013	7/31/2014
		Williams	Kristine	9441	A	9/27/2013	9/30/2014
		Williams	Christopher	9580	A	6/19/2014	6/30/2015
		Willm	Sandra	9416	A	8/27/2013	8/31/2014
		Woods	Rosemary	174	A	6/26/2014	7/31/2015
		Yoho	Charles	699	A	9/12/2013	10/31/2014

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		Yorty	Dawn	9411	A	8/20/2013	8/31/2014
		Yuhas	Adam	9549	A	4/25/2014	4/30/2015
AK	Kanai Peninsul	Pindras	Katherine	9059	A	1/28/2014	2/28/2015
AZ	Ramsey	Lunsford	Christina	2723	A	3/29/2014	3/31/2015
CA	Orange	Dorsey	Janie	4783	A	9/26/2013	10/31/2014
CA	Orange	Whittaker	Anita	4817	A	11/13/2013	11/30/2014
CA	Orange	Dexter Jr	William	4535	A	7/12/2014	8/31/2015
CA	Orange	Katona	Christie	4556	A	6/28/2013	7/31/2014
CA	Orange	Vestal	Leta	4111	A	1/31/2014	2/28/2015
CA	Orange	Stauver	Erica	4261	A	1/14/2014	2/28/2015
CA	Los Angeles	Moore	Cathy	3948	A	1/6/2014	1/31/2015
CA	Orange	Pyrtle	Melanie	3237	A	11/21/2013	11/30/2014
CA	Orange	Redmon	Rhonda	3907	A	12/16/2013	12/31/2014
CA	Orange	McNeel	Jennifer	1701	A	1/24/2014	1/31/2015
CA	Orange	Mills	April	3765	A	12/24/2013	12/31/2014
CA	Orange	Martin	James	2736	A	9/3/2013	10/31/2014
CA	Sacramento	McClung	Mark	3193	A	9/18/2013	9/30/2014
CA	Orange	Nystrom	Erica	4315	A	6/21/2014	7/31/2015
CA	Orange	Jenkins	Tina	4398	A	10/21/2013	11/30/2014
CA	Orange	Luketic	Arthur	2421	A	7/26/2013	7/31/2014
CA	Orange	Hill	Amy	3805	A	3/31/2014	4/30/2015
CA	Orange	Hoffman	Kimberly	1564	A	8/15/2013	8/31/2014
CA	Orange	Dye	Lois	3467	A	3/17/2014	4/30/2015
CA	Orange	Donley	Jay	1971	A	6/23/2014	6/30/2015
CA	Orange	Connors	Michael	3676	A	10/12/2013	11/30/2014
CA	Orange	Cook	Robert	1375	A	11/18/2013	12/31/2014
CA	Orange	Caywood	Romy	3902	A	11/4/2013	11/30/2014
CA	Orange	Brannon	Karen	1504	A	12/10/2013	12/31/2014
CA	Orange	Brescoach	Vicki	3528	A	10/4/2013	10/31/2014
CA	Orange	Bruce	Lexie	4358	A	7/3/2014	7/31/2015
CA	Orange	Higginbotham	Erica	5702	A	7/31/2013	7/31/2014
CA	Orange	Wilson	James	4897	A	4/13/2014	4/30/2015
CA	Orange	Javins	Jill	5672	A	6/10/2014	7/31/2015
CA	Orange	Dingess	Jon	8427	A	4/16/2014	4/30/2015
CA	Orange	Kendral	Daniel	8564	A	11/21/2013	12/31/2014
CA	Orange	Torres	Lucas	9025	A	11/24/2013	12/31/2014
CA	Orange	Bennett	Melanie	9041	A	12/29/2013	12/31/2014
CA	Orange	Hammond	Andrea	9113	A	2/26/2014	2/28/2015
CA	Orange	Foose	Kira	9271	A	11/30/2013	12/31/2014
CA	Orange	Neal	Eric	5671	AC	7/12/2013	7/31/2014
CA	Orange	Lindsay	Stacey	5697	AC	6/20/2013	7/31/2014
CA	Orange	Foster	Rebecca	8756	AC	11/6/2013	11/30/2014
CA	Orange	Compton	Rachel	5152	MR	6/23/2014	6/30/2015
CA	Orange	Messenger	Adam	8707	MR	8/12/2013	8/31/2014
CA	Orange	Wooldridge	Gracie	8788	MR	1/24/2014	1/31/2015
CO	Denver	Smith	Deborah	1668	A	6/21/2014	7/31/2015
CT	Fairfield	Carter	Tracie	5061	A	9/27/2013	9/30/2014
FL	Collier	Wilson	Kelli	1979	A	8/15/2013	7/31/2014
FL	Alachua	McGuire	Melvin	1499	A	5/29/2014	5/31/2015
FL	Essex	Williams	Thomas	5994	A	3/13/2014	4/30/2015
GA	Santa Clara	Powell	Vonnetta	9238	A	11/23/2013	11/30/2014

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ID	Blaine	Park	Gary	4511	A	5/16/2014	6/30/2015
ID	Bonner	Marszalek	Tonia	8980	A	2/28/2014	2/28/2015
IL	Williamson	Sierra	Enrique	5457	A	9/7/2013	10/31/2014
IL	Cook	Mitchell	Jennifer	5744	A	8/26/2013	7/31/2014
IL	Lake	Moore	James	2518	A	1/27/2014	2/28/2015
IN	Ripley	Baer	Mary	324	A	7/12/2014	7/31/2015
IN	Jefferson	Buxton	Nathanial	9406	A	8/10/2013	8/31/2014
KY	Boyd	Edwards	Tracy	3923	A	11/23/2013	12/31/2014
KY	Boyd	Patton	Alicia	3390	A	8/19/2013	8/31/2014
KY	Pike	Hall, Jr.	Teddy	3751	A	10/27/2013	11/30/2014
KY	Boyd	Fry	Lisa	3626	A	4/15/2014	4/30/2015
KY	Pike	Neace II	Steven	4987	A	9/13/2013	10/31/2014
KY	Fayette	Titlow	Brittany	5923	A	2/6/2014	1/31/2015
KY	Boyd	Short	Jennifer	8270	A	9/4/2013	9/30/2014
KY	Franklin	Papes	Willette	8333	A	11/6/2013	11/30/2014
KY	Boyd	James	Gretchen	8797	A	9/4/2013	9/30/2014
KY	Fayette	Gilbert	Stephanie	8837	A	11/22/2013	11/30/2014
KY	Fayette	Kleinjan	Keith	9035	A	12/29/2013	12/31/2014
KY	Jefferson	Willis	Bobbie	9048	A	7/6/2014	7/31/2015
KY	Fayette	Sempsrott	Carla	9186	A	11/8/2013	9/30/2014
KY	Fayette	King	Rebekah	9223	A	10/26/2013	10/31/2014
KY	Boyd	Pennington	Laura	9362	A	6/30/2014	6/30/2015
KY	Greenup	Chandler	Tyler	9389	A	7/19/2013	7/31/2014
KY	Boyd	Queen	Melanie	9396	A	7/29/2013	7/31/2014
KY	Fayette	Bryant	Tina	9407	A	8/10/2013	8/31/2014
KY	Boyd	Lawless	Jeffery	9408	A	8/13/2013	8/31/2014
KY	Greenup	Carrico	Shelley	3881	A	9/18/2013	9/30/2014
KY	Boyd	Burns	Tassa	9447	A	10/4/2013	10/31/2014
KY	Pike	Collins	Matraca	9533	A	3/6/2014	3/31/2015
KY	Boyd	Long	Kelly	9534	A	3/11/2014	3/31/2015
KY	Fayette	Burton	Jay	9544	A	4/17/2014	4/30/2015
KY	Fayette	Kirk	April	9574	A	6/9/2014	6/30/2015
KY	Fayette	Harris	Andrew	9595	A	7/10/2014	7/31/2015
MA	Cumberland	Charles	Kellie	4518	A	3/10/2014	3/31/2015
MA	Worcester	Lund	Susan	4245	A	3/6/2014	3/31/2015
MA	Worcester	Fritz	Jenny	4399	A	10/28/2013	10/31/2014
MA	Worcester	Fligor	Kathy	4467	A	5/18/2014	6/30/2015
MA	Bristol	Dempsey	Gary	3416	A	11/24/2013	12/31/2014
MA	Worcester	King	Sara	5055	A	10/8/2013	11/30/2014
MA	Iredell	Lackey	Donna	5464	A	9/18/2013	10/31/2014
MA	Baltimore	Butler Sr	Fannor	5932	A	1/15/2014	1/31/2015
MA	Worcester	Newell	Michael	5935	A	2/1/2014	2/28/2015
MA	Worcester	Tobin	John	5957	A	5/20/2014	5/31/2015
MA	Worcester	Kornutik	Marc	8635	A	4/12/2014	5/31/2015
MA	Worcester	Pallia	Martha	8702	A	8/2/2013	8/31/2014
MA	Worcester	Jenson	Teresa	8911	A	7/31/2013	7/31/2014
MA	Worcester	Vautrain	Alan	8964	A	8/15/2013	9/30/2014
MA	Worcester	Reichenbach	David	9063	A	2/20/2014	2/28/2015
MA	Worcester	Schut	Diana	9400	A	6/25/2014	7/31/2015
MA	Worcester	Neff	Bridget	9471	A	10/28/2013	10/31/2014
MA	Worcester	Grubbs	Trudy	9515	A	1/24/2014	1/31/2015

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MA	Worcester	Johnson	Steven	9562	A	5/27/2014	5/31/2015
MA	Worcester	Holmes	Stephen	9590	A	7/1/2014	7/31/2015
MD	Washington	Gates	Cheryl	1114	A	2/20/2014	2/28/2015
MD	Allegany	Miller	Kimberly	1167	A	11/4/2013	12/31/2014
MD	Prince Georges	White	Cynthia	409	A	6/22/2014	7/31/2015
MD	Washington	Shifflet	Tina	4465	A	9/20/2013	9/30/2014
MD	Independent	Quick	Lance	2883	A	1/19/2014	1/31/2015
MD	Washington	Omps	Kip	1667	A	10/9/2013	10/31/2014
MD	Hartford	Kuhn	Alexis	5021	A	6/5/2014	6/30/2015
MD	Allegany	Keaton	Andrea	4913	A	10/24/2013	10/31/2014
MD	Douglas	Shivery	Raymond	5390	A	6/9/2014	6/30/2015
MD	Frederick	Gray	Amanda	5591	A	5/12/2014	6/30/2015
MD	Allegany	Petrilla	Elaine	5907	A	11/26/2013	12/31/2014
MD	Mineral	Hodel	Kyli	5971	A	6/22/2014	6/30/2015
MD	Montgomery	Spence	Michael	8807	A	1/16/2014	2/28/2015
MD	Montgomery	McConnell	Cheryl	8973	A	10/21/2013	10/31/2014
MD	Washington	Hendershot	Rachel	9005	A	9/26/2013	9/30/2014
MD	Washington	Tewell	Tamala	9050	A	12/27/2013	1/31/2015
MD	Washington	Clark	Sheena	8550	A	1/23/2014	1/31/2015
MD	Carroll	St.Angelo	Caitlyn	9523	A	2/20/2014	2/28/2015
MD	Allegany	West	Cara	9327	A	3/17/2014	4/30/2015
MD	Allegany	Miller	Robin	9328	A	3/28/2014	4/30/2015
MD	New Hanover	Norris	Sarah	9335	A	4/23/2014	4/30/2015
MD	Washington	Samimidarzi	Hadir	9446	A	10/4/2013	10/31/2014
MD	Washington	Caudell	Dusty	9453	A	10/9/2013	10/31/2014
MD	Washington	Maitland-Smz	Shavanna	9477	A	10/31/2013	10/31/2014
MD	Washington	Myers	Ruth	9487	A	11/15/2013	11/30/2014
MD	Garrett	Shewbridge	Deborah	9493	A	12/5/2013	12/31/2014
MD	Washington	Nesler	Amanda	9494	A	12/5/2013	12/31/2014
MD	Wicomico	Walters	Michael	9514	A	1/24/2014	1/31/2015
MN	Ramsey	Muto	Marc	3592	A	12/16/2013	12/31/2014
MN	Ramsey	Allen	Beth	4649	A	1/1/2014	12/31/2014
MN	Ramsey	Maynor	Steven	3475	A	4/15/2014	4/30/2015
MN	Ramsey	Gillespie	Aaron	4397	A	11/12/2013	11/30/2014
MN	Orange	Butcho	Kimberly	5736	A	6/30/2014	7/31/2015
MN	Hennepin	Davidson	Elizabeth	9159	A	8/20/2013	8/31/2014
MN	Hennepin	Ackley	Sharon	9552	A	5/7/2014	5/31/2015
NB	Augusta	Edwards	Steven	9357	A	6/24/2014	6/30/2015
NC	Douglas	Schatz	Mary	4673	A	1/27/2014	2/28/2015
NC	Monongalia	Harvison	Marsha	8913	A	7/11/2014	7/31/2015
NC	Randolph	Phillips	Anna	5181	A	6/23/2014	6/30/2015
NC	Guilford	Gladys	John	9178	A	9/9/2013	8/31/2014
NC	Cumberland	Jones	Maria	5748	A	12/29/2013	12/31/2014
NE	Douglas	Hensley	Katherine	2495	A	12/9/2013	12/31/2014
NE	Douglas	Francis	Donald	4158	A	11/23/2013	11/30/2014
NE	Douglas	Vatter	William	4936	A	6/18/2014	6/30/2015
NE	Douglas	Satrang	James	9082	A	3/17/2014	3/31/2015
NE	Douglas	Jordt	Jennifer	9510	A	1/10/2014	1/31/2015
NJ	Somerset	Short	Burnie	3446	A	1/27/2014	1/31/2015
NY	Saratoga	Pritchett	Pamela	8258	A	8/3/2013	8/31/2014
OH	Lawrence	Kuenzel	Theresa	3048	A	9/29/2013	9/30/2014

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OH	Gallia	Zirille	Jean	4561	A	4/21/2014	4/30/2015
OH	Franklin	Meerdo	Edith	4474	A	3/17/2014	4/30/2015
OH	Washington	Watson	Libby	2671	A	4/16/2014	4/30/2015
OH	Jefferson	Welshans	Anna Marie	4028	A	9/11/2013	9/30/2014
OH	Lawrence	White	Delana	2446	A	11/18/2013	11/30/2014
OH	Gallia	Shillington	Lyle	4264	A	5/27/2014	5/31/2015
OH	Franklin	Smith	Patricia	3623	A	11/15/2013	11/30/2014
OH	Washington	Phillips	Aimee	1693	A	1/16/2014	1/31/2015
OH	Washington	Lightfritz	Jessica	8526	A	9/25/2014	10/31/2015
OH	Belmont	Sechrest	Charles	1371	A	4/24/2014	5/31/2015
OH	Lawrence	Stratton	Melinda	2568	A	8/5/2013	8/31/2014
OH	Washington	Stines	Teri	1766	A	5/21/2014	5/31/2015
OH	Lake	McNeely	Ronald	249	A	7/24/2013	7/31/2014
OH	Jefferson	Johnston	Jacqueline	194	A	7/10/2014	7/31/2015
OH	Jefferson	Hamilton	Francis	757	A	4/14/2014	4/30/2015
OH	Gallia	Fuller	Cathy	1923	A	11/8/2013	11/30/2014
OH	Wood	Gilkey	Lisa	3741	A	10/31/2013	11/30/2014
OH	Washington	Evans	Kimberly	4416	A	12/30/2013	12/31/2014
OH	Lawrence	DeLapa	John	1517	A	5/6/2014	5/31/2015
OH	Jefferson	Costain	Christina	2765	A	12/31/2013	12/31/2014
OH	Belmont	Dunfee	Denise	279	A	6/5/2014	5/31/2015
OH	Franklin	Brannon	Ronald	3093	A	12/11/2013	12/31/2014
OH	Stark	Brown	Robert	1842	A	8/28/2013	8/31/2014
OH	Gallia	Davis	Teresa-Dee	4826	A	11/21/2013	11/30/2014
OH	Gallia	Adams	Ted	3546	A	9/25/2013	9/30/2014
OH	Gallia	Adkins	Jennifer	3358	A	10/30/2013	10/31/2014
OH	Lawrence	Bragg	Kelly	4858	A	1/22/2014	1/31/2015
OH	Washington	Sivard	Heather	4719	A	6/30/2014	6/30/2015
OH	Franklin	Gray	Rosemarie	4961	A	8/26/2013	8/31/2014
OH	Franklin	Okopal	Tom	4962	A	8/2/2013	8/31/2014
OH	Franklin	Romanik	Richard	4963	A	7/22/2013	8/31/2014
OH	Jefferson	Winters	Kezia	5180	A	7/2/2014	7/31/2015
OH	Clermont	Stout	David	5307	A	12/1/2013	12/31/2014
OH	Franklin	Cox	Annette	5296	A	11/7/2013	12/31/2014
OH	Portage	Hawkinson	Robert	5402	A	8/5/2013	7/31/2014
OH	Jefferson	Davis	Matthew	5444	A	8/20/2013	9/30/2014
OH	Franklin	Lopreiato	Bruno	5564	A	5/17/2014	5/31/2015
OH	Washington	Harris	Catherine	5778	A	7/8/2014	8/31/2015
OH	Washington	Hill	Crystal	5757	A	7/21/2013	7/31/2014
OH	Washington	Nunn	Michelle	5883	A	11/21/2013	11/30/2014
OH	Lawrence	Hamilton	Amanda	8484	A	8/6/2013	8/31/2014
OH	Guernsey	Mayo	Erin	8507	A	9/17/2013	9/30/2014
OH	Franklin	White	James	8554	A	10/16/2013	11/30/2014
OH	Lawrence	Edwards II	Monte	8599	A	7/12/2014	6/30/2015
OH	Fairfield	Sayre	KeithAnn	8607	A	8/7/2013	8/31/2014
OH	Franklin	Craig	Jerry	8633	A	4/20/2014	5/31/2015
OH	Washington	Vernon	Melinda	8720	A	9/27/2013	9/30/2014
OH	Butler	Rehard	Julie	8803	A	2/24/2014	2/28/2015
OH	Gallia	Hanning	Dayleen	8854	A	6/11/2014	5/31/2015
OH	Washington	Goldsmith	Tara	3382	A	7/10/2014	7/31/2015
OH	Gallia	Shawver	Katie	9040	A	11/27/2013	12/31/2014

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				Number	Status	Date	Date
OH	Wood	Lee	Brittany	9052	A	2/7/2014	1/31/2015
OH	Washington	Strahler	Amanda	9183	A	9/11/2013	8/31/2014
OH	Gallia	McComas	Julia	9279	A	1/6/2014	1/31/2015
OH	Greene	Skinner	Melissa	9297	A	1/21/2014	2/28/2015
OH	Franklin	Newkirk	Sarah	9310	A	4/16/2014	3/31/2015
OH	Washington	Archer	Heather	9340	A	5/29/2014	5/31/2015
OH	Portage	Bohmer	Jeremy	9363	A	6/23/2014	6/30/2015
OH	Portage	Mowry	Lisa	9364	A	5/17/2014	6/30/2015
OH	Portage	Walker	Debra	9366	A	7/10/2014	6/30/2015
OH	Lawrence	McMaster	Kristen	5524	A	7/3/2013	7/31/2014
OH	Jefferson	Foster	Lacy	9379	A	6/10/2014	7/31/2015
OH	Portage	Kartley	Jeanette	9387	A	7/16/2013	7/31/2014
OH	Stark	Wiseman	Brian	9394	A	7/25/2013	7/31/2014
OH	Portage	March	Jane	5214	A	8/22/2013	8/31/2014
OH	Harrison	Ragets	Matthew	8922	A	10/15/2013	10/31/2014
OH	Franklin	Metts	Erica	9505	A	1/1/2014	1/31/2015
OH	Washington	Saho	Amy	5240	A	1/12/2014	1/31/2015
OH	Franklin	Nethers	Brittany	9543	A	4/16/2014	4/30/2015
OH	Portage	Richards	Lyle	9550	A	4/28/2014	4/30/2015
OH	Portage	Courtney	Luke	9551	A	4/28/2014	4/30/2015
OH	Portage	Word	James	5582	A	5/13/2014	5/31/2015
OH	Washington	Nutter	Jessica	9575	A	6/10/2014	6/30/2015
PA	Fayette	Fiala	Michael	2893	A	10/16/2013	11/30/2014
PA	Fayette	Ice III	Richard	4331	A	11/21/2013	11/30/2014
PA	Alleghany	Lovy	Linda	1768	A	1/27/2014	1/31/2015
PA	Fayette	Burnside	Angela	4596	A	11/2/2013	11/30/2014
PA	Washington	Sternart	Marcia	519	A	3/19/2014	3/31/2015
PA	Chester	Straughn	Susan	1175	A	11/23/2013	12/31/2014
PA	Fayette	Frazee	Jennifer	3289	A	6/5/2014	7/31/2015
PA	Allegheny	Hoover	Jenny	5618	A	6/10/2014	7/31/2015
PA	Montgomery	Gheen	Douglas	3633	A	2/24/2014	3/31/2015
PA	Washington	Elliott	Angela	3599	A	12/31/2013	12/31/2014
PA	Allegheny	D'Arpe	Alfred	1870	A	3/12/2014	3/31/2015
PA	Montgomery	Bush	Gary	3333	A	12/8/2013	12/31/2014
PA	Lawrence	Nottingham	Trudi	4565	A	9/8/2013	9/30/2014
PA	Washington	Facemire	James	4735	A	6/13/2014	6/30/2015
PA	Fayette	Atzeni-Dandr	Renee	3960	A	1/30/2014	1/31/2015
PA	Morgan	Medlick	Holly	5352	A	1/31/2014	1/31/2015
PA	Greene	Downes	Cassandra	5243	A	5/5/2014	5/31/2015
PA	Centre	Hines	Edward	5398	A	8/13/2013	8/31/2014
PA	Allegheny	Shook	Tonya	5506	A	12/30/2013	12/31/2014
PA	Allegheny	Bohman	Loran	5607	A	6/19/2014	7/31/2015
PA	Allegheny	Dzierski	John	5608	A	6/19/2014	7/31/2015
PA	Allegheny	Gwaley	David	5613	A	6/19/2014	7/31/2015
PA	Allegheny	Huston	Andrew	5609	A	6/17/2014	7/31/2015
PA	Allegheny	Kosko	Cheryl	5611	A	6/19/2014	7/31/2015
PA	Allegheny	Pauley	Nathaniel	5614	A	6/27/2013	7/31/2014
PA	Crawford	Santiago	Susan	5694	A	7/20/2013	7/31/2014
PA	Allegheny	Edmonds	Jennifer	5740	A	4/16/2014	4/30/2015
PA	Allegheny	Taylor	Melissa	5750	A	7/29/2013	7/31/2014
PA	Greene	Faber	James	5758	A	6/21/2013	7/31/2014

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PA	Crawford	Borland	Nahtanha	5760	A	7/31/2013	7/31/2014
PA	Lawrence	Regal	Randall	8441	A	7/2/2014	5/31/2015
PA	Montgomery	Banks	Renee	5983	A	5/23/2014	5/31/2015
PA	Greene	Long	Katie	8375	A	2/27/2014	2/28/2015
PA	Allegheny	Barnhart	Stacey	8377	A	11/27/2013	12/31/2014
PA	Crawford	Coulter	Kelly	8418	A	2/19/2014	2/28/2015
PA	Allegheny	Gibson	Breanna	8475	A	8/5/2013	8/31/2014
PA	Allegheny	Sikorski	Anthony	8494	A	9/20/2013	9/30/2014
PA	Montgomery	Bush	Janice	8580	A	12/8/2013	12/31/2014
PA	Allegheny	Lambright	Kyle	8624	A	4/21/2014	4/30/2015
PA	Allegheny	Smith	Heidi	8719	A	9/18/2013	9/30/2014
PA	Greene	Ricco	Glenda	8804	A	2/19/2014	2/28/2015
PA	Allegheny	Kozusnik	Mark	8809	A	2/21/2014	2/28/2015
PA	Westmoreland	Crocker	Brandon	8832	A	4/28/2014	4/30/2015
PA	Dauphin	Scicchitano	Derek	8848	A	1/30/2014	1/31/2015
PA	Allegheny	Sweigart	Greg	8927	A	7/31/2013	8/31/2014
PA	Westmoreland	Tempo	Nicole	8948	A	7/31/2013	9/30/2014
PA	Delaware	Strickland	Patty	9028	A	11/26/2013	12/31/2014
PA	Allegheny	Ahrns Jr.	Henry	9098	A	5/6/2014	5/31/2015
PA	Allegheny	Dohmlo	Daniel	9137	A	6/11/2014	6/30/2015
PA	Allegheny	Blair	Brandon	9161	A	8/23/2013	8/31/2014
PA	Mahoning	Lozano	Daniel	9179	A	8/22/2013	8/31/2014
PA	Allegheny	Schaef	Sawyer	9210	A	10/23/2013	10/31/2014
PA	Westmoreland	Bryant	Matthew	9239	A	12/6/2013	11/30/2014
PA	Allegheny	Alexander	Kelli	9248	A	10/15/2013	11/30/2014
PA	Clarion	Salonica	Susan	3645	A	10/23/2013	11/30/2014
PA	Allegheny	Ferguson	Danielle	4424	A	11/30/2013	11/30/2014
PA	Allegheny	Bowser	Tausha	9265	A	12/20/2013	12/31/2014
PA	Alleghany	Hynes	Shayla	9295	A	1/29/2014	2/28/2015
PA	Allegheny	Suprano	Antonio	9306	A	2/19/2014	2/28/2015
PA	Allegheny	Perri	Robert	9307	A	2/19/2014	2/28/2015
PA	Westmoreland	Vehovic	Jenalee	9321	A	4/28/2014	4/30/2015
PA	Allegheny	Byers	Leah	9365	A	5/16/2014	6/30/2015
PA	Washington	Gentile	Janice	9381	A	7/11/2014	7/31/2015
PA	Washington	Wise	Christopher	9382	A	7/14/2013	7/31/2014
PA	Washington	Bailey	Michele	9384	A	7/15/2013	7/31/2014
PA	Washington	Bryan	Tyler	9383	A	7/15/2013	7/31/2014
PA	Westmoreland	Croyle	Steven	9402	A	8/5/2013	8/31/2014
PA	Westmoreland	West	Jennifer	9403	A	8/5/2013	8/31/2014
PA	Westmoreland	Lutton	Brian	9404	A	8/5/2013	8/31/2014
PA	Beaver	Schuster	Erica	9454	A	10/10/2013	10/31/2014
PA	Allegheny	Wright	Erin	9458	A	10/15/2013	10/31/2014
PA	Franklin	Kalathas	Chastity	9485	A	11/14/2013	11/30/2014
PA	Crawford	Jones	Tracy	9538	A	3/20/2014	3/31/2015
PA	Allegheny	Taheri	Homa	9541	A	3/26/2014	3/31/2015
PA	Lackawanna	Busch	Judith	9547	A	4/23/2014	4/30/2015
PA	Montgomery	Brockway	Gina	9558	A	5/23/2014	5/31/2015
PA	Fayette	Tajc Jr	Patrick	9560	A	5/27/2014	5/31/2015
PA	Cumberland	Edwards	Ryan	9577	A	6/17/2014	6/30/2015
TN	Devidson	Spaulding	Heather	4375	A	8/20/2013	8/31/2014
TN	Washington	Beining	Blaine	9184	A	7/17/2013	8/31/2014

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TN	Washington	Buckner II	Jerry	9191	A	9/4/2013	9/30/2014
TN	Greene	Boles	Anthony	9336	A	4/15/2014	4/30/2015
TN	Greene	Boles	Luke	9337	A	4/15/2014	4/30/2015
TX	Travis	Henthorn	William	2627	A	2/21/2014	2/28/2015
TX	Travis	Yurick	James	2394	A	8/12/2013	9/30/2014
TX	Cumberland	Canny	Michael	3484	A	8/31/2013	8/31/2014
TX	Austin	Aguirre Jr.	Arnulfo	5183	A	7/2/2014	7/31/2015
TX	Travis	Breon	Nathan	5370	A	5/13/2014	5/31/2015
TX	Travis	Manese	Joseph	8271	A	9/30/2013	9/30/2014
TX	Travis	Martinez	Samuel	8285	A	9/24/2013	9/30/2014
TX	Travis	Swindle	Ronny	9078	A	2/17/2014	3/31/2015
TX	Travis	Newton	Joshua	9553	A	5/12/2014	5/31/2015
UT	Salt Lake	Longnecker	Robert	8481	A	8/19/2013	8/31/2014
VA	Frederick	Ramsey	Rosemarie	524	A	8/15/2013	8/31/2014
VA	Tazewell	Davis	Debra	1290	A	1/27/2014	1/31/2015
VA	Bland	Fletcher	Erica	4982	A	5/21/2014	6/30/2015
VA	Frederick	Tracy	Theresa	5118	A	5/30/2014	5/31/2015
VA	Alleghany	Bazzrea	Jamie	5216	A	8/29/2013	9/30/2014
VA	Tazewell	Myles	Yvonne	5998	A	8/27/2013	8/31/2014
VA	Montgomery	Bailey	Trista	8491	A	9/27/2013	9/30/2014
VA	Frederick	Blue	Sean	8510	A	9/13/2013	9/30/2014
VA	Henrico	Belleza	Danilo	8531	A	11/9/2013	10/31/2014
VA	Campbell	Sapp	Brooklyn	8556	A	11/24/2013	11/30/2014
VA	Washington	Weaver	Meghann	8659	A	6/26/2014	6/30/2015
VA	Franklin	French	Sharyl	8674	A	7/6/2014	7/31/2015
VA	Montgomery	Atilli	Brooklyn	8694	A	7/26/2013	8/31/2014
VA	Tazewell	Leung	Yu Ho	5804	A	1/25/2014	2/28/2015
VA	Loudoun	Hanna	Amber Jon	8924	A	5/19/2014	5/31/2015
VA	Frederick	Carper	Diane	9156	A	9/3/2013	8/31/2014
VA	Frederick	Schwetz	Kathleen	9157	A	7/17/2013	8/31/2014
VA	Fairfax	Geisbert	Larissa	9516	A	1/27/2014	1/31/2015
VA	Frederick	Mowery	Roxanne	9529	A	2/28/2014	2/28/2015
VA	Frederick	Hampton	Jenny	9332	A	4/29/2014	4/30/2015
VA	Fairfax	Irvine	Claudia	9354	A	6/27/2014	6/30/2015
VA	Frederick	Avery	James	9358	A	6/30/2014	6/30/2015
VA	Frederick	Suitor	Earl	9370	A	6/19/2014	7/31/2015
VA	Augusta	Bradley	Michelle	9392	A	7/25/2013	7/31/2014
VA	Frederick	Delawder	Ashley	9414	A	8/24/2013	8/31/2014
VA	Montgomery	McNeely	Elizabeth	9423	A	9/7/2013	9/30/2014
VA	Warren	Doherty	Jean	9220	A	12/6/2013	10/31/2014
VA	Roanoke	Caldwell	Mariah	9506	A	1/2/2014	1/31/2015
VA	Warren	Franklin	Sheila	9535	A	3/11/2014	3/31/2015
VA	Frederick	Shaffer	Jeanette	9539	A	3/24/2014	3/31/2015
VA	Giles	Crawford	William	2618	MR	11/25/2013	11/30/2014
WA	Pierce	Parker	Traci	4341	A	7/16/2013	8/31/2014
WA	Pierce	McCardle	Ralph	2984	A	7/19/2013	7/31/2014
WA	Clark	Harvey	Constance	1734	A	11/13/2013	11/30/2014
WA	Worchester	D'Antonio	Diane	8896	A	6/23/2014	6/30/2015
WV	Barbour	Britton	Florinda	45	A	4/11/2014	4/30/2015
WV	Barbour	Cleavenger	Randall	76	A	2/4/2014	2/28/2015
WV	Barbour	Cleavenger	Richard	77	A	7/3/2014	7/31/2015

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WV	Barbour	Colebank	Dwight	2749	A	11/14/2013	11/30/2014
WV	Barbour	Hardway	Kara	1428	A	10/22/2013	10/31/2014
WV	Barbour	Hicks	Ashley	8364	A	12/19/2013	12/31/2014
WV	Barbour	Knight	Jennifer	2899	A	1/21/2014	2/28/2015
WV	Barbour	Mellquist	David	3981	A	7/10/2013	7/31/2014
WV	Barbour	Mitchell	Sonja	5037	A	11/14/2013	11/30/2014
WV	Barbour	Stottlemeyer	Rose	1661	A	3/31/2014	3/31/2015
WV	Barbour	Thomas	Malissa	1704	A	4/16/2014	5/31/2015
WV	Barbour	Whetzel	Christian	5284	A	11/23/2013	11/30/2014
WV	Berkeley	Agoney	David	1894	A	11/15/2013	12/31/2014
WV	Berkeley	Agoney	Lisa	4771	A	9/6/2013	9/30/2014
WV	Berkeley	Agoney	Sean	4984	A	10/9/2013	10/31/2014
WV	Berkeley	Agoney	Megan	5442	A	9/1/2013	9/30/2014
WV	Berkeley	Albright	Kelli	5163	A	6/17/2014	6/30/2015
WV	Berkeley	Allemong	Aaron	5816	A	3/10/2014	3/31/2015
WV	Berkeley	Baith	Brandi	2946	A	1/2/2014	1/31/2015
WV	Berkeley	Balenger	Raymond	533	A	2/24/2014	3/31/2015
WV	Berkeley	Balenger	Adam	9217	A	10/21/2013	10/31/2014
WV	Berkeley	Barton	Kristin	5561	A	5/15/2014	5/31/2015
WV	Berkeley	Benshoff	Melinda	9546	A	4/23/2014	4/30/2015
WV	Berkeley	Burkett	Ashley	5391	A	6/20/2014	6/30/2015
WV	Berkeley	Cable	Jan	9397	A	7/29/2013	7/31/2014
WV	Berkeley	Cerveris	Michelle	9153	A	8/15/2013	7/31/2014
WV	Berkeley	Chang	Chao-Hua	5844	A	9/13/2013	10/31/2014
WV	Berkeley	Cline	Staci	9573	A	6/9/2014	6/30/2015
WV	Berkeley	Corbin	Jacqueline	9351	A	4/18/2014	5/31/2015
WV	Berkeley	Cunningham	Karla	9008	A	11/11/2013	11/30/2014
WV	Berkeley	Danzberger	Andrew	8979	A	10/15/2013	10/31/2014
WV	Berkeley	Diffenderfer	Ericka	9232	A	10/28/2013	10/31/2014
WV	Berkeley	Ehrlich	Jennifer	5005	A	10/14/2013	10/31/2014
WV	Berkeley	Eissens	Mark	5863	A	11/12/2013	11/30/2014
WV	Berkeley	Fincham	Jennifer	4202	A	11/5/2013	11/30/2014
WV	Berkeley	Fisher	Nannette	4692	A	4/18/2014	4/30/2015
WV	Berkeley	Fluharty	Stephanie	4816	A	10/21/2013	11/30/2014
WV	Berkeley	Gladhill	Selenna	5877	A	11/11/2013	11/30/2014
WV	Berkeley	Guessford	April	4159	A	8/31/2013	9/30/2014
WV	Berkeley	Hennesy	Jessica	4396	A	11/14/2013	11/30/2014
WV	Berkeley	Hess	Justin	9377	A	7/5/2014	7/31/2015
WV	Berkeley	Horner	Mark	9344	A	5/23/2014	5/31/2015
WV	Berkeley	Hoxie	Nancy	4347	A	2/8/2014	1/31/2015
WV	Berkeley	Kinder	Michelle	4824	A	11/25/2013	11/30/2014
WV	Berkeley	Knibb	Glynis	4974	A	8/27/2013	9/30/2014
WV	Berkeley	Knight	Amy	5768	A	8/27/2013	8/31/2014
WV	Berkeley	Leighty	Rhonda	4325	A	7/15/2013	8/31/2014
WV	Berkeley	Marino	Patricia	9036	A	12/29/2013	12/31/2014
WV	Berkeley	Martz	Beth	9276	A	12/30/2013	12/31/2014
WV	Berkeley	McClain	Shelley	2151	A	8/14/2013	9/30/2014
WV	Berkeley	McGhee	Hayley	5458	A	10/7/2013	10/31/2014
WV	Berkeley	McGonigal	Megan	9473	A	10/28/2013	10/31/2014
WV	Berkeley	McGuire	Jill	8328	A	2/17/2014	2/28/2015
WV	Berkeley	McKeon	Joel-Lynn	9055	A	1/31/2014	1/31/2015

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WV	Berkeley	Miller	Russell	5479	A	11/18/2013	11/30/2014
WV	Berkeley	Montgomery	Christina	5468	A	11/6/2013	10/31/2014
WV	Berkeley	Morris	Jessica	8649	A	5/18/2014	6/30/2015
WV	Berkeley	Perez-Taggar	Raquel	8454	A	6/25/2014	6/30/2015
WV	Berkeley	Persad	Selwyn	286	A	6/29/2014	7/31/2015
WV	Berkeley	Poffenberger	Sherry	3673	A	2/14/2014	2/28/2015
WV	Berkeley	Presgraves	Sara	9214	A	9/25/2013	10/31/2014
WV	Berkeley	Rees	Crystal	9060	A	2/7/2014	2/28/2015
WV	Berkeley	Rice	Jennifer	9081	A	2/23/2014	3/31/2015
WV	Berkeley	Robichaud	Kelly	4037	A	9/16/2013	10/31/2014
WV	Berkeley	Robinson	Andrew	9002	A	11/11/2013	11/30/2014
WV	Berkeley	Roush	Stephanie	5189	A	7/9/2013	7/31/2014
WV	Berkeley	Shew	Robbie	5492	A	11/27/2013	12/31/2014
WV	Berkeley	Shew	Lauren	9133	A	6/16/2014	6/30/2015
WV	Berkeley	Shriver	Katherine	8679	A	7/13/2014	7/31/2015
WV	Berkeley	Sisler	Briana	9009	A	11/15/2013	11/30/2014
WV	Berkeley	Slezak	Lindsay	9316	A	3/7/2014	3/31/2015
WV	Berkeley	Snyder	Janice	1208	A	4/29/2014	5/31/2015
WV	Berkeley	Snyder	Magdalen	9281	A	1/2/2014	1/31/2015
WV	Berkeley	Socks	Bonita	4289	A	5/21/2014	5/31/2015
WV	Berkeley	Stoner	Amanda	4674	A	2/23/2014	2/28/2015
WV	Berkeley	Stottlemyer	Laura	5226	A	10/23/2013	10/31/2014
WV	Berkeley	Stover	Ashley	9540	A	3/25/2014	3/31/2015
WV	Berkeley	Thomas	Paul	9583	A	6/23/2014	6/30/2015
WV	Berkeley	Treece	Deborah	9170	A	7/31/2013	8/31/2014
WV	Berkeley	Vanorsdale	Mary	2882	A	11/11/2013	11/30/2014
WV	Berkeley	Waugh	Erica	4506	A	6/24/2014	6/30/2015
WV	Berkeley	White II	Robert	4274	A	4/10/2014	4/30/2015
WV	Berkeley	Wolfe	Craig	3965	A	4/28/2014	4/30/2015
WV	Berkeley	Wolford	Linzie	9465	A	10/18/2013	10/31/2014
WV	Berkeley	Wonsetler	Brenda	3235	A	1/15/2014	2/28/2015
WV	Berkeley	Wyckoff	Dennis	417	A	7/8/2014	7/31/2015
WV	Berkeley	DeMary	Michael	8519	A	10/11/2013	10/31/2014
WV	Boone	Ballard	Lora	4097	A	1/17/2014	1/31/2015
WV	Boone	Burns	Christopher	8299	A	9/12/2013	10/31/2014
WV	Boone	Chafin	Angela	4275	A	2/9/2014	3/31/2015
WV	Boone	Davis	Doris	2192	A	7/30/2013	8/31/2014
WV	Boone	Duncan	Nancy	106	A	6/6/2014	6/30/2015
WV	Boone	Kimble	Angel	8754	A	10/23/2013	11/30/2014
WV	Boone	Lipford-Harley	Barbara	212	A	6/25/2014	7/31/2015
WV	Boone	Mullins	Toni	3701	MR	9/25/2013	9/30/2014
WV	Boone	Nelson	Kellie	8899	A	7/1/2014	6/30/2015
WV	Boone	Pratt	Lisa	297	A	10/30/2013	10/31/2014
WV	Boone	Price	Carolyn	438	A	12/6/2013	12/31/2014
WV	Boone	Walker	James	4370	A	10/22/2013	10/31/2014
WV	Boone	Williamson	Lesley	5474	A	11/21/2013	11/30/2014
WV	Boone	Zornes	Gregory	3245	MR	12/6/2013	12/31/2014
WV	Braxton	Balcourt	Steve	2709	A	10/30/2013	10/31/2014
WV	Braxton	Bruffey	Catherine	1387	A	11/22/2013	12/31/2014
WV	Braxton	Fisher	Roberta	1578	A	4/30/2014	4/30/2015
WV	Braxton	Fitzwater	Julia	3197	A	1/10/2014	1/31/2015

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WV	Braxton	Frazer	Aaron	9152	A	7/30/2013	7/31/2014
WV	Braxton	Given	Hannah	5576	A	5/20/2014	5/31/2015
WV	Braxton	Hunter	Shawn	3007	A	7/14/2014	8/31/2015
WV	Braxton	Loughridge	Stephanie	3978	A	6/14/2014	6/30/2015
WV	Braxton	Ramsburg	Julie	4608	A	12/3/2013	11/30/2014
WV	Braxton	Ratliff	Cheryl	1140	A	9/25/2013	10/31/2014
WV	Braxton	Rhodes	Christy	4592	A	10/20/2013	11/30/2014
WV	Brooke	Adams	Patricia	4324	A	8/29/2013	8/31/2014
WV	Brooke	Anderson	Stephanie	9488	A	11/19/2013	11/30/2014
WV	Brooke	Ashmead	Barbara	1555	A	10/9/2013	11/30/2014
WV	Brooke	Bable	Janice	573	A	7/16/2013	8/31/2014
WV	Brooke	Baltich	Lori	1411	A	2/18/2014	3/31/2015
WV	Brooke	Birkhimer	Julie	4533	A	8/24/2013	8/31/2014
WV	Brooke	Buchanan	Brittany	8670	A	7/11/2013	7/31/2014
WV	Brooke	Burskey	Donna	5690	A	7/4/2013	7/31/2014
WV	Brooke	Dailey	Marissa	9434	A	9/19/2013	9/30/2014
WV	Brooke	Dawson	Donovan	9421	A	9/3/2013	9/30/2014
WV	Brooke	Deters	Christina	2854	A	2/3/2014	2/28/2015
WV	Brooke	DiMarzio	Heather	4302	A	6/23/2014	6/30/2015
WV	Brooke	Edge	David	3508	A	2/9/2014	2/28/2015
WV	Brooke	English	Loni	8552	A	11/20/2013	11/30/2014
WV	Brooke	Fedorke	Jacqueline	115	A	3/26/2014	4/30/2015
WV	Brooke	Ferrell	Darlene	1753	A	2/20/2014	3/31/2015
WV	Brooke	Greathouse	Sherri	3491	A	7/31/2013	7/31/2014
WV	Brooke	Hamilton	Marlene	632	A	8/17/2013	8/31/2014
WV	Brooke	Hart	Sandra	1756	A	3/4/2014	3/31/2015
WV	Brooke	Hazelip	Larissa	5692	A	6/17/2014	7/31/2015
WV	Brooke	Holtz	Kayla	8590	A	12/31/2013	1/31/2015
WV	Brooke	Householder	Christopher	9420	A	9/3/2013	9/30/2014
WV	Brooke	Jones	Teresa	1786	A	8/3/2013	8/31/2014
WV	Brooke	Kirkpatrick	Shirley	4655	A	1/21/2014	1/31/2015
WV	Brooke	Kosut	Bridget	5301	A	11/22/2013	12/31/2014
WV	Brooke	Lauck	Adrienne	5285	A	10/25/2013	11/30/2014
WV	Brooke	Logston	Shanna	8033	B	6/17/2014	6/30/2015
WV	Brooke	Lohr	Melanie	9084	A	3/1/2014	3/31/2015
WV	Brooke	Lombardi	Richard	3679	A	8/12/2013	8/31/2014
WV	Brooke	Matanzo	Marisa	8712	A	9/15/2013	9/30/2014
WV	Brooke	McCasland	Nancy	3758	A	12/3/2013	12/31/2014
WV	Brooke	McDaniel	Dennis	8920	A	7/23/2013	7/31/2014
WV	Brooke	Mitchell	Michele	1910	A	11/22/2013	11/30/2014
WV	Brooke	Norrid	Amber	9492	A	11/26/2013	11/30/2014
WV	Brooke	Patsch	Patricia	4002	A	9/16/2013	9/30/2014
WV	Brooke	Pattison	Kendra	9522	A	2/20/2014	2/28/2015
WV	Brooke	Paul	Kristin	5017	A	9/19/2013	10/31/2014
WV	Brooke	Peckens	Zachary	9385	A	7/3/2014	7/31/2015
WV	Brooke	Porter	Margaret	8875	A	5/29/2014	5/31/2015
WV	Brooke	Reed	Melanie	8704	A	8/15/2013	8/31/2014
WV	Brooke	Rice	April	5117	A	2/12/2014	2/28/2015
WV	Brooke	Riggs	Billi	2752	A	11/14/2013	11/30/2014
WV	Brooke	Sacco	Rose Ann	2695	A	7/14/2014	7/31/2015
WV	Brooke	Saksa	Justin	5925	A	1/3/2014	1/31/2015

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WV	Brooke	Schultz	Kristy	4860	A	1/9/2014	1/31/2015
WV	Brooke	Shimmel	Helen Jill	3209	A	11/15/2013	11/30/2014
WV	Brooke	Smith	Melissa	9592	A	7/7/2014	7/31/2015
WV	Brooke	Stanley	Nicole	4737	A	12/15/2013	12/31/2014
WV	Brooke	Tennant	Suzanne	4532	A	8/31/2013	8/31/2014
WV	Brooke	Tennant	Blaine	9245	A	10/20/2013	11/30/2014
WV	Brooke	Tipton	Brittany	9391	A	7/6/2014	7/31/2015
WV	Brooke	Willey	Bonnie	3813	A	6/9/2014	6/30/2015
WV	Brooke	Williamson	Barbara	8028	B	4/24/2014	5/31/2015
WV	Brooke	Withers	Savannah	8923	A	7/22/2013	7/31/2014
WV	Brooke	Yost	Heather	9395	A	7/11/2014	7/31/2015
WV	Cabell	Adams	Jessica	9206	A	9/12/2013	9/30/2014
WV	Cabell	Adkins	Teena	888	A	12/10/2013	1/31/2015
WV	Cabell	Adkins	Cheryl	1263	A	10/9/2013	11/30/2014
WV	Cabell	Adkins	Jeffrey	2630	A	11/28/2013	11/30/2014
WV	Cabell	Adkins	Kara	8365	A	12/5/2013	12/31/2014
WV	Cabell	Akers	Annette	4143	A	7/10/2014	7/31/2015
WV	Cabell	Allen	Michael	849	A	3/11/2014	3/31/2015
WV	Cabell	Allen	Shelia	2246	A	11/22/2013	11/30/2014
WV	Cabell	Alley	Mariko	9019	A	11/1/2013	11/30/2014
WV	Cabell	Angus	Katharina	5469	A	11/18/2013	11/30/2014
WV	Cabell	Ansell	Amy	5341	A	2/24/2014	2/28/2015
WV	Cabell	Anthony	Evan	9479	A	11/2/2013	11/30/2014
WV	Cabell	Ash	Rodney	5958	A	5/30/2014	5/31/2015
WV	Cabell	Ashton	Sandra	9199	A	8/21/2013	9/30/2014
WV	Cabell	Ball	Gary	5104	A	1/12/2014	1/31/2015
WV	Cabell	Ball	Ashley	5593	A	7/14/2014	7/31/2015
WV	Cabell	Barger	Stephanie	9536	A	3/12/2014	3/31/2015
WV	Cabell	Barker III	Earl	8376	A	11/9/2013	12/31/2014
WV	Cabell	Beever	Brandy	5914	A	12/10/2013	1/31/2015
WV	Cabell	Bellomy	Susan	28	A	1/28/2014	3/31/2015
WV	Cabell	Bellomy	Angela	1812	A	1/28/2014	1/31/2015
WV	Cabell	Black	Ethan	9057	A	2/19/2014	2/28/2015
WV	Cabell	Blatt	Holly	4602	A	10/22/2013	11/30/2014
WV	Cabell	Bledsoe	Genene	2251	A	4/1/2014	4/30/2015
WV	Cabell	Bloss	Jennifer	4100	A	8/6/2013	8/31/2014
WV	Cabell	Bocook	Denise	5385	A	6/17/2014	6/30/2015
WV	Cabell	Bond	Alyssa	5478	A	10/13/2013	11/30/2014
WV	Cabell	Bourne	Haley	8291	A	9/20/2013	10/31/2014
WV	Cabell	Bowman	Tyler	9296	A	2/1/2014	2/28/2015
WV	Cabell	Braddock	Carla	4562	A	12/29/2013	12/31/2014
WV	Cabell	Branham	Brittany	9478	A	11/1/2013	11/30/2014
WV	Cabell	Brooks	Davida	2851	A	8/12/2013	8/31/2014
WV	Cabell	Brown Jr.	Richard	8460	A	7/11/2013	7/31/2014
WV	Cabell	Brumfield	Rebecca	8598	A	1/25/2014	1/31/2015
WV	Cabell	Brunty	Sonya	5732	A	6/23/2014	7/31/2015
WV	Cabell	Bryan	Barbara	561	A	8/4/2013	8/31/2014
WV	Cabell	Buckley	Garland	52	A	7/19/2013	7/31/2014
WV	Cabell	Butcher	Paul	9293	A	1/31/2014	2/28/2015
WV	Cabell	Byrd	Lindsey	9125	A	6/15/2014	6/30/2015
WV	Cabell	Caines	Heather	5585	A	4/11/2014	4/30/2015

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WV	Cabell	Caldwell	Adina	1702	A	10/10/2013	11/30/2014
WV	Cabell	Canterbury	Stacee	8926	A	7/2/2013	7/31/2014
WV	Cabell	Carroll	Mary	1592	A	10/13/2013	11/30/2014
WV	Cabell	Cash	Jennifer	5487	A	4/17/2014	4/30/2015
WV	Cabell	Chandler	Dwana	1396	A	7/10/2014	7/31/2015
WV	Cabell	Chapman	April	3642	A	3/27/2014	4/30/2015
WV	Cabell	Chapman	Brenda	1039	A	12/5/2013	12/31/2014
WV	Cabell	Chapman	Lee Ann	361	A	12/10/2013	12/31/2014
WV	Cabell	Clark	Mica	4611	A	11/22/2013	11/30/2014
WV	Cabell	Cobb	Cynthia	5028	A	11/18/2013	11/30/2014
WV	Cabell	Coffman	Carolyn	2583	A	9/2/2013	9/30/2014
WV	Cabell	Collett	Nathan	9209	A	9/30/2013	9/30/2014
WV	Cabell	Collins	Erin	8399	A	1/19/2014	1/31/2015
WV	Cabell	Collins	Rebecca	8812	A	1/24/2014	2/28/2015
WV	Cabell	Combs	Mindy	4741	A	3/11/2014	4/30/2015
WV	Cabell	Combs	Jonathan	9061	A	4/16/2014	4/30/2015
WV	Cabell	Compton	Rebecca	4047	A	9/30/2013	11/30/2014
WV	Cabell	Conley	Cortney	9298	A	1/14/2014	2/28/2015
WV	Cabell	Conzett	Cheryl	1383	A	12/6/2013	12/31/2014
WV	Cabell	Copley	Courtney	4844	A	12/27/2013	12/31/2014
WV	Cabell	Cordle, Jr.	Ronald	4110	A	2/4/2014	2/28/2015
WV	Cabell	Cornwell	Diana	3288	A	1/27/2014	1/31/2015
WV	Cabell	Cox	Kelly	8508	A	9/18/2013	9/30/2014
WV	Cabell	Craig	Vanessa	5252	A	11/15/2013	11/30/2014
WV	Cabell	Creech	Earl	4504	A	8/19/2013	8/31/2014
WV	Cabell	Crozier	Beth	8283	A	9/18/2013	9/30/2014
WV	Cabell	Curtis	Kelly	1798	A	9/26/2013	9/30/2014
WV	Cabell	Dailey	Melanie	4418	A	12/17/2013	12/31/2014
WV	Cabell	Damron	Greg	5363	A	4/24/2014	4/30/2015
WV	Cabell	Davis	Joyce	1158	A	12/7/2013	12/31/2014
WV	Cabell	Davis	Stacy	3695	A	8/18/2013	9/30/2014
WV	Cabell	Dawson	Mary	4487	A	5/18/2014	5/31/2015
WV	Cabell	Day	James	5891	A	11/21/2013	12/31/2014
WV	Cabell	Dearth	Amber	5360	A	3/27/2014	3/31/2015
WV	Cabell	Deaton	Elizabeth	2634	A	6/30/2014	8/31/2015
WV	Cabell	Dempsey	Juanita	5675	A	6/16/2014	7/31/2015
WV	Cabell	Dennison	Mary	94	A	4/29/2014	5/31/2015
WV	Cabell	Dial	David	869	A	1/15/2014	1/31/2015
WV	Cabell	Dillon	Terry	5762	A	6/23/2014	7/31/2015
WV	Cabell	Dodrill	Meghan	3752	A	11/25/2013	11/30/2014
WV	Cabell	Donahoe	Sandra	1655	A	5/7/2014	5/31/2015
WV	Cabell	Dotson	Sue	824	A	6/15/2014	7/31/2015
WV	Cabell	Dudley	Mary	5731	A	6/23/2014	7/31/2015
WV	Cabell	Dyer	Shannon	4784	A	10/9/2013	10/31/2014
WV	Cabell	Edmonds	Christopher	8949	A	8/29/2013	9/30/2014
WV	Cabell	Elkins	Stephanie	1901	A	9/30/2013	10/31/2014
WV	Cabell	Estel	Ashley	8773	A	11/26/2013	11/30/2014
WV	Cabell	Facemyer	Mindy	4851	A	11/30/2013	12/31/2014
WV	Cabell	Farrell	Michelle	4525	A	7/13/2013	7/31/2014
WV	Cabell	Ferguson	Christopher	4056	A	12/22/2013	12/31/2014
WV	Cabell	Ferguson	Clarence	8897	A	6/2/2014	6/30/2015

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WV	Cabell	Ferris	April	4513	A	7/11/2013	7/31/2014
WV	Cabell	Fields	Amy	2707	A	10/28/2013	10/31/2014
WV	Cabell	Finney	Ashley	9205	AC	9/17/2013	9/30/2014
WV	Cabell	Fisher	Rita	4410	A	10/22/2013	11/30/2014
WV	Cabell	Floyd	Erin	4712	A	4/22/2014	5/31/2015
WV	Cabell	Foley	Brittany	9419	A	9/2/2013	9/30/2014
WV	Cabell	Foster	Karen	3212	A	10/8/2013	11/30/2014
WV	Cabell	Frye	Jennifer	9254	A	11/5/2013	11/30/2014
WV	Cabell	Fullerton	Michelle	9373	A	6/20/2014	7/31/2015
WV	Cabell	Galvez	Jean	2901	A	12/17/2013	12/31/2014
WV	Cabell	Garretson	Nicole	9094	A	4/2/2014	5/31/2015
WV	Cabell	Gerlach	Minda	111	A	10/31/2013	10/31/2014
WV	Cabell	Gibson	Lori	5642	A	7/9/2014	7/31/2015
WV	Cabell	Gillispie	Tonja	2515	A	6/18/2014	7/31/2015
WV	Cabell	Gillum	Brenda	5795	A	8/30/2013	8/31/2014
WV	Cabell	Gladys	Susan	1965	A	2/28/2014	2/28/2015
WV	Cabell	Goff	Tara	4776	A	9/23/2013	9/30/2014
WV	Cabell	Golden	Phillip	3719	A	9/16/2013	10/31/2014
WV	Cabell	Golden	Amanda	8665	A	6/14/2014	7/31/2015
WV	Cabell	Goodpaster	Emily	5326	A	1/11/2014	1/31/2015
WV	Cabell	Green	Wendy	5364	A	4/23/2014	4/30/2015
WV	Cabell	Green	Laura	9483	A	11/11/2013	11/30/2014
WV	Cabell	Griffith	Erica	5134	A	4/27/2014	4/30/2015
WV	Cabell	Hairston	Stephanie	8685	A	7/26/2013	7/31/2014
WV	Cabell	Hale	Jacquelyn	5255	A	11/12/2013	11/30/2014
WV	Cabell	Hall	Markessa	4553	A	8/22/2013	9/30/2014
WV	Cabell	Halstead	Kristina	3759	A	1/31/2014	1/31/2015
WV	Cabell	Halstead	Cynthia	9231	A	9/26/2013	10/31/2014
WV	Cabell	Hancock	Katherine	4306	A	6/6/2014	6/30/2015
WV	Cabell	Hanna	Nancy	9367	A	6/6/2014	6/30/2015
WV	Cabell	Hannah	Kayla	5186	A	7/2/2014	7/31/2015
WV	Cabell	Harless	Shellie	5499	A	12/29/2013	12/31/2014
WV	Cabell	Harris	Kellie	5270	A	11/22/2013	11/30/2014
WV	Cabell	Hart	Michele	8013	A	4/19/2013	5/31/2015
WV	Cabell	Hatfield	Megan	8967	A	9/13/2013	9/30/2014
WV	Cabell	Haun	Pamela	161	A	6/12/2014	7/31/2015
WV	Cabell	Hayes	Angela	1341	A	8/6/2013	8/31/2014
WV	Cabell	Henry	Jeremy	3745	A	11/14/2013	11/30/2014
WV	Cabell	Hensley	Anthony	4377	A	10/31/2013	10/31/2014
WV	Cabell	Herndon	Patricia	1260	A	9/12/2013	10/31/2014
WV	Cabell	Hiler Turner	Beth	4257	A	3/18/2014	3/31/2015
WV	Cabell	Hill	Lindsay	8689	A	8/23/2013	8/31/2014
WV	Cabell	Hobbs	April	9299	A	2/19/2014	2/28/2015
WV	Cabell	Holcomb	Brianne	4947	A	8/18/2013	8/31/2014
WV	Cabell	Holley	Kelly	3768	A	12/4/2013	12/31/2014
WV	Cabell	Huffman	Jacob	8373	A	6/3/2014	6/30/2015
WV	Cabell	Hulett	Jennifer	3474	A	4/14/2014	4/30/2015
WV	Cabell	Jacobs	Stephanie	5405	A	7/8/2014	7/31/2015
WV	Cabell	Jobe	Jeffrey	2442	A	10/7/2013	11/30/2014
WV	Cabell	Johnson	Tara	5081	A	12/20/2013	12/31/2014
WV	Cabell	Jones	Kendra	4276	A	2/14/2014	2/28/2015

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WV	Cabell	Kearns	Micheal	8463	A	7/27/2013	7/31/2014
WV	Cabell	Keeney	Benjamin	5110	A	8/12/2013	8/31/2014
WV	Cabell	Keesee	Jody	8360	A	12/15/2013	12/31/2014
WV	Cabell	Kennedy	Stephanie	5842	A	10/3/2013	10/31/2014
WV	Cabell	Kern	Barbara	4330	A	8/25/2013	8/31/2014
WV	Cabell	Kirby	Fred	725	A	2/10/2014	2/28/2015
WV	Cabell	Kiser	Shane	8477	A	8/30/2013	8/31/2014
WV	Cabell	Kisor	Dawn	3210	A	10/8/2013	11/30/2014
WV	Cabell	Knipp	Lisa	2529	A	4/28/2014	4/30/2015
WV	Cabell	Laney	Valorie	9424	A	9/9/2013	9/30/2014
WV	Cabell	Lester	Joshua	9083	A	3/4/2014	3/31/2015
WV	Cabell	Lester	Micah	9593	A	7/7/2014	7/31/2015
WV	Cabell	Livingston	Carmen	3233	A	11/15/2013	11/30/2014
WV	Cabell	Lounsbury	Susan	8266	A	9/4/2013	8/31/2014
WV	Cabell	Lucas	Melissa	5525	A	1/8/2014	1/31/2015
WV	Cabell	Madden	Toni	2486	A	12/14/2013	12/31/2014
WV	Cabell	Marcum	Harvey	4726	A	6/12/2014	6/30/2015
WV	Cabell	Marion	Drema	499	A	8/25/2013	8/31/2014
WV	Cabell	Martin	Andrea	4814	A	10/27/2013	11/30/2014
WV	Cabell	Martin	Tim	5170	A	3/17/2014	4/30/2015
WV	Cabell	Mathis	Tranae	5512	A	12/16/2013	12/31/2014
WV	Cabell	Mathis	Jeremy	8763	A	10/3/2013	11/30/2014
WV	Cabell	Maynard	Farrah	8706	A	8/30/2013	8/31/2014
WV	Cabell	Maynor	Cassie	3424	A	12/7/2013	12/31/2014
WV	Cabell	McElfish	Judith	3352	A	1/27/2014	2/28/2015
WV	Cabell	McGuffin	Christina	4871	A	2/15/2014	2/28/2015
WV	Cabell	McIntyre	Rhonda	2542	A	7/25/2013	7/31/2014
WV	Cabell	Mead	Christy	4520	A	7/23/2013	7/31/2014
WV	Cabell	Mead	Jason	5088	A	12/16/2013	12/31/2014
WV	Cabell	Menniti	Cheryl	1117	A	8/31/2013	9/30/2014
WV	Cabell	Merlino	Lisa	5324	A	1/12/2014	1/31/2015
WV	Cabell	Michael	Glenna	2143	A	5/14/2014	4/30/2015
WV	Cabell	Miller	Jeanne	4707	A	5/12/2014	5/31/2015
WV	Cabell	Miller	Dawneda	1516	A	3/26/2014	3/31/2015
WV	Cabell	Miller	Lori	2619	A	11/13/2013	11/30/2014
WV	Cabell	Miller	Kelly	5821	A	9/3/2013	9/30/2014
WV	Cabell	Moore	Deborah	1129	A	9/17/2013	9/30/2014
WV	Cabell	Moore	Pamela	583	A	9/2/2013	9/30/2014
WV	Cabell	Morgan	Joshua	5461	A	11/5/2013	10/31/2014
WV	Cabell	Morgan	Timothy	8810	A	1/17/2014	2/28/2015
WV	Cabell	Morris	Robin	1340	A	3/29/2014	4/30/2015
WV	Cabell	Morrison	Rose	838	A	10/21/2013	11/30/2014
WV	Cabell	Morrison	Valerie	4422	A	12/12/2013	12/31/2014
WV	Cabell	Moss	Michael	8369	A	11/27/2013	12/31/2014
WV	Cabell	Mount	Doralyn	8842	A	4/11/2014	4/30/2015
WV	Cabell	Mullins	Lorilee	2532	A	12/6/2013	11/30/2014
WV	Cabell	Muto	Lisa	3395	A	10/14/2013	11/30/2014
WV	Cabell	Napier	John	1833	A	1/8/2014	1/31/2015
WV	Cabell	Neace	Jona	9163	A	8/20/2013	8/31/2014
WV	Cabell	Neal	April	5931	A	1/15/2014	1/31/2015
WV	Cabell	Nelson	Jason	5090	A	12/30/2013	12/31/2014

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WV	Cabell	Nester	Serafina	229	A	6/25/2014	7/31/2015
WV	Cabell	Nicely	Shauna	5500	A	12/17/2013	12/31/2014
WV	Cabell	Nichols	Curtis	424	A	7/29/2013	7/31/2014
WV	Cabell	Nida	Laura	5137	A	3/17/2014	4/30/2015
WV	Cabell	Nixon	Taylor	8504	A	6/23/2014	6/30/2015
WV	Cabell	Odell	Erin	4797	A	9/16/2013	10/31/2014
WV	Cabell	Orwig	Amy	5125	A	3/31/2014	3/31/2015
WV	Cabell	Pardue	Amy	1826	A	5/23/2014	5/31/2015
WV	Cabell	Pauley	Jacqueline	2846	A	7/12/2013	7/31/2014
WV	Cabell	Pauley	Michael	5622	A	7/28/2013	7/31/2014
WV	Cabell	Penn	Shelby	9572	A	6/7/2014	6/30/2015
WV	Cabell	Pepper	Natalie	8582	A	12/17/2013	12/31/2014
WV	Cabell	Perdue	Kristy	3247	A	11/22/2013	12/31/2014
WV	Cabell	Perdue	Michael	2437	A	8/1/2013	8/31/2014
WV	Cabell	Petry	Jacob	5944	A	2/25/2014	3/31/2015
WV	Cabell	Petty	Rita	655	A	6/28/2014	7/31/2015
WV	Cabell	Phillips	Kimberly	4231	A	1/7/2014	1/31/2015
WV	Cabell	Phillips	Megan	5020	A	11/1/2013	11/30/2014
WV	Cabell	Phillips	Adam	5039	A	11/1/2013	11/30/2014
WV	Cabell	Pinkerman	Karen	4337	A	5/31/2014	5/31/2015
WV	Cabell	Plymale	Jessica	5053	A	11/18/2013	11/30/2014
WV	Cabell	Preece	Christopher	5655	A	7/3/2014	7/31/2015
WV	Cabell	Pulcrano	Richard	1266	A	1/28/2014	3/31/2015
WV	Cabell	Ramey	Christina	4646	A	12/18/2013	12/31/2014
WV	Cabell	Ransbottom	Brent	8668	A	7/14/2013	7/31/2014
WV	Cabell	Renner	Melissa	3773	A	10/16/2013	10/31/2014
WV	Cabell	Rodebaugh	Heather	4072	A	12/27/2013	12/31/2014
WV	Cabell	Ross	Kimberly	3630	A	1/2/2014	1/31/2015
WV	Cabell	Ross	Melanie	323	A	7/7/2013	7/31/2014
WV	Cabell	Ross	Joshua	9102	A	4/23/2014	5/31/2015
WV	Cabell	Rowe	Angela	8566	A	12/13/2013	12/31/2014
WV	Cabell	Rowsey	Carrie	9054	A	1/3/2014	1/31/2015
WV	Cabell	Roy	Bridget	3677	A	7/14/2013	7/31/2014
WV	Cabell	Ruggles	Lanena	8297	A	10/16/2013	10/31/2014
WV	Cabell	Runyon	Jamie	8565	A	12/13/2013	12/31/2014
WV	Cabell	Sansom	Morena	1703	A	11/20/2013	11/30/2014
WV	Cabell	Sansom	Susan	3251	A	12/3/2013	12/31/2014
WV	Cabell	Sargent	Duana	3103	A	12/26/2013	1/31/2015
WV	Cabell	Saunders	Colleen	1258	A	9/20/2013	10/31/2014
WV	Cabell	Scarberry	Sherry	2642	A	7/8/2013	7/31/2014
WV	Cabell	Sexton	Geneva	4743	A	6/30/2014	7/31/2015
WV	Cabell	Sharp	Megan	8914	A	6/16/2014	7/31/2015
WV	Cabell	Shoemaker	Michael	2584	A	8/12/2013	9/30/2014
WV	Cabell	Shoemaker	Tina	5682	AC	7/4/2013	7/31/2014
WV	Cabell	Short	Chelsey	9359	A	6/15/2014	6/30/2015
WV	Cabell	Shuler	Eric	5369	A	4/1/2014	4/30/2015
WV	Cabell	Shultz	Liane	5287	A	10/14/2013	11/30/2014
WV	Cabell	Simpson	Stephen	4117	MR	4/14/2014	4/30/2015
WV	Cabell	Slate	Richard	5790	A	7/19/2013	8/31/2014
WV	Cabell	Smith	Crystal	4677	A	3/2/2014	3/31/2015
WV	Cabell	Smith	Victoria	1205	A	3/5/2014	3/31/2015

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WV	Cabell	Smith	Latisha	3776	A	12/16/2013	12/31/2014
WV	Cabell	Smoot	Amanda	5899	A	12/21/2013	12/31/2014
WV	Cabell	Snyder	John	4431	A	11/28/2013	12/31/2014
WV	Cabell	Spears	Marilyn	347	A	7/14/2014	7/31/2014
WV	Cabell	Spence	Jo Ellen	2141	A	9/13/2013	10/31/2014
WV	Cabell	Spurlock	Tammi	1145	A	10/9/2013	10/31/2014
WV	Cabell	Steen	Tracy	3911	A	12/11/2013	12/31/2014
WV	Cabell	Stephens	Jenny	5250	A	11/1/2013	11/30/2014
WV	Cabell	Stevens	Jill	5632	A	6/23/2014	7/31/2015
WV	Cabell	Stewart	Denise	4053	A	12/16/2013	12/31/2014
WV	Cabell	Stiltner	Natasha	5922	A	1/26/2014	1/31/2015
WV	Cabell	Stone	Sara	5890	A	12/17/2013	12/31/2014
WV	Cabell	Stoner	Debra	359	A	7/21/2013	7/31/2014
WV	Cabell	Stowers	Melissa	5909	A	12/11/2013	12/31/2014
WV	Cabell	Streets	Corey	9291	A	12/20/2013	1/31/2015
WV	Cabell	Stuart	Rebecca	681	A	2/13/2014	2/28/2015
WV	Cabell	Sutherland	Robin	5408	A	7/1/2013	7/31/2014
WV	Cabell	Sutphin	Tammie	5482	A	11/3/2013	11/30/2014
WV	Cabell	Swann	Rebecca	4756	A	8/23/2013	8/31/2014
WV	Cabell	Tackett	Chelsey	9072	A	2/24/2014	3/31/2015
WV	Cabell	Taylor	Tammy	2443	A	11/7/2013	11/30/2014
WV	Cabell	Taylor	Samantha	5330	A	1/14/2014	1/31/2015
WV	Cabell	Thomas	Matthew	8389	A	12/3/2013	12/31/2014
WV	Cabell	Thompson	Cheryl	3236	A	1/13/2014	1/31/2015
WV	Cabell	Thornton	Cody	8568	A	12/17/2013	12/31/2014
WV	Cabell	Thornton	Rebecca	8570	A	12/17/2013	12/31/2014
WV	Cabell	Trumbo	Vickie	5784	A	7/26/2013	8/31/2014
WV	Cabell	Tucker	Kelly	8480	A	8/20/2013	8/31/2014
WV	Cabell	Tygrett	Gwendolyn	2209	A	7/9/2014	7/31/2015
WV	Cabell	Viglianco	Gabrielle	8677	A	7/3/2013	7/31/2014
WV	Cabell	Walker	Robert	5343	A	1/28/2014	2/28/2015
WV	Cabell	Wallace	Pauletta	3058	A	11/18/2013	11/30/2014
WV	Cabell	Wallis	Christopher	4439	A	1/15/2014	1/31/2015
WV	Cabell	Wallis	Lauren	8388	A	12/21/2013	12/31/2014
WV	Cabell	Ward	Veronica	400	A	7/10/2014	7/31/2015
WV	Cabell	Ward	Laura	4437	A	1/17/2014	1/31/2015
WV	Cabell	Ward	Lucinda	5012	A	10/15/2013	10/31/2014
WV	Cabell	Watkins	Telah	8324	A	11/5/2013	11/30/2014
WV	Cabell	Watts	Danielle	3451	A	4/14/2014	4/30/2015
WV	Cabell	Weber	Stacy	8405	A	1/14/2014	1/31/2015
WV	Cabell	Wellman	Jason	4484	A	12/6/2013	12/31/2014
WV	Cabell	Wendell	Alicia	5919	A	1/26/2014	1/31/2015
WV	Cabell	Wentz	Robert	1038	A	9/16/2013	10/31/2014
WV	Cabell	Westfall	Cherie	5803	A	8/7/2013	9/30/2014
WV	Cabell	White	Amber	5175	A	7/13/2014	7/31/2015
WV	Cabell	White	Leigh Ann	8288	A	10/14/2013	10/31/2014
WV	Cabell	Wiley	Stephen	1816	A	11/11/2013	11/30/2014
WV	Cabell	Williams	Tabitha	9074	A	3/14/2014	3/31/2015
WV	Cabell	Williamson	Scott	4102	A	12/23/2013	1/31/2015
WV	Cabell	Williamson	Austin	9117	A	4/21/2014	5/31/2015
WV	Cabell	Wilson	John	9272	A	12/11/2013	12/31/2014

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WV	Cabell	Wolfe	Felicia	9026	A	1/8/2014	12/31/2014
WV	Cabell	Wood	Pamela	372	A	7/26/2013	8/31/2014
WV	Cabell	Woollard	Nicole	8858	A	5/17/2014	5/31/2015
WV	Cabell	Workman	Joshua	9528	A	2/26/2014	2/28/2015
WV	Cabell	Yeager	Jamie	3899	A	10/24/2013	11/30/2014
WV	Cabell	Zeigler	Jennifer	9376	A	7/3/2013	7/31/2014
WV	Calhoun	Austin	Diana	4977	A	5/5/2014	5/31/2015
WV	Calhoun	Balisciano	Cheryl	4924	A	7/3/2014	7/31/2015
WV	Calhoun	Dodd	Michael	3156	A	8/8/2013	8/31/2014
WV	Calhoun	Hall	Paige	7190	T	5/22/2014	11/22/2014
WV	Calhoun	Riddel	Jessica	5807	A	9/12/2013	9/30/2014
WV	Calhoun	Rowe	Jodi	4583	A	9/26/2013	10/31/2014
WV	Calhoun	Sawyer	Stephen	4685	A	3/8/2014	3/31/2015
WV	Calhoun	Slavens	Sandra	3131	A	2/6/2014	2/28/2015
WV	Calhoun	Smith	Phyllis	1462	A	9/24/2013	10/31/2014
WV	Calhoun	Stevens	Andrea	8947	A	9/2/2013	9/30/2014
WV	Calhoun	Walker	Brian	5808	A	9/25/2013	9/30/2014
WV	Fayette	Adkins	Harold	8901	A	6/16/2014	6/30/2015
WV	Fayette	Allison	Betty	2006	A	6/9/2014	7/31/2015
WV	Fayette	Bailes	Tamara	5002	A	10/17/2013	10/31/2014
WV	Fayette	Brown	Gretchen	8016	B	8/15/2013	9/30/2014
WV	Fayette	Copley	Jeffrey	5529	A	5/20/2014	5/31/2015
WV	Fayette	Craddock	Lisa	3076	A	12/10/2013	12/31/2014
WV	Fayette	Davis	Belina	3426	A	3/24/2014	3/31/2015
WV	Fayette	Duff	Lisa	5467	A	10/17/2013	10/31/2014
WV	Fayette	Harrah	Wendy	3049	A	11/20/2013	11/30/2014
WV	Fayette	Kincaid	Heather	9345	A	5/30/2014	5/31/2015
WV	Fayette	Miller	Angela	3398	A	11/13/2013	11/30/2014
WV	Fayette	Miller	Sarah	4023	A	9/10/2013	9/30/2014
WV	Fayette	Miller	Erin	5006	A	9/26/2013	10/31/2014
WV	Fayette	Mullins	Tosha	9129	A	6/29/2014	6/30/2015
WV	Fayette	Olson	Andrew	9105	A	5/2/2014	5/31/2015
WV	Fayette	Pauley	Robert	2080	A	7/14/2014	7/31/2015
WV	Fayette	Pauley	Gina	1460	A	10/27/2013	10/31/2014
WV	Fayette	Rogers	Erica	5681	A	7/16/2013	7/31/2014
WV	Fayette	Simmons	April	5709	A	7/19/2013	7/31/2014
WV	Fayette	Simms	Misty	8458	A	7/25/2013	7/31/2014
WV	Fayette	Sizemore	Kristen	5086	A	12/6/2013	12/31/2014
WV	Fayette	Stout	James	2714	A	8/13/2013	9/30/2014
WV	Fayette	Stump	Franklin	5378	A	4/8/2014	5/31/2015
WV	Fayette	Sullivan	Angela	2569	A	2/11/2014	2/28/2015
WV	Fayette	Sumpter	Aleida	8009	B	5/12/2014	5/31/2015
WV	Fayette	Taylor	Angela	3706	A	9/24/2013	9/30/2014
WV	Fayette	Winkler	Jeremiah	8323	A	11/28/2013	11/30/2014
WV	Fayette	Wood	Mark	9257	A	11/24/2013	11/30/2014
WV	Franklin	Beaver	Brandon	9280	A	12/31/2013	1/31/2015
WV	Gilmer	Moyers	Nicole	5321	A	12/26/2013	1/31/2015
WV	Grant	Adkins	Meredith	3697	A	9/23/2013	9/30/2014
WV	Grant	Bailey	Bethany	9498	A	12/12/2013	12/31/2014
WV	Grant	Berg	Marty	3343	A	8/13/2013	9/30/2014
WV	Grant	Bohn	Gary	9497	A	12/8/2013	12/31/2014

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WV	Grant	Crites	Tina	8499	A	8/13/2013	9/30/2014
WV	Grant	Crites	Julie	8655	A	6/19/2014	6/30/2015
WV	Grant	Donaldson	Sandra	3525	A	5/5/2014	5/31/2015
WV	Grant	Eye	Jennifer	4953	A	8/19/2013	8/31/2014
WV	Grant	Funk	Tabitha	5580	A	6/29/2014	6/30/2015
WV	Grant	Gumm	Brittany	8253	A	8/16/2013	8/31/2014
WV	Grant	Hahn	Melissa	4595	A	11/20/2013	11/30/2014
WV	Grant	Keller	Stacie	8537	A	11/15/2013	11/30/2014
WV	Grant	Petrilla	Thomas	9325	A	3/26/2014	4/30/2015
WV	Grant	Rohrbaugh	Paula	5319	A	1/20/2014	1/31/2015
WV	Grant	Rohrbaugh	James	9388	A	7/17/2013	7/31/2014
WV	Grant	Shreve	Cindy	2729	A	10/1/2013	9/30/2014
WV	Grant	Snyder	Teresa	3485	A	1/15/2014	1/31/2015
WV	Grant	Staggs	Lorena	4988	A	10/30/2013	10/31/2014
WV	Greenbrier	Anderson	Sandra	877	A	12/26/2013	12/31/2014
WV	Greenbrier	Baker	Allison	4204	A	11/6/2013	11/30/2014
WV	Greenbrier	Baker III	Glen	9051	A	1/14/2014	1/31/2015
WV	Greenbrier	Bartenslager	Kelly	2870	A	10/21/2013	10/31/2014
WV	Greenbrier	Beavers	Kevin	3175	A	8/22/2013	9/30/2014
WV	Greenbrier	Boggs	Terra	8465	A	7/19/2013	7/31/2014
WV	Greenbrier	Booth	Melinda	3636	A	1/14/2014	2/28/2015
WV	Greenbrier	Bostic	William	5129	A	3/28/2014	3/31/2015
WV	Greenbrier	Bowers	Jessica	9219	A	10/21/2013	10/31/2014
WV	Greenbrier	Brown	Hope	4201	A	11/16/2013	11/30/2014
WV	Greenbrier	Bullock	Jennifer	5773	A	8/6/2013	8/31/2014
WV	Greenbrier	Burdette	Amy	8660	A	6/24/2014	6/30/2015
WV	Greenbrier	Carson	James	4212	A	11/26/2013	11/30/2014
WV	Greenbrier	Creasman	Carol	587	A	8/5/2013	8/31/2014
WV	Greenbrier	Cunningham	Jacqueline	3591	A	12/10/2013	12/31/2014
WV	Greenbrier	Dillon	Christopher	5503	A	12/9/2013	12/31/2014
WV	Greenbrier	Dodd	Susan	1212	A	12/31/2013	12/31/2014
WV	Greenbrier	Dodson	Crystal	5908	A	12/27/2013	12/31/2014
WV	Greenbrier	Ford	Fred	8662	A	7/19/2013	7/31/2014
WV	Greenbrier	Graham	Kimberly	2597	A	7/16/2013	8/31/2014
WV	Greenbrier	Gyurek	Tania	9202	A	9/20/2013	9/30/2014
WV	Greenbrier	Harper	Karin	1918	A	11/6/2013	11/30/2014
WV	Greenbrier	Harvey	Elizabeth	873	A	5/12/2014	6/30/2015
WV	Greenbrier	Henriquez	Susan	858	A	11/29/2013	11/30/2014
WV	Greenbrier	Hey	Michael	9115	A	5/7/2014	5/31/2015
WV	Greenbrier	Highlander	Jill	3506	A	9/4/2013	9/30/2014
WV	Greenbrier	Hill	Lisa	3430	A	12/20/2013	12/31/2014
WV	Greenbrier	Howard	Christopher	5881	A	11/21/2013	11/30/2014
WV	Greenbrier	Huffman	Tara	8813	A	3/20/2014	3/31/2015
WV	Greenbrier	Hughes	Kathryn	1928	A	12/16/2013	12/31/2014
WV	Greenbrier	Humphries	Willa	1219	A	8/30/2013	8/31/2014
WV	Greenbrier	Lemon	Rebecca	1553	A	7/23/2013	8/31/2014
WV	Greenbrier	Logan	Karen	2788	A	12/17/2013	12/31/2014
WV	Greenbrier	Mabry	Gary	3928	A	12/5/2013	12/31/2014
WV	Greenbrier	Mabry	Ronda	3346	A	9/13/2013	9/30/2014
WV	Greenbrier	McClung	Kimberlee	8281	A	2/9/2014	3/31/2015
WV	Greenbrier	McGraw	Stephanie	2654	A	1/17/2014	1/31/2015

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WV	Greenbrier	Merriman	Matthew	5380	A	6/5/2014	6/30/2015
WV	Greenbrier	Miller	Kimberley	3987	A	7/8/2014	7/31/2015
WV	Greenbrier	Nickell	Rebecca	231	A	3/21/2014	3/31/2015
WV	Greenbrier	O'Dell	Shannon	4554	A	9/10/2013	9/30/2014
WV	Greenbrier	Painter	Tonya	3088	A	3/13/2014	3/31/2015
WV	Greenbrier	Pensule	Betty	3600	A	12/6/2013	11/30/2014
WV	Greenbrier	Ripley	Jeffrey	447	A	8/19/2013	8/31/2014
WV	Greenbrier	Rohlf	Justin	5225	A	9/19/2013	10/31/2014
WV	Greenbrier	Romine	David	5381	A	4/30/2014	6/30/2015
WV	Greenbrier	Skaggs	Ashley	8548	A	11/27/2013	11/30/2014
WV	Greenbrier	Sparks	Joseph	3380	A	10/30/2013	11/30/2014
WV	Greenbrier	Teubert	Joan	1538	A	7/16/2013	7/31/2014
WV	Greenbrier	Turner	Shirley	384	A	6/21/2013	7/31/2014
WV	Greenbrier	Weikle	David	2895	A	10/11/2013	11/30/2014
WV	Greenbrier	Whitt	Ashleigh	5876	A	10/11/2013	11/30/2014
WV	Greenbrier	Willis	Victoria	4788	A	10/10/2013	10/31/2014
WV	Greenbrier	Windon	Corey	8895	A	5/26/2014	6/30/2015
WV	Hampshire	Barnes	Jeana	9146	A	7/19/2013	7/31/2014
WV	Hampshire	Holmes	Colleen	3631	A	1/22/2014	1/31/2015
WV	Hampshire	Kirby	Alicia	8945	A	9/6/2013	9/30/2014
WV	Hampshire	Mock-Cox	Donna	3321	A	1/6/2014	1/31/2015
WV	Hampshire	Rinker	Thomas	9253	A	11/22/2013	11/30/2014
WV	Hampshire	Yaider	Stephanie	5993	A	7/30/2013	7/31/2014
WV	Hancock	Anderson	Renee	9320	A	4/29/2014	4/30/2015
WV	Hancock	Barton	Tracy	9343	A	4/22/2014	5/31/2015
WV	Hancock	Boreman	Mark	5579	A	5/27/2014	6/30/2015
WV	Hancock	Bozman	Amanda	1776	A	3/19/2014	3/31/2015
WV	Hancock	Caputo	Christine	9412	A	8/20/2013	8/31/2014
WV	Hancock	Freshwater	Mary	8862	A	5/27/2014	5/31/2015
WV	Hancock	Hinerman	Michelle	2676	A	4/7/2014	4/30/2015
WV	Hancock	Kritikos	Barbara	3976	A	5/6/2014	5/31/2015
WV	Hancock	Kujawa	Megan	9474	A	10/29/2013	10/31/2014
WV	Hancock	Littlejohn	Catherine	9285	A	1/22/2014	1/31/2015
WV	Hancock	Malesick	Stacy	8432	A	4/24/2014	4/30/2015
WV	Hancock	Sefsick	Douglas	9317	A	3/5/2014	3/31/2015
WV	Hancock	Teller	Kristy	9188	A	9/29/2013	9/30/2014
WV	Hardy	Mabin	Zabrina	3955	A	12/30/2013	12/31/2014
WV	Hardy	McIntyre	Tasha	8596	A	1/13/2014	1/31/2015
WV	Hardy	Owens	Maggie	9166	A	8/28/2013	8/31/2014
WV	Hardy	Riffle	Penny	1138	A	8/9/2013	8/31/2014
WV	Hardy	Snyder	Vickie	1214	A	8/9/2013	8/31/2014
WV	Hardy	Strawderman	Brenda	8873	A	5/30/2014	5/31/2015
WV	Harrison	Akers	Shanna	8745	A	11/11/2013	11/30/2014
WV	Harrison	Alonso	Alexandria	9480	A	11/4/2013	11/30/2014
WV	Harrison	Alton	Annette	7181	T	5/9/2014	11/9/2014
WV	Harrison	Anderson	Allison	3219	A	10/21/2013	11/30/2014
WV	Harrison	Arnett	Gary	3763	A	12/7/2013	12/31/2014
WV	Harrison	Ashcraft	Amber	5057	A	12/9/2013	11/30/2014
WV	Harrison	Auvil	Lois	8359	A	12/9/2013	12/31/2014
WV	Harrison	Bailey	Leslie	20	A	6/12/2014	7/31/2015
WV	Harrison	Baldini	Katherine	3216	A	11/22/2013	12/31/2014

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WV	Harrison	Barberio	Sara	4798	A	10/4/2013	10/31/2014
WV	Harrison	Barnard	Bernice	643	A	1/13/2014	2/28/2015
WV	Harrison	Barnes	Elizabeth	8347	A	11/22/2013	11/30/2014
WV	Harrison	Barr	Thomas	5715	A	6/6/2014	7/31/2015
WV	Harrison	Barton	Kelcie	8998	A	9/13/2013	10/31/2014
WV	Harrison	Belcastro	Adrienne	5490	A	11/27/2013	12/31/2014
WV	Harrison	Binegar	Kayla	8353	A	12/16/2013	12/31/2014
WV	Harrison	Bittinger	Aimee	3883	A	9/12/2013	10/31/2014
WV	Harrison	Boyce	Tara	8314	A	9/14/2013	10/31/2014
WV	Harrison	Bray	Jane	3259	A	11/14/2013	12/31/2014
WV	Harrison	Brownfield	Shawna	8752	A	11/18/2013	11/30/2014
WV	Harrison	Burkhammer	Leigh	8937	A	8/11/2013	8/31/2014
WV	Harrison	Butler	Kayla	8738	A	10/14/2013	11/30/2014
WV	Harrison	Cale	Valerie	990	A	7/29/2013	8/31/2014
WV	Harrison	Canfield	Kimberly	1435	A	8/27/2013	9/30/2014
WV	Harrison	Carbacio	Kimberly	774	A	3/17/2014	4/30/2015
WV	Harrison	Chipps	Judith	1513	A	1/22/2014	2/28/2015
WV	Harrison	Clutter	Cynthia	4548	A	8/12/2013	8/31/2014
WV	Harrison	Clutter	Chelsey	8345	A	10/22/2013	11/30/2014
WV	Harrison	Collins	Kelsey	8991	A	10/1/2013	10/31/2014
WV	Harrison	Cottrill	Nicholas	5916	A	1/28/2014	1/31/2015
WV	Harrison	Criss	Carri	8990	A	9/25/2013	10/31/2014
WV	Harrison	Criss	Lindsey	9460	A	10/16/2013	10/31/2014
WV	Harrison	Cunningham	Allison	3620	A	9/30/2013	10/31/2014
WV	Harrison	Dale	Nancy	2959	A	2/7/2014	2/28/2015
WV	Harrison	Davisson	Stacey	4088	A	1/21/2014	1/31/2015
WV	Harrison	Delaney	Joshua	9167	A	8/17/2013	8/31/2014
WV	Harrison	Duckworth	Rhonda	786	A	1/27/2014	2/28/2015
WV	Harrison	Duckworth	Kristin	8932	A	7/2/2014	8/31/2015
WV	Harrison	Edmonds	Rachel	9092	A	4/18/2014	4/30/2015
WV	Harrison	England	Gabriel	8256	A	8/30/2013	8/31/2014
WV	Harrison	England	Elyse	7182	T	5/9/2014	11/9/2014
WV	Harrison	Faber	Karina	9462	A	10/17/2013	10/31/2014
WV	Harrison	Fernandez	John	1707	A	10/21/2013	11/30/2014
WV	Harrison	Flanagan	Brianna	9015	A	10/25/2013	11/30/2014
WV	Harrison	Folio	Lee Ann	1195	A	1/30/2014	2/28/2015
WV	Harrison	Ford	Julie	5662	A	6/10/2014	7/31/2015
WV	Harrison	Forsyth	Jared	4036	A	9/12/2013	10/31/2014
WV	Harrison	Freedman	Yvonne	2613	A	10/14/2013	11/30/2014
WV	Harrison	Freeman	DiAnna	4052	A	11/30/2013	12/31/2014
WV	Harrison	Freeman	Stacie	2750	A	11/18/2013	11/30/2014
WV	Harrison	Ganoe	Amber	5894	A	12/20/2013	12/31/2014
WV	Harrison	Garvin	Marci	4790	A	10/23/2013	10/31/2014
WV	Harrison	Gaskins	John	5598	A	6/18/2014	7/31/2015
WV	Harrison	Geary	Natalie	9456	A	10/10/2013	10/31/2014
WV	Harrison	George	Kimbra	1414	A	3/27/2014	4/30/2015
WV	Harrison	Glass	Ashley	8534	A	11/2/2013	11/30/2014
WV	Harrison	Glover	Sarah	9452	A	10/8/2013	10/31/2014
WV	Harrison	Goldsmith	Angela	4082	A	12/9/2013	12/31/2014
WV	Harrison	Goodwin	Connie	137	A	6/9/2014	7/31/2015
WV	Harrison	Graeber	Susanne	622	A	7/11/2014	8/31/2015

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WV	Harrison	Gricewich	Shelbi	9466	A	10/19/2013	10/31/2014
WV	Harrison	Grilli	Angela	5866	A	10/11/2013	11/30/2014
WV	Harrison	Harbert	Christopher	3017	A	7/7/2014	7/31/2015
WV	Harrison	Hardman	Stephanie	4795	A	9/20/2013	10/31/2014
WV	Harrison	Hartzell	Christine	2473	A	2/11/2014	3/31/2015
WV	Harrison	Harvey	Anna	1291	A	12/18/2013	1/31/2015
WV	Harrison	Hass	Brittney	8741	A	10/12/2013	11/30/2014
WV	Harrison	Hill	Kelly	5871	A	11/20/2013	11/30/2014
WV	Harrison	Holtz	Melissa	4415	A	11/21/2013	12/31/2014
WV	Harrison	Israel	Julia	1050	A	12/12/2013	1/31/2015
WV	Harrison	Jackson	Heather	5735	AC	6/24/2014	7/31/2015
WV	Harrison	James	Cynthia	1785	A	9/24/2013	10/31/2014
WV	Harrison	Johnson	Tisha	5013	A	10/5/2013	10/31/2014
WV	Harrison	Johnson	John	1569	MR	9/27/2013	9/30/2014
WV	Harrison	Jones	Samantha	8736	A	10/16/2013	10/31/2014
WV	Harrison	Kile	Jamie	7180	T	5/9/2014	11/9/2014
WV	Harrison	Kisamore	Nikie	4233	A	1/30/2014	1/31/2015
WV	Harrison	Klimas	Michelle	5062	A	10/22/2013	11/30/2014
WV	Harrison	Knight	Lisa	2423	A	10/7/2013	11/30/2014
WV	Harrison	Knight	Autumn	4329	A	6/10/2014	7/31/2015
WV	Harrison	Kovalck	Abby	5260	A	11/12/2013	11/30/2014
WV	Harrison	Kozul	Rebecca	1409	A	3/24/2014	3/31/2015
WV	Harrison	Lamp	Ashleigh	4617	A	11/14/2013	11/30/2014
WV	Harrison	Larry	Hannah	9463	A	10/17/2013	10/31/2014
WV	Harrison	Lawrence	Tracey	1533	A	3/12/2014	3/31/2015
WV	Harrison	Lewis	Leanna	4247	A	1/6/2014	1/31/2015
WV	Harrison	Libert	Cathy	1090	A	6/6/2014	6/30/2015
WV	Harrison	Lindsey	Draga	3747	A	11/7/2013	11/30/2014
WV	Harrison	Marano	Kelly	1271	A	12/10/2013	12/31/2014
WV	Harrison	Martin	Debra	1727	A	3/26/2014	4/30/2015
WV	Harrison	Maxey	Amy	264	A	5/4/2014	4/30/2015
WV	Harrison	Maxwell	Ally	8739	A	2/10/2014	11/30/2014
WV	Harrison	Maynard	Samuel	2434	A	12/19/2013	1/31/2015
WV	Harrison	Maynard	Meagan	5435	A	7/21/2013	8/31/2014
WV	Harrison	Mazza	Tonia	1865	A	6/20/2014	6/30/2015
WV	Harrison	McAtee	Stephanie	2638	A	12/3/2013	12/31/2014
WV	Harrison	McBee	Amanda	8366	A	12/4/2013	12/31/2014
WV	Harrison	McCarty	Jeremy	8354	A	11/19/2013	12/31/2014
WV	Harrison	McCullough	April	1920	A	11/4/2013	11/30/2014
WV	Harrison	McDonough	Kristi	4428	A	12/19/2013	12/31/2014
WV	Harrison	Menendez	Marra	8352	A	12/17/2013	12/31/2014
WV	Harrison	Miller	Rebecca	796	A	9/12/2013	10/31/2014
WV	Harrison	Monda	Linda	897	A	2/10/2014	3/31/2015
WV	Harrison	Morgan	Tammy	3689	A	8/15/2013	9/30/2014
WV	Harrison	Morris	JoAnne	1713	A	11/19/2013	12/31/2014
WV	Harrison	Morris	Leah	7178	T	5/9/2014	11/9/2014
WV	Harrison	Myers	Micala	7179	T	5/9/2014	11/9/2014
WV	Harrison	Nestor	John	3429	A	12/2/2013	12/31/2014
WV	Harrison	Nichols	Lydia	2611	A	11/5/2013	11/30/2014
WV	Harrison	Nicholson	Tina	2624	A	10/28/2013	11/30/2014
WV	Harrison	Nicholson	Katherine	8545	A	11/3/2013	11/30/2014

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WV	Harrison	Norris	Richard	1855	A	6/11/2014	6/30/2015
WV	Harrison	Nutter	Wanda	427	A	7/9/2013	8/31/2014
WV	Harrison	Owens	Desiree	9224	A	9/17/2013	10/31/2014
WV	Harrison	Parsley	Amy	3045	A	11/21/2013	11/30/2014
WV	Harrison	Parsons	Jeffrey	1822	A	10/28/2013	11/30/2014
WV	Harrison	Parsons	Ann	2940	A	10/28/2013	11/30/2014
WV	Harrison	Parsons	Brandi	8975	A	9/27/2013	10/31/2014
WV	Harrison	Parsons II	Jeffrey	5038	A	10/25/2013	11/30/2014
WV	Harrison	Peck	Erin	3929	A	12/23/2013	12/31/2014
WV	Harrison	Powell	Brooke	8743	A	10/18/2013	11/30/2014
WV	Harrison	Price	Amanda	9164	A	7/16/2013	8/31/2014
WV	Harrison	Ratliff	Carisa	7174	T	5/9/2014	11/9/2014
WV	Harrison	Reynolds	Allison	8471	A	2/25/2014	2/28/2015
WV	Harrison	Richards	Roger	312	A	7/15/2013	8/31/2014
WV	Harrison	Robey	Barbara	2904	A	12/11/2013	12/31/2014
WV	Harrison	Romano	Jeannine	1730	A	12/2/2013	12/31/2014
WV	Harrison	Ross	Patricia	2444	A	11/30/2013	11/30/2014
WV	Harrison	Rylands	Catherine	8661	A	5/26/2014	6/30/2015
WV	Harrison	Salerno	Amber	9491	A	11/26/2013	11/30/2014
WV	Harrison	Samms	Elizabeth	9225	A	10/11/2013	10/31/2014
WV	Harrison	Sayres	Ashley	5873	A	11/8/2013	11/30/2014
WV	Harrison	Scheuvront	Patricia	4650	A	12/9/2013	12/31/2014
WV	Harrison	Sears	Teresa	2822	A	6/4/2014	6/30/2015
WV	Harrison	Shaffer	James	5910	A	11/25/2013	12/31/2014
WV	Harrison	Simpson	Richard	4544	A	8/18/2013	8/31/2014
WV	Harrison	Simpson	Jennifer	5060	A	11/19/2013	11/30/2014
WV	Harrison	Sprouse	Kayla	8750	A	11/7/2013	11/30/2014
WV	Harrison	Stallman	Jamie	2779	A	3/1/2014	3/31/2015
WV	Harrison	Starkey	Karen	318	A	8/15/2013	9/30/2014
WV	Harrison	Sterling	Stephen	1829	A	6/14/2014	7/31/2015
WV	Harrison	Stewart	Traci	5507	A	12/20/2013	12/31/2014
WV	Harrison	Stewart	April	8562	A	12/3/2013	12/31/2014
WV	Harrison	Strait	Robert	3402	A	7/20/2013	8/31/2014
WV	Harrison	Swentzel	Dareth	5014	A	10/7/2013	10/31/2014
WV	Harrison	Sypult	Jessica	5356	A	3/31/2014	3/31/2015
WV	Harrison	Talbert	Lynn	9464	A	10/17/2013	10/31/2014
WV	Harrison	Taylor	Mariah	3383	A	10/18/2013	11/30/2014
WV	Harrison	Tenney	Holly	3897	A	10/17/2013	11/30/2014
WV	Harrison	Tidd	Bobbi	5988	A	6/24/2014	7/31/2015
WV	Harrison	Toledo	Edward	9428	A	9/15/2013	9/30/2014
WV	Harrison	Trupo	Rosemary	1187	A	8/16/2013	9/30/2014
WV	Harrison	Veltri	Tina	1056	A	1/12/2014	1/31/2015
WV	Harrison	Veltri	Jessica	9211	A	9/22/2013	10/31/2014
WV	Harrison	Vismans	Michael	9448	A	10/6/2013	10/31/2014
WV	Harrison	Wagner	Michele	4793	A	10/11/2013	10/31/2014
WV	Harrison	Wagner	Michael	5854	A	10/4/2013	11/30/2014
WV	Harrison	Ware	Brenda	2769	A	12/31/2013	12/31/2014
WV	Harrison	West	Rosemary	2422	A	10/2/2013	11/30/2014
WV	Harrison	White	Becky	8935	A	2/27/2014	2/28/2015
WV	Harrison	Wilson	Kelly	3815	A	4/28/2014	5/31/2015
WV	Harrison	Wine	Whitney	9212	A	9/24/2013	10/31/2014

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WV	Harrison	Wright	Katrina	8263	A	7/15/2013	8/31/2014
WV	Harrison	Wright	Amber	8434	A	7/30/2013	7/31/2014
WV	Jackson	Adkins	Bethany	5449	A	10/25/2013	10/31/2014
WV	Jackson	Dailey	Ronald	8321	A	11/18/2013	11/30/2014
WV	Jackson	Exline	Colleen	704	A	1/2/2014	1/31/2015
WV	Jackson	Fisher	Lori	4563	A	9/17/2013	9/30/2014
WV	Jackson	Hull	Jana	9069	A	3/25/2014	3/31/2015
WV	Jackson	Lanning	Megan	8381	A	11/2/2013	12/31/2014
WV	Jackson	Life	Michele	5345	A	2/24/2014	2/28/2015
WV	Jackson	Lowry	Michelle	3514	A	9/19/2013	9/30/2014
WV	Jackson	McCoy	Cassi	5928	A	1/15/2014	1/31/2015
WV	Jackson	Pancake	Janet	2183	A	8/27/2013	8/31/2014
WV	Jackson	Radabaugh	Steven	2763	A	11/5/2013	11/30/2014
WV	Jackson	Roush	Roger	5659	A	7/1/2013	7/31/2014
WV	Jackson	Stephens	Amy	3520	A	9/10/2013	9/30/2014
WV	Jackson	Swain	Trinity	4187	A	4/30/2014	4/30/2015
WV	Jackson	Young	Erika	3760	A	12/16/2013	12/31/2014
WV	Jackson	Young	Melissa	5376	A	5/20/2014	5/31/2015
WV	Jefferson	Carter	Marda	9200	A	9/30/2013	9/30/2014
WV	Jefferson	Cottrell	Thomas	1929	A	8/26/2013	8/31/2014
WV	Jefferson	Dieterich	Julie	3414	A	12/13/2013	12/31/2014
WV	Jefferson	Everett	James	8380	A	12/24/2013	12/31/2014
WV	Jefferson	Gaither	Amy	8884	A	6/13/2014	6/30/2015
WV	Jefferson	Grimm	Tammy	3137	A	12/28/2013	12/31/2014
WV	Jefferson	Hackett	Sara	8762	A	11/27/2013	11/30/2014
WV	Jefferson	Horn	Fred	4915	A	6/18/2014	6/30/2015
WV	Jefferson	Kingery	Tonya	4243	A	1/15/2014	1/31/2015
WV	Jefferson	Kline	Cassi	8398	A	1/30/2014	1/31/2015
WV	Jefferson	Krause-Smith	Marianne	8669	A	6/10/2014	7/31/2015
WV	Jefferson	Legg Jr.	Harold	9216	A	9/26/2013	10/31/2014
WV	Jefferson	Light	Kayla	9123	A	6/3/2014	6/30/2015
WV	Jefferson	Maye	Melinda	8995	A	9/3/2013	10/31/2014
WV	Jefferson	Mueller	Kimberly	8939	A	7/21/2013	8/31/2014
WV	Jefferson	Prutzman	Angela	5178	A	8/5/2013	8/31/2014
WV	Jefferson	Rodkey	Wendy	2911	A	11/10/2013	12/31/2014
WV	Jefferson	Ruza	David	3407	A	12/12/2013	12/31/2014
WV	Jefferson	Sienkiewicz	Myrenda	339	A	4/10/2014	4/30/2015
WV	Jefferson	Smith	Charles	9470	A	10/22/2013	10/31/2014
WV	Jefferson	Stuart	Ernesto	5783	A	10/15/2013	8/31/2014
WV	Jefferson	Sytsma	Daniel	3111	A	1/24/2014	2/28/2015
WV	Jefferson	Tesdall	Daniel	8770	A	11/21/2013	11/30/2014
WV	Jefferson	Thomas	Stacey	5098	A	6/13/2014	6/30/2015
WV	Jefferson	Wilt	Kelly	4478	A	4/1/2014	4/30/2015
WV	Kanawha	Acord	Sherry	1711	A	12/21/2013	12/31/2014
WV	Kanawha	Adkins	Carol	3736	A	11/22/2013	11/30/2014
WV	Kanawha	Adkins	Stephanie	8857	A	5/22/2014	5/31/2015
WV	Kanawha	Alfred	Megan	8870	A	5/5/2014	5/31/2015
WV	Kanawha	Allen	Deah	3784	A	1/23/2014	1/31/2015
WV	Kanawha	Allison	Rebecca	10	A	7/12/2013	7/31/2014
WV	Kanawha	Anastasio	Kathy	369	A	6/4/2014	7/31/2015
WV	Kanawha	Anastasio	Pamela	543	A	9/23/2013	9/30/2014

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WV	Kanawha	Anastasio	Ronald	527	A	8/27/2013	8/31/2014
WV	Kanawha	Anderson	Heather	5201	A	3/19/2014	3/31/2015
WV	Kanawha	Andrick	Erika	8879	MR	6/17/2014	6/30/2015
WV	Kanawha	Armstrong	Deborah	1335	A	9/11/2013	10/31/2014
WV	Kanawha	Auxier	Cindy	5667	A	7/3/2014	7/31/2015
WV	Kanawha	Ayers	Brittanie	5831	A	10/1/2013	10/31/2014
WV	Kanawha	Bailey	Judy	19	A	5/1/2014	5/31/2015
WV	Kanawha	Bailey	Christy	5112	A	1/17/2014	2/28/2015
WV	Kanawha	Ball	Michele	1722	A	12/4/2013	12/31/2014
WV	Kanawha	Ballard	Kelly	3442	A	12/27/2013	1/31/2015
WV	Kanawha	Barefield	Suanne	8886	A	6/20/2014	6/30/2015
WV	Kanawha	Barido	Benjamin	5729	AC	7/2/2014	7/31/2015
WV	Kanawha	Barnett	Diana	489	A	7/8/2014	8/31/2015
WV	Kanawha	Barnett	Kristi	1595	A	10/12/2013	11/30/2014
WV	Kanawha	Barr	John	1496	A	6/20/2014	6/30/2015
WV	Kanawha	Bartram	Anthony	5393	A	6/14/2014	6/30/2015
WV	Kanawha	Beckner	Breanna	9418	A	8/29/2013	8/31/2014
WV	Kanawha	Bennett	Heather	8012	B	12/10/2013	12/31/2014
WV	Kanawha	Benson	Tammy	5089	A	12/16/2013	12/31/2014
WV	Kanawha	Bentley	Leigh	3030	A	9/15/2013	10/31/2014
WV	Kanawha	Bevins	Marissa	4768	A	6/30/2014	7/31/2015
WV	Kanawha	Bircheat	Steven	8530	A	9/26/2013	10/31/2014
WV	Kanawha	Blake	Brea	5077	A	12/2/2013	12/31/2014
WV	Kanawha	Blankenship	Brandon	5486	A	11/27/2013	11/30/2014
WV	Kanawha	Blaylock	Julie	5951	A	4/10/2014	4/30/2015
WV	Kanawha	Blazsek	Marisa	9565	MR	5/30/2014	5/31/2015
WV	Kanawha	Boothe	Rachel	5320	A	9/17/2013	9/30/2014
WV	Kanawha	Bosserman	Amy	3660	A	12/17/2013	12/31/2014
WV	Kanawha	Bostic	Danette	4033	A	11/20/2013	11/30/2014
WV	Kanawha	Bostic	Regina	2873	A	10/20/2013	10/31/2014
WV	Kanawha	Bott-Bowyer	Vivien	8005	B	4/30/2014	4/30/2015
WV	Kanawha	Bowen	Jackie	1398	A	12/14/2013	1/31/2015
WV	Kanawha	Bower	Christin	9459	A	10/15/2013	10/31/2014
WV	Kanawha	Bowles	April	3004	A	9/29/2013	9/30/2014
WV	Kanawha	Brady	Larry	2400	A	12/27/2013	1/31/2015
WV	Kanawha	Braley	Susan	5716	A	6/14/2014	7/31/2015
WV	Kanawha	Brogan-Mead	Kimberly	3275	A	12/9/2013	12/31/2014
WV	Kanawha	Brown	Terra	4821	A	10/25/2013	11/30/2014
WV	Kanawha	Browning	Jamie	2565	A	7/14/2013	8/31/2014
WV	Kanawha	Browning	Shawn	4080	A	3/27/2014	3/31/2015
WV	Kanawha	Browning	Stephanie	5965	A	5/8/2014	5/31/2015
WV	Kanawha	Browning	Chad	8604	A	2/6/2014	2/28/2015
WV	Kanawha	Brunson	Paula	1049	A	12/2/2013	12/31/2014
WV	Kanawha	Bryant	Julie	2960	A	2/4/2014	2/28/2015
WV	Kanawha	Buckley	Gregory	3168	A	8/19/2013	9/30/2014
WV	Kanawha	Bumgarner	Monica	5836	A	10/13/2013	10/31/2014
WV	Kanawha	Bumpus	Mitzi	3513	A	7/9/2014	8/31/2015
WV	Kanawha	Burdette	Jennifer	829	A	6/4/2014	7/31/2015
WV	Kanawha	Burdette	Staci	8727	A	9/28/2013	10/31/2014
WV	Kanawha	Burgess	Lisa	4277	A	1/23/2014	1/31/2015
WV	Kanawha	Burgess	Mary	4177	A	9/11/2013	10/31/2014

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WV	Kanawha	Burgett	Derica	5253	A	11/6/2013	11/30/2014
WV	Kanawha	Burke	Alicia	5707	A	7/8/2014	7/31/2015
WV	Kanawha	Burton	Kaitlin	8934	A	8/26/2013	8/31/2014
WV	Kanawha	Camp	Emily	5198	A	8/26/2013	8/31/2014
WV	Kanawha	Canterbury	Ruth	1366	A	11/9/2013	11/30/2014
WV	Kanawha	Casey	Richard	8891	A	6/22/2014	6/30/2015
WV	Kanawha	Castleman	Sandra	572	A	6/19/2014	7/31/2015
WV	Kanawha	Casto	Chad	3841	A	8/19/2013	8/31/2014
WV	Kanawha	Casto	Susan	5850	A	10/12/2013	10/31/2014
WV	Kanawha	Casto	Justin	9154	A	8/20/2013	8/31/2014
WV	Kanawha	Cisco	Rebecca	5101	A	1/23/2014	1/31/2015
WV	Kanawha	Clark	Joan	1665	A	7/19/2013	7/31/2014
WV	Kanawha	Clark	John	5629	A	6/25/2014	7/31/2015
WV	Kanawha	Clark	Bruce	5636	A	6/28/2014	7/31/2015
WV	Kanawha	Clark	Billie	8394	A	11/16/2013	12/31/2014
WV	Kanawha	Clay	Crystal	5232	A	10/24/2013	10/31/2014
WV	Kanawha	Clendenin	Deborah	580	A	8/1/2013	8/31/2014
WV	Kanawha	Cloxtton	Robert	3309	A	3/12/2014	4/30/2015
WV	Kanawha	Collier	Lisa	5273	A	11/1/2013	11/30/2014
WV	Kanawha	Collins	Barbara	1601	A	11/18/2013	11/30/2014
WV	Kanawha	Cook	Nola	1794	A	10/9/2013	9/30/2014
WV	Kanawha	Coote	Kristen	8520	A	9/18/2013	10/31/2014
WV	Kanawha	Cope	Lori	5040	A	11/25/2013	11/30/2014
WV	Kanawha	Craig	Steven	8378	A	11/27/2013	12/31/2014
WV	Kanawha	Crawford	Kathy	5601	A	6/17/2014	7/31/2015
WV	Kanawha	Crigger	Paul	4730	A	6/24/2014	6/30/2015
WV	Kanawha	Criss-Engle	Tina	3018	A	9/18/2013	9/30/2014
WV	Kanawha	Criswell	Tiffany	5018	A	10/17/2013	10/31/2014
WV	Kanawha	Cruickshank	Wade	5646	A	6/30/2014	7/31/2015
WV	Kanawha	Cummings	Ashley	8944	A	8/26/2013	8/31/2014
WV	Kanawha	Currence	Rebecca	1778	A	2/21/2014	2/28/2015
WV	Kanawha	Curry	Jeffery	4775	A	9/10/2013	9/30/2014
WV	Kanawha	Curry	Melissa	4778	A	9/27/2013	9/30/2014
WV	Kanawha	Dalton	Kayla	8294	A	10/4/2013	10/31/2014
WV	Kanawha	Dalton	Holli	8863	A	5/24/2014	5/31/2015
WV	Kanawha	Daniels	Lindsay	9053	A	1/7/2014	1/31/2015
WV	Kanawha	Davis	Steven	2868	A	10/18/2013	10/31/2014
WV	Kanawha	Davis	Jamie	4623	A	11/12/2013	11/30/2014
WV	Kanawha	Davis	Barry	5665	A	7/18/2013	7/31/2014
WV	Kanawha	Davis	Haley	9426	A	9/12/2013	9/30/2014
WV	Kanawha	Dennis	Stacy	3699	A	9/30/2013	9/30/2014
WV	Kanawha	Deweese	Tracie	4569	A	10/10/2013	10/31/2014
WV	Kanawha	Diamond	Terri	2268	A	6/30/2014	6/30/2015
WV	Kanawha	Diamond	Kelly	5477	A	11/17/2013	11/30/2014
WV	Kanawha	Diamond III	Burns	4357	A	9/25/2013	9/30/2014
WV	Kanawha	Dingess	Alicia	3717	A	2/24/2014	2/28/2015
WV	Kanawha	Dingess	Dawn	3735	A	11/8/2013	11/30/2014
WV	Kanawha	Dodd	Stephanie	9588	A	6/30/2014	6/30/2015
WV	Kanawha	Duffield	Sally	1789	A	9/8/2013	9/30/2014
WV	Kanawha	Dukes	Kristin	4780	A	10/18/2013	10/31/2014
WV	Kanawha	Dunlap	Lorie	3440	A	12/12/2013	1/31/2015

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WV	Kanawha	Duttine	Terri	5641	A	6/5/2014	7/31/2015
WV	Kanawha	Eads	Lindsey	4803	A	10/16/2013	10/31/2014
WV	Kanawha	Edmonds	Paulette	1020	A	2/21/2014	2/28/2015
WV	Kanawha	Elliott	Matthew	4600	A	11/7/2013	11/30/2014
WV	Kanawha	Ellis	Benjamin	5792	A	8/20/2013	8/31/2014
WV	Kanawha	Epling	Carissa	8344	A	11/24/2013	11/30/2014
WV	Kanawha	Epperson	Jodi	3338	A	8/28/2013	9/30/2014
WV	Kanawha	Erwin	Maricia	8819	A	3/21/2014	3/31/2015
WV	Kanawha	Facemyre	Rebecca	3655	A	4/3/2014	5/31/2015
WV	Kanawha	Faller	Scott	3005	A	8/11/2013	8/31/2014
WV	Kanawha	Farmer	Misty	3616	A	12/31/2013	1/31/2015
WV	Kanawha	Felix	Heather	8255	A	8/18/2013	8/31/2014
WV	Kanawha	Femia	Susan	1099	A	6/10/2014	7/31/2015
WV	Kanawha	Ferguson	Brian	3756	A	11/22/2013	11/30/2014
WV	Kanawha	Ferrell	Whitney	8940	A	8/22/2013	8/31/2014
WV	Kanawha	Fisher	Fallon	8514	A	9/22/2013	9/30/2014
WV	Kanawha	Fitzgerald	Donna	1883	A	9/11/2013	9/30/2014
WV	Kanawha	Fleshman	Kami	8636	A	5/5/2014	5/31/2015
WV	Kanawha	Fletcher	Darla	23	A	6/30/2014	7/31/2015
WV	Kanawha	Fletcher	Ashley	8653	A	6/20/2014	6/30/2015
WV	Kanawha	Flowers	Richard	3419	A	12/4/2013	12/31/2014
WV	Kanawha	Fortner	Barbara	8744	A	10/22/2013	11/30/2014
WV	Kanawha	Foster	Donna	122	A	7/11/2013	7/31/2014
WV	Kanawha	Foster	Alexandra	5623	A	7/18/2013	7/31/2014
WV	Kanawha	Fourney	Sandra	3027	A	9/11/2013	10/31/2014
WV	Kanawha	Fraday	David	8872	A	4/24/2014	5/31/2015
WV	Kanawha	Frame	Jason	4781	A	10/1/2013	10/31/2014
WV	Kanawha	Furby	Melissa	5073	A	12/23/2013	12/31/2014
WV	Kanawha	Furrow	Philip	4045	A	10/30/2013	11/30/2014
WV	Kanawha	Gardner	Linda	316	A	6/9/2014	7/31/2015
WV	Kanawha	Garnes	April	5133	A	4/10/2014	4/30/2015
WV	Kanawha	Gay	Darlene	5603	AC	6/17/2014	7/31/2015
WV	Kanawha	Geis	Jane	1458	A	10/18/2013	10/31/2014
WV	Kanawha	Gill	Paula	217	A	8/18/2013	9/30/2014
WV	Kanawha	Gillespie	Billie	5645	A	6/23/2014	7/31/2015
WV	Kanawha	Gilliam	Stacy	8648	A	6/20/2014	6/30/2015
WV	Kanawha	Gillispie	Billy	3530	A	10/4/2013	10/31/2014
WV	Kanawha	Gilzow	Jennifer	5651	A	7/7/2014	7/31/2015
WV	Kanawha	Givens	Heather	5637	A	7/8/2014	7/31/2015
WV	Kanawha	Godbey	Benita	3845	A	9/6/2013	9/30/2014
WV	Kanawha	Godfrey	Stephanie	9258	A	10/21/2013	11/30/2014
WV	Kanawha	Goodwin	Laura	2908	A	12/11/2013	12/31/2014
WV	Kanawha	Gray	Lori	3517	A	9/10/2013	9/30/2014
WV	Kanawha	Gregory	Jessica	8500	A	9/23/2013	9/30/2014
WV	Kanawha	Gresham	Kristin	5639	A	7/25/2013	7/31/2014
WV	Kanawha	Griffith	Dara	3078	A	7/18/2013	8/31/2014
WV	Kanawha	Gullett	Debra	4794	A	10/7/2013	10/31/2014
WV	Kanawha	Gunnoe	Robin	1026	A	9/12/2013	10/31/2014
WV	Kanawha	Gunter	Judith	744	A	2/23/2014	2/28/2015
WV	Kanawha	Gurbacki	Jamie	9436	A	9/24/2013	9/30/2014
WV	Kanawha	Hall	Lora	4000	A	9/25/2013	9/30/2014

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WV	Kanawha	Hall	Mark	3872	A	12/11/2013	1/31/2015
WV	Kanawha	Halstead	Eric	2581	A	8/26/2013	9/30/2014
WV	Kanawha	Hamilton	Patricia	3029	A	3/6/2014	3/31/2015
WV	Kanawha	Hamilton	Sheree	148	A	7/23/2013	7/31/2014
WV	Kanawha	Hanson	Carolyn	843	A	9/19/2013	9/30/2014
WV	Kanawha	Harless	Leasa	2980	A	5/12/2014	5/31/2015
WV	Kanawha	Harmon	Christopher	4669	A	2/19/2014	2/28/2015
WV	Kanawha	Harpold	Hallie	8317	A	9/15/2013	10/31/2014
WV	Kanawha	Harris	Tonya	4806	A	11/19/2013	11/30/2014
WV	Kanawha	Harris	Kathy	8276	A	8/28/2013	9/30/2014
WV	Kanawha	Harris	Valerie	2704	A	10/23/2013	11/30/2014
WV	Kanawha	Hartman	Patricia	634	A	8/6/2013	8/31/2014
WV	Kanawha	Hastings	Phyllis	160	A	6/24/2014	7/31/2015
WV	Kanawha	Hatfield	Kevin	5830	A	9/29/2013	10/31/2014
WV	Kanawha	Hatfield	Rocky	8264	A	8/27/2013	8/31/2014
WV	Kanawha	Hayes	Ami	5687	A	7/18/2013	7/31/2014
WV	Kanawha	Hedrick	Tracy	2741	A	11/7/2013	11/30/2014
WV	Kanawha	Hedrick	Phillip	8697	A	8/24/2013	8/31/2014
WV	Kanawha	Helmick	Cynthia	163	A	5/30/2014	5/31/2015
WV	Kanawha	Henderson	Krista	8466	A	6/25/2014	7/31/2015
WV	Kanawha	Herman	Darla	850	A	9/24/2013	9/30/2014
WV	Kanawha	Hernandez	Stephanie	5764	A	7/2/2014	7/31/2015
WV	Kanawha	Higginbotham	Donald	8400	A	1/20/2014	1/31/2015
WV	Kanawha	Hiles	Ernest	4607	A	10/10/2013	11/30/2014
WV	Kanawha	Hill	Barbara	169	A	7/11/2013	7/31/2014
WV	Kanawha	Hill	Neal	2572	A	8/12/2013	9/30/2014
WV	Kanawha	Hill	Erica	5268	A	11/26/2013	11/30/2014
WV	Kanawha	Hill	Casey	5652	A	7/9/2014	7/31/2015
WV	Kanawha	Hischar	Amanda	9555	A	5/16/2014	5/31/2015
WV	Kanawha	Holcomb	Sara	9350	A	5/21/2014	5/31/2015
WV	Kanawha	Hollingshead	James	8790	A	1/14/2014	1/31/2015
WV	Kanawha	Hornsby	Jason	4973	A	8/25/2013	9/30/2014
WV	Kanawha	Howard	Jerome	3253	A	12/13/2013	12/31/2014
WV	Kanawha	Howard	Joshua	8483	A	6/30/2014	8/31/2015
WV	Kanawha	Hunt	Elizabeth	5621	A	7/18/2013	7/31/2014
WV	Kanawha	Hurlbutt	Vesta	8818	A	2/8/2014	3/31/2015
WV	Kanawha	Hutchinson	Barbara	1067	A	3/13/2014	3/31/2015
WV	Kanawha	Ingles	Courtney	8985	A	10/23/2013	10/31/2014
WV	Kanawha	Isaac	Steven	1042	A	12/5/2013	12/31/2014
WV	Kanawha	Jackson	Barbara	756	A	3/10/2014	3/31/2015
WV	Kanawha	Jarrett	Heather	5725	A	7/16/2013	7/31/2014
WV	Kanawha	Jarrett	Kelly	9338	A	4/30/2014	5/31/2015
WV	Kanawha	Jeffrey	Dreama	3322	A	4/10/2014	5/31/2015
WV	Kanawha	Jividen	Annette	8850	A	5/1/2014	5/31/2015
WV	Kanawha	Johnson	Tonimarie	3595	A	12/16/2013	12/31/2014
WV	Kanawha	Johnson	Christina	3997	A	6/10/2014	7/31/2015
WV	Kanawha	Jones	Helen	472	A	7/17/2013	8/31/2014
WV	Kanawha	Jones	Traci	3171	A	8/28/2013	9/30/2014
WV	Kanawha	Joyce	Michael	9126	A	5/20/2014	6/30/2015
WV	Kanawha	Judy	Tyson	5787	A	11/7/2013	11/30/2014
WV	Kanawha	Justice	Lhea	4782	A	9/13/2013	10/31/2014

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WV	Kanawha	Kamphaus	Michelle	5860	A	11/19/2013	11/30/2014
WV	Kanawha	Karnes	Michael	4022	A	9/27/2013	9/30/2014
WV	Kanawha	Keeney	Ashlie	5146	A	5/13/2014	5/31/2015
WV	Kanawha	Kelly	Lisha	3008	A	7/31/2013	8/31/2014
WV	Kanawha	Kendrick	Shawna	4717	A	4/20/2014	5/31/2015
WV	Kanawha	Kendrick	Leah	5700	A	7/14/2014	7/31/2015
WV	Kanawha	Kennedy	Courtney	4736	A	6/13/2014	7/31/2015
WV	Kanawha	Kinder	Lee Ann	197	A	7/4/2014	7/31/2015
WV	Kanawha	Kirk	Nita	3184	A	9/30/2013	9/30/2014
WV	Kanawha	Kirk	Steven	2928	A	12/16/2013	12/31/2014
WV	Kanawha	Kirkpatrick	Dewayne	8643	A	6/6/2014	6/30/2015
WV	Kanawha	Kirkpatrick	Amy	8645	A	6/3/2014	6/30/2015
WV	Kanawha	Kirtley	Christopher	8326	A	11/13/2013	11/30/2014
WV	Kanawha	Klee	Olivia	2286	A	8/27/2013	8/31/2014
WV	Kanawha	Kulchuk	Jeremy	5872	A	10/18/2013	11/30/2014
WV	Kanawha	Kulchuk	April	8656	A	5/1/2014	6/30/2015
WV	Kanawha	Lacy	Sarah	8658	A	5/28/2014	6/30/2015
WV	Kanawha	Lagos	Chad	5462	A	10/13/2013	10/31/2014
WV	Kanawha	Launi	Paulette	3567	A	11/4/2013	11/30/2014
WV	Kanawha	Layne	Deborah	1116	A	12/19/2013	12/31/2014
WV	Kanawha	Layton	Tuany	5680	A	6/17/2014	7/31/2015
WV	Kanawha	Ledford	Branden	8490	A	8/19/2013	8/31/2014
WV	Kanawha	Ledson	Ashley	5770	A	8/29/2013	8/31/2014
WV	Kanawha	Lewis	Angela	5686	A	7/18/2013	7/31/2014
WV	Kanawha	Lilly	Brian	3206	A	10/1/2013	10/31/2014
WV	Kanawha	Limanen	Paula	3772	A	12/3/2013	12/31/2014
WV	Kanawha	Lipscomb	Brandon	3482	A	5/9/2014	5/31/2015
WV	Kanawha	Lowe	Sonya	5631	A	7/22/2013	7/31/2014
WV	Kanawha	Lucas	William	2708	A	8/16/2013	9/30/2014
WV	Kanawha	Mace	Kelly	4588	A	10/4/2013	10/31/2014
WV	Kanawha	Maerki	Colleen	7185	T	5/8/2014	11/8/2014
WV	Kanawha	Mains	Tracey	4585	A	7/16/2013	7/31/2014
WV	Kanawha	Marker	Francesca	4020	A	9/13/2013	9/30/2014
WV	Kanawha	Marker	Mike	1941	A	3/15/2014	3/31/2015
WV	Kanawha	Markworth	Amy	8822	A	3/13/2014	3/31/2015
WV	Kanawha	Martin	Cameron	8547	A	4/20/2014	4/30/2015
WV	Kanawha	Mattox	Robert	5668	A	6/15/2014	7/31/2015
WV	Kanawha	Maynard	Barbara	5838	A	9/26/2013	10/31/2014
WV	Kanawha	Maynard	Megan	9499	A	12/12/2013	12/31/2014
WV	Kanawha	McCallister	Vickie	948	A	5/1/2014	5/31/2015
WV	Kanawha	McCallister	James	4997	A	10/21/2013	10/31/2014
WV	Kanawha	McCallister	Lynzee	8337	A	11/8/2013	11/30/2014
WV	Kanawha	McClanahan	James	1880	A	1/24/2014	1/31/2015
WV	Kanawha	McComb	Martha	4005	A	9/23/2013	9/30/2014
WV	Kanawha	McDaniel	Lori	4686	A	3/7/2014	3/31/2015
WV	Kanawha	McDaniels	Candida	5242	A	9/28/2013	10/31/2014
WV	Kanawha	McKeny	Tracie	1273	A	12/15/2013	12/31/2014
WV	Kanawha	McPherson	Stacy	2876	A	10/9/2013	10/31/2014
WV	Kanawha	Meadows	Hope	5600	A	6/15/2013	7/31/2014
WV	Kanawha	Merrell	Dione	2710	A	9/3/2013	9/30/2014
WV	Kanawha	Messer	Matthew	3329	A	7/7/2013	7/31/2014

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WV	Kanawha	Messer	David	4872	A	2/16/2014	2/28/2015
WV	Kanawha	Michael	Amy	1176	A	6/28/2014	6/30/2015
WV	Kanawha	Michael	Carole	1037	A	12/27/2013	12/31/2014
WV	Kanawha	Midkiff	Max	516	A	1/19/2014	1/31/2015
WV	Kanawha	Midkiff	Sarah	1109	A	10/20/2013	11/30/2014
WV	Kanawha	Milam	Tamera	841	A	6/8/2014	7/31/2015
WV	Kanawha	Miller	Lisa	3529	A	9/29/2013	10/31/2014
WV	Kanawha	Miller	Lana	5236	A	5/8/2014	6/30/2015
WV	Kanawha	Miller	Trista	5447	A	9/23/2013	10/31/2014
WV	Kanawha	Moffatt	William	5155	A	6/11/2014	6/30/2015
WV	Kanawha	Moles-McCor	Branigan	5708	A	7/30/2013	7/31/2014
WV	Kanawha	Morella	Kevin	9130	A	6/2/2014	6/30/2015
WV	Kanawha	Moroose	Ryan	5304	A	12/2/2013	12/31/2014
WV	Kanawha	Moroose	Heather	8286	A	10/1/2013	10/31/2014
WV	Kanawha	Morris	Janet	241	A	6/11/2014	7/31/2015
WV	Kanawha	Morris	Elizabeth	5166	A	6/13/2014	6/30/2015
WV	Kanawha	Morris	Andrea	9185	A	8/17/2013	9/30/2014
WV	Kanawha	Morrison	Doylene	240	A	6/23/2014	7/31/2015
WV	Kanawha	Mowery	Tera	3532	A	5/2/2014	5/31/2015
WV	Kanawha	Mullins	Kristi	3714	A	9/20/2013	10/31/2014
WV	Kanawha	Muncy	Emily	4926	A	7/25/2013	7/31/2014
WV	Kanawha	Myers	Angela	5853	A	11/22/2013	11/30/2014
WV	Kanawha	Neal	Kimberly	5644	A	7/7/2014	7/31/2015
WV	Kanawha	Nelson	Delma	520	A	9/30/2013	10/31/2014
WV	Kanawha	Nelson	Justin	5597	A	6/5/2014	6/30/2015
WV	Kanawha	Newman	Danny	5647	AC	6/19/2014	7/31/2015
WV	Kanawha	Newsome	Caleb	5839	A	10/11/2013	10/31/2014
WV	Kanawha	Newsome	Kathy	5678	A	6/28/2014	7/31/2015
WV	Kanawha	Noe	Rebekah	8559	A	10/9/2013	11/30/2014
WV	Kanawha	Nunley	Angelia	8029	B	8/15/2013	9/30/2014
WV	Kanawha	Nutter	Kenna	989	A	12/16/2013	12/31/2014
WV	Kanawha	Nutter	Tonya	3439	A	1/6/2014	1/31/2015
WV	Kanawha	Ooten	Henry	4681	A	3/10/2014	3/31/2015
WV	Kanawha	Oskin	Christine	9149	A	6/23/2014	7/31/2015
WV	Kanawha	Parsons	Cathryn	281	A	7/30/2013	8/31/2014
WV	Kanawha	Parsons	Gail	3379	A	11/8/2013	11/30/2014
WV	Kanawha	Parsons	Matthew	8524	A	10/7/2013	10/31/2014
WV	Kanawha	Parsons	Tommy	5669	AC	7/2/2014	7/31/2015
WV	Kanawha	Patel	Thakor	8732	A	3/25/2014	3/31/2015
WV	Kanawha	Patton	Tera	5546	A	4/14/2014	4/30/2015
WV	Kanawha	Pauley	Courtney	5789	A	8/27/2013	8/31/2014
WV	Kanawha	Perdue	Andrea	4614	A	11/19/2013	11/30/2014
WV	Kanawha	Perry	Lori	5278	A	11/20/2013	11/30/2014
WV	Kanawha	Perry	Aaron	9455	A	10/10/2013	10/31/2014
WV	Kanawha	Petry	Courtney	9031	A	12/16/2013	12/31/2014
WV	Kanawha	Phillips	Sara	4071	A	12/25/2013	12/31/2014
WV	Kanawha	Phillips	Abby	5245	A	10/31/2013	10/31/2014
WV	Kanawha	Phillips	Benjamin	5870	A	11/22/2013	11/30/2014
WV	Kanawha	Phillips	Natasha	9136	A	6/9/2014	6/30/2015
WV	Kanawha	Plumley	Brandi	5045	A	7/12/2013	7/31/2014
WV	Kanawha	Powers	Pamela	3690	A	8/31/2013	9/30/2014

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WV	Kanawha	Prater	Cheresh	8747	A	11/7/2013	11/30/2014
WV	Kanawha	Priddy	Gemma	1159	A	1/16/2014	1/31/2015
WV	Kanawha	Priestley	Monica	5638	A	6/20/2014	7/31/2015
WV	Kanawha	Prince	Bruce	5323	A	1/15/2014	1/31/2015
WV	Kanawha	Pritt	Ginger	1788	A	9/30/2013	9/30/2014
WV	Kanawha	Pritt	Melissa	2872	A	4/18/2014	4/30/2015
WV	Kanawha	Pritt	Shannon	8268	A	9/26/2013	9/30/2014
WV	Kanawha	Proctor	Ginger	5599	AC	6/6/2014	7/31/2015
WV	Kanawha	Province	Ashley	8307	A	9/12/2013	10/31/2014
WV	Kanawha	Pullen	Corey	8869	A	5/5/2014	5/31/2015
WV	Kanawha	Putillion	Cortney	8887	A	6/3/2014	6/30/2015
WV	Kanawha	Racer	Keree	3916	A	12/29/2013	12/31/2014
WV	Kanawha	Ranson	Jessica	4827	A	11/19/2013	11/30/2014
WV	Kanawha	Ratliff	Dionne	2716	A	9/17/2013	9/30/2014
WV	Kanawha	Rawlins	John	4970	A	8/26/2013	8/31/2014
WV	Kanawha	Raynes	Lyndsay	8639	A	5/16/2014	5/31/2015
WV	Kanawha	Reese	Sara	5780	A	7/13/2014	8/31/2015
WV	Kanawha	Rexroad	Angela	3199	A	5/27/2014	5/31/2015
WV	Kanawha	Richardson	Mindy	9172	A	8/10/2013	8/31/2014
WV	Kanawha	Ritchie	Robin	3187	A	9/25/2013	9/30/2014
WV	Kanawha	Robbins	Diane	2384	A	7/12/2014	8/31/2015
WV	Kanawha	Roberts	Lisa	3816	A	5/22/2014	5/31/2015
WV	Kanawha	Roberts	Patricia	320	A	12/17/2013	12/31/2014
WV	Kanawha	Roberts	Sharon	653	A	11/1/2013	11/30/2014
WV	Kanawha	Roberts	Maria	9112	A	5/20/2014	5/31/2015
WV	Kanawha	Robertson	Krystal	5460	A	10/6/2013	10/31/2014
WV	Kanawha	Robinette	Jamie	9469	A	10/21/2013	10/31/2014
WV	Kanawha	Rock Jr	Jeffrey	8329	A	10/18/2013	11/30/2014
WV	Kanawha	Romano	Sharon	951	A	12/2/2013	12/31/2014
WV	Kanawha	Ross	Erin	8495	A	9/29/2013	9/30/2014
WV	Kanawha	Rossiter	Genevieve	8667	A	7/2/2014	7/31/2015
WV	Kanawha	Roush	Jeanne	1977	A	5/15/2014	5/31/2015
WV	Kanawha	Rowe	Caitlin	9557	A	5/19/2014	5/31/2015
WV	Kanawha	Rucker	Mark	5649	A	6/27/2013	7/31/2014
WV	Kanawha	Runyan	Debra	274	A	6/26/2014	7/31/2015
WV	Kanawha	Russell	Derek	8892	A	5/8/2014	6/30/2015
WV	Kanawha	Ryan	Tamie	846	A	9/29/2013	10/31/2014
WV	Kanawha	Sale	Michael	5187	A	7/18/2013	7/31/2014
WV	Kanawha	Sanders	Erin	5586	A	6/16/2014	6/30/2015
WV	Kanawha	Sanders	Jerri Ann	9203	A	9/26/2013	9/30/2014
WV	Kanawha	Sanson	Linda	3177	A	9/3/2013	9/30/2014
WV	Kanawha	Sayre	Sandra	1207	A	7/8/2014	7/31/2015
WV	Kanawha	Scarberry	Melissa	8489	A	8/23/2013	9/30/2014
WV	Kanawha	Scipio	Andrew	3844	A	9/10/2013	9/30/2014
WV	Kanawha	Scipio	Heather	4015	A	9/10/2013	9/30/2014
WV	Kanawha	Scott	April	5653	A	7/11/2014	7/31/2015
WV	Kanawha	Scurlock	Angela	3518	A	11/2/2013	11/30/2014
WV	Kanawha	Searles	Cami	8608	A	2/19/2014	2/28/2015
WV	Kanawha	Selbe	Dawn	5606	A	6/21/2013	7/31/2014
WV	Kanawha	Settle	Amy	3731	A	10/31/2013	10/31/2014
WV	Kanawha	Shamblin	Kimalisa	1540	A	1/30/2014	2/28/2015

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WV	Kanawha	Shamblin	Teresa	3404	A	12/26/2013	12/31/2014
WV	Kanawha	Shaw	Jeremy	4576	A	10/2/2013	10/31/2014
WV	Kanawha	Sheets	Jonathan	4954	A	7/31/2013	8/31/2014
WV	Kanawha	Sheppard	Kelly	5445	A	9/26/2013	10/31/2014
WV	Kanawha	Sheppard	Elizabeth	5643	A	6/23/2014	7/31/2015
WV	Kanawha	Sifford	Terry	2413	A	10/18/2013	11/30/2014
WV	Kanawha	Sipe	Jennifer	5046	A	11/1/2013	11/30/2014
WV	Kanawha	Slater	Cynthia	668	A	6/20/2014	7/31/2015
WV	Kanawha	Smith	Sarah	1068	A	6/15/2013	7/31/2014
WV	Kanawha	Smith	Teresa	1059	A	3/7/2014	3/31/2015
WV	Kanawha	Smith	Tondra	2587	A	1/23/2014	1/31/2015
WV	Kanawha	Smith	Mindy	4568	A	8/20/2013	9/30/2014
WV	Kanawha	Smith	Heather	4716	A	5/27/2014	5/31/2015
WV	Kanawha	Smith	Kristy	5241	A	10/24/2013	10/31/2014
WV	Kanawha	Smith	Christina	5577	A	5/27/2014	5/31/2015
WV	Kanawha	Smith	Lisa	5975	A	6/17/2013	7/31/2014
WV	Kanawha	Smith	Matthew	8691	A	8/8/2013	8/31/2014
WV	Kanawha	Smith	Candace	8715	A	9/20/2013	9/30/2014
WV	Kanawha	Spangler	Christopher	4208	A	11/19/2013	11/30/2014
WV	Kanawha	Stanley	Dustin	5251	A	11/27/2013	11/30/2014
WV	Kanawha	Stephens	Tamara	3511	A	9/5/2013	9/30/2014
WV	Kanawha	Stepp	Linda	5617	A	7/28/2013	7/31/2014
WV	Kanawha	Stewart	Kimberly	1427	A	9/20/2013	9/30/2014
WV	Kanawha	Stilanoudakis	Manoli	5666	A	6/13/2014	7/31/2015
WV	Kanawha	Stollings	Melanie	3944	A	1/21/2014	1/31/2015
WV	Kanawha	Stone	Kourtney	9270	MR	12/27/2013	12/31/2014
WV	Kanawha	Stotler	Shelby	5992	A	7/2/2014	7/31/2015
WV	Kanawha	Stribling	Nettie	257	A	6/25/2014	7/31/2015
WV	Kanawha	Stultz	Stephanie	4454	A	2/1/2014	2/28/2015
WV	Kanawha	Stump	Sarah	1568	A	7/11/2014	7/31/2015
WV	Kanawha	Swick	Ann	5409	A	7/29/2013	7/31/2014
WV	Kanawha	Swigger	Leigh	8523	A	10/4/2013	10/31/2014
WV	Kanawha	Talbert	Joyce	3218	A	10/28/2013	11/30/2014
WV	Kanawha	Taylor	Alyce	3425	A	12/10/2013	12/31/2014
WV	Kanawha	Taylor	Larry	664	A	6/16/2014	6/30/2015
WV	Kanawha	Taylor	Teresa	3716	A	8/11/2013	9/30/2014
WV	Kanawha	Taylor	Donna	5677	A	6/26/2014	7/31/2015
WV	Kanawha	Teetor	Susan	1238	A	8/27/2013	9/30/2014
WV	Kanawha	Terrell	Lorrie	4021	A	9/20/2013	9/30/2014
WV	Kanawha	Thacker	Christopher	8456	A	7/17/2013	7/31/2014
WV	Kanawha	Thomas	Stephanie	2786	A	1/27/2014	2/28/2015
WV	Kanawha	Thomas	Crystal	5648	A	6/20/2014	7/31/2015
WV	Kanawha	Thomas	Heather	8331	A	10/26/2013	11/30/2014
WV	Kanawha	Thomas	Evon	8032	B	5/19/2014	5/31/2015
WV	Kanawha	Thornton	Carol	645	A	8/12/2013	8/31/2014
WV	Kanawha	Tinnel	Jennifer	5237	A	10/21/2013	10/31/2014
WV	Kanawha	Tolbert	Melinda	2727	A	8/11/2013	9/30/2014
WV	Kanawha	Toler	Vanessa	5033	A	11/18/2013	11/30/2014
WV	Kanawha	Tomblin	Jeremy	8310	A	10/4/2013	10/31/2014
WV	Kanawha	Tucci	Dawn	8498	A	8/12/2013	9/30/2014
WV	Kanawha	Tucker	Alicia	9405	A	8/9/2013	8/31/2014

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WV	Kanawha	Tuckwiller	Shelly	3512	A	9/17/2013	9/30/2014
WV	Kanawha	Turley	Holly	9168	A	7/8/2013	8/31/2014
WV	Kanawha	Ullum	Justin	5851	A	11/16/2013	11/30/2014
WV	Kanawha	Underwood	Karla	964	A	8/26/2013	8/31/2014
WV	Kanawha	Vickers	Teresa	1690	A	12/10/2013	12/31/2014
WV	Kanawha	Vinyard	Krystal	4368	A	9/4/2013	10/31/2014
WV	Kanawha	Walker	Pamela	395	A	6/19/2014	7/31/2015
WV	Kanawha	Walker	Megan	9108	A	5/1/2014	5/31/2015
WV	Kanawha	Wallace	Tamra	1139	A	8/18/2013	8/31/2014
WV	Kanawha	Walters	Ashlee	4587	A	10/8/2013	10/31/2014
WV	Kanawha	Ward	Shasta	5710	AC	6/28/2014	7/31/2015
WV	Kanawha	Warnock	Hallie	4760	A	7/13/2013	8/31/2014
WV	Kanawha	Watkins	Shannon	3059	A	12/3/2013	12/31/2014
WV	Kanawha	Watts	Charissa	5463	A	10/31/2013	10/31/2014
WV	Kanawha	Watts	Angela	5650	A	7/17/2013	7/31/2014
WV	Kanawha	Way	Catherine	9472	A	10/28/2013	10/31/2014
WV	Kanawha	Wayne	Stacy	4254	A	2/14/2014	2/28/2015
WV	Kanawha	Wedge	Sonya	1710	A	11/26/2013	12/31/2014
WV	Kanawha	Welling	Cathy	2445	A	5/27/2014	6/30/2015
WV	Kanawha	Wells	Derek	9044	A	12/3/2013	12/31/2014
WV	Kanawha	Westbrook	Loren	9450	A	10/7/2013	10/31/2014
WV	Kanawha	Wheeler	Anne	1334	A	7/2/2014	7/31/2015
WV	Kanawha	White	Kayla	8877	A	5/1/2014	6/30/2015
WV	Kanawha	Whitman	Stacy	9182	A	8/19/2013	8/31/2014
WV	Kanawha	Wibberg	Lisa	1945	A	12/13/2013	12/31/2014
WV	Kanawha	Wilcox	Mark	5	A	6/20/2014	7/31/2015
WV	Kanawha	Wiley	Vinson	3381	A	11/15/2013	11/30/2014
WV	Kanawha	Wilkinson	Susan	2724	A	8/15/2013	9/30/2014
WV	Kanawha	Williams	Laura	1680	A	10/23/2013	10/31/2014
WV	Kanawha	Williams	Katrina	5485	A	11/19/2013	11/30/2014
WV	Kanawha	Williams	Paula	5625	A	7/31/2013	7/31/2014
WV	Kanawha	Williams	Morgan	9303	A	2/27/2014	2/28/2015
WV	Kanawha	Williams	Casey	9322	A	3/28/2014	4/30/2015
WV	Kanawha	Williamson	Andrea	5858	A	11/19/2013	11/30/2014
WV	Kanawha	Williamson	Andrae	8522	A	10/21/2013	10/31/2014
WV	Kanawha	Wilson	Bruce	3821	A	6/17/2014	6/30/2015
WV	Kanawha	Wilson	Charles	1561	A	10/28/2013	11/30/2014
WV	Kanawha	Wilson	James	691	A	7/19/2013	8/31/2014
WV	Kanawha	Wilson	Megan	7186	T	5/8/2014	11/8/2014
WV	Kanawha	Witters	Kent	3196	A	10/4/2013	10/31/2014
WV	Kanawha	Workman	Heather	9413	A	8/21/2013	8/31/2014
WV	Kanawha	Yates	Tereasa	2531	A	4/5/2014	4/30/2015
WV	Kanawha	Yeager	Rachel	9111	A	4/17/2014	5/31/2015
WV	Kanawha	Young	Heather	8455	A	7/18/2013	7/31/2014
WV	Lewis	Closson	Darcy	8540	A	11/11/2013	11/30/2014
WV	Lewis	Cooley	Stacie	3183	A	9/29/2013	9/30/2014
WV	Lewis	Griffith	William	852	A	12/5/2013	12/31/2014
WV	Lewis	Gum	Christine	144	A	6/6/2014	7/31/2015
WV	Lewis	Hinkle	Shannon	1470	A	10/16/2013	10/31/2014
WV	Lewis	Jackson	Marissa	8527	A	10/20/2013	10/31/2014
WV	Lewis	Klenk	Julie	8740	A	10/23/2013	11/30/2014

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WV	Lewis	Laughlin	Elizabeth	2667	A	3/12/2014	3/31/2015
WV	Lewis	Lightner	Laura	2886	A	10/17/2013	11/30/2014
WV	Lewis	McGill	Traci	4241	A	12/23/2013	1/31/2015
WV	Lewis	McIntyre	Cruz	9116	A	5/13/2014	5/31/2015
WV	Lewis	Morris	Christie	1174	A	11/30/2013	11/30/2014
WV	Lewis	Phillips	Jennifer	5879	A	11/2/2013	11/30/2014
WV	Lewis	Queen	Mistey	4694	A	4/22/2014	4/30/2015
WV	Lewis	Rine	Bridget	5015	A	10/25/2013	10/31/2014
WV	Lewis	Rogers	Melissa	2404	A	10/30/2013	11/30/2014
WV	Lewis	Smith	Jessica	8996	A	10/10/2013	10/31/2014
WV	Lewis	Snyder	Donna	1695	A	11/13/2013	11/30/2014
WV	Lewis	Snyder	Cassandra	5311	A	12/30/2013	12/31/2014
WV	Lewis	Swiger	Lori	3961	NM	3/10/2014	3/31/2015
WV	Lewis	Tanner	Morgan	9461	A	10/16/2013	10/31/2014
WV	Lewis	Thomason	Richard	3154	A	8/6/2013	8/31/2014
WV	Lewis	Tonkin	Brenda	2142	P	2/27/2014	3/31/2015
WV	Lewis	Tucci	Ellen	8575	A	12/31/2013	12/31/2014
WV	Lincoln	Bennis	Kathleen	2578	A	9/9/2013	9/30/2014
WV	Lincoln	Sabo	Kayla	8688	A	8/18/2013	8/31/2014
WV	Logan	Adkins	Havilah	8866	A	5/14/2014	5/31/2015
WV	Logan	Adkins	Ethan	9229	A	10/3/2013	10/31/2014
WV	Logan	Amburgey	Janie	3373	A	11/26/2013	11/30/2014
WV	Logan	Bentley	Emme	3783	A	12/27/2013	12/31/2014
WV	Logan	Booth	Jennifer	4994	MR	10/2/2013	10/31/2014
WV	Logan	Browning	Stephanie	2717	A	11/18/2013	11/30/2014
WV	Logan	Brumfield	Shane	5455	A	10/13/2013	10/31/2014
WV	Logan	Brunty	Miranda	8298	A	10/25/2013	10/31/2014
WV	Logan	Butcher	Angela	5712	A	7/17/2013	7/31/2014
WV	Logan	Canterbury	Mark	4767	A	9/4/2013	9/30/2014
WV	Logan	Chapman	Brandi	5856	A	11/26/2013	11/30/2014
WV	Logan	Clark	Chris	3344	A	8/15/2013	9/30/2014
WV	Logan	Cohenour	Amber	5519	A	1/24/2014	1/31/2015
WV	Logan	Deskens	Heather	5848	A	10/23/2013	10/31/2014
WV	Logan	Dickerson	Amy	3912	A	1/2/2014	12/31/2014
WV	Logan	Goldie	Amy	4195	A	11/1/2013	11/30/2014
WV	Logan	Gooslin II	Jody	8759	A	11/12/2013	11/30/2014
WV	Logan	Gresham	Ryan	8342	A	11/2/2013	11/30/2014
WV	Logan	Hale	Mark	3875	A	9/20/2013	10/31/2014
WV	Logan	Hallis	Eva	2470	A	1/21/2014	2/28/2015
WV	Logan	Jenelos	Melanie	3561	A	11/13/2013	11/30/2014
WV	Logan	Jewell	Landon	8332	A	11/27/2013	11/30/2014
WV	Logan	Kirkendoll	Teresa	3913	A	12/21/2013	12/31/2014
WV	Logan	Lawrence	Printess	8950	A	9/19/2013	9/30/2014
WV	Logan	Lukacs	Sandra	3920	A	12/17/2013	12/31/2014
WV	Logan	McCleese	Lori	3279	A	1/7/2014	1/31/2015
WV	Logan	McCoy	Kathryn	8968	A	9/27/2013	9/30/2014
WV	Logan	Mitchell	Timothy	5007	A	2/24/2014	2/28/2015
WV	Logan	Mullins	Evia	3880	A	9/29/2013	10/31/2014
WV	Logan	Mullins	Merlene	3082	A	12/16/2013	12/31/2014
WV	Logan	Mullins	Tahnee	3522	A	9/25/2013	9/30/2014
WV	Logan	Murphy	Cynthia	4529	A	8/23/2013	8/31/2014

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WV	Logan	Musick	Crissy	3732	A	10/3/2013	11/30/2014
WV	Logan	Neace	David	4387	A	11/1/2013	11/30/2014
WV	Logan	Neace	Jessica	4990	A	10/5/2013	10/31/2014
WV	Logan	Newsome	Debra	2927	A	12/16/2013	12/31/2014
WV	Logan	Parsley	Kimberly	8301	A	10/16/2013	10/31/2014
WV	Logan	Poole	Garrett	9591	A	7/2/2014	7/31/2015
WV	Logan	Prater	Kayla	8769	A	11/17/2013	11/30/2014
WV	Logan	Queen	Sammeley	8512	A	8/13/2013	9/30/2014
WV	Logan	Reed	April	3376	A	11/15/2013	11/30/2014
WV	Logan	Reed	Mark	2921	A	12/22/2013	12/31/2014
WV	Logan	Sammons	Kimberly	2700	A	8/9/2013	8/31/2014
WV	Logan	Saunders	Timothy	2733	A	10/7/2013	10/31/2014
WV	Logan	Saunders	Russell	2419	A	9/23/2013	10/31/2014
WV	Logan	Smith	James	8511	A	9/20/2013	9/30/2014
WV	Logan	Spears	Karrie	3248	A	12/6/2013	12/31/2014
WV	Logan	Stollings	Jodi	5246	A	10/23/2013	10/31/2014
WV	Logan	Stollings	Sarah	8856	A	5/2/2014	5/31/2015
WV	Logan	Toler	Denna	881	A	6/13/2014	6/30/2015
WV	Logan	Vernatter	Kara	5248	A	10/19/2013	10/31/2014
WV	Logan	White	Janet	3127	A	3/7/2014	4/30/2015
WV	Logan	Williamson	Sonja	3775	A	12/13/2013	12/31/2014
WV	Logan	Workman	Pansy	4864	A	1/30/2014	1/31/2015
WV	Marion	Abruzzino	Anna	8742	A	11/21/2013	11/30/2014
WV	Marion	Adams	Tammy	2269	A	3/8/2014	4/30/2015
WV	Marion	Antulov	Barbara	1415	A	4/11/2014	4/30/2015
WV	Marion	Battin	Tiffany	8699	A	8/1/2013	8/31/2014
WV	Marion	Brady	Courtney	3930	A	12/14/2013	12/31/2014
WV	Marion	Broadwater	Lisa	4140	A	2/11/2014	3/31/2015
WV	Marion	Broll	Jessica	5025	A	10/31/2013	11/30/2014
WV	Marion	Carnes	Brooke	4263	A	1/24/2014	2/28/2015
WV	Marion	Connelly	Megan	8023	B	12/2/2013	12/31/2014
WV	Marion	Deiger	Ruth	93	A	6/14/2013	7/31/2014
WV	Marion	Drummond	Corinne	1119	A	8/28/2013	9/30/2014
WV	Marion	Eddy	Rayanna	661	A	8/12/2013	8/31/2014
WV	Marion	Gallagher	Jenifer	5044	A	11/1/2013	11/30/2014
WV	Marion	Hack	Brooke	4411	A	10/19/2013	10/31/2014
WV	Marion	Hardman	Stephanie	3579	A	10/25/2013	11/30/2014
WV	Marion	Harrison	Kenneth	3908	P	11/26/2013	12/31/2014
WV	Marion	Hayes	Amy	4818	A	11/7/2013	11/30/2014
WV	Marion	Hedio	April	4618	A	11/14/2013	11/30/2014
WV	Marion	Heflin	Jennifer	5279	A	11/26/2013	11/30/2014
WV	Marion	Hixenbaugh	Meghan	8553	A	11/25/2013	11/30/2014
WV	Marion	Jaumot	Marissa	8997	A	10/2/2013	10/31/2014
WV	Marion	Jenkins	Brittany	5882	A	11/27/2013	11/30/2014
WV	Marion	Kelley	Holly	4226	A	12/10/2013	12/31/2014
WV	Marion	Kerzak	Chandra	5032	A	11/27/2013	11/30/2014
WV	Marion	Kinkade	Jenessa	8999	A	10/28/2013	11/30/2014
WV	Marion	Marunich	Michael	5473	A	10/9/2013	11/30/2014
WV	Marion	McDonald	Jennifer	8351	A	11/22/2013	12/31/2014
WV	Marion	McQuain	Jenna	7197	T	6/16/2014	12/20/2014
WV	Marion	Menas	Taylor	8573	A	12/4/2013	12/31/2014

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WV	Marion	Miller	Ashley	8666	A	7/9/2014	7/31/2015
WV	Marion	Moore	Danielle	8535	A	11/29/2013	11/30/2014
WV	Marion	Moran	Melissa	8374	A	12/16/2013	12/31/2014
WV	Marion	Naternicola	Jaime	3865	A	10/22/2013	10/31/2014
WV	Marion	Nestor	Serena	5753	A	7/16/2013	7/31/2014
WV	Marion	Porter	Helen	1501	A	12/9/2013	12/31/2014
WV	Marion	Posey	Mary	1204	A	10/7/2013	10/31/2014
WV	Marion	Roach	Keri	5069	A	12/27/2013	12/31/2014
WV	Marion	Rutherford	Kelly	2452	A	12/19/2013	12/31/2014
WV	Marion	Sapp	Robin	1532	A	2/24/2014	3/31/2015
WV	Marion	Schmuck	James	329	A	7/7/2014	7/31/2015
WV	Marion	Sloan	Brittney	8544	A	10/30/2013	11/30/2014
WV	Marion	Snider	Megan	8557	A	11/22/2013	11/30/2014
WV	Marion	Spencer	Terry	1811	A	10/16/2013	11/30/2014
WV	Marion	Stanley	Wendy	353	A	7/6/2014	7/31/2015
WV	Marion	Starkey	Amanda	8933	A	7/15/2013	8/31/2014
WV	Marion	Starsick	Michelle	5362	A	7/1/2014	7/31/2015
WV	Marion	Straight	Heather	3585	A	10/31/2013	10/31/2014
WV	Marion	Straight	Linda	364	A	10/9/2013	11/30/2014
WV	Marion	Swiger	Heather	3239	A	8/10/2013	8/31/2014
WV	Marion	Wells	Sandra	679	A	9/5/2013	9/30/2014
WV	Marion	Worth	Misty	8031	B	6/24/2014	7/31/2015
WV	Marion	Yoho	Sherri	5959	A	5/1/2014	5/31/2015
WV	Marshall	Banker	Paula	4259	A	1/21/2014	2/28/2015
WV	Marshall	Brown	Kelly	8731	A	9/30/2013	10/31/2014
WV	Marshall	Burrough	Connie	2012	A	7/7/2014	7/31/2015
WV	Marshall	Cumpston	Debra	1612	A	12/20/2013	12/31/2014
WV	Marshall	Cumpston	Nicole	9120	A	5/14/2014	6/30/2015
WV	Marshall	Derrow	Brittany	8367	A	12/20/2013	12/31/2014
WV	Marshall	Detling	Kayla	8583	A	1/3/2014	12/31/2014
WV	Marshall	Dobbs	Brenda	2574	A	8/21/2013	9/30/2014
WV	Marshall	Dougherty	Kimberly	5286	A	10/31/2013	11/30/2014
WV	Marshall	Glover	Ashley	8379	A	12/18/2013	12/31/2014
WV	Marshall	Heller	Michelle	9132	A	5/26/2014	6/30/2015
WV	Marshall	Howell	Diana	1265	A	3/10/2014	3/31/2015
WV	Marshall	Janura	Kay	1951	A	5/23/2014	5/31/2015
WV	Marshall	Jones	Kathy	159	A	6/24/2013	7/31/2014
WV	Marshall	Kelley	Deborah	651	A	7/18/2013	8/31/2014
WV	Marshall	Legg	Margaret	965	A	6/13/2014	7/31/2015
WV	Marshall	Lotz	Christopher	8721	A	9/1/2013	9/30/2014
WV	Marshall	Maroney	Patricia	4801	A	10/10/2013	10/31/2014
WV	Marshall	McCombs	Anna	9128	A	5/27/2014	6/30/2015
WV	Marshall	Merritt	Heather	4427	A	9/17/2013	9/30/2014
WV	Marshall	Metz	Connie	1868	A	7/8/2014	7/31/2015
WV	Marshall	Pifko	Terry	1379	A	12/18/2013	12/31/2014
WV	Marshall	Sawyer	Jennifer	4684	A	3/8/2014	3/31/2015
WV	Marshall	Smith	Cheryl	1466	A	6/26/2014	6/30/2015
WV	Marshall	Snyder	Michelle	3044	A	10/25/2013	11/30/2014
WV	Marshall	Timko	Patricia	379	A	3/26/2014	4/30/2015
WV	Marshall	VanNest	Danielle	3584	A	12/27/2013	12/31/2014
WV	Marshall	Vickers	Janet	2517	A	2/19/2014	2/28/2015

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WV	Marshall	Whipkey	Norma	8417	A	1/17/2014	2/28/2015
WV	Marshall	Wilson	Nicole	8841	A	4/1/2014	4/30/2015
WV	Mason	Ball	Adam	5157	A	10/30/2013	10/31/2014
WV	Mason	Barkey	Amanda	5151	A	5/23/2014	5/31/2015
WV	Mason	Byer	Lisa	2982	A	5/18/2014	5/31/2015
WV	Mason	Canaday	Ginger	5208	A	9/16/2013	9/30/2014
WV	Mason	Davis	Connie	1072	A	4/17/2014	5/31/2015
WV	Mason	Denney	Ginger	5147	A	4/22/2014	5/31/2015
WV	Mason	Dillon	LaTonja	5627	A	7/19/2013	7/31/2014
WV	Mason	Gardner	Erin	8867	A	4/18/2014	5/31/2015
WV	Mason	Gritt	Kimberly	8387	A	12/18/2013	12/31/2014
WV	Mason	Hall	David	628	A	9/16/2013	10/31/2014
WV	Mason	Howell	Monica	5986	A	7/30/2013	7/31/2014
WV	Mason	Hussell	Abby	1863	A	5/13/2014	6/30/2015
WV	Mason	Jenkins	Jennifer	3802	A	3/29/2014	3/31/2015
WV	Mason	Jordan	Lynda	2387	A	7/10/2014	8/31/2015
WV	Mason	Leadman	Christina	5634	A	7/29/2013	7/31/2014
WV	Mason	Morarity	Joy	1324	A	6/13/2014	6/30/2015
WV	Mason	Preston	Randall	8479	MR	8/28/2013	8/31/2014
WV	Mason	Roach	Traci	3688	A	8/28/2013	8/31/2014
WV	Mason	Roberts	Brian	5929	A	1/24/2014	1/31/2015
WV	Mason	Roush	Ryan	5428	A	8/30/2013	8/31/2014
WV	Mason	Sands	Stacey	4836	A	12/2/2013	12/31/2014
WV	Mason	Saunders	Kimberly	8476	MR	8/13/2013	8/31/2014
WV	Mason	Sears	Casey	3077	A	11/26/2013	12/31/2014
WV	Mason	Smith	Toshla	3749	A	11/10/2013	11/30/2014
WV	Mason	Thomas	Laura	8825	A	4/6/2014	4/30/2015
WV	Mason	Truance	Karen	4496	A	5/12/2014	5/31/2015
WV	Mason	Wright	Carla	1002	A	8/28/2013	8/31/2014
WV	McDowell	Barton	Tania	4058	A	12/11/2013	12/31/2014
WV	McDowell	Boninsegna	Cynthia	3510	A	10/1/2013	9/30/2014
WV	McDowell	Brown	Ruth	1700	A	11/26/2013	11/30/2014
WV	McDowell	Cooper	Donna	936	A	9/16/2013	9/30/2014
WV	McDowell	Dale	Angela	3573	A	11/1/2013	11/30/2014
WV	McDowell	Estep	Aimie	9088	A	4/11/2014	4/30/2015
WV	McDowell	Fowler	Denise	3748	A	11/14/2013	11/30/2014
WV	McDowell	Goode	Wesley	9380	A	7/11/2013	7/31/2014
WV	McDowell	Goodman	Ronald	8265	A	8/20/2013	8/31/2014
WV	McDowell	Green	Jamie	8446	A	5/27/2014	5/31/2015
WV	McDowell	Hurt	Sabrina	5581	A	6/28/2014	6/30/2015
WV	McDowell	Jeffcoate	Terry	2136	A	8/19/2013	9/30/2014
WV	McDowell	McCoy	Katherine	3563	A	10/31/2013	11/30/2014
WV	McDowell	Roberts	Natasha	9097	A	5/21/2014	5/31/2015
WV	McDowell	Scott	Krystal	8917	A	4/15/2014	4/30/2015
WV	Mercer	Adams	Laurie	4560	A	9/17/2013	9/30/2014
WV	Mercer	Anderson	Donnie	3808	A	4/22/2014	5/31/2015
WV	Mercer	Atwell	Barbara	532	A	7/22/2013	8/31/2014
WV	Mercer	Ayers	Michael	2879	A	10/16/2013	11/30/2014
WV	Mercer	Bailey	Kristy	4394	A	11/22/2013	11/30/2014
WV	Mercer	Bailey	Kayla	5233	A	9/30/2013	10/31/2014
WV	Mercer	Barnette	Katelyn	8954	A	9/23/2013	9/30/2014

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WV	Mercer	Beavers	Terry	2718	A	8/12/2013	9/30/2014
WV	Mercer	Bennett	Amy	3092	A	12/17/2013	12/31/2014
WV	Mercer	Billips	Raymond	3230	A	11/10/2013	11/30/2014
WV	Mercer	Blaker	Tina	2955	A	1/6/2014	1/31/2015
WV	Mercer	Bowman	Randa	4992	A	10/17/2013	10/31/2014
WV	Mercer	Brock	Anita	337	A	6/26/2013	7/31/2014
WV	Mercer	Brown	Daniel	1906	A	10/23/2013	11/30/2014
WV	Mercer	Browning	Lyndsey	9578	A	6/17/2014	6/30/2015
WV	Mercer	Butler	Rachel	8654	A	6/16/2014	6/30/2015
WV	Mercer	Childers	Alice	577	A	8/2/2013	8/31/2014
WV	Mercer	Choate	Samantha	5224	A	10/12/2013	10/31/2014
WV	Mercer	Cline	Taylor	8678	A	4/8/2014	4/30/2015
WV	Mercer	Coburn	Allison	8533	A	2/26/2014	3/31/2015
WV	Mercer	Coleman	Stark	4253	A	2/10/2014	2/28/2015
WV	Mercer	Cook	Tiffany	4605	A	5/28/2014	5/31/2015
WV	Mercer	Crane	Lani	1738	A	11/22/2013	12/31/2014
WV	Mercer	Danko	Lillian	1220	A	10/2/2013	10/31/2014
WV	Mercer	Day	Christopher	3167	A	9/1/2013	9/30/2014
WV	Mercer	Donithan	Aleshia	9247	A	11/7/2013	11/30/2014
WV	Mercer	Duritzza	David	1760	A	4/9/2014	5/31/2015
WV	Mercer	Ellison	Kama	4210	A	12/13/2013	12/31/2014
WV	Mercer	Farley	Jennifer	8595	A	1/25/2014	1/31/2015
WV	Mercer	Farmer	Ryan	9542	NM	4/11/2014	4/30/2015
WV	Mercer	French	Mary Ann	617	A	5/13/2014	5/31/2015
WV	Mercer	French	Vicky	125	A	6/18/2013	7/31/2014
WV	Mercer	Gibson	Richard	2465	A	12/10/2013	12/31/2014
WV	Mercer	Gibson	Robin	1698	A	11/11/2013	11/30/2014
WV	Mercer	Godfrey	Vanessa	1599	A	10/31/2013	11/30/2014
WV	Mercer	Harris	Jessica	8030	B	11/18/2013	11/30/2014
WV	Mercer	Hatfield	Vent	3728	A	10/19/2013	10/31/2014
WV	Mercer	Havens	Pamela	2475	A	12/8/2013	1/31/2015
WV	Mercer	Haye	Melissa	431	A	8/25/2013	8/31/2014
WV	Mercer	Haynes	Lana	4077	A	12/13/2013	12/31/2014
WV	Mercer	Hazlewood	Regina	906	A	2/11/2014	3/31/2015
WV	Mercer	Hicks	Kara	5427	A	7/31/2013	8/31/2014
WV	Mercer	Holliday	Jamaal	4219	A	11/20/2013	11/30/2014
WV	Mercer	Hoosier	Amy	9165	A	7/19/2013	8/31/2014
WV	Mercer	Hudnall	Emily	8965	A	9/17/2013	9/30/2014
WV	Mercer	Hudson	Misty	4909	A	5/9/2014	6/30/2015
WV	Mercer	Hyndrich	Lorie	1492	A	12/6/2013	12/31/2014
WV	Mercer	Jackson	Anthony	3615	A	3/22/2014	4/30/2015
WV	Mercer	Johnson	Deborah	5420	A	8/9/2013	8/31/2014
WV	Mercer	Johnson	Starlene	5590	A	5/8/2014	6/30/2015
WV	Mercer	Kitts	Jan	1858	A	8/21/2013	8/31/2014
WV	Mercer	Knight	Christopher	3042	A	11/25/2013	11/30/2014
WV	Mercer	Lambert	Angela	2433	A	10/9/2013	11/30/2014
WV	Mercer	Lane	Angenetta	5722	A	6/27/2014	6/30/2015
WV	Mercer	Lester	David	3575	A	10/31/2013	11/30/2014
WV	Mercer	Lusk	Kayla	8642	A	6/10/2014	6/30/2015
WV	Mercer	Martin	Holly	3892	A	3/18/2014	3/31/2015
WV	Mercer	Meadows	Noah	2747	A	11/6/2013	11/30/2014

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WV	Mercer	Meadows	Salina	2923	A	12/16/2013	12/31/2014
WV	Mercer	Michael	Patricia	8020	B	8/26/2013	8/31/2014
WV	Mercer	Midkiff	Jennifer	5235	A	10/15/2013	10/31/2014
WV	Mercer	Minton	Jessica	8025	B	2/26/2014	2/28/2015
WV	Mercer	Mooney	Samantha	7187	T	5/18/2014	11/18/2014
WV	Mercer	Myers	Beulah	1974	A	4/1/2014	4/30/2015
WV	Mercer	Nelson	Kirk	8681	A	6/7/2013	7/31/2014
WV	Mercer	O'Dell	Patrick	2076	A	7/9/2014	7/31/2015
WV	Mercer	O'Dell	Sonia	1277	A	12/6/2013	12/31/2014
WV	Mercer	Owens	Willie	5466	A	10/9/2013	10/31/2014
WV	Mercer	Pack	Sarah	5819	A	8/10/2013	9/30/2014
WV	Mercer	Phillips	Ammie	4369	A	10/7/2013	10/31/2014
WV	Mercer	Pruitt	Tracey	5857	A	10/15/2013	11/30/2014
WV	Mercer	Reed	Johnny	5688	A	6/21/2014	6/30/2015
WV	Mercer	Richardson	Tina	4578	A	10/15/2013	10/31/2014
WV	Mercer	Richendollar	Todd	9145	A	6/25/2014	7/31/2015
WV	Mercer	Riffe	Patricia	5749	A	7/11/2014	7/31/2015
WV	Mercer	Roller	Van	3163	A	8/16/2013	9/30/2014
WV	Mercer	Rose	Tammy	2577	A	11/16/2013	11/30/2014
WV	Mercer	Sarver	Donna	2462	A	1/2/2014	1/31/2015
WV	Mercer	Saunders	Amanda	4789	A	10/22/2013	10/31/2014
WV	Mercer	Scott	Jordan	9263	A	12/18/2013	12/31/2014
WV	Mercer	Sheppard	Sherry	8026	B	1/17/2014	1/31/2015
WV	Mercer	Shrader	Karen	3213	A	10/9/2013	11/30/2014
WV	Mercer	Siers	Jacob	8335	A	11/15/2013	11/30/2014
WV	Mercer	Siers	Courtney	8293	A	9/30/2013	10/31/2014
WV	Mercer	Sims	Mariel	5049	A	11/8/2013	11/30/2014
WV	Mercer	Smith	Kara	5865	A	11/22/2013	11/30/2014
WV	Mercer	Snead	Sheryl	1607	A	11/19/2013	12/31/2014
WV	Mercer	Stewart	Amanda	8493	A	9/30/2013	9/30/2014
WV	Mercer	Stilwell	Melinda	2835	A	5/21/2014	5/31/2015
WV	Mercer	Straight	Melissa	8970	A	10/20/2013	10/31/2014
WV	Mercer	Sult	Joseph	1827	A	12/1/2013	12/31/2014
WV	Mercer	Thomas	Anthony	3723	A	10/8/2013	10/31/2014
WV	Mercer	Thomas	Sandra	280	A	7/9/2014	7/31/2015
WV	Mercer	Tiller	Amber	5042	A	11/26/2013	11/30/2014
WV	Mercer	Turner	Allison	5417	A	7/2/2014	7/31/2015
WV	Mercer	Vest	Shelley	4536	A	8/26/2013	8/31/2014
WV	Mercer	Walker	Shara	4791	A	10/15/2013	10/31/2014
WV	Mercer	Weiss	Ashley	9176	A	8/25/2013	8/31/2014
WV	Mercer	White	Marsha	4653	A	1/8/2014	1/31/2015
WV	Mercer	White	Melissa	4594	A	11/8/2013	11/30/2014
WV	Mercer	Whitener	Amy	8408	A	1/24/2014	1/31/2015
WV	Mercer	Wood	Penny	4599	A	11/20/2013	11/30/2014
WV	Mercer	Workman	Kara	4603	A	11/12/2013	11/30/2014
WV	Mercer	Workman Jr.	Charles	3738	A	11/8/2013	11/30/2014
WV	Mercer	Worrell	Kathy	4355	A	9/30/2013	9/30/2014
WV	Mercer	Yost	Jessica	7189	T	5/19/2014	11/19/2014
WV	Mercer	Young	Teresa	4820	A	11/26/2013	11/30/2014
WV	Mineral	Amtower	Dena	4823	A	11/27/2013	11/30/2014
WV	Mineral	Beal	Christine	4044	A	7/20/2013	7/31/2014

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WV	Mineral	Boden	Casie	5419	A	8/16/2013	8/31/2014
WV	Mineral	Bucy	Carol	1728	A	8/20/2013	8/31/2014
WV	Mineral	Clark	Sarah	8318	A	10/24/2013	10/31/2014
WV	Mineral	Clise	Lori	8734	A	9/16/2013	10/31/2014
WV	Mineral	Ervin	Stephanie	4531	A	8/30/2013	8/31/2014
WV	Mineral	Haggerty	Goldie	2045	A	9/4/2013	8/31/2014
WV	Mineral	McDonald	Patricia	706	A	10/10/2013	11/30/2014
WV	Mineral	Mullan	Marsha	4731	A	7/27/2013	7/31/2014
WV	Mineral	Obenshain	Christine	3487	A	7/30/2013	7/31/2014
WV	Mineral	Poague	Trista	9531	A	3/1/2014	3/31/2015
WV	Mineral	Riggleman	Jamie	4430	A	12/17/2013	12/31/2014
WV	Mineral	Spotts	April	3904	A	11/27/2013	11/30/2014
WV	Mineral	Stevens	Jennifer	9014	A	11/6/2013	11/30/2014
WV	Mineral	Whiteman	Jill	2969	A	4/14/2014	4/30/2015
WV	Mineral	Woods	Sarah	4628	A	11/26/2013	11/30/2014
WV	Mingo	Blackburn	Tina	3601	A	12/24/2013	12/31/2014
WV	Mingo	Carter	Teresa	3597	A	12/10/2013	12/31/2014
WV	Mingo	Damron	Larry	9091	A	4/23/2014	4/30/2015
WV	Mingo	Dotson	Janice	4227	A	12/26/2013	12/31/2014
WV	Mingo	Freeman	Jeffrey	3356	A	9/25/2013	10/31/2014
WV	Mingo	Jordan	Ralph	1598	A	2/25/2014	1/31/2015
WV	Mingo	Kirk	Chandra	5293	A	11/22/2013	12/31/2014
WV	Mingo	May	Buddy	9142	A	6/24/2014	7/31/2015
WV	Mingo	Messer	Brandy	9190	A	9/5/2013	9/30/2014
WV	Mingo	Murphy	Johnny	4211	A	11/3/2013	11/30/2014
WV	Mingo	Stallard	Justina	3515	A	11/15/2013	11/30/2014
WV	Mingo	Testerman	Jeffery	3249	A	12/17/2013	12/31/2014
WV	Mingo	Varney	Daniel	8518	A	10/17/2013	10/31/2014
WV	Mingo	Ward	Mitzie	702	A	8/17/2013	9/30/2014
WV	Monongalia	Acheson	Craig	5977	A	6/13/2014	6/30/2015
WV	Monongalia	Andrews	Cherri	3010	A	6/25/2014	6/30/2015
WV	Monongalia	Anglin	Stephanie	4849	A	12/13/2013	12/31/2014
WV	Monongalia	Arnold	Richard	8692	A	8/19/2013	8/31/2014
WV	Monongalia	Ayers	Chelsea	7200	T	6/23/2014	12/23/2014
WV	Monongalia	Baker	Anna	4875	A	9/11/2013	9/30/2014
WV	Monongalia	Barnes	Lyndsie	8986	A	10/18/2013	10/31/2014
WV	Monongalia	Barzanti	Janice	5365	A	4/24/2014	4/30/2015
WV	Monongalia	Bean	Keith	4635	A	12/16/2013	12/31/2014
WV	Monongalia	Bell	Holly	5541	A	3/9/2014	3/31/2015
WV	Monongalia	Bell	Deidre	8558	A	10/21/2013	11/30/2014
WV	Monongalia	Bellerose	Denise	5173	A	7/15/2013	7/31/2014
WV	Monongalia	Belmont	Alice	354	A	8/27/2013	8/31/2014
WV	Monongalia	Bergman	Onnie	1315	A	8/7/2013	8/31/2014
WV	Monongalia	Bice III	Robert	4733	A	7/2/2014	7/31/2015
WV	Monongalia	Bierer	Catherine	5706	A	7/1/2014	7/31/2015
WV	Monongalia	Bodenschatz	Drew	9275	A	12/19/2013	12/31/2014
WV	Monongalia	Boring Park	Kristen	5979	A	6/13/2014	6/30/2015
WV	Monongalia	Bragg	Kenneth	2905	A	9/9/2013	9/30/2014
WV	Monongalia	Brewer	Annetta	44	A	6/17/2014	7/31/2015
WV	Monongalia	Brown	David	5765	A	11/21/2013	11/30/2014
WV	Monongalia	Brozenick	Kacey	5924	A	12/12/2013	1/31/2015

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WV	Monongalia	Bucher	Andrea	9482	A	11/9/2013	11/30/2014
WV	Monongalia	Budney	Brian	8994	A	10/3/2013	10/31/2014
WV	Monongalia	Burgess	Lauren	8403	A	1/24/2014	1/31/2015
WV	Monongalia	Burton	Debbie	5619	A	7/15/2013	7/31/2014
WV	Monongalia	Butcho	Ryan	9039	A	12/17/2013	12/31/2014
WV	Monongalia	Cartwright	Laura	5199	A	8/7/2013	8/31/2014
WV	Monongalia	Cheslock	Cherie	2019	A	6/4/2013	7/31/2014
WV	Monongalia	Chisler	Cathy	4153	A	7/11/2014	8/31/2015
WV	Monongalia	Christy	Gale	5942	A	3/21/2014	3/31/2015
WV	Monongalia	Coddington	Julianne	3014	A	12/22/2013	12/31/2014
WV	Monongalia	Coffman	Eric	5657	A	7/10/2014	7/31/2015
WV	Monongalia	Collins	Dustin	9496	A	12/8/2013	12/31/2014
WV	Monongalia	Commodore	Emily	5422	A	8/15/2013	8/31/2014
WV	Monongalia	Conway	Amber	3438	A	3/14/2014	4/30/2015
WV	Monongalia	Cornwell	Daleen	2580	A	8/19/2013	9/30/2014
WV	Monongalia	Costante	Samuel	585	A	9/4/2013	9/30/2014
WV	Monongalia	Costello	Angela	4464	A	9/27/2013	9/30/2014
WV	Monongalia	Cottrell	Rachel	8906	A	7/15/2013	7/31/2014
WV	Monongalia	Crouse	Brittany	9267	A	12/13/2013	12/31/2014
WV	Monongalia	Cunningham	Emily	8349	A	10/8/2013	11/30/2014
WV	Monongalia	Cutlip	Jessica	4645	A	12/16/2013	12/31/2014
WV	Monongalia	Dankmer	Aimee	4859	A	12/2/2013	12/31/2014
WV	Monongalia	Danko	Deborah	1434	A	9/9/2013	9/30/2014
WV	Monongalia	Darnell	Brenda	1242	A	8/26/2013	9/30/2014
WV	Monongalia	Darr	Carol	5144	A	5/30/2014	5/31/2015
WV	Monongalia	Davis	Stanley	90	A	10/23/2013	11/30/2014
WV	Monongalia	Davis	Tiffany	5078	A	12/30/2013	12/31/2014
WV	Monongalia	DeBastiani	Brenda	1685	A	9/25/2013	10/31/2014
WV	Monongalia	DeBastiani	Paul	598	A	3/25/2014	3/31/2015
WV	Monongalia	DeFebbo	Stephanie	9235	A	10/10/2013	11/30/2014
WV	Monongalia	DeMaske	Michael	599	A	10/22/2013	10/31/2014
WV	Monongalia	DeWitt	Carrie	5973	A	6/13/2014	6/30/2015
WV	Monongalia	Dixon	Monica	3740	A	11/19/2013	11/30/2014
WV	Monongalia	Dixon	Sara	5570	A	5/6/2014	5/31/2015
WV	Monongalia	Dorsey	Sherry	1416	A	8/14/2013	8/31/2014
WV	Monongalia	Dranbauer	Julie	1896	A	2/6/2014	1/31/2015
WV	Monongalia	Dressel	Crystal	3221	A	9/23/2013	9/30/2014
WV	Monongalia	Dressick	Sara	9288	A	1/27/2014	1/31/2015
WV	Monongalia	Dudek	Kevin	8735	A	12/2/2013	12/31/2014
WV	Monongalia	Duvall	Hannah	8941	A	8/15/2013	8/31/2014
WV	Monongalia	Dzurnak	Lisa	9283	A	12/28/2013	1/31/2015
WV	Monongalia	Ebbert	Jami	5584	A	3/4/2014	2/28/2015
WV	Monongalia	Ebel	Robert	4993	A	10/21/2013	10/31/2014
WV	Monongalia	Empfield	Sally	4847	A	12/27/2013	12/31/2014
WV	Monongalia	Evans	Zachary	9259	A	11/17/2013	11/30/2014
WV	Monongalia	Fansler	Leanne	2460	A	12/10/2013	12/31/2014
WV	Monongalia	Farrah	Chandra	5801	A	8/13/2013	9/30/2014
WV	Monongalia	Floyd	Brooke	9162	A	7/29/2013	8/31/2014
WV	Monongalia	Franks	Heather	4438	A	7/7/2014	7/31/2015
WV	Monongalia	Frazee	Jeremy	8772	A	11/20/2013	11/30/2014
WV	Monongalia	Fries	David	1229	A	8/14/2013	9/30/2014

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WV	Monongalia	Ganoe	Matthew	9222	A	9/29/2013	10/31/2014
WV	Monongalia	Garbutt	Gary	8606	A	2/4/2014	2/28/2015
WV	Monongalia	Garbutt	Barbara	8724	A	9/19/2013	10/31/2014
WV	Monongalia	George	Josie	5359	A	3/30/2014	3/31/2015
WV	Monongalia	Gibson	Kimberly	9023	A	12/16/2013	12/31/2014
WV	Monongalia	Gillespie	Melissa	4792	A	10/12/2013	10/31/2014
WV	Monongalia	Gleason	Casey	9204	A	8/19/2013	9/30/2014
WV	Monongalia	Goff	Jared	8413	A	1/10/2014	2/28/2015
WV	Monongalia	Golden	Patricia	8778	A	12/27/2013	12/31/2014
WV	Monongalia	Gregor	Christine	1019	A	4/4/2014	5/31/2015
WV	Monongalia	Griffis	Laura	8404	A	1/10/2014	1/31/2015
WV	Monongalia	Grim	Ryan	5534	A	2/21/2014	2/28/2015
WV	Monongalia	Groves	Janet	1717	A	11/22/2013	12/31/2014
WV	Monongalia	Gum	Donley	5912	A	1/13/2014	1/31/2015
WV	Monongalia	Guthrie	Chrissanda	2411	A	10/18/2013	10/31/2014
WV	Monongalia	Guthrie	Grenaville	1791	A	8/26/2013	9/30/2014
WV	Monongalia	Hagedorn	Goldie	886	A	11/25/2013	12/31/2014
WV	Monongalia	Haines	Susan	626	A	6/27/2014	7/31/2015
WV	Monongalia	Hannah	Kathryn	8992	A	10/31/2013	10/31/2014
WV	Monongalia	Hanning	Nicole	4705	A	5/29/2014	5/31/2015
WV	Monongalia	Harbert	Tammy	2586	A	9/11/2013	9/30/2014
WV	Monongalia	Hart	Taylene	5900	A	11/4/2013	12/31/2014
WV	Monongalia	Hayhurst	Bethani	8641	A	5/20/2014	6/30/2015
WV	Monongalia	Hearn	Loretta	2454	A	12/6/2013	12/31/2014
WV	Monongalia	Hefner	Jennifer	4162	A	3/20/2014	3/31/2015
WV	Monongalia	Herrington	Tiffany	9196	A	10/10/2013	9/30/2014
WV	Monongalia	Hevener	Brooke	9151	A	7/1/2013	7/31/2014
WV	Monongalia	Hickman	Megan	9495	A	12/6/2013	12/31/2014
WV	Monongalia	Hill	KayCee	7194	T	6/17/2014	12/20/2014
WV	Monongalia	Holben	Charles	5103	A	12/20/2013	1/31/2015
WV	Monongalia	Hopkins	Jennifer	9215	A	9/20/2013	10/31/2014
WV	Monongalia	Host	Heather	4119	A	3/13/2014	4/30/2015
WV	Monongalia	Hunt	Jennifer	5031	A	10/24/2013	11/30/2014
WV	Monongalia	Hutson	Emily	4401	A	11/23/2013	11/30/2014
WV	Monongalia	Jantosz	Christian	8539	A	11/14/2013	11/30/2014
WV	Monongalia	Javins	Clarence	4455	A	6/13/2014	7/31/2015
WV	Monongalia	Jenkins	Patricia	1840	A	8/23/2013	9/30/2014
WV	Monongalia	Jennings	Anita	3555	A	11/16/2013	11/30/2014
WV	Monongalia	Johnson	Jonathan	3285	A	3/28/2014	3/31/2015
WV	Monongalia	Johnson	Terri	5956	A	3/20/2014	4/30/2015
WV	Monongalia	Kacmar	Deanne	1871	A	3/23/2014	4/30/2015
WV	Monongalia	Keener	Susan	5501	A	12/2/2013	12/31/2014
WV	Monongalia	Kelley	Trista	5962	A	4/30/2014	5/31/2015
WV	Monongalia	Keplinger	Brandi	9234	A	10/25/2013	10/31/2014
WV	Monongalia	King	Joshua	4149	A	8/12/2013	8/31/2014
WV	Monongalia	Kingan	Jonathan	5361	A	2/11/2014	3/31/2015
WV	Monongalia	Koren	Courtney	4999	A	10/21/2013	10/31/2014
WV	Monongalia	Korpacz	Kristen	9526	A	2/25/2014	2/28/2015
WV	Monongalia	Kucera	Ryan	5933	A	1/20/2014	1/31/2015
WV	Monongalia	LaRue	Jaime	8361	A	11/21/2013	12/31/2014
WV	Monongalia	Lawson	Alissa	4641	A	12/5/2013	12/31/2014

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WV	Monongalia	Lebel	Megan	9266	A	11/27/2013	12/31/2014
WV	Monongalia	Lee	Buffie	2909	A	6/19/2014	7/31/2015
WV	Monongalia	Lee	Kelly	9012	A	11/9/2013	11/30/2014
WV	Monongalia	Lemasters	Stephanie	4828	A	11/18/2013	11/30/2014
WV	Monongalia	Ling	Kay	1672	A	8/8/2013	8/31/2014
WV	Monongalia	Linn	Ronald	3172	A	9/13/2013	9/30/2014
WV	Monongalia	Lint	Darlene	494	A	7/18/2013	8/31/2014
WV	Monongalia	Long	Shelley	9260	A	10/9/2013	11/30/2014
WV	Monongalia	Long	Kayla	9311	A	3/21/2014	3/31/2015
WV	Monongalia	Losh	Melanie	4861	A	12/25/2013	1/31/2015
WV	Monongalia	Ludrosky Jr.	David	5377	A	4/16/2014	5/31/2015
WV	Monongalia	Main	Sami	8502	A	9/10/2013	9/30/2014
WV	Monongalia	Malutich	Evelyn	60	A	2/20/2014	3/31/2015
WV	Monongalia	Martin	Debra	809	A	4/15/2014	5/31/2015
WV	Monongalia	Mason	Joy	3437	A	1/22/2014	1/31/2015
WV	Monongalia	Matthews	Shelby	5192	A	7/16/2013	8/31/2014
WV	Monongalia	Matyk IV	Paul	8805	A	1/25/2014	2/28/2015
WV	Monongalia	Maxson	Jessica	9287	A	1/21/2014	1/31/2015
WV	Monongalia	Maxwell	Brenda	4123	A	5/29/2014	5/31/2015
WV	Monongalia	Maxwell	Lanny	3267	A	3/10/2014	3/31/2015
WV	Monongalia	May	Melissa	8777	A	12/17/2013	12/31/2014
WV	Monongalia	Mayhugh	Amy	1562	A	5/22/2014	5/31/2015
WV	Monongalia	McAfee	William	1625	A	12/26/2013	12/31/2014
WV	Monongalia	McAfee	Christy	3371	A	2/7/2014	2/28/2015
WV	Monongalia	McAlpine	Danielle	8781	A	12/31/2013	12/31/2014
WV	Monongalia	McCauley	Beth	5705	A	5/31/2014	7/31/2015
WV	Monongalia	McCue	Lori	1279	A	12/5/2013	12/31/2014
WV	Monongalia	McLe	Brittany	9438	A	9/24/2013	9/30/2014
WV	Monongalia	McPherson	Patricia	911	A	4/7/2014	4/30/2015
WV	Monongalia	Meador	Terri	2804	A	1/24/2014	1/31/2015
WV	Monongalia	Means	Charles	1982	A	6/24/2014	6/30/2015
WV	Monongalia	Menear	Barbara	1689	A	12/16/2013	12/31/2014
WV	Monongalia	Messenger	Tracy	5423	A	8/27/2013	8/31/2014
WV	Monongalia	Messenger	Jeffrey	5471	A	10/12/2013	11/30/2014
WV	Monongalia	Mick	Jon	4165	A	6/17/2014	7/31/2015
WV	Monongalia	Miller	Donna	8766	A	10/17/2013	11/30/2014
WV	Monongalia	Miller II	Kenneth	2800	A	1/24/2014	1/31/2015
WV	Monongalia	Mitchell	Kristen	9169	A	7/16/2013	8/31/2014
WV	Monongalia	Moore	Connie	1523	A	12/31/2013	1/31/2015
WV	Monongalia	Moore	Amy	4139	A	4/7/2014	4/30/2015
WV	Monongalia	Moore	Brady	8578	A	12/4/2013	12/31/2014
WV	Monongalia	Morgan	Jennifer	3647	A	4/1/2014	4/30/2015
WV	Monongalia	Morris	Jay	1692	A	11/19/2013	11/30/2014
WV	Monongalia	Moser	Devra	1886	A	9/17/2013	9/30/2014
WV	Monongalia	Moyer	Valerie	4819	A	11/22/2013	11/30/2014
WV	Monongalia	Muller	Dorothy	3142	A	4/9/2014	5/31/2015
WV	Monongalia	Nestor	Michelle	9375	A	7/1/2014	7/31/2015
WV	Monongalia	Nicholson	Andrea	8579	A	12/30/2013	12/31/2014
WV	Monongalia	Offutt	Sharon	993	A	9/5/2013	8/31/2014
WV	Monongalia	Ord	Kristin	7203	T	7/4/2014	1/4/2015
WV	Monongalia	Oughton	Nancy	1591	A	11/7/2013	11/30/2014

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WV	Monongalia	Painter	William	5852	A	10/21/2013	11/30/2014
WV	Monongalia	Parker	Benjamin	3983	A	6/20/2014	7/31/2015
WV	Monongalia	Parker	Emily	4299	A	8/28/2013	8/31/2014
WV	Monongalia	Paugh	Christina	1572	A	9/23/2013	9/30/2014
WV	Monongalia	Pekar	Allison	9177	A	8/16/2013	8/31/2014
WV	Monongalia	Petry	Jennifer	8384	A	11/25/2013	12/31/2014
WV	Monongalia	Plum	Carla	1699	A	12/10/2013	12/31/2014
WV	Monongalia	Politan	Nancy	919	A	7/17/2013	7/31/2014
WV	Monongalia	Potts	Marka	5184	A	7/2/2014	7/31/2015
WV	Monongalia	Preolitti	Olivia	4086	A	2/6/2014	3/31/2015
WV	Monongalia	Pruitt	Christine	9249	A	11/17/2013	11/30/2014
WV	Monongalia	Pust	Peggy	1820	A	6/18/2013	7/31/2014
WV	Monongalia	Radabaugh J	George	4213	A	11/16/2013	11/30/2014
WV	Monongalia	Rager	Rickey	8746	A	11/13/2013	11/30/2014
WV	Monongalia	Ratliff	Melissa	2731	A	8/1/2013	9/30/2014
WV	Monongalia	Rawe	Jill	4729	A	6/7/2014	6/30/2015
WV	Monongalia	Raybuck	Corbin	9372	A	7/1/2013	7/31/2014
WV	Monongalia	Richerson	April	5309	A	12/21/2013	12/31/2014
WV	Monongalia	Ringer	Starla	5312	A	12/21/2013	12/31/2014
WV	Monongalia	Rinker	Cheera	9077	A	3/24/2014	3/31/2015
WV	Monongalia	Robinette	Kelly	9273	A	12/28/2013	12/31/2014
WV	Monongalia	Rodeheaver	Shenna	8977	A	9/23/2013	10/31/2014
WV	Monongalia	Rogozinski	Kirk	5148	A	5/30/2014	5/31/2015
WV	Monongalia	Roman	Bethany	8988	A	9/21/2013	10/31/2014
WV	Monongalia	Romano	Whittney	8696	A	7/1/2013	8/31/2014
WV	Monongalia	Root	Michelle	4722	A	6/13/2014	6/30/2015
WV	Monongalia	Rose	Melissa	5713	A	6/20/2014	7/31/2015
WV	Monongalia	Rosenberger	Crystal	1937	A	12/16/2013	12/31/2014
WV	Monongalia	Rosenberger	Kyle	7196	T	6/15/2014	12/20/2014
WV	Monongalia	Roskos	Erick	4248	A	1/20/2014	1/31/2015
WV	Monongalia	Royce	Patricia	908	A	2/15/2014	3/31/2015
WV	Monongalia	Rozak	Geoffrey	5496	A	12/22/2013	12/31/2014
WV	Monongalia	Ruff	Matthew	8815	A	3/11/2014	3/31/2015
WV	Monongalia	Russell	Cheryl	5679	A	6/26/2014	7/31/2015
WV	Monongalia	Ryeczek	Debra	2867	A	11/12/2013	12/31/2014
WV	Monongalia	Salisbury	Rachelle	8383	A	12/24/2013	12/31/2014
WV	Monongalia	Sapic	Julia	8774	A	12/13/2013	12/31/2014
WV	Monongalia	Sasko	Christine	4176	A	9/16/2013	10/31/2014
WV	Monongalia	Sauerwein	April	5310	A	12/30/2013	12/31/2014
WV	Monongalia	Sauborn	Jaclyn	5371	A	5/4/2014	5/31/2015
WV	Monongalia	Scotchel	Anthony	2664	A	11/1/2013	11/30/2014
WV	Monongalia	Sears	Brittany	7195	T	6/18/2014	12/20/2014
WV	Monongalia	Shaffer	Gina	4642	A	11/4/2013	12/31/2014
WV	Monongalia	Shank	Tyler	5494	A	12/26/2013	12/31/2014
WV	Monongalia	Shroyer	Matthew	9512	A	1/17/2014	1/31/2015
WV	Monongalia	Simpson	Amber	4601	A	10/20/2013	11/30/2014
WV	Monongalia	Sinsel	Stephanie	5483	A	11/13/2013	11/30/2014
WV	Monongalia	Smith	Celia	1241	A	12/10/2013	1/31/2015
WV	Monongalia	Snyder	Polly	3084	A	3/31/2014	5/31/2015
WV	Monongalia	Snyder	Michael	5656	A	6/6/2014	7/31/2015
WV	Monongalia	Staub	Tracy	9390	A	7/8/2014	7/31/2015

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WV	Monongalia	Stenger	David	358	A	10/20/2013	10/31/2014
WV	Monongalia	Stepek	Henry	8305	A	9/12/2013	10/31/2014
WV	Monongalia	Stevens	Stephanie	5399	A	7/3/2014	6/30/2015
WV	Monongalia	Stevenson	Rosemary	9158	A	2/21/2014	2/28/2015
WV	Monongalia	Storey	Hannah	9422	A	9/6/2013	9/30/2014
WV	Monongalia	Stuck	Adam	5513	A	12/9/2013	12/31/2014
WV	Monongalia	Summers	Caroline	2471	A	2/18/2014	3/31/2015
WV	Monongalia	Swiger	Scott	2764	A	1/12/2014	1/31/2015
WV	Monongalia	Szczypinski	Kellie	9264	A	11/8/2013	12/31/2014
WV	Monongalia	Tasker	Laura	8426	A	4/9/2014	4/30/2015
WV	Monongalia	Taylor	Tedd	9361	A	6/20/2014	6/30/2015
WV	Monongalia	Tennant	Stacey	5026	A	11/9/2013	11/30/2014
WV	Monongalia	Tennant	Thaddeaus	8459	A	6/24/2014	7/31/2015
WV	Monongalia	Thomas	Skylar	8585	A	1/9/2014	1/31/2015
WV	Monongalia	Townsend	Mark	2602	A	10/7/2013	10/31/2014
WV	Monongalia	Vicites	Kimberly	8423	A	2/28/2014	3/31/2015
WV	Monongalia	Walker	Jamie	5274	A	11/27/2013	11/30/2014
WV	Monongalia	Wallace	Karyn	5661	A	7/10/2014	7/31/2015
WV	Monongalia	Werner	Becky	9449	A	10/6/2013	10/31/2014
WV	Monongalia	Westfall	Nichelle	4346	A	8/12/2013	9/30/2014
WV	Monongalia	Wilbur	Roger	9571	A	6/6/2014	6/30/2015
WV	Monongalia	Wilkins	Kelly	9554	A	5/16/2014	5/31/2015
WV	Monongalia	Wilkinson	Tiffanie	5989	A	7/1/2014	7/31/2015
WV	Monongalia	Williams	Linda	817	A	4/21/2014	5/31/2015
WV	Monongalia	Wilson	Michelle	4333	A	8/12/2013	8/31/2014
WV	Monongalia	Wise	Melissa	5811	A	9/23/2013	9/30/2014
WV	Monongalia	Wolfe	Tiffany	4076	A	12/20/2013	12/31/2014
WV	Monongalia	Wolfe	Tiffany	9017	A	11/9/2013	11/30/2014
WV	Monongalia	Wood	Tonya	3847	A	12/17/2013	12/31/2014
WV	Monongalia	Zeigler	Johnna	9013	A	11/8/2013	11/30/2014
WV	Monongalia	Zirilli	Stephen	9244	A	11/24/2013	11/30/2014
WV	Monongalia	Zuchelli	Jason	9393	A	7/1/2014	7/31/2015
WV	Monroe	Arthur	Kelly	4051	A	12/10/2013	12/31/2014
WV	Monroe	Cochran	Shawna	5162	A	5/8/2014	6/30/2015
WV	Morgan	Coble	Lori	5083	A	12/27/2013	12/31/2014
WV	Morgan	Davis	Norman	4152	A	8/22/2013	8/31/2014
WV	Morgan	Fenhagen	Pearl	8269	A	8/12/2013	9/30/2014
WV	Morgan	Hannas	Suzanne	8315	A	10/14/2013	10/31/2014
WV	Morgan	McKinley	Tamela	4777	A	9/27/2013	9/30/2014
WV	Morgan	Price	Holly	3969	A	3/20/2014	4/30/2015
WV	Morgan	Smith	Penelope	5105	A	1/19/2014	1/31/2015
WV	Morgan	Tringler	Connie	5505	A	12/27/2013	12/31/2014
WV	Morgan	Weber	Laura	4996	A	10/19/2013	10/31/2014
WV	Morgan	Wiles	Michelle	3958	A	2/17/2014	2/28/2015
WV	Nicholas	Andrews	Stefanie	9563	A	5/27/2014	5/31/2015
WV	Nicholas	Armentrout	Joyce	1487	A	9/20/2013	9/30/2014
WV	Nicholas	Beaver	Deena	388	A	7/19/2013	7/31/2014
WV	Nicholas	Boyce	Samantha	8910	A	6/23/2014	7/31/2015
WV	Nicholas	Cox	Jeffrey	8839	NM	4/22/2014	4/30/2015
WV	Nicholas	Davis	Autumn	4350	A	9/20/2013	9/30/2014
WV	Nicholas	Davis	Whitnee	8898	A	6/16/2014	6/30/2015

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WV	Nicholas	Davis	Samuel	3613	MR	12/27/2013	12/31/2014
WV	Nicholas	Deal	Renee	4944	A	8/25/2013	8/31/2014
WV	Nicholas	Elswick	Kathy	3558	A	11/12/2013	11/30/2014
WV	Nicholas	Grimmett	Mary	1819	A	11/18/2013	11/30/2014
WV	Nicholas	Helvey	James	9038	A	12/7/2013	12/31/2014
WV	Nicholas	Johnson	Cynthia	4075	A	12/30/2013	12/31/2014
WV	Nicholas	Johnson	Amanda	4084	A	1/25/2014	1/31/2015
WV	Nicholas	Malone	Ernie	1978	A	3/24/2014	4/30/2015
WV	Nicholas	Munoz	Lauren	8881	A	5/8/2014	6/30/2015
WV	Nicholas	Perry	Crystal	5063	A	12/26/2013	12/31/2014
WV	Nicholas	Rider	Victoria	2783	A	12/19/2013	12/31/2014
WV	Nicholas	Shieler	Joseph	9148	A	7/11/2014	7/31/2015
WV	Nicholas	Smith	Walter	3318	A	1/23/2014	1/31/2015
WV	Nicholas	Stickley	Brenda	344	A	4/16/2014	5/31/2015
WV	Nicholas	Stover	Nicole	5751	A	7/26/2013	7/31/2014
WV	Nicholas	Summers	Tonya	5247	A	10/14/2013	10/31/2014
WV	Nicholas	Todd	Monica	9228	A	10/21/2013	10/31/2014
WV	Nicholas	Tyler	Matthew	8730	A	10/20/2013	10/31/2014
WV	Nicholas	Viers	Joshua	4573	A	10/16/2013	10/31/2014
WV	Ohio	Anderson	Richard	3205	A	10/7/2013	10/31/2014
WV	Ohio	Anderson	Gail	8267	A	9/18/2013	9/30/2014
WV	Ohio	Arcuragi	Cynthia	979	A	3/5/2014	3/31/2015
WV	Ohio	Ball	Catherine	22	A	6/13/2014	7/31/2015
WV	Ohio	Barish	Cheri	4477	A	10/20/2013	10/31/2014
WV	Ohio	Barton	Melissa	3906	A	10/16/2013	11/30/2014
WV	Ohio	Bates	Karen	2931	A	11/16/2013	12/31/2014
WV	Ohio	Beihl	Melissa	4092	A	1/23/2014	1/31/2015
WV	Ohio	Bell	Jennifer	9300	A	2/11/2014	2/28/2015
WV	Ohio	Bell	Mandi	9530	A	2/28/2014	2/28/2015
WV	Ohio	Beverlin	Kathrine	4796	A	8/30/2013	9/30/2014
WV	Ohio	Bloomfield	Lynnette	753	A	12/17/2013	12/31/2014
WV	Ohio	Bobka	Brittany	9556	A	5/19/2014	5/31/2015
WV	Ohio	Bolock	Leigh	5788	A	8/20/2013	8/31/2014
WV	Ohio	Bonar	Kimberly	5664	A	6/15/2014	7/31/2015
WV	Ohio	Bond	Jennifer	3754	A	11/12/2013	11/30/2014
WV	Ohio	Bowman	Dorothy	970	A	6/3/2014	7/31/2015
WV	Ohio	Breeden	Kimberly	2712	A	8/23/2013	9/30/2014
WV	Ohio	Breiding	Amanda	8497	A	9/4/2013	9/30/2014
WV	Ohio	Brown	Jennifer	3217	A	11/4/2013	11/30/2014
WV	Ohio	Bruney	Eleanor	3949	A	1/29/2014	1/31/2015
WV	Ohio	Bryan	Jennifer	5701	A	7/7/2014	7/31/2015
WV	Ohio	Butler	Rebecca	4141	A	7/9/2014	7/31/2015
WV	Ohio	Butler	Jermil	8701	A	8/28/2013	8/31/2014
WV	Ohio	Byrne	Rebecca	8711	A	3/5/2014	3/31/2015
WV	Ohio	Capers	Christine	3861	A	8/21/2013	9/30/2014
WV	Ohio	Carcione-Kop	Kristina	5314	A	12/18/2013	12/31/2014
WV	Ohio	Carpenter	Jenna	9481	A	11/4/2013	11/30/2014
WV	Ohio	Carroll	Jason	4354	A	10/20/2013	10/31/2014
WV	Ohio	Carrothers	Heather	4408	MR	1/15/2014	1/31/2015
WV	Ohio	Clark	Rebecca	8936	A	7/26/2013	8/31/2014
WV	Ohio	Clark	Ian	8974	A	10/21/2013	10/31/2014

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WV	Ohio	Clark	Bryan	9509	A	1/10/2014	1/31/2015
WV	Ohio	Coffield	Mark	4030	A	8/12/2013	9/30/2014
WV	Ohio	Combs	Kathleen	8385	A	12/17/2013	12/31/2014
WV	Ohio	Conway	Stacey	3879	A	10/7/2013	10/31/2014
WV	Ohio	Conway	Jenna	5966	A	9/10/2013	9/30/2014
WV	Ohio	Coughlan	Patrick	5726	A	6/24/2014	7/31/2015
WV	Ohio	Coyne	Tonya	3063	A	12/10/2013	12/31/2014
WV	Ohio	Crow	Harold	3260	A	7/3/2014	7/31/2015
WV	Ohio	Darrah	Michelle	2919	A	12/23/2013	12/31/2014
WV	Ohio	Davis	Stefanie	3050	A	1/13/2014	1/31/2015
WV	Ohio	Deel	Pamela	1508	A	12/18/2013	12/31/2014
WV	Ohio	Doyle	Lori	5699	A	6/24/2014	7/31/2015
WV	Ohio	Duncan	Arleen	8600	A	12/18/2013	1/31/2015
WV	Ohio	Dundr	Judith	107	A	5/1/2014	5/31/2015
WV	Ohio	Duvall	Judith	1102	A	7/25/2013	7/31/2014
WV	Ohio	Edgmon	John	9282	A	12/11/2013	1/31/2015
WV	Ohio	Everett	Danielle	8422	A	4/25/2014	4/30/2015
WV	Ohio	Ewing	Gwen	1473	A	9/23/2013	10/31/2014
WV	Ohio	Fedorke	Rachel	2646	A	1/24/2014	1/31/2015
WV	Ohio	Feenerty	Debraha	13	A	10/10/2013	10/31/2014
WV	Ohio	Fijalkowski	Sherri	2917	A	12/4/2013	12/31/2014
WV	Ohio	Frisinger	Adam	9564	A	5/28/2014	5/31/2015
WV	Ohio	Gardner	Jennifer	3109	A	1/21/2014	2/28/2015
WV	Ohio	Garvin	Eydie	259	A	7/8/2014	7/31/2015
WV	Ohio	Glasser	Kurt	8252	A	8/16/2013	8/31/2014
WV	Ohio	Graham	Lisa	5520	A	1/12/2014	1/31/2015
WV	Ohio	Grant	Jennifer	5742	A	6/26/2014	7/31/2015
WV	Ohio	Guy	Kelsey	5840	A	5/14/2014	5/31/2015
WV	Ohio	Haberfield	Mindy	8487	A	7/12/2014	8/31/2015
WV	Ohio	Haloszka	Jazlyn	5317	A	11/25/2013	12/31/2014
WV	Ohio	Hoff	Metta	118	A	7/7/2014	7/31/2015
WV	Ohio	Hohman	Linda	3240	A	12/3/2013	12/31/2014
WV	Ohio	Holeczy	Jamie	5027	A	10/30/2013	11/30/2014
WV	Ohio	Holman	Kristina	5886	A	12/12/2013	12/31/2014
WV	Ohio	Holmes	Maria	4048	A	10/7/2013	11/30/2014
WV	Ohio	Huggins	Beth	5775	A	7/29/2013	8/31/2014
WV	Ohio	Huggins	Lauren	8357	A	11/27/2013	12/31/2014
WV	Ohio	Hughes	Bethany	5841	A	10/2/2013	10/31/2014
WV	Ohio	Jarvis	Alicia	5888	A	12/16/2013	12/31/2014
WV	Ohio	Jenkins	Joyce	3391	A	11/4/2013	11/30/2014
WV	Ohio	Johnson	Judith	192	A	6/21/2013	7/31/2014
WV	Ohio	Johnson	Kyle	9252	A	11/17/2013	11/30/2014
WV	Ohio	Jordan	Kristin	9068	A	2/20/2014	2/28/2015
WV	Ohio	Junkins	Alisha	5051	A	10/28/2013	11/30/2014
WV	Ohio	Kahl	Misty	1348	A	9/19/2013	10/31/2014
WV	Ohio	Kahle	Rhonda	5024	A	6/13/2014	6/30/2015
WV	Ohio	Kaiser	Deborah	29	A	7/10/2014	7/31/2015
WV	Ohio	Kemp	Roxanne	9076	A	3/19/2014	3/31/2015
WV	Ohio	Kinkes	Amie	8843	A	4/18/2014	4/30/2015
WV	Ohio	Kins	Heidi	5730	A	7/16/2013	7/31/2014
WV	Ohio	Kirkpatrick	Christina	3606	A	12/30/2013	12/31/2014

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WV	Ohio	Kirkpatrick	Denise	1155	A	11/6/2013	11/30/2014
WV	Ohio	Klan	Susan	3868	A	4/30/2014	5/31/2015
WV	Ohio	Klan	Hailey	9226	A	10/11/2013	10/31/2014
WV	Ohio	Klug	Jody	1682	A	10/13/2013	10/31/2014
WV	Ohio	Klug	Karen	3222	A	10/15/2013	11/30/2014
WV	Ohio	Klug	Amanda	9371	A	7/3/2014	7/31/2015
WV	Ohio	Kovacs	Shannon	8370	A	12/13/2013	12/31/2014
WV	Ohio	Ladyga	Tiffanie	3590	A	12/4/2013	12/31/2014
WV	Ohio	LaRoche	Lisa	8440	A	5/27/2014	5/31/2015
WV	Ohio	Leek	Norma Jean	3041	A	11/4/2013	11/30/2014
WV	Ohio	Lewis	MiSon	5670	A	6/19/2014	7/31/2015
WV	Ohio	Linton	Jenna	5756	A	7/10/2014	7/31/2015
WV	Ohio	Litman	Melody	4765	A	12/16/2013	12/31/2014
WV	Ohio	Livengood	Diane	8946	A	9/20/2013	9/30/2014
WV	Ohio	Longwell II	Marty	8957	A	9/30/2013	9/30/2014
WV	Ohio	Louk	Alicia	8316	A	9/9/2013	10/31/2014
WV	Ohio	Loy	Marta	1683	A	9/15/2013	10/31/2014
WV	Ohio	Lucey	Angela	4995	A	10/31/2013	10/31/2014
WV	Ohio	Lyle	Megan	5767	A	6/19/2013	7/31/2014
WV	Ohio	Mahoney	Teresa	3392	A	11/16/2013	11/30/2014
WV	Ohio	Marks	Bradly	9045	A	11/12/2013	12/31/2014
WV	Ohio	Marshall	Lea	2944	A	1/4/2014	1/31/2015
WV	Ohio	Martin	Audrey	9305	A	2/26/2014	2/28/2015
WV	Ohio	Masciarelli	Leigh	5704	A	9/16/2013	9/30/2014
WV	Ohio	Mason	Kimberly	8767	A	11/3/2013	11/30/2014
WV	Ohio	Matesick	Tracey	845	A	9/18/2013	10/31/2014
WV	Ohio	Matthews	Katie	8467	A	7/31/2013	7/31/2014
WV	Ohio	Mayles	Judith	1606	A	12/13/2013	12/31/2014
WV	Ohio	McFarland	Shawn	1864	A	5/14/2014	6/30/2015
WV	Ohio	McGinnis	Ashley	4745	A	7/8/2014	7/31/2015
WV	Ohio	McKeen	Ashley	9004	A	11/10/2013	11/30/2014
WV	Ohio	Mellott	Tammy	1944	A	3/12/2014	3/31/2015
WV	Ohio	Meneely	Jamie	5815	A	9/12/2013	9/30/2014
WV	Ohio	Miller	Tonya	3887	A	10/16/2013	11/30/2014
WV	Ohio	Miller	Amanda	4406	A	11/15/2013	11/30/2014
WV	Ohio	Miller	David	4081	A	11/23/2013	12/31/2014
WV	Ohio	Mills	Lynne	243	A	7/5/2013	7/31/2014
WV	Ohio	Mlynek	Heidi	5354	A	12/20/2013	1/31/2015
WV	Ohio	Murphy	Karen	9582	A	6/23/2014	6/30/2015
WV	Ohio	Nagem	Nicole	9430	A	9/16/2013	9/30/2014
WV	Ohio	Nice	Casey	9138	A	6/30/2014	7/31/2015
WV	Ohio	Niehaus	Marlene	1202	A	3/24/2014	3/31/2015
WV	Ohio	Ogilbee	Breezie	5043	A	11/15/2013	11/30/2014
WV	Ohio	Orlofske	Sherrie	828	A	6/4/2014	6/30/2015
WV	Ohio	Paluch	John	2078	A	7/3/2014	7/31/2015
WV	Ohio	Patrick	Patricia	4521	A	6/28/2014	7/31/2015
WV	Ohio	Polsinelli	Amy	2915	A	11/27/2013	12/31/2014
WV	Ohio	Posey	Katherine	1274	A	12/16/2013	12/31/2014
WV	Ohio	Purpura	Julie	4985	A	10/21/2013	10/31/2014
WV	Ohio	Rice	Mandy	4168	A	7/11/2014	7/31/2015
WV	Ohio	Rine	Jessie	9476	A	10/30/2013	10/31/2014

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WV	Ohio	Robson	Robin	2438	A	11/23/2013	11/30/2014
WV	Ohio	Roe	Kassie	8452	A	5/21/2014	6/30/2015
WV	Ohio	Sayre	Cheryl	5717	A	7/5/2013	7/31/2014
WV	Ohio	Schau	Jennifer	3330	A	9/23/2013	9/30/2014
WV	Ohio	Schiffer	Kelley	3705	A	6/27/2014	7/31/2015
WV	Ohio	Schlogel	Theresa	9101	A	4/16/2014	5/31/2015
WV	Ohio	Schnegg	Jeanetta	2405	A	8/14/2013	9/30/2014
WV	Ohio	Scott	Jennifer	3769	A	12/12/2013	12/31/2014
WV	Ohio	Semon	Shon	5823	A	8/29/2013	9/30/2014
WV	Ohio	Shepherd	Nancy	335	A	2/20/2014	2/28/2015
WV	Ohio	Shook	Candace	9010	A	11/14/2013	11/30/2014
WV	Ohio	Shutler	Brooke	4956	A	5/15/2014	5/31/2015
WV	Ohio	Siburt	Shaye	9527	A	2/25/2014	2/28/2015
WV	Ohio	Silverio	Judy	1354	A	10/24/2013	11/30/2014
WV	Ohio	Smith	Lisa	1999	A	10/2/2013	10/31/2014
WV	Ohio	Snider	Cari	3932	A	12/9/2013	12/31/2014
WV	Ohio	Starr	Amanda	8302	A	9/21/2013	10/31/2014
WV	Ohio	Staten	Janice	3968	A	3/20/2014	4/30/2015
WV	Ohio	Stauver	Stephanie	5412	A	7/3/2014	7/31/2015
WV	Ohio	Stephens	Melissa	2958	A	1/22/2014	1/31/2015
WV	Ohio	Stillwell	Lisa	5695	A	7/10/2014	7/31/2015
WV	Ohio	Stoehr	Brandy	4222	A	11/30/2013	12/31/2014
WV	Ohio	Stone	Sherry	2559	A	7/11/2013	7/31/2014
WV	Ohio	Suto	Connie	128	A	7/9/2014	7/31/2015
WV	Ohio	Szymialis	Julianne	4133	A	7/16/2013	7/31/2014
WV	Ohio	Temple	Debbie	1852	A	4/2/2014	4/30/2015
WV	Ohio	Tiger	Tiffany	9504	A	12/27/2013	12/31/2014
WV	Ohio	Tighe	Patricia	1645	A	2/17/2014	3/31/2015
WV	Ohio	Timko	Cindy	972	A	7/9/2013	7/31/2014
WV	Ohio	Trigg	Tonya	5054	A	10/25/2013	11/30/2014
WV	Ohio	Turkoly	Carleigh	9319	A	3/27/2014	3/31/2015
WV	Ohio	VanDerheyde	Stephanie	8700	A	8/2/2013	8/31/2014
WV	Ohio	Vapner	Michelle	4104	A	1/28/2014	1/31/2015
WV	Ohio	Vargo	Melanie	4908	A	6/26/2014	6/30/2015
WV	Ohio	Ward	Sandra	2499	A	12/17/2013	1/31/2015
WV	Ohio	Weber	Gayle	772	A	7/2/2014	7/31/2015
WV	Ohio	White-Beard	Jennifer	3588	A	12/10/2013	12/31/2014
WV	Ohio	Wiley	Holly	3067	A	2/25/2014	2/28/2015
WV	Ohio	Williams	Jessica	4528	A	8/6/2013	8/31/2014
WV	Ohio	Willis	Christina	4551	A	8/26/2013	9/30/2014
WV	Ohio	Wilson	Shauna	9255	A	10/18/2013	11/30/2014
WV	Ohio	Winters	Linda	1489	A	11/7/2013	11/30/2014
WV	Ohio	Yahn	Judith	418	A	7/14/2014	7/31/2015
WV	Ohio	Yoho	Donna	856	A	8/16/2013	8/31/2014
WV	Ohio	Yost	Jessica	8309	A	10/21/2013	10/31/2014
WV	Pendleton	Evick	Julie	3700	A	2/24/2014	2/28/2015
WV	Pendleton	Owens	Krista	8823	A	3/21/2014	4/30/2015
WV	Pleasants	Davis	Victoria	91	A	1/20/2014	2/28/2015
WV	Pocahontas	Bailes	Cathy	5849	A	10/11/2013	10/31/2014
WV	Pocahontas	Cain	Cheryl	973	A	8/8/2013	8/31/2014
WV	Pocahontas	Myers	Aleisha	3781	A	12/14/2013	12/31/2014

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WV	Pocahontas	Perry	Rebecca	285	A	2/19/2014	2/28/2015
WV	Pocahontas	Rider	Yvette	4766	A	9/18/2013	9/30/2014
WV	Pocahontas	Roberts-Luca	Carol	4207	A	11/7/2013	11/30/2014
WV	Pocahontas	Workman	Elizabeth	3181	A	9/18/2013	9/30/2014
WV	Preston	Bowman	Catherine	1801	A	10/10/2013	10/31/2014
WV	Preston	Brown	Marsha	1360	A	10/24/2013	11/30/2014
WV	Preston	Comstock	Melissa	5075	A	12/21/2013	12/31/2014
WV	Preston	Frey	Keith	9599	A	7/14/2014	7/31/2015
WV	Preston	Haught	Lori	4392	A	11/27/2013	11/30/2014
WV	Preston	Hulver	Bryan	5504	A	12/20/2013	12/31/2014
WV	Preston	Maxwell	Carrie	4065	A	12/18/2013	12/31/2014
WV	Preston	McDaniel	Robert	1531	A	6/14/2014	6/30/2015
WV	Preston	McKenzie	Julie	3039	A	12/1/2013	11/30/2014
WV	Preston	Radabaugh	Emily	441	A	8/14/2013	8/31/2014
WV	Preston	Radabaugh	Roseanna	1779	A	7/18/2013	7/31/2014
WV	Preston	Shafer	Doug	459	A	9/27/2013	9/30/2014
WV	Preston	Thomas	Brittany	5660	A	6/19/2013	7/31/2014
WV	Preston	Tomlinson	Tracy	5810	A	9/18/2013	9/30/2014
WV	Preston	Wilt	Melissa	2621	A	11/14/2013	11/30/2014
WV	Putnam	Allen	Edward	5217	A	9/11/2013	9/30/2014
WV	Putnam	Amburgey	April	3854	A	9/30/2013	9/30/2014
WV	Putnam	Basham	Connie	1211	A	6/13/2014	7/31/2015
WV	Putnam	Bates	Amy	5960	A	5/4/2014	5/31/2015
WV	Putnam	Browning	Julie	8567	A	12/15/2013	12/31/2014
WV	Putnam	Conrad	Cathy	2600	A	2/7/2014	3/31/2015
WV	Putnam	Covert	Valerie	5902	A	12/6/2013	12/31/2014
WV	Putnam	Fulks	Amanda	8433	A	4/9/2014	4/30/2015
WV	Putnam	Goldsmith	Tammy	3393	A	10/20/2013	11/30/2014
WV	Putnam	Grandbouche	Kristina	8393	A	12/28/2013	12/31/2014
WV	Putnam	Gravely	Nada	4664	A	1/1/2014	1/31/2015
WV	Putnam	Griffith	Amy	5911	A	12/23/2013	12/31/2014
WV	Putnam	Grubb	Donella	4703	A	5/1/2014	5/31/2015
WV	Putnam	Henry	Kerri	5903	A	12/10/2013	12/31/2014
WV	Putnam	Hoover	Jerad	9284	A	1/10/2014	1/31/2015
WV	Putnam	Ingles	Brittany	8814	A	3/12/2014	3/31/2015
WV	Putnam	Keyes	Jamie	3935	A	12/20/2013	12/31/2014
WV	Putnam	Logan	Jordan	9024	A	12/19/2013	12/31/2014
WV	Putnam	Maynard	Jill	3455	A	2/21/2014	2/28/2015
WV	Putnam	Merrifield	Tarrah	9195	A	9/3/2013	9/30/2014
WV	Putnam	Neace	Lisa	5229	A	10/23/2013	10/31/2014
WV	Putnam	Payne	Randi	1587	A	10/26/2013	10/31/2014
WV	Putnam	Rappold	Tiffany	3140	A	2/23/2014	2/28/2015
WV	Putnam	Richardson	Tracee	2612	A	11/8/2013	11/30/2014
WV	Putnam	Scheidler	Felicia	9119	A	6/9/2014	6/30/2015
WV	Putnam	Shoub	Kimberly	8280	A	9/22/2013	9/30/2014
WV	Putnam	Smith	Brandee	5070	A	12/2/2013	12/31/2014
WV	Putnam	Statler	Amanda	5450	A	9/16/2013	10/31/2014
WV	Putnam	Taylor	Linda	665	A	9/20/2013	9/30/2014
WV	Putnam	Torres	Aaron	8505	A	8/19/2013	9/30/2014
WV	Putnam	Tustin	Kimberly	3314	A	3/7/2014	3/31/2015
WV	Putnam	Wells	Tonya	9262	A	11/5/2013	11/30/2014

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WV	Raleigh	Adkins	Stacy	5316	A	12/30/2013	12/31/2014
WV	Raleigh	Almond	Susan	3068	A	12/27/2013	12/31/2014
WV	Raleigh	Asbury	Lisa	1597	A	5/27/2014	5/31/2015
WV	Raleigh	Bailey	Donna	4007	A	7/25/2013	8/31/2014
WV	Raleigh	Bailey	Robin	5269	A	12/17/2013	12/31/2014
WV	Raleigh	Baker	Michael	3533	MR	10/25/2013	10/31/2014
WV	Raleigh	Basham	Jarrid	8330	A	11/17/2013	11/30/2014
WV	Raleigh	Bennett	Cassandra	4910	A	6/22/2014	6/30/2015
WV	Raleigh	Blake	Amber	5263	A	11/22/2013	11/30/2014
WV	Raleigh	Blevins	Caroline	8453	A	5/20/2014	6/30/2015
WV	Raleigh	Boley	Sheri	550	A	12/17/2013	1/31/2015
WV	Raleigh	Bolt	Jeanie	2416	A	9/20/2013	10/31/2014
WV	Raleigh	Boothe	Ashley	9131	A	6/6/2014	6/30/2015
WV	Raleigh	Bower	Terry	2756	A	10/16/2013	11/30/2014
WV	Raleigh	Bradford	Amanda	8448	A	6/6/2014	6/30/2015
WV	Raleigh	Brewer	Leisa	8300	A	10/24/2013	10/31/2014
WV	Raleigh	Brown	Jason	5066	A	12/19/2013	12/31/2014
WV	Raleigh	Brown	Margaret	9066	A	2/6/2014	2/28/2015
WV	Raleigh	Cales	Terri	5441	A	9/16/2013	9/30/2014
WV	Raleigh	Canada	Tammy	3263	A	12/16/2013	12/31/2014
WV	Raleigh	Claytor	Jaymie	9064	A	2/23/2014	2/28/2015
WV	Raleigh	Coalson	Jamie	3272	A	12/19/2013	12/31/2014
WV	Raleigh	Coalson	Brian	5476	A	11/19/2013	11/30/2014
WV	Raleigh	Cobbs	Twana	4371	A	10/7/2013	10/31/2014
WV	Raleigh	Cochran	Julie	3417	A	11/28/2013	11/30/2014
WV	Raleigh	Cook	Kathryn	2592	A	9/29/2013	9/30/2014
WV	Raleigh	Crookshanks	Melissa	2796	A	12/17/2013	12/31/2014
WV	Raleigh	Cruse	Sandra	5995	A	6/29/2013	7/31/2014
WV	Raleigh	Cullen	Tiffany	9489	A	11/19/2013	11/30/2014
WV	Raleigh	Cunningham	Arthur	8640	A	5/2/2014	5/31/2015
WV	Raleigh	Daniels	Elizabeth	3742	A	11/5/2013	11/30/2014
WV	Raleigh	Daniels	Andrea	8312	A	10/31/2013	10/31/2014
WV	Raleigh	Day	Jeffery	3363	A	10/9/2013	10/31/2014
WV	Raleigh	DeWitt	Martin	9056	A	4/12/2014	4/30/2015
WV	Raleigh	Dillie	Wendell	4523	A	6/20/2013	7/31/2014
WV	Raleigh	Ellis	Katelyn	8883	A	5/31/2014	6/30/2015
WV	Raleigh	England	Amie	5411	A	7/31/2013	7/31/2014
WV	Raleigh	Evans	Josephine	2034	A	6/24/2014	7/31/2015
WV	Raleigh	Facello	L. Dianne	2028	A	7/30/2013	7/31/2014
WV	Raleigh	Farley	Lynda	112	A	9/8/2013	9/30/2014
WV	Raleigh	Farley	Terence	8802	A	2/14/2014	2/28/2015
WV	Raleigh	Foley	Carla	2974	A	4/3/2014	4/30/2015
WV	Raleigh	Frame	Brittney	8569	A	12/19/2013	12/31/2014
WV	Raleigh	Furrow	Jason	9171	MR	8/13/2013	8/31/2014
WV	Raleigh	Garten	Audrey	2891	A	10/30/2013	11/30/2014
WV	Raleigh	Godby	Nancy	135	A	6/11/2014	6/30/2015
WV	Raleigh	Grindstaff	Amy	8749	A	11/20/2013	11/30/2014
WV	Raleigh	Grossl	Danielle	8893	A	5/29/2014	6/30/2015
WV	Raleigh	Gunnoe	Jami	8871	A	5/7/2014	5/31/2015
WV	Raleigh	Hamilton	Andria	5116	A	3/5/2014	2/28/2015
WV	Raleigh	Hanshaw	Jean	512	A	7/30/2013	8/31/2014

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WV	Raleigh	Harper	April	5616	AC	7/18/2013	7/31/2014
WV	Raleigh	Harrell	Stanley	3375	A	10/21/2013	11/30/2014
WV	Raleigh	Hartley	Jacob	5009	A	10/14/2013	10/31/2014
WV	Raleigh	Hatcher	Cassie	8492	A	9/13/2013	9/30/2014
WV	Raleigh	Hawkins	Ryan	5035	A	2/19/2014	2/28/2015
WV	Raleigh	Hendricks	Cheryl	5431	A	8/22/2013	8/31/2014
WV	Raleigh	Hicks	David	3400	A	11/19/2013	11/30/2014
WV	Raleigh	Hiles	Lisa	4748	A	7/8/2014	7/31/2015
WV	Raleigh	Hill	Lisa	4911	A	6/14/2014	6/30/2015
WV	Raleigh	Hodge	Julie	1608	A	12/3/2013	12/31/2014
WV	Raleigh	Holliday	Rebecca	3779	A	12/2/2013	12/31/2014
WV	Raleigh	Hornsby	Christina	7192	T	5/30/2014	11/30/2014
WV	Raleigh	Howell	Amy	5859	A	11/14/2013	11/30/2014
WV	Raleigh	Hughes	Shannon	8676	A	7/11/2014	7/31/2015
WV	Raleigh	Hunter	Lisa	5091	A	1/26/2014	1/31/2015
WV	Raleigh	Jackson	Jennifer	5843	AC	10/18/2013	10/31/2014
WV	Raleigh	Jennings	Joshua	5095	A	1/22/2014	1/31/2015
WV	Raleigh	Jones	Cristy	3243	A	9/17/2013	10/31/2014
WV	Raleigh	Jones	Marquise	3848	A	8/10/2013	9/30/2014
WV	Raleigh	Kennedy	Stephanie	8925	A	7/20/2013	7/31/2014
WV	Raleigh	Lasley	James	9568	A	6/5/2014	6/30/2015
WV	Raleigh	Lawson	Jenny	3003	A	8/22/2013	8/31/2014
WV	Raleigh	Lee	Hilary	3545	A	9/11/2013	10/31/2014
WV	Raleigh	Legg	Elizabeth	9250	A	11/19/2013	11/30/2014
WV	Raleigh	Lester	Karri	3727	A	12/20/2013	12/31/2014
WV	Raleigh	Lester	Robin	3397	A	3/11/2014	3/31/2015
WV	Raleigh	Lester	Virginia	216	A	6/24/2014	7/31/2015
WV	Raleigh	Lijoi	Bruno	2903	A	12/10/2013	12/31/2014
WV	Raleigh	Lilly	Judy	3782	A	12/5/2013	12/31/2014
WV	Raleigh	Lovely	Diane	1603	A	10/21/2013	11/30/2014
WV	Raleigh	Massey	Rocco	2458	A	5/29/2014	5/31/2015
WV	Raleigh	Massie	Stephanie	2884	A	11/7/2013	11/30/2014
WV	Raleigh	McDaniel	Kelly	5111	A	2/8/2014	2/28/2015
WV	Raleigh	McMillan	Kevin	1724	A	11/20/2013	12/31/2014
WV	Raleigh	Meadows	Rebecca	5010	A	10/25/2013	10/31/2014
WV	Raleigh	Miller	James	3399	A	11/4/2013	11/30/2014
WV	Raleigh	Mills	Frankie	3271	A	12/24/2013	12/31/2014
WV	Raleigh	Mills	Kimberly	8306	A	10/17/2013	10/31/2014
WV	Raleigh	Mooney	Brian	1590	A	2/26/2014	2/28/2015
WV	Raleigh	Moss-Cox	Tammy	3170	A	9/9/2013	9/30/2014
WV	Raleigh	Murphy	Kathy	727	A	9/5/2013	9/30/2014
WV	Raleigh	Pack	Alan	2494	A	12/17/2013	12/31/2014
WV	Raleigh	Pate	Cherie	4203	A	11/20/2013	11/30/2014
WV	Raleigh	Payne	Charles	3046	A	10/27/2013	11/30/2014
WV	Raleigh	Paynter	Letha	4083	A	1/27/2014	1/31/2015
WV	Raleigh	Pittman	Samantha	5074	A	12/20/2013	12/31/2014
WV	Raleigh	Poe	Heather	3587	A	7/16/2013	7/31/2014
WV	Raleigh	Presley	Deborah	8449	A	6/4/2014	6/30/2015
WV	Raleigh	Price II	Kenneth	8918	A	7/29/2013	7/31/2014
WV	Raleigh	Pritt	Beverly	9103	A	5/8/2014	5/31/2015
WV	Raleigh	Reedy	Sharon	9043	A	12/19/2013	12/31/2014

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WV	Raleigh	Richmond	Darrick	4715	A	5/17/2014	5/31/2015
WV	Raleigh	Rose	Janeen	2625	A	11/4/2013	11/30/2014
WV	Raleigh	Runion	Patrick	9386	A	7/15/2013	7/31/2014
WV	Raleigh	Runyon	Trina	8355	A	12/30/2013	12/31/2014
WV	Raleigh	Rupe	Christina	5277	A	3/8/2014	3/31/2015
WV	Raleigh	Russell	James	4651	A	1/26/2014	1/31/2015
WV	Raleigh	Russell	Lee Ann	8882	A	6/20/2014	6/30/2015
WV	Raleigh	Sewell	Dawn	3433	A	12/30/2013	12/31/2014
WV	Raleigh	Shaw	Debra	3258	A	12/22/2013	12/31/2014
WV	Raleigh	Shleser	Samantha	667	A	7/2/2014	7/31/2015
WV	Raleigh	Shuff	Lisa	8632	A	4/24/2014	4/30/2015
WV	Raleigh	Sisk	Tara	5397	A	6/19/2014	6/30/2015
WV	Raleigh	Smith	Misty	4572	A	10/7/2013	10/31/2014
WV	Raleigh	Snider	Robin	2715	A	9/5/2013	9/30/2014
WV	Raleigh	Snuffer	Tod	8714	A	9/30/2013	9/30/2014
WV	Raleigh	Stafford	Jason	5540	A	3/26/2014	3/31/2015
WV	Raleigh	Stanley	Anna	1457	A	10/6/2013	10/31/2014
WV	Raleigh	Stone	Jill	3574	A	10/21/2013	11/30/2014
WV	Raleigh	Stover	George	4919	A	6/9/2014	6/30/2015
WV	Raleigh	Stover	Angela	8779	A	3/4/2014	3/31/2015
WV	Raleigh	Stump	Jennifer	9006	A	11/6/2013	11/30/2014
WV	Raleigh	Summers	Kelli	1884	A	8/3/2013	9/30/2014
WV	Raleigh	Swann	William	3179	A	9/18/2013	9/30/2014
WV	Raleigh	Taylor	Sherry	1821	A	1/19/2014	1/31/2015
WV	Raleigh	Thomas	Jason	5228	A	10/18/2013	10/31/2014
WV	Raleigh	Tilley	Jennifer	8963	A	9/26/2013	9/30/2014
WV	Raleigh	Toler	Michelle	3291	A	2/21/2014	2/28/2015
WV	Raleigh	Toler	Renea	3945	A	1/24/2014	1/31/2015
WV	Raleigh	Treadway	Penny-Jo	5387	A	6/3/2014	6/30/2015
WV	Raleigh	Urban	Anita	5275	A	10/5/2013	11/30/2014
WV	Raleigh	Vaught	Kathy	4634	A	12/27/2013	12/31/2014
WV	Raleigh	Vickers	Joseph	9110	A	5/5/2014	5/31/2015
WV	Raleigh	Weaver	Tiffany	5974	A	6/30/2014	6/30/2015
WV	Raleigh	Wehrle	Darla	8371	A	12/27/2013	12/31/2014
WV	Raleigh	White	Montey	1623	A	3/21/2014	4/30/2015
WV	Raleigh	White	Ernie	8325	A	11/9/2013	11/30/2014
WV	Raleigh	White	Amanda	9401	A	8/2/2013	8/31/2014
WV	Raleigh	Wilcox	Christie	3211	A	11/19/2013	11/30/2014
WV	Raleigh	Wilcox	Jason	3936	A	12/10/2013	12/31/2014
WV	Raleigh	Williams	Brad	5395	A	6/28/2014	6/30/2015
WV	Raleigh	Williams	Beverly	1320	A	5/8/2014	5/31/2015
WV	Raleigh	Williams	Kathryn	9329	A	3/2/2014	4/30/2015
WV	Raleigh	Withrow	Wendey	2562	A	8/28/2013	8/31/2014
WV	Raleigh	Withrow	Andrea	8447	A	4/23/2014	5/31/2015
WV	Raleigh	Wix	Laura	2787	A	11/24/2013	12/31/2014
WV	Raleigh	Workman	D Dawn	3389	A	10/9/2013	11/30/2014
WV	Randolph	Alonso	James	11	A	2/7/2014	3/31/2015
WV	Randolph	Anderson	Sheena	5875	A	12/2/2013	11/30/2014
WV	Randolph	Barb	Susan	534	A	8/5/2013	8/31/2014
WV	Randolph	Barger	Katherine	4519	A	6/25/2014	7/31/2015
WV	Randolph	Bennett	Joseph	5023	A	11/13/2013	11/30/2014

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WV	Randolph	Boyce	David	3556	A	10/29/2013	10/31/2014
WV	Randolph	Channell	Brittany	9240	A	11/26/2013	11/30/2014
WV	Randolph	Cherok	Robert	4293	MR	6/26/2014	6/30/2015
WV	Randolph	Colaw	Wendy	3698	A	9/30/2013	9/30/2014
WV	Randolph	Dean	Debra	2610	A	11/6/2013	11/30/2014
WV	Randolph	Dewitt	Angela	5985	A	5/14/2014	6/30/2015
WV	Randolph	DiBacco	Joseph	1161	A	4/28/2014	4/30/2015
WV	Randolph	Flesher	Angela	9020	A	11/18/2013	11/30/2014
WV	Randolph	Grogg	Deirdre	5493	A	11/8/2013	12/31/2014
WV	Randolph	Hevener	Chasity	5388	A	5/13/2014	6/30/2015
WV	Randolph	Holder	Cara	9230	A	10/20/2013	10/31/2014
WV	Randolph	Holt Jr.	Wayne	2866	A	9/4/2013	9/30/2014
WV	Randolph	Hornick	Debra	1373	A	12/23/2013	12/31/2014
WV	Randolph	Jenkins	Jennifer	5484	A	11/22/2013	11/30/2014
WV	Randolph	Lambert	Rebecca	8780	A	12/31/2013	12/31/2014
WV	Randolph	Leach	Amanda	5996	A	6/18/2013	7/31/2014
WV	Randolph	Mcle	Eric	3502	A	9/29/2013	9/30/2014
WV	Randolph	Moore	Rebecca	2782	A	12/23/2013	12/31/2014
WV	Randolph	Moyer	Priscilla	2262	A	3/9/2014	3/31/2015
WV	Randolph	Parker	Mary Jane	1326	A	6/24/2014	6/30/2015
WV	Randolph	Phillips	Dorothy	3148	A	6/24/2014	6/30/2015
WV	Randolph	Porter	Kathleen	5064	A	12/12/2013	12/31/2014
WV	Randolph	Ramsey	Lisa	5906	A	12/21/2013	12/31/2014
WV	Randolph	Reed	Barbara	5218	A	8/23/2013	9/30/2014
WV	Randolph	Sanson	Joshua	5896	A	12/8/2013	12/31/2014
WV	Randolph	Shiflett	Jacilyn	8758	A	12/2/2013	11/30/2014
WV	Randolph	Smith	Katrina	8905	A	7/19/2013	7/31/2014
WV	Randolph	Smith-Kyle	Kasey	8761	A	11/8/2013	11/30/2014
WV	Randolph	Stalnaker	James	351	A	6/19/2014	7/31/2015
WV	Randolph	Steiminger	Eric	4294	A	6/18/2014	6/30/2015
WV	Randolph	Wagner	Andrea	4066	A	12/28/2013	12/31/2014
WV	Randolph	Wilfong	Kimberly	5738	A	7/19/2013	7/31/2014
WV	Ritchie	Williams	Jill	3863	A	9/24/2013	9/30/2014
WV	Roane	Chandler	Beverly	68	A	7/1/2014	7/31/2015
WV	Roane	Fields	Holly	4013	A	9/17/2013	9/30/2014
WV	Roane	Ford	Ashley	4917	A	6/20/2014	6/30/2015
WV	Roane	Hatfield	Brenda	5386	A	5/14/2014	6/30/2015
WV	Roane	Hutton	Jennifer	3509	A	8/21/2013	9/30/2014
WV	Roane	Ohrn	Teresa	3073	A	12/30/2013	12/31/2014
WV	Roane	Patterson	Tegan	8619	A	3/24/2014	3/31/2015
WV	Roane	Reip	Denise	1818	A	10/29/2013	11/30/2014
WV	Roane	Scarberry	Elizabeth	2599	A	9/17/2013	10/31/2014
WV	Roane	Spencer	Melissa	5676	A	7/16/2013	7/31/2014
WV	Roane	Villers	Brenda	1715	A	2/26/2014	2/28/2015
WV	Summers	Dunbar	Norval	104	A	6/24/2014	7/31/2015
WV	Summers	Morgan	Shandi	8450	A	6/27/2014	6/30/2015
WV	Summers	Ridgeway	Rachelle	9290	A	1/28/2014	1/31/2015
WV	Summers	Scruggs	Tonya	8799	A	1/14/2014	2/28/2015
WV	Summers	Willis	Jeremy	5004	A	10/27/2013	10/31/2014
WV	Summers	Young	Christopher	3830	A	8/27/2013	8/31/2014
WV	Taylor	Baston	Tiffany	4843	A	3/14/2014	3/31/2015

**West Virginia Medical Imaging Radiation Therapy Technology Board of Examiners  
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WV	Taylor	Casteel	Robert	3164	A	8/25/2013	9/30/2014
WV	Taylor	Casto	Antoinette	2755	A	12/20/2013	1/31/2015
WV	Taylor	Davis	Bonnie	5056	A	10/18/2013	11/30/2014
WV	Taylor	Eshenaur	Amber	4629	A	11/6/2013	11/30/2014
WV	Taylor	Joseph	Deborah	981	A	12/20/2013	12/31/2014
WV	Taylor	Martin	Maureen	5451	A	9/17/2013	10/31/2014
WV	Taylor	Pellegrin	Leslie	3762	A	3/7/2014	3/31/2015
WV	Taylor	Pigott	William	288	A	6/27/2013	7/31/2014
WV	Taylor	Stoneking	Rae Ann	4845	A	12/4/2013	12/31/2014
WV	Taylor	Stull	Donna	2564	A	7/9/2014	8/31/2015
WV	Tyler	Carson	Anna	61	A	7/3/2014	7/31/2015
WV	Tyler	Dalrymple	Angela	8529	A	10/28/2013	10/31/2014
WV	Tyler	Hearn	Brenda	5754	A	7/7/2014	7/31/2015
WV	Tyler	Phillips	Nicole	5328	A	1/13/2014	1/31/2015
WV	Tyler	Ross	Karen	1456	A	1/15/2014	2/28/2015
WV	Upshur	Barlow	Sherri	5030	A	11/16/2013	11/30/2014
WV	Upshur	Bradberry	Larry	2010	A	6/18/2014	7/31/2015
WV	Upshur	Brown	Bartley	4070	A	12/25/2013	12/31/2014
WV	Upshur	Clark	Amy	4807	A	5/30/2014	5/31/2015
WV	Upshur	Clark	Thomas	5782	A	8/30/2013	8/31/2014
WV	Upshur	Fletcher	Gerald	2037	A	6/13/2014	7/31/2015
WV	Upshur	Garvin	Gabriel	5488	A	11/22/2013	11/30/2014
WV	Upshur	Green	Nathan	8356	A	12/26/2013	12/31/2014
WV	Upshur	Hull	Heather	4839	A	12/16/2013	12/31/2014
WV	Upshur	Kane	Miranda	3369	A	11/7/2013	11/30/2014
WV	Upshur	Kester	Jeremy	5297	A	11/16/2013	11/30/2014
WV	Upshur	Morgan	Andrea	4976	A	9/22/2013	9/30/2014
WV	Upshur	Patterson	Caitlin	9246	A	10/30/2013	11/30/2014
WV	Upshur	Radcliff	Kimberly	1493	A	12/24/2013	12/31/2014
WV	Upshur	Riffle	Sarah	5259	A	11/22/2013	11/30/2014
WV	Upshur	Snyder	Antonia	4834	A	12/29/2013	12/31/2014
WV	Upshur	Talley	Shirlene	1023	A	3/15/2014	4/30/2015
WV	Upshur	Weaver	Shari	1136	A	8/9/2013	8/31/2014
WV	Upshur	Wilson	Kendra	8348	A	11/19/2013	11/30/2014
WV	Wayne	Cloke	Jonathan	9589	A	6/30/2014	6/30/2015
WV	Wayne	Sowards	Audra	3055	A	2/25/2014	2/28/2015
WV	Webster	Adkison	Kathleen	5254	A	11/29/2013	11/30/2014
WV	Webster	Chapman	Kenneth	2130	A	8/14/2013	9/30/2014
WV	Webster	Holt	Jonathan	9227	A	10/24/2013	10/31/2014
WV	Webster	Miller	Cassie	5869	A	11/8/2013	11/30/2014
WV	Webster	Moore	Timothy	9334	A	4/24/2014	4/30/2015
WV	Webster	Russell	Brittany	8710	A	9/27/2013	9/30/2014
WV	Wetzel	Blatt	Janet	1221	A	9/16/2013	10/31/2014
WV	Wetzel	Bowers	Pamela	2780	A	12/27/2013	12/31/2014
WV	Wetzel	Brown	Heidi	3354	A	6/30/2014	7/31/2015
WV	Wetzel	Cook	Desira	1705	A	3/12/2014	3/31/2015
WV	Wetzel	Eakin	Jennifer	5094	A	2/5/2014	1/31/2015
WV	Wetzel	Ensinger	Vicki	2519	A	2/5/2014	2/28/2015
WV	Wetzel	Ferrebee	Mary	1142	A	1/28/2014	1/31/2015
WV	Wetzel	Graham	Jessica	5413	A	6/18/2014	7/31/2015
WV	Wetzel	Irvin	Angie	2935	A	12/27/2013	12/31/2014

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WV	Wetzel	Isaly	Karla	1973	A	4/28/2014	4/30/2015
WV	Wetzel	Lollathin	Sabrina	4016	A	9/28/2013	9/30/2014
WV	Wetzel	Melott	Tamatha	3072	A	12/18/2013	12/31/2014
WV	Wetzel	Miller	Brenda	1284	A	1/31/2014	1/31/2015
WV	Wetzel	Morgan	Holly	8971	A	9/18/2013	10/31/2014
WV	Wetzel	Novick	Victoria	5711	A	6/18/2014	7/31/2015
WV	Wetzel	Piatt	Haley	9500	A	12/12/2013	12/31/2014
WV	Wetzel	Pleskonko	Michele	1697	A	3/12/2014	3/31/2015
WV	Wetzel	Riggenbach	Wendy	3788	A	1/24/2014	1/31/2015
WV	Wetzel	Roth	Stepheni	5332	A	1/15/2014	1/31/2015
WV	Wetzel	Wykert	Adrienne	8717	A	10/30/2013	9/30/2014
WV	Wood	Allison	Lesli	3458	A	3/21/2014	3/31/2015
WV	Wood	Allman	Terri	525	A	9/11/2013	9/30/2014
WV	Wood	Amick	Monica	5204	A	9/28/2013	9/30/2014
WV	Wood	Anderson	Elizabeth	1055	A	4/8/2014	4/30/2015
WV	Wood	Anderson	James	12	A	4/8/2014	4/30/2015
WV	Wood	Auch	Debra	1014	A	6/18/2014	6/30/2015
WV	Wood	Bailey	Crystal	9417	A	8/29/2013	8/31/2014
WV	Wood	Bennett	Timothy	5219	A	9/16/2013	9/30/2014
WV	Wood	Blosser	Melissa	3939	A	1/21/2014	1/31/2015
WV	Wood	Bosner	Juanita	4901	A	5/21/2014	5/31/2015
WV	Wood	Bowen	Traci	5433	A	7/30/2013	8/31/2014
WV	Wood	Bradley	Angela	3824	A	6/21/2013	7/31/2014
WV	Wood	Braniff	Tammy	4342	A	9/23/2013	9/30/2014
WV	Wood	Bunner	Kellis	490	A	5/6/2014	6/30/2015
WV	Wood	Castor	Brian	8725	A	10/15/2013	10/31/2014
WV	Wood	Chapman	Erin	5453	A	9/26/2013	10/31/2014
WV	Wood	Chevront	Donald	70	A	7/8/2014	8/31/2015
WV	Wood	Cochran	Gina	803	A	12/26/2013	1/31/2015
WV	Wood	Couture	Leslie	4638	A	12/6/2013	12/31/2014
WV	Wood	Crum	Morgan	8958	A	8/19/2013	9/30/2014
WV	Wood	Cunningham	Charles	2945	A	12/9/2013	1/31/2015
WV	Wood	Daggett	Danielle	4498	A	5/6/2014	5/31/2015
WV	Wood	Daley	Angela	2770	A	12/14/2013	12/31/2014
WV	Wood	Davis	Stacie	5498	A	12/6/2013	12/31/2014
WV	Wood	Davis	Andrea	8251	A	8/6/2013	8/31/2014
WV	Wood	Deeter	Connie	766	A	11/24/2013	12/31/2014
WV	Wood	Dodd	Lisa	1860	A	8/8/2013	8/31/2014
WV	Wood	Dozer	Kimberly	9085	A	3/1/2014	4/30/2015
WV	Wood	Dugan	Theresa	1547	A	2/15/2014	2/28/2015
WV	Wood	Eakins	Angela	4367	A	5/14/2014	5/31/2015
WV	Wood	Fields	Cassie	4627	A	11/4/2013	11/30/2014
WV	Wood	Fields	Kevin	4779	A	9/3/2013	9/30/2014
WV	Wood	Foggin	Crystal	3938	A	1/27/2014	1/31/2015
WV	Wood	Foley	Debora	1924	A	2/11/2014	2/28/2015
WV	Wood	Fordyce	Shawna	8961	A	9/2/2013	9/30/2014
WV	Wood	Freed	Stacy	3570	A	8/19/2013	9/30/2014
WV	Wood	Frye, Jr.	Paul	5635	A	7/10/2013	7/31/2014
WV	Wood	Gaines	Michael	5470	A	1/13/2014	2/28/2015
WV	Wood	Gard	Stacey	4229	A	12/23/2013	12/31/2014
WV	Wood	Garrett	Ryan	9353	A	5/16/2014	5/31/2015

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WV	Wood	Harris	Sandra	1184	A	1/20/2014	1/31/2015
WV	Wood	Hatcher	Valerie	4009	A	9/6/2013	9/30/2014
WV	Wood	Hersman	Erica	4413	A	12/30/2013	12/31/2014
WV	Wood	Higgins	Michelle	3469	A	4/28/2014	4/30/2015
WV	Wood	Hooper	Rodna	4445	A	12/27/2013	1/31/2015
WV	Wood	Howard	Philip	5673	A	7/7/2014	7/31/2015
WV	Wood	Howell	Jennifer	2632	A	9/30/2013	10/31/2014
WV	Wood	Jarvis	Shawwna	4385	A	9/30/2013	10/31/2014
WV	Wood	Johnson	Marijane	1772	A	1/29/2014	2/28/2015
WV	Wood	Jones	Andrea	5436	A	9/23/2013	9/30/2014
WV	Wood	Keefer	Kelly	3703	A	8/20/2013	9/30/2014
WV	Wood	Keller	Karen	4223	A	12/16/2013	12/31/2014
WV	Wood	Kelley	Regina	4620	A	11/25/2013	11/30/2014
WV	Wood	Kirby	Karl	483	A	8/26/2013	8/31/2014
WV	Wood	Knopp	Tina	978	A	11/9/2013	11/30/2014
WV	Wood	Lanham	Brenda	1915	A	11/26/2013	11/30/2014
WV	Wood	Lauderman	Cheryl	4612	A	7/9/2014	7/31/2015
WV	Wood	Laverack	Jay	5528	A	1/22/2014	1/31/2015
WV	Wood	Leavitt	Michele	2693	A	7/2/2014	8/31/2015
WV	Wood	Lemon	Edith	113	A	6/17/2014	7/31/2015
WV	Wood	Lewis	Sara	8536	A	11/11/2013	11/30/2014
WV	Wood	Lockhart, Jr.	Harold	4877	A	3/10/2014	3/31/2015
WV	Wood	Mahoney	Abby	5814	A	9/20/2013	9/30/2014
WV	Wood	Marshall	Charlotte	268	A	6/13/2014	7/31/2015
WV	Wood	Marshall	Vicki	1828	A	11/26/2013	12/31/2014
WV	Wood	Martin	Erin	9292	A	2/13/2014	2/28/2015
WV	Wood	McCormick	Kimberly	1275	A	8/23/2013	9/30/2014
WV	Wood	McMullen	Katie	4436	A	1/22/2014	1/31/2015
WV	Wood	McMullen	Tosha	9032	A	12/30/2013	12/31/2014
WV	Wood	Misner	Becky	5898	A	12/31/2013	12/31/2014
WV	Wood	Moore	Julie	4234	A	1/26/2014	1/31/2015
WV	Wood	Moore	Michelle	4846	A	12/2/2013	12/31/2014
WV	Wood	Moran	Diana	3540	A	10/23/2013	10/31/2014
WV	Wood	Morris	Angela	1912	A	11/7/2013	11/30/2014
WV	Wood	Nething	Tanya	3877	A	10/26/2013	10/31/2014
WV	Wood	Newlon	Maggie	9027	A	12/23/2013	12/31/2014
WV	Wood	Nichols	Robin	9355	A	6/21/2014	6/30/2015
WV	Wood	Offenberger	Denise	1926	A	11/15/2013	11/30/2014
WV	Wood	Oldaker	Sarah	8943	A	8/20/2013	8/31/2014
WV	Wood	Orders	Abby	9429	A	9/16/2013	9/30/2014
WV	Wood	Parker	Angela	4409	A	11/27/2013	11/30/2014
WV	Wood	Parsons	Lisa	3864	A	4/28/2014	4/30/2015
WV	Wood	Pierce	Timothy	1903	A	10/2/2013	11/30/2014
WV	Wood	Pratt	Steven	1675	A	8/29/2013	9/30/2014
WV	Wood	Price	Deborah	1922	A	2/7/2014	2/28/2015
WV	Wood	Proffitt	Nancy	1916	A	11/24/2013	11/30/2014
WV	Wood	Profitt	Stephanie	8907	A	7/19/2013	7/31/2014
WV	Wood	Province	Ashley	8561	A	12/11/2013	12/31/2014
WV	Wood	Pyles	Janine	831	A	6/16/2014	7/31/2015
WV	Wood	Pyles	Lynn	535	A	3/18/2014	3/31/2015
WV	Wood	Radcliff	Kimberly	4188	A	10/7/2013	10/31/2014

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WV	Wood	Reed	Lynn	303	A	8/15/2013	9/30/2014
WV	Wood	Richards	Terri	360	A	8/22/2013	8/31/2014
WV	Wood	Rieser	Megan	9286	A	1/14/2014	1/31/2015
WV	Wood	Ross	Susan	1480	A	10/15/2013	10/31/2014
WV	Wood	Roush	Kimberly	333	A	6/20/2014	7/31/2015
WV	Wood	Ruble	Jackie	1600	A	3/5/2014	3/31/2015
WV	Wood	Ruble	Jimmy	4180	A	10/22/2013	10/31/2014
WV	Wood	Sams	Tracie	9181	A	8/29/2013	8/31/2014
WV	Wood	Schaad	Laticia	9114	A	4/7/2014	5/31/2015
WV	Wood	Schilling	Keitha	4759	A	12/12/2013	12/31/2014
WV	Wood	Schramm	Natalie	3586	A	12/22/2013	12/31/2014
WV	Wood	Schuck	Jessica	9134	A	6/3/2014	6/30/2015
WV	Wood	Shepard	Jennifer	1437	A	7/17/2013	7/31/2014
WV	Wood	Shutts-Ander	Jamie	5281	A	10/23/2013	11/30/2014
WV	Wood	Smith	Tammi	3019	A	9/11/2013	10/31/2014
WV	Wood	Smith	Tracy	3549	A	11/18/2013	11/30/2014
WV	Wood	Smith	Stacy	4334	A	10/16/2013	10/31/2014
WV	Wood	Smith	Kayla	9089	A	4/22/2014	4/30/2015
WV	Wood	Snider	Wendy	8308	A	10/16/2013	10/31/2014
WV	Wood	Somerville	Joyce	985	A	7/19/2013	8/31/2014
WV	Wood	Stanley	Stacey	5426	A	7/23/2013	8/31/2014
WV	Wood	Starcher	Erica	4311	A	7/14/2014	7/31/2015
WV	Wood	Steele	Jennifer	4621	A	5/14/2014	5/31/2015
WV	Wood	Stone	Sara	3456	A	2/28/2014	2/28/2015
WV	Wood	Summers	Jane	2941	A	4/15/2014	5/31/2015
WV	Wood	Taylor	Amy	3308	A	4/25/2014	4/30/2015
WV	Wood	Taylor	Richard	375	A	7/24/2013	8/31/2014
WV	Wood	Taylor	Bethany	9213	A	10/23/2013	10/31/2014
WV	Wood	Walraven	Elizabeth	8690	A	7/21/2013	8/31/2014
WV	Wood	Walton	Angela	4272	A	3/14/2014	3/31/2015
WV	Wood	Walton	Nathan	5443	A	9/17/2013	9/30/2014
WV	Wood	Ware	Brittany	5833	A	6/22/2013	7/31/2014
WV	Wood	West	Shannon	3798	A	2/14/2014	3/31/2015
WV	Wood	Wiseman	Beth	9099	A	5/9/2014	5/31/2015
WV	Wood	Wood	Kelsi	9368	A	6/6/2014	6/30/2015
WV	Wood	Yoho	Ariel	8513	A	9/18/2013	9/30/2014
WV	Wood	Young	Mindi-jo	9374	A	7/1/2013	7/31/2014
WV	Wyoming	Bhavsar	Selisa	2225	A	8/21/2013	9/30/2014
WV	Wyoming	Cogar	Lori	3368	A	1/27/2014	1/31/2015
WV	Wyoming	Grimmett	Rebecca	4376	A	10/25/2013	10/31/2014
WV	Wyoming	Stevens	Vikki	2459	A	2/18/2014	3/31/2015



**WEST VIRGINIA MEDICAL IMAGING & RADIATION THERAPY TECHNOLOGY BOARD OF EXAMINERS**

**Mailing Address: P.O. Box 638 – Cool Ridge, WV 25825-0638**

**Physical Address: 1715 Flat Top Road - Cool Ridge, WV 25825-0638**

**Telephone: (304) 787-4398 / TOLL FREE: (877) 609-9869 / Fax: (304) 787-3030**

**E-mail: [wvrtboe@suddenlinkmail.com](mailto:wvrtboe@suddenlinkmail.com) Web Page: [www.wvrtboard.org](http://www.wvrtboard.org)**

## **VII. Application Forms**



WEST VIRGINIA MEDICAL IMAGING & RADIATION THERAPY TECHNOLOGY BOARD OF EXAMINERS  
1715 FLAT TOP ROAD - P.O. BOX 638 - COOL RIDGE, WV 25825-0638  
Telephone: (304) 787-4398 Toll Free: (877) 609-9869 Fax: (304) 787-3030  
E-mail: [wvrtboe@suddenlinkmail.com](mailto:wvrtboe@suddenlinkmail.com) Web Page: [www.wvrtboard.org](http://www.wvrtboard.org)

## **MEMORANDUM**

**To: Applicants**

**From: Nancy Godby, MS-MHA, MA, RT(R)(M) ARRT CHC  
Executive Director**

**Date: July 1, 2014**

**RE: Original License Application**

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The following pages contain a PDF version of an Application for an Original Medical Imaging License. Choosing this paper document requires that you mail the completed document to The West Virginia Medical Imaging & Radiation Therapy Technology Board of Examiners (**Board**) along with a copy of your national certification identification card, (i.e.: American Registry of Radiologic Technologists-**ARRT**, American Registry of Magnetic Resonance Imaging Technologists-**ARMRIT**, Nuclear Medicine Technology Certification Board-**NMTCB**). It is critical that you answer all questions on this paper application form. If the application form is incomplete and/or your national certification documents are not enclosed, the application and payment will be returned to you creating a delay in issuing a license.

To obtain a **Temporary Permit**, refer to Section Two and complete this application submitting the required supporting documentation to complete the Temporary Permit Application process.

*(Note: Checks submitted with payment are electronically deposited. You will not receive a cancelled check. Your bank statement will indicate "WV Treasury" as the organization of payment.)*

Rather than using this paper method of application, **we strongly encourage you to use the Online Credit Card Application process.** Applications can be submitted electronically and payment achieved with a credit card by selecting the "**Credit Card Licensing**" option. The cost is the same regardless of the method of submission. The advantage of submitting electronically is your ability to print a "**Conditional Certificate**" at the end of the online application process that will allow you to begin to work for a period of seven (7) days while we process your documents in the Board Office. The Conditional Certificate is not available for Temporary Permit applicants.

You are encouraged to contact the Board Office at [wvrtboe@suddenlinkmail.com](mailto:wvrtboe@suddenlinkmail.com), Toll Free at 877-609-9869, or 304-787-4398 with questions, clarification, or assistance.

WEST VIRGINIA MEDICAL IMAGING AND RADIATION  
THERAPY TECHNOLOGY BOARD OF EXAMINERS

MAILING ADDRESS: P.O. Box 638                      PHYSICAL ADDRESS: 1715 Flat Top Road  
Cool Ridge WV 25825-0638                      Cool Ridge WV 245825  
TELEPHONE (304) 787-4398 TOLL FREE (800) 609-9869 FAX (304) 787-3030  
EMAIL: [wvrtboe@suddenlinkmail.com](mailto:wvrtboe@suddenlinkmail.com) WEB PAGE: [www.wvrtboard.org](http://www.wvrtboard.org)

**APPLICATION FOR RADIOLOGIC TECHNOLOGIST LICENSURE**

(PLEASE PRINT OR TYPE)

MAKE CHECKS PAYABLE TO WV MI & RTT BOARD

**PERSONAL INFORMATION**

Name: \_\_\_\_\_ SS # \_\_\_\_\_  
(Last)                      (First)                      (Middle Initial)

Address: \_\_\_\_\_  
(Street or P.O. Box )

\_\_\_\_\_  
(County)                      (City)                      (State)                      (Zip Code)

Telephone \_\_\_\_\_ Gender: Male \_\_\_\_\_ Female: \_\_\_\_\_ Email: \_\_\_\_\_

Race/Origin: Caucasian/White \_\_\_\_\_ Black \_\_\_\_\_ Asian \_\_\_\_\_ Hispanic \_\_\_\_\_ Other \_\_\_\_\_

Date of Birth \_\_\_\_\_ Place of Birth \_\_\_\_\_ Work Phone# \_\_\_\_\_  
Month/Day/Year                      City                      State

**EMPLOYMENT INFORMATION**

Primary Employer: \_\_\_\_\_ Other: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_  
(County)                      (City)                      (State)                      (Zip)                      (County)                      (City)                      (State)                      (Zip)

Working as R.T. \_\_\_\_\_ Full Time \_\_\_\_\_ Part Time \_\_\_\_\_ Number of Hours Per Week \_\_\_\_\_

Setting of Employment: Hospital \_\_\_\_\_ Private Practice \_\_\_\_\_ Clinic \_\_\_\_\_ Mobile \_\_\_\_\_ Other \_\_\_\_\_

Speciality: Radiographer \_\_\_\_\_ MRI \_\_\_\_\_ Nuclear \_\_\_\_\_ Therapist \_\_\_\_\_ Other \_\_\_\_\_

(MARK A 1 IN YOUR PRIMARY SPECIALITY AND A 2 IN YOUR SECONDARY SPECIALITY IF APPLICABLE)

Not working as an R.T. (Please circle appropriate number) 1. Working in another field 2. Retired  
3. Homemaker 4. Other \_\_\_\_\_

The questions in this section must be answered before a license can be issued.

Do you have a child support obligation? YES \_\_\_\_\_ NO \_\_\_\_\_ Are you in delinquency? YES \_\_\_\_\_ NO \_\_\_\_\_ N/A \_\_\_\_\_

Have you been convicted of a felony in the past five ( 5 ) years in this or any other state? YES \_\_\_\_\_ NO \_\_\_\_\_

Have you been convicted of a misdemeanor in the Radiological Sciences? YES \_\_\_\_\_ NO \_\_\_\_\_ ( If you answer yes to any of these questions, you are required to give particulars and disposition on a separate sheet.)

**DECLARATION**

I declare that the statements made herein and on accompanying papers have been examined by me and to the best of my knowledge and belief are true and correct. I agree to abide by all Rules and Regulations issued by the Board. I further understand that a false statement knowingly made by me may be the cause for suspension and revocation of any license issued pursuant to this application and for criminal prosecution and punishment.

\_\_\_\_\_  
( Date)

\_\_\_\_\_  
( Signature of Applicant)

Do you want to Opt Out for mailing List and CE Providers? YES \_\_\_\_\_ NO \_\_\_\_\_

SECTION 1: OBTAINING A LICENSE ( Complete Page 1 and this section)

FEE \$100.00

- A. A copy of your current Certificate or current pocket card from the American Registry of Radiologic Technologists or the Nuclear Medicine Technology Certification Board must be included with this application.
- B. Name of High School \_\_\_\_\_ Year Graduated \_\_\_\_\_  
OR  
Address \_\_\_\_\_ GED Equivalency # \_\_\_\_\_  
City \_\_\_\_\_
- C. Have you successfully completed a 24 month course of study in Radiologic Technology approved by the West Virginia Medical Imaging Board of Examiners, Section 18.1.4 of the Rules and Regulations?  
YES \_\_\_\_\_ NO \_\_\_\_\_
- D. Name and Address of Program: \_\_\_\_\_  
\_\_\_\_\_
- E. Dates Attended: \_\_\_\_\_ To: \_\_\_\_\_  
Month/Day/Year Month/Day/Year
- F. Have you ever been issued a license by the Board? YES \_\_\_ NO \_\_\_  
  
If yes, under what name: \_\_\_\_\_
- G. Have you ever been issued a temporary permit by the Board? YES \_\_\_ NO \_\_\_  
  
If yes, under what name: \_\_\_\_\_

SECTION II: OBTAINING A TEMPORARY PERMIT

FEE: \$40.00

(Complete page 1 and Section 1 - Parts B thru G on this page)

To obtain a temporary permit you must have graduated from a approved Medical Imaging School within the last six (6) months. You are required to provide a copy of your diploma or a notarized letter from the program director stating the applicant has completed the courses education and clinical requirements. (18-1-4.2 H1)

**DO YOU WANT A TEMPORARY PERMIT?** Yes \_\_\_\_\_ No \_\_\_\_\_

**ALL CHECKS WILL BE ELECTRONICALLY DEPOSITED AND WILL SHOW AS WV TREASURY**

<b>ORIGINAL LICENSE FEE (ONE YEAR)</b>	<b>\$100.00</b>
<b>LICENSE RENEWAL FEE (ONE YEAR)</b>	<b>\$65.00</b>
<b>TEMPORARY PERMIT FEE (SIX MONTHS)</b>	<b>\$40.00</b>
<b>REINSTATEMENT FEE (EXPIRED LICENSE)</b>	<b>\$25.00</b> (Plus the \$65.00 renewal fee.)
<b>RECIPROCITY FEE</b>	<b>\$40.00</b>
<b>DUPLICATE LICENSE</b>	<b>\$15.00</b>
<b>CHANGE OF NAME</b>	<b>\$15.00</b>

(Note: If you are certified thru the ARRT or NMTCB and current with those organization you can apply using our Online Application process. Go to our website and select CREDIT CARD LICENSING. The website will take you thru the entire application process and you are not required to submit any documentation via mail. These online applications are usually processed within one (1) business day.)



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E-mail: [wvrtboe@suddenlinkmail.com](mailto:wvrtboe@suddenlinkmail.com) Web Page: [www.wvrtboard.org](http://www.wvrtboard.org)

## **MEMORANDUM**

**To: Applicants**

**From: Nancy Godby, MS-MHA, MA, RT(R)(M) ARRT CHC  
Executive Director**

**Date: May 1, 2014**

**RE: Renewal License Applications**

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The following page contains a PDF version of an Application for a Medical Imaging License Renewal. Choosing this paper document requires that you mail the completed document to The West Virginia Medical Imaging & Radiation Therapy Technology Board of Examiners (**Board**) along with a copy of your national certification identification card, (i.e.: ARRT, ARMRT, NMTCB).

It is critical that you answer all questions on this paper form. If the application is incomplete and/or your national certification documents are not enclosed, the application and payment will be returned to you, creating a delay in issuing a license. This paper application cannot be submitted electronically through the website.

*(Note: Checks submitted with payment are electronically deposited, and you will not receive a cancelled check. Your bank statement will indicate "WV Treasury" as the organization of payment.)*

Rather than using this paper method of renewal, **we strongly encourage you to use the Online Credit Card process.** Renewals can be submitted electronically via credit card by selecting the "**Credit Card Licensing**" option. The cost is the same regardless of the method of submission. The advantage of submitting electronically is your ability to print a "**Conditional Certificate**" at the end of the online application process that will allow you to begin to work for a period of seven (7) days while we process your documents in the Board Office. The Conditional Certificate is not available for Temporary Permit applicants. You are encouraged to contact the Board Office at [wvrtboe@suddenlinkmail.com](mailto:wvrtboe@suddenlinkmail.com), Toll Free at 877-609-9869, or 304-787-4398 if you have questions and/or need further clarification.

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THERAPY TECHNOLOGY BOARD OF EXAMINERS**

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Cool Ridge WV 25825-0638  
**TELEPHONE:** 304-787-4398  
**EMAIL:** [wvrtboe@suddenlinkmail.com](mailto:wvrtboe@suddenlinkmail.com)

**PHYSICAL ADDRESS:** 1715 Flat Top Road  
Cool Ridge WV 25825  
**TOLL FREE:** 877-609-9869  
**WEB PAGE:** [www.wvrtboard.org](http://www.wvrtboard.org)

**FAX:** 304-787-3030

**LICENSE RENEWAL APPLICATION**

RENEWAL BY CREDIT CARD AVAILABLE ONLINE FOR LICENSEES  
(PLEASE PRINT OR TYPE)

**PERSONAL INFORMATION**

Name: \_\_\_\_\_  
(Last) (First) (Middle Initial)

Address: \_\_\_\_\_ Email: \_\_\_\_\_  
(County) (City) (State) (Zip Code)

Telephone: \_\_\_\_\_ Optional Telephone Number (Cell): \_\_\_\_\_

West Virginia License Number: \_\_\_\_\_ Expiration Date: \_\_\_\_\_ Work Phone: \_\_\_\_\_

**EMPLOYMENT INFORMATION**

Primary Employer: \_\_\_\_\_ Other: \_\_\_\_\_

Address: \_\_\_\_\_  
(County) (City) (State) (Zip) (County) (City) (State) (Zip)

Working as an R.T. \_\_\_\_\_ Full Time \_\_\_\_\_ Part Time \_\_\_\_\_ Number of Hours Per Week \_\_\_\_\_  
Setting of Employment: Hospital \_\_\_\_\_ Private Practice \_\_\_\_\_ Clinic \_\_\_\_\_ Mobile \_\_\_\_\_ Other \_\_\_\_\_

**(MARK 1 IN YOUR PRIMARY SPECIALITY AND 2 IN YOUR SECONDARY SPECIALITY, IF APPLICABLE)**

Speciality: Radiographer \_\_\_\_\_ MRI \_\_\_\_\_ Nuclear \_\_\_\_\_ Therapist \_\_\_\_\_ Other \_\_\_\_\_

Not working as an R.T.? (Please circle appropriate number) 1. Working in another field 2. Retired  
3. Homemaker 4. Other \_\_\_\_\_

**Copy of current ARRT or NMTCB card showing CE compliance or documentation of CE compliance must be submitted with this application.** Make checks payable to: **WV MI & RTT BOARD**. All Checks will be electronically deposited.

**FEE:** \$65.00 After expiration of present license: \$90.00

**The questions in this section must be answered before a license can be issued:**

Do you have a child support obligation? YES \_\_\_ NO \_\_\_ If yes, are you in delinquency? YES \_\_\_ NO \_\_\_ N/A \_\_\_

Have you been convicted of a felony in the past five (5) years in this or any other state? YES \_\_\_ NO \_\_\_

Have you been convicted of a misdemeanor in the Radiological Sciences? YES \_\_\_ NO \_\_\_ (If you answer yes to any of these questions, you are required to give particulars and disposition on a separate sheet.)

**DECLARATION**

I declare that the statements made herein and on accompanying papers have been examined by me and to the best of my knowledge and belief are true and correct. I agree to abide by all Rules and Regulations issued by the Board. I further understand that a false statement knowingly made by me may be the cause for suspension and revocation of any license issued pursuant to this application and for criminal prosecution and punishment.

\_\_\_\_\_  
(Date) (Signature of Applicant)

Do you want to Opt Out for mailing List and CE Providers? YES \_\_\_ NO \_\_\_

(Revised 5/1/2014)



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## **MEMORANDUM**

**To:           Apprentice Applicants for MRI and/or NM**

**From:       Nancy Godby, MS-MHA, MA, RT(R)(M) ARRT CHC  
              Executive Director**

**Date:        July 1, 2014**

**RE:         Original and Renewal Apprentice Applications**

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Following a review and discussion at the April 18, 2013 Board Meeting, Apprentice Licenses can no longer be renewed online for the duration of your apprenticeship. Once you have successfully passed the national certification examination your ability to renew online will be restored.

Effective April 18, 2013, you must submit these new paper documents to the Board Office to apply for and/or renew an Apprentice License. The following pages contain a PDF version of an Application for an Original and/or Renewal Apprentice License in Nuclear Medicine (NM) and/or Magnetic Resonance Imaging (MRI).

You must meet the following requirements to qualify for and/or renew an Apprentice License:

1. Must have a current-valid unrestricted Medical Imaging License issued by the West Virginia Medical Imaging & Radiation Therapy Technology Board of Examiners;
2. Complete and submit the “**Apprentice License Application**” form;
3. Complete and submit the “**Certification of Apprentice Supervision**” attestation form;
4. Complete and submit the “**Apprentice Licensure Ethics Statement**” form.

It is critical that you complete all documents. Failing to do so will result in delays in processing. Additionally, you must review and comply with **§ 30-23-19. Requirements for an apprentice license for Nuclear Medicine Technologists and Magnetic Resonance Imaging Technologists.**

*(a) The board may issue an apprentice license to an individual who is practicing as a Nuclear Medicine Technologist or a Magnetic Resonance Imaging Technologist prior to July 1, 2007 but has not obtained certification in the discipline. A notarized letter, signed by the individual's supervising licensed physician, must be submitted with the individual's application, stating that the individual has performed the duties of a Nuclear Medicine Technologist or Magnetic Resonance Imaging Technologist prior to July 1, 2007.*



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*(b) The apprentice license is valid for one year. An apprentice license may be renewed annually for an additional four years, giving the individual a total of five years to complete the requirements and successfully pass the certification examination for a Nuclear Medicine Technologist license or a Magnetic Resonance Imaging Technologist license. All individuals possessing an apprentice license must work under the supervision of a licensed practitioner for MRI, an authorized user for nuclear medicine or a technologist who is licensed in that discipline.*

*(c) Any individual possessing a valid Medical Imaging license issued by the board and seeks to cross-train in the discipline of Nuclear Medicine Technology or Magnetic Resonance Imaging Technology, may obtain an apprentice license in that discipline for the purpose of obtaining the necessary clinical experience requirements in order to qualify to sit for the required examination. This apprentice license will be valid for one year and renewable for four year, giving a cross-trained individual five years to obtain certification in the discipline.*

Contact the Board Office at [wvrtboe@suddenlinkmail.com](mailto:wvrtboe@suddenlinkmail.com), Toll Free 1-877-609-9869, or 304-787-4398 if you have questions or need further clarification.

WEST VIRGINIA MEDICAL IMAGING AND RADIATION  
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**ORIGINAL and RENEWAL APPRENTICE LICENSE APPLICATION**

(PLEASE PRINT OR TYPE)  
MAKE CHECKS PAYABLE TO WV MI & RTT BOARD

**PERSONAL INFORMATION**

Name: \_\_\_\_\_  
(Last)    (First)    (Middle Initial)

Address: \_\_\_\_\_ Email: \_\_\_\_\_

\_\_\_\_\_  
(County)                                      (City)                                      (State)                                      (Zip Code)

Telephone \_\_\_\_\_ Optional Telephone Number(Cell) \_\_\_\_\_

West Virginia Medical Imaging License Number: \_\_\_\_\_, and Expiration Date: \_\_\_\_\_

Requesting Apprenticeship in, (*mark all that apply*): MRI: \_\_\_\_\_ NM: \_\_\_\_\_

**EMPLOYMENT INFORMATION**

Primary Employer: \_\_\_\_\_ Other: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_  
(County)      (City)      (State)      (Zip)                      (County)      (City)      (State)      (Zip)

Setting of Employment: Hospital \_\_\_\_\_ Private Practice \_\_\_\_\_ Clinic \_\_\_\_\_ Mobile \_\_\_\_\_ Other \_\_\_\_\_

Speciality: Radiographer \_\_\_\_\_ MRI \_\_\_\_\_ Nuclear \_\_\_\_\_ Radiation Therapist \_\_\_\_\_ Other \_\_\_\_\_

(*Mark a "1" in your primary specialty and a "2" in your secondary specialty, if applicable.*)

**DECLARATION**

I declare that the statements made herein and on accompanying papers have been examined by me and to the best of my knowledge and belief are true and correct. I understand that I must be supervised for the duration of my apprenticeship. I agree to abide by all Rules and Regulations issued by the Board. I further understand that a false statement knowingly made by me may be the cause for suspension and revocation of any license issued pursuant to this application and for criminal prosecution and punishment.

\_\_\_\_\_  
( Date)                                      ( Signature of Applicant)

**NOTE: You must hold a current unrestricted Medical Imaging License in order to apply for an Apprentice License. The Certification of Apprentice Supervision attestation form must be submitted with the initial apprentice application and annually with renewal to document oversight during the apprenticeship process. A copy of current ARRT or NMTCB card showing CE compliance or documentation of CE compliance must be submitted with this application: FEE: Please contact the Board office for required fees.**



**WEST VIRGINIA MEDICAL IMAGING & RADIATION THERAPY TECHNOLOGY BOARD OF EXAMINERS**

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**E-mail: [wvrtboe@suddenlinkmail.com](mailto:wvrtboe@suddenlinkmail.com) Web Page: [www.wvrtboard.org](http://www.wvrtboard.org)**

## **Certification of Apprentice Supervision**

**Medical Imaging License Number:** \_\_\_\_\_ **Name:** \_\_\_\_\_

I, \_\_\_\_\_, agree to be a preceptor and provide supervision for the above named Apprentice. I acknowledge that I have reviewed and understand the requirements set forth in the following as it relates to an apprentice license for Nuclear Medicine and/or Magnetic Resonance Imaging Technologist as follows:

***“§ 30-23-19. Requirements for an apprentice license for Nuclear Medicine Technologists and Magnetic Resonance Imaging Technologists.***

*(a) The board may issue an apprentice license to an individual who is practicing as a Nuclear Medicine Technologist or a Magnetic Resonance Imaging Technologist prior to July 1, 2007 but has not obtained certification in the discipline. A notarized letter, signed by the individual's supervising licensed physician, must be submitted with the individual's application, stating that the individual has performed the duties of a Nuclear Medicine Technologist or Magnetic Resonance Imaging Technologist prior to July 1, 2007.*

*(b) The apprentice license is valid for one year. An apprentice license may be renewed annually for an additional four years, giving the individual a total of five years to complete the requirements and successfully pass the certification examination for a Nuclear Medicine Technologist license or a Magnetic Resonance Imaging Technologist license. All individuals possessing an apprentice license must work under the supervision of a licensed practitioner for MRI, an authorized user for nuclear medicine or a technologist who is licensed in that discipline.*

*(c) Any individual possessing a valid Medical Imaging license issued by the board and seeks to cross-train in the discipline of Nuclear Medicine Technology or Magnetic Resonance Imaging Technology, may obtain an apprentice license in that discipline for the purpose of obtaining the necessary clinical experience requirements in order to qualify to sit for the required examination. This apprentice license will be valid for one year and renewable for four year, giving a cross-trained individual five years to obtain certification in the discipline.”*

***“§ 30-23-4. Definitions.*** *As used in this article, the following words and terms have the following meanings, unless the context clearly indicates otherwise: (bb) "Supervision" means responsibility for and control of quality, safety and technical aspects in the application of medical imaging technology on human beings for diagnostic or therapeutic purposes.”*

Agreed to by: \_\_\_\_\_

(Signature of Preceptor/Supervisor)

(Date)

Sworn and subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

My Commission Expires: \_\_\_\_\_.

Notary Signature: \_\_\_\_\_.



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## **Apprentice Licensure Ethics Statement**

I, \_\_\_\_\_, understand that application for an Apprentice License in Nuclear Medicine (NM) and/or Magnetic Resonance Imaging (MRI) is covered by the Code of Ethics contained in the **W. Va. Code § 30-23-1 et. seq, § 30-23-19 et. seq, and § 18 CSR 5**, the Board's Ethics rule.

I also understand that if I violate or am accused of violating the Board's Rule in any way, the Board shall require me to appear before the West Virginia Medical Imaging and Radiation Therapy Technology Board of Examiners' Ethics Committee to explain my actions. I also understand that a violation of this Rule could jeopardize my license to practice Medical Imaging in the State of West Virginia.

Agreed to by: \_\_\_\_\_  
(Applicant Signature) (Date)

Sworn and subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

My Commission Expires: \_\_\_\_\_.

Notary Signature: \_\_\_\_\_



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**PET-CT Testing Permit Testing Protocol**

1. The West Virginia Medical Imaging & Radiation Therapy, (**Board**), has made available a “**PET-CT Permit**” that limits practice to the perfusion portion of Positron Emission Technology imaging, (**PET**), and excludes diagnostic Computed Tomography imaging, (**CT**). Passing this examination **is not** a national certifying examination, limits your practice to West Virginia, and may not transfer to another state.
2. Passing this examination will allow certified Nuclear Medicine (**NM**) Technologists and certified Magnetic Resonance Imaging (**MRI**) Technologists to perform CT imaging *limited to the fusion portion of the scan*, but does not qualify the individual to perform diagnostic CT imaging unless you are also nationally certified to perform CT.
3. Passing this examination will allow certified Radiation Therapy Technologists, (**RTT**), to perform radiation therapy treatment planning and simulation utilizing a CT unit, but does not qualify the individual to perform diagnostic CT imaging unless you are also nationally certified to perform CT.
4. All PET-CT testing examinations for a WV PET-CT Permit must be scheduled by contacting the office of The West Virginia Medical Imaging & Radiation Therapy Technology Board of Examiners, (**Board**). Test sessions are scheduled and proctored by Board Staff Members.
5. Submit an application in writing to the Board Office and request to schedule a PET-CT test.
6. The test is a paper-pencil examination of one hundred (100) multiple choice questions with a time limit of one and one half (1.5) hours.



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**E-mail: [wvrtboe@suddenlinkmail.com](mailto:wvrtboe@suddenlinkmail.com) Web Page: [www.wvrtboard.org](http://www.wvrtboard.org)**

7. Test sessions will be scheduled at the Board Office in Cool Ridge, WV on Tuesday, Wednesday or Thursday unless other arrangements have been made for test sessions at an alternate site, (*contact the Board Office to inquire about the potential option to schedule an alternate site session*).
8. Each individual requesting a test session will be given a ninety (90) day window to schedule their test session. Test sessions are limited to two (2) individuals for each time frame at the Board Office, (10:00am or 1:00pm).
9. No more than three (3) attempts will be allowed to pass the PET-CT test. A fourth attempt can be made after a Board approved remediation class.
10. A minimum passing score of 75% will be required. No continuing education credits will be issued by the Board for passing this examination. This is a licensing requirement for operation of CT units for PET-CT.
11. You will be notified within two (2) weeks of taking the examination of your score.
12. You must submit a copy of certificates documenting fifteen (15) Category A Continuing Education Credits related to Radiation Safety along with your application for testing. Please note: a variety of vendors routinely provide opportunities to purchase materials related to medical imaging. The Board does not provide nor does the Board endorse any particular study guide or materials to prepare for this examination.

Contact the Board Office for assistance, ([wvrtboe@suddenlinkmail.com](mailto:wvrtboe@suddenlinkmail.com), Toll Free: 1-877-609-9869, or 304-787-4398).



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P.O. Box 638 – Cool Ridge, WV 25825-0638

Telephone: (304) 787-4398

**West Virginia State PET-CT Fusion Examination Application Form**

**PERSONAL INFORMATION**

Name: \_\_\_\_\_  
(Last) (First) (MI)

Address: \_\_\_\_\_  
(Street or PO Box)

\_\_\_\_\_  
(County) (City) (State) (Zip)

Identifiers: \_\_\_\_\_  
(SS#) (DOB) (Medical Imaging License Number)

**EMPLOYMENT INFORMATION**

Employer: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_  
(County) (City) (State) (Zip)

**Request for State Credentialing Examination**

Category of Examination:

<b>PET FUSION</b>

**DECLARATION**

I understand that I must hold a current unrestricted West Virginia Medical Imaging License, **I must have completed 15 Category A Credits in Radiation Safety Training to be eligible to take the State PET Fusion Examination, and I have included proof of completion of 15 Category A Credits in Radiation Safety along with this application.** I declare that the statements made herein and on any/all accompanying papers have been examined by me, and I confirm that these statements are true and accurate. I further understand that a false statement knowingly made by me may be cause for suspension and/or revocation of any license issued pursuant to this application and could subject me to criminal prosecution and/or punishment. I understand that taking the State Examination limits my practice to the performance of PET Fusion Imaging related to the perfusion examination and does not qualify me to perform diagnostic CT imaging procedures.

\_\_\_\_\_  
(Date) (Signature of Applicant)



**WEST VIRGINIA MEDICAL IMAGING & RADIATION THERAPY TECHNOLOGY BOARD OF EXAMINERS**

**Mailing Address: P.O. Box 638 – Cool Ridge, WV 25825-0638**

**Physical Address: 1715 Flat Top Road - Cool Ridge, WV 25825-0638**

**Telephone: (304) 787-4398 / TOLL FREE: (877) 609-9869 / Fax: (304) 787-3030**

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**West Virginia State PET-CT Fusion Examination Ethics Statement**

I, \_\_\_\_\_, understand that West Virginia State PET-CT Fusion Examination is covered by the Code of Ethics contained in the **W. Va. Code § 30-23-1 et. seq, § 30-23-19 et. seq,** and **§ 18 CSR 5,** the Board's Ethics rule.

I also understand that if I violate or am accused of violating the Board's Rule in any way, the Board shall require me to appear before the West Virginia Medical Imaging and Radiation Therapy Technology Board of Examiners' Ethics Committee to explain my actions. I also understand that a violation of this Rule could jeopardize my license to practice Medical Imaging in the State of West Virginia.

**Any violation of the following is understood to be a violation of the Ethics Code:**

*"5.1.2. Subvert or attempt to subvert the Board's examination process. Conduct that subverts or attempts to subvert the Board's examination process includes, but is not limited to:*

*5.1.2.a. conduct that violates the security of Board examination materials, such as removing or attempting to remove examination materials from an examination room, or having unauthorized possession of any portion of or information concerning a future, current or previously administered examination of the Board; or disclosing information concerning any portion of a future, current or previously administered examination of the Board; or disclosing what purports to be, or under all circumstances is likely to be understood by the recipient as, any portion of or "inside" information concerning any portion of a future, current or previously administered examination of the Board;*

*5.1.2.b. conduct that in any way compromises ordinary standards of test administration, such as communicating with another applicant during administration of the examination, copying another applicant's answers, permitting another applicant to copy one's answers, or possessing unauthorized materials; or*

*5.1.2.c. impersonating a applicant or permitting an impersonator to take the examination on one's own behalf..."*

Agreed to by: \_\_\_\_\_  
(Applicant Signature) (Date)

Sworn and subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

My Commission Expires: \_\_\_\_\_.

Notary Signature: \_\_\_\_\_



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## **MEMORANDUM**

**To: Applicants**

**From: Nancy Godby, MS-MHA, MA, RT(R)(M) ARRT CHC  
Executive Director**

**Date: July 1, 2014**

**RE: Podiatry Permit Original Applications**

---

Application for an Original Podiatry Permit cannot be processed online and must be mailed to the West Virginia Medical Imaging & Radiation Therapy Technology Board of Examiners, (**Board**), along with a copy of your current American Society of Podiatric Medical Assistants, (**ASPMA**), Certification Card documenting continuing education compliance and the appropriate application fee.

*(Note: Checks submitted with payment are electronically deposited. You will not receive a cancelled check. Your bank statement will indicate "WV Treasury" as the organization of payment.)*

It is critical that you answer all questions on the application. If the application is incomplete and/or your certification documents are not enclosed the application and payment will be returned to you creating a delay in issuing a permit.

You are encouraged to contact the Board Office at [wvrtboe@suddenlinkmail.com](mailto:wvrtboe@suddenlinkmail.com), Toll Free at 877-609-9869, or 304-787-4398 with questions, clarification, or assistance.

WEST VIRGINIA MEDICAL IMAGING AND RADIATION  
THERAPY TECHNOLOGY BOARD OF EXAMINERS

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**PODIATRY MEDICAL ASSISTANT APPLICATION FOR PERMIT**

(PLEASE PRINT OR TYPE)

MAKE CHECKS PAYABLE TO WV MI & RTT BOARD

PERSONAL INFORMATION

Name: \_\_\_\_\_ SS # \_\_\_\_\_  
(Last)                      (First)                      (Middle Initial)

Address: \_\_\_\_\_  
(Street or P.O. Box )

\_\_\_\_\_  
(County)                      (City)                      (State)                      (Zip Code)

Telephone \_\_\_\_\_ Gender: Male \_\_\_\_\_ Female: \_\_\_\_\_ Email: \_\_\_\_\_

Race/Origin: Caucasian/White \_\_\_\_\_ Black \_\_\_\_\_ Asian \_\_\_\_\_ Hispanic \_\_\_\_\_ Other \_\_\_\_\_

Date of Birth \_\_\_\_\_ Place of Birth \_\_\_\_\_  
Month/Day/Year                      City                      State

EMPLOYMENT INFORMATION

Primary Employer: \_\_\_\_\_ Other: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_  
(County)                      (City)                      (State)                      (Zip)                      (County)                      (City)                      (State)                      (Zip)

Working Full Time \_\_\_\_\_ Part Time \_\_\_\_\_ Number of Hours Per Week \_\_\_\_\_ Work Phone# \_\_\_\_\_  
Setting of Employment: Private Practice \_\_\_\_\_ Clinic \_\_\_\_\_ Other \_\_\_\_\_

**ASPMA CERTIFICATION # \_\_\_\_\_ APPLICATION FEE: \$100.00**  
**COPY OF CURRENT ASPMA CERTIFICATE OR POCKET CARD MUST BE INCLUDED WITH THIS APPLICATION**

The questions in this section must be answered before a license can be issued.

Do you have a child support obligation? YES \_\_\_\_\_ NO \_\_\_\_\_ Are you in delinquency? YES \_\_\_\_\_ NO \_\_\_\_\_ N/A \_\_\_\_\_

Have you been convicted of a felony in the past five ( 5 ) years in this or any other state? YES \_\_\_\_\_ NO \_\_\_\_\_

Have you been convicted of a misdemeanor in the Radiological Sciences? YES \_\_\_\_\_ NO \_\_\_\_\_ ( If you answer yes to any of these questions, you are required to give particulars and disposition on a separate sheet.)

DECLARATION

I declare that the statements made herein and on accompanying papers have been examined by me and to the best of my knowledge and belief are true and correct. I agree to abide by all Rules and Regulations issued by the Board. I further understand that a false statement knowingly made by me may be the cause for suspension and revocation of any license issued pursuant to this application and for criminal prosecution and punishment.

\_\_\_\_\_  
( Date)

\_\_\_\_\_  
( Signature of Applicant)

Do you want to Opt Out for mailing List and CE Providers? YES \_\_\_\_\_ NO \_\_\_\_\_

( Revised 1/31/2013)



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## **MEMORANDUM**

**To: Applicants**

**From: Nancy Godby, MS-MHA, MA, RT(R)(M) ARRT CHC  
Executive Director**

**Date: July 1, 2014**

**RE: Podiatry Permit Renewal Applications**

---

Application for renewal of a Podiatry Permit cannot be processed online and must be mailed to the West Virginia Medical Imaging & Radiation Therapy Technology Board of Examiners, (**Board**), along with a copy of your current American Society of Podiatric Medical Assistants, (**ASPMA**), Certification Card documenting continuing education compliance and the appropriate application fee.

*(Note: Checks submitted with payment are electronically deposited. You will not receive a cancelled check. Your bank statement will indicate "WV Treasury" as the organization of payment.)*

It is critical that you answer all questions on the application. If the application is incomplete and/or your certification documents are not enclosed the application and payment will be returned to you creating a delay in issuing a permit.

You are encouraged to contact the Board Office at [wvrtboe@suddenlinkmail.com](mailto:wvrtboe@suddenlinkmail.com), Toll Free at 877-609-9869, or 304-787-4398 with questions, clarification, or assistance.

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**PODIATRY MEDICAL ASSISTANT APPLICATION FOR RENEWAL**

(PLEASE PRINT OR TYPE)

MAKE CHECKS PAYABLE TO WV MI & RTT BOARD

PERSONAL INFORMATION

Name: \_\_\_\_\_  
(Last)    (First)    (Middle Initial)

Address: \_\_\_\_\_ Email: \_\_\_\_\_  
\_\_\_\_\_  
(County)                                      (City)                                      (State)                                      (Zip Code)

Telephone \_\_\_\_\_ Optional Telephone Number(Cell) \_\_\_\_\_

West Virginia License Number \_\_\_\_\_ Expiration Date \_\_\_\_\_ Work Phone# \_\_\_\_\_

EMPLOYMENT INFORMATION

Primary Employer: \_\_\_\_\_ Other: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_  
(County)      (City)      (State)      (Zip)                      (County)      (City)      (State)      (Zip)

Working as Full Time \_\_\_\_\_ Part Time \_\_\_\_\_ Number of Hours Per Week \_\_\_\_\_

Setting of Employment: Private Practice \_\_\_\_\_ Clinic \_\_\_\_\_ Other \_\_\_\_\_

**Copy of current ASPMA card must be submitted with this application: FEE: \$65.00**

After expiration of present license: \$90.00

The questions in this section must be answered before a license can be issued.

Do you have a child support obligation? YES \_\_\_\_\_ NO \_\_\_\_\_ Are you in delinquency? YES \_\_\_\_\_ NO \_\_\_\_\_ N/A \_\_\_\_\_

Have you been convicted of a felony in the past five ( 5 ) years in this or any other state? YES \_\_\_\_\_ NO \_\_\_\_\_

Have you been convicted of a misdemeanor in the Radiological Sciences? YES \_\_\_\_\_ NO \_\_\_\_\_ ( If you answer yes to any of these questions, you are required to give particulars and disposition on a separate sheet.)

DECLARATION

I declare that the statements made herein and on accompanying papers have been examined by me and to the best of my knowledge and belief are true and correct. I agree to abide by all Rules and Regulations issued by the Board. I further understand that a false statement knowingly made by me may be the cause for suspension and revocation of any license issued pursuant to this application and for criminal prosecution and punishment.

\_\_\_\_\_  
( Date)                                      ( Signature of Applicant)

Do you want to Opt Out for mailing List and CE Providers? YES \_\_\_\_\_ NO \_\_\_\_\_



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## **West Virginia Medical Imaging State Licensing Examination**

The West Virginia Medical Imaging & Radiation Therapy Technology Board of Examiners (**Board**) has an arrangement with the American Registry of Radiologic Technologists (**ARRT**) to administer the ARRT Examination to individuals who meet the minimum standards detailed on the ARRT Website for State licensing. Copy and paste the following link to the ARRT Website for details of eligibility and ARRT video instructions:

<https://www.arrt.org/State-Licensing/> and <https://www.arrt.org/videos>

Taking the West Virginia Medical Imaging State Licensing Examination limits the applicant to practice within West Virginia and does not qualify the applicant to hold the ARRT national certification. The West Virginia Medical Imaging State Licensing Examination does not transfer to other states.

West Virginia currently offers the following State Licensing Examinations through the ARRT:

Radiology, (**R**)

\*Computed Tomography, (**CT**)

\*Magnetic Resonance, (**MR**)

\*Nuclear Medicine, (**NM**)

Applicants for a West Virginia State Licensing Examination must comply with the standards detailed on the ARRT Website and complete the following forms along with the appropriate fee to apply for eligibility to take the West Virginia State Licensing Examination administered by the ARRT.

Contact the Board Office at [wvrtboe@suddenlinkmail.com](mailto:wvrtboe@suddenlinkmail.com), Toll Free at 1-877-609-9869, or contact the Executive Director (Nancy Godby) at 304-923-7879 with any questions you may have.

(\***Note:** you must hold a current national certification from the ARRT in another modality to qualify to take the State Licensing Examination for CT, MR, and/or NM.)







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CANDIDATE NAME

---

MEDICAL IMAGING DISCIPLINE

### VERIFICATION IDENTIFICATION PAGE

The previous pages of the *State Licensing Clinical Experience Documentation Form* require only the initials of the person verifying performance of a procedure. On this page, verifiers must provide their full name and mailing address to match their initials on the previous pages. Verifiers may be contacted as part of the audit process.

Verifier's Initials (handwritten)
Verifying technologist ARRT ID # and credentials (if applicable) Others, please note credentials in this space
Printed Name
Mailing Address
City/State/Zip

Verifier's Initials (handwritten)
Verifying technologist ARRT ID # and credentials (if applicable) Others, please note credentials in this space
Printed Name
Mailing Address
City/State/Zip

Verifier's Initials (handwritten)
Verifying technologist ARRT ID # and credentials (if applicable) Others, please note credentials in this space
Printed Name
Mailing Address
City/State/Zip

Verifier's Initials (handwritten)
Verifying technologist ARRT ID # and credentials (if applicable) Others, please note credentials in this space
Printed Name
Mailing Address
City/State/Zip

Verifier's Initials (handwritten)
Verifying technologist ARRT ID # and credentials (if applicable) Others, please note credentials in this space
Printed Name
Mailing Address
City/State/Zip

Verifier's Initials (handwritten)
Verifying technologist ARRT ID # and credentials (if applicable) Others, please note credentials in this space
Printed Name
Mailing Address
City/State/Zip

This form may be duplicated



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## **VIII. Summary of Complaints, Investigations and Disciplinary Action**



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## **SUMMARY OF COMPLAINTS**

### **Fiscal Year 2013**

**CASE# 01-FY-2013, (Practice Violation): Investigation of allegation of performing medical imaging studies while WV Medical Imaging License was expired.**

- A. Board initiated investigation and contacted the employer of licensee to determine whether or not there had been a violation;
- B. After review of information, the Board found no probable cause and voted to dismiss this case.
- C. This case was dismissed.

**CASE# 02-FY-2013, (Practice Violation): Investigation of allegation of performing Magnetic Resonance Imaging medical imaging studies without an Apprentice MRI License.**

- A. Board initiated investigation and contacted the employer of licensee to determine whether or not there had been a violation;
- B. Licensee invited to attend an Informal Ethics Committee Meeting;
- C. Licensee met with the Board's Informal Ethics Committee;
- D. After review of information, the Board found no probable cause and voted to dismiss this case;
- E. This case was dismissed.

**CASE# 03-FY-2013, (Complaint): Investigation of allegation of performing Fluoroscopic Imaging Studies without the supervision of a licensed practitioner.**

- A. Complaint received regarding suspected violation and verified accuracy of accusation with facility;
- B. Licensee invited to attend an Informal Ethics Committee Meeting;
- C. Licensee met with the Board's Informal Ethics Committee;
- D. After review of information, the Board found probable cause and voted to offer the Licensee a Consent Agreement with requirement to serve a two (2) year probation; fifteen (15) hours of Category A Continuing Education



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Credits of which eight (8) must be in medical ethics, four and one quarter (4.25) must be Fluoroscopy Safety, and the remaining two and three quarters (2.75) are the discretion of the licensee; \$200.00 fine; and \$264.25 in administrative fees;

- E. The Licensee accepted the Consent Agreement; paid all fines and fees; completed all Category A Continuing Education; and is in the process of working through the remainder of the probation period that continues through April 15, 2015.

**CASE# 04-FY-2013, (Practice Violation): Investigation of allegations of performing imaging studies while WV Medical Imaging License was expired.**

- A. Board initiated investigation identified violation through verification with employer of licensee upon inquiry;
- B. Licensee invited to attend an Informal Ethics Committee Meeting;
- C. Licensee met with the Board's Informal Ethics Committee;
- D. After review of information, the Board found probable cause and voted to offer the Licensee the standard Consent Agreement and assess \$200.00 in fines and fees;
- E. The Licensee accepted the Consent Agreement, paid all fines and fees, and the issue was closed.

**CASE# 05-FY-2013, (Practice Violation): Investigation of allegations of performing imaging studies while WV Medical Imaging License was expired.**

- A. Board initiated investigation identified violation through verification with employer of licensee upon inquiry;
- B. Licensee invited to attend an Informal Ethics Committee Meeting;
- C. Licensee met with the Board's Informal Ethics Committee;
- D. After review of information, the Board found probable cause and voted to offer the Licensee the standard Consent Agreement and assess \$200.00 in fines and fees;
- E. The Licensee accepted the Consent Agreement, paid all fines and fees, and the issue was closed.



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**CASE# 06-FY-2013, (Practice Violation): Investigation of allegation of performing medical imaging studies while license was expired.**

- A. Board initiated investigation and contacted the employer of licensee to determine whether or not there had been a violation;
- B. After review of information, the Board found no probable cause and voted to dismiss this case;
- C. This case was dismissed.

**CASE# 07-FY-2013, (Practice Violation): Investigation of allegation of performing medical imaging studies while license was expired.**

- A. Board initiated investigation and contacted the employer of licensee to determine whether or not there had been a violation;
- B. After review of information, the Board found no probable cause and voted to dismiss this case;
- C. This case was dismissed.

**CASE# 08-FY-2013, (Practice Violation): Investigation of allegation of performing medical imaging studies while license was expired.**

- A. Board initiated investigation and identified violation through verification with employer of licensee upon inquiry;
- B. Licensee invited to attend an Informal Ethics Committee Meeting;
- C. Licensee met with the Board's Informal Ethics Committee;
- D. After review of information, the Board found probable cause and voted to offer the Licensee the standard Consent Agreement and assess \$200.00 in fines and fees;
- E. The Licensee accepted the Consent Agreement, paid all fines and fees, and the issue was closed.



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**CASE# 09-FY-2013, (Practice Violation): Investigation of allegation of performing medical imaging studies while license was expired.**

- A. Board initiated investigation and identified violation through verification with employer of licensee upon inquiry;
- B. Licensee invited to attend an Informal Ethics Committee Meeting;
- C. Licensee met with the Board's Informal Ethics Committee;
- D. After review of information, the Board found probable cause and voted to offer the Licensee the standard Consent Agreement and assess \$200.00 in fines and fees;
- E. The Licensee accepted the Consent Agreement, paid all fines and fees, and the issue was closed.

**CASE# 10-FY-2013, (Practice Violation): Investigation of allegation of performing medical imaging studies while license was expired.**

- A. Board initiated investigation and identified violation through verification with employer of licensee upon inquiry;
- B. Licensee invited to attend an Informal Ethics Committee Meeting;
- C. Licensee met with the Board's Informal Ethics Committee;
- D. After review of information, the Board found probable cause and voted to offer the Licensee the standard Consent Agreement and assess \$200.00 in fines and fees;
- E. The Licensee accepted the Consent Agreement, paid all fines and fees, and the issue was closed.

**CASE# 11-FY-2013, (Practice Violation): Investigation of allegation of performing medical imaging studies while WV Medical Imaging License was expired.**

- A. Board initiated investigation and identified violation through verification with employer of licensee upon inquiry;
- B. Licensee invited to attend an Informal Ethics Committee Meeting;
- C. Licensee met with the Board's Informal Ethics Committee;
- D. After review of information, the Board found probable cause and voted to offer the Licensee the standard Consent Agreement and assess \$200.00 in fines and fees;



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- E. The Licensee accepted the Consent Agreement, paid all fines and fees, and the issue was closed.

**CASE# 12-FY-2013, (Complaint): Investigation of allegation of nurses performing imaging studies.**

- A. Board initiated investigation of allegations received;
- B. Facility contacted and responded to inquiry;
- C. All available information was reviewed by the Board during an Informal Ethics Committee Meeting;
- D. After review of information, the Board voted to refer this complaint to the Board of Nursing for investigation;
- E. This case was referred to the Board of Nursing.

**CASE# 13-FY-2013, (Other): American Registry of Radiologic Technologists (ARRT) Sanction List.**

- A. Board initiated investigation of ARRT Sanction List;
- B. Licensee had not had an active medical imaging license in WV since July 1999;
- C. Reviewed during Informal Ethics Committee;
- D. After review of information, the Board took no action.

**CASE# 14-FY-2013, (Practice Violation): Investigation of allegations of performing medical imaging studies while WV Medical Imaging License was expired.**

- A. Board initiated investigation and identified violation through verification with employer of licensee upon inquiry;
- B. Licensee invited to attend an Informal Ethics Committee Meeting;
- C. Licensee met with the Board's Informal Ethics Committee;
- D. After review of information, the Board found probable cause and voted to offer the Licensee the standard Consent Agreement and assess \$200.00 in fines and fees;
- E. The Licensee accepted the Consent Agreement, paid all fines and fees, and the issue was closed.



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## **SUMMARY OF COMPLAINTS**

### **Fiscal Year 2014**

**CASE# 01-FY-2014, (Practice Violation): Investigation of allegation of performing medical imaging studies while WV Medical Imaging License was expired.**

- A. Board initiated investigation and contacted the employer of licensee to determine whether or not there had been a violation;
- B. After review of information, the Board found no probable cause and voted to dismiss this case;
- C. This case was dismissed.

**CASE# 02-FY-2014, (Practice Violation): Investigation of allegation of performing medical imaging studies while WV Medical Imaging License was expired.**

- A. Board initiated investigation with verification from employer of licensee violation;
- B. Licensee invited to attend an Informal Ethics Committee Meeting;
- C. Licensee met with the Board's Informal Ethics Committee;
- D. After review of information, the Board found probable cause and voted to offer the Licensee the standard Consent Agreement and assess \$200.00 in fines and fees;
- E. The Licensee accepted the Consent Agreement, paid all fines and fees, and the issue was closed.

**CASE# 03-FY-2014, (Complaint): Investigation of inappropriate and unprofessional behavior.**

- A. Complaint received detailing termination of employee;
- B. Licensee invited to attend an Informal Ethics Committee Meeting;
- C. Licensee met with the Board's Informal Ethics Committee;
- D. After review of information, the Board found no probable cause and voted to dismiss this case;
- E. This case was dismissed.



**WEST VIRGINIA MEDICAL IMAGING & RADIATION THERAPY TECHNOLOGY BOARD OF EXAMINERS**

**Mailing Address: P.O. Box 638 – Cool Ridge, WV 25825-0638**

**Physical Address: 1715 Flat Top Road - Cool Ridge, WV 25825-0638**

**Telephone: (304) 787-4398 / TOLL FREE: (877) 609-9869 / Fax: (304) 787-3030**

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**CASE# 04-FY-2014, (Complaint): Investigation of allegation of gross misconduct, theft and unprofessional behavior.**

- A. Complaint received detailing termination of employee;
- B. Licensee invited to attend an Informal Ethics Committee Meeting;
- C. Licensee met with the Board's Informal Ethics Committee;
- D. After review of information, the Board found no probable cause and voted to dismiss this case;
- E. This case was dismissed.

**CASE# 05-FY-2013, (Practice Violation): Investigation of allegation of performing medical imaging studies while WV Medical Imaging License was expired.**

- A. Board initiated investigation with verification from employer of licensee violation;
- B. Licensee invited to attend an Informal Ethics Committee Meeting;
- C. Licensee met with the Board's Informal Ethics Committee;
- D. After review of information, the Board found probable cause and voted to offer the Licensee the standard Consent Agreement and assess \$200.00 in fines and fees;
- E. The Licensee accepted the Consent Agreement, paid all fines and fees, and the issue was closed.

**CASE# 06-FY-2014, (Other): American Registry of Radiologic Technologists (ARRT) Sanction List.**

- A. Board initiated investigation of ARRT Sanction List;
- B. Licensee had not had an active medical imaging license in WV since June 2010;
- C. Reviewed during Informal Ethics Committee;
- D. After review of information, the Board took no action.



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**CASE# 07-FY-2014, (Practice Violation): Investigation of allegation of performing medical imaging studies while WV Medical Imaging License was expired.**

- A. Board initiated investigation with verification from employer of licensee violation;
- B. Licensee invited to attend an Informal Ethics Committee Meeting;
- C. Licensee met with the Board's Informal Ethics Committee;
- D. After review of information, the Board found probable cause and voted to offer the Licensee a Consent Agreement and assess a fine of \$200.00;
- E. The Licensee accepted the Consent Agreement, paid the fine, and the issue was closed.

**CASE# 08-FY-2014, (Practice Violation): Investigation of allegation of performing medical imaging studies while WV Medical Imaging License was expired.**

- A. Board initiated investigation with contacted the employer of licensee to determine if there had been a violation;
- B. Licensee invited to attend an Informal Ethics Committee Meeting;
- C. Licensee met with the Board's Informal Ethics Committee;
- D. After review of information, the Board found no probable cause and voted to dismiss this case;
- E. This case was dismissed.

**CASE# 09-FY-2014, (Practice Violation): Investigation of allegation of performing medical imaging studies while WV Medical Imaging License was expired.**

- A. Board initiated investigation with verification from employer of licensee violation;
- B. Licensee invited to attend an Informal Ethics Committee Meeting;
- C. Licensee met with the Board's Informal Ethics Committee;
- D. After review of information, the Board found probable cause and voted to offer the Licensee the standard Consent Agreement and assess \$200.00 in fines and fees;
- E. The Licensee accepted the Consent Agreement, paid all fines and fees, and the issue was closed.



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**CASE# 10-FY-2014, (Practice Violation): Investigation of allegation of performing medical imaging studies while WV Medical Imaging License was expired.**

- A. Board initiated investigation with verification from employer of licensee violation;
- B. Licensee invited to attend an Informal Ethics Committee Meeting;
- C. Licensee met with the Board's Informal Ethics Committee;
- D. After review of information, the Board found probable cause and voted to offer the Licensee the standard Consent Agreement and assess \$200.00 in fines and fees;
- E. The Licensee accepted the Consent Agreement, paid all fines and fees, and the issue was closed.

**CASE# 11-FY-2014, (Practice Violation): Investigation of allegation of performing medical imaging studies while WV Medical Imaging License was expired.**

- A. Board initiated investigation with verification from employer of licensee violation;
- B. Licensee invited to attend an Informal Ethics Committee Meeting;
- C. Licensee met with the Board's Informal Ethics Committee;
- D. After review of information, the Board found probable cause and voted to offer the Licensee the standard Consent Agreement and assess \$200.00 in fines and fees;
- E. The Licensee accepted the Consent Agreement, paid all fines and fees, and the issue was closed.

**CASE# 12-FY-2014, (Practice Violation): Investigation of allegation of performing medical imaging studies while WV Medical Imaging License was expired.**

- A. Board initiated investigation with verification from employer of licensee violation;
- B. Licensee invited to attend an Informal Ethics Committee Meeting;
- C. Licensee met with the Board's Informal Ethics Committee;
- D. After review of information, the Board found probable cause and voted to offer the Licensee the standard Consent Agreement and assess \$200.00 in fines and fees;



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- E. The Licensee accepted the Consent Agreement, paid all fines and fees, and the issue was closed.

**CASE# 13-FY-2014, (Practice Violation): Investigation of allegation of performing medical imaging studies while WV Medical Imaging License was expired.**

- A. Board initiated investigation with verification from employer of licensee violation;
- B. Licensee invited to attend an Informal Ethics Committee Meeting;
- C. Licensee met with the Board's Informal Ethics Committee;
- D. After review of information, the Board found probable cause and voted to offer the Licensee the standard Consent Agreement and assess \$200.00 in fines and fees;
- E. The Licensee accepted the Consent Agreement, paid all fines and fees, and the issue was closed.

**CASE# 14-FY-2014, (Complaint): Investigation of allegations of public harassment and inappropriate behavior.**

- A. Board investigated complaint received;
- B. Licensee provided a written response to allegations;
- C. Board members reviewed all available information during an Informal Ethics Committee;
- D. After review of all the available information, the Board found no probable cause and voted to dismiss the case;
- E. This case was dismissed.

**CASE# 15-FY-2014, (Practice Violation): Investigation of allegation of performing medical imaging studies while WV Medical Imaging License was expired.**

- A. Board initiated investigation with verification from employer of licensee violation;
- B. Licensee invited to attend an Informal Ethics Committee Meeting;
- C. Licensee met with the Board's Informal Ethics Committee;



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- D. After review of information, the Board found probable cause and voted to offer the Licensee the standard Consent Agreement and assess \$200.00 in fines and fees;
- E. The Licensee accepted the Consent Agreement, paid all fines and fees, and the issue was closed.

**CASE# 16-FY-2014, (Practice Violation): Investigation of allegation of performing medical imaging studies while WV Medical Imaging License was expired.**

- A. Board initiated investigation with verification from employer of licensee violation;
- B. Licensee invited to attend an Informal Ethics Committee Meeting;
- C. Licensee met with the Board's Informal Ethics Committee;
- D. After review of information, the Board found probable cause and voted to offer the Licensee the standard Consent Agreement and assess \$200.00 in fines and fees;
- E. The Licensee accepted the Consent Agreement, paid all fines and fees, and the issue was closed.

**CASE# 17-FY-2014, (Practice Violation): Investigation of allegation of performing medical imaging studies while WV Medical Imaging License was expired.**

- A. Board initiated investigation with verification from employer of licensee violation;
- B. Licensee invited to attend an Informal Ethics Committee Meeting;
- C. Licensee met with the Board's Informal Ethics Committee;
- D. After review of information, the Board found probable cause and voted to offer the Licensee the standard Consent Agreement and assess \$200.00 in fines and fees;
- E. The Licensee accepted the Consent Agreement, paid all fines and fees, and the issue was closed.



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**CASE# 18-FY-2014, (Complaint): Investigation of allegation of performing medical imaging studies without direction of a physician and without an order.**

- A. Board conducted an investigation of the allegations;
- B. Licensee provided a written response to the allegation;
- C. Licensee was invited to attend an Informal Ethics Committee Meeting;
- C. Licensee met with the Board's Informal Ethics Committee;
- D. After review of information, the Board found probable cause and voted to offer the Licensee a Consent Agreement and assess an administrative fee of \$353.84 plus additional fifteen (15) Category A Continuing Education Credits of which eight (8) must be in medical ethics; four (4) must be in radiation safety; and three (3) to be selected by the licensee; (*all Category A Continuing Education Credits must have prior approval by the Board*).
- E. The Licensee accepted the Consent Agreement, and is in the process of paying the administrative fee. (*The licensee has yet to provide a list of proposed Category A Continuing Education Credits for review and approval by the Board*).



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## **IX. Listing of WV Schools of Medical Imaging & Radiation Therapy Technology**



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**Radiologic Technology**

**Bluefield State College**

Radiologic Technology & Radiologic Sciences Programs  
219 Rock Street  
Bluefield, WV 24701

Program Director: Melissa O. Haye, MSRT (R)

<http://bluefieldstate.edu/as-radiologic-technology>

<http://bluefieldstate.edu/b-s-imaging-science>

Phone: 304-327-4145

Fax: 304-327-4219

Email: [mhaye@bluefieldstate.edu](mailto:mhaye@bluefieldstate.edu)

**Ohio Valley Medical Center**

2000 Eoff Street  
Wheeling, WV 26003

Program Director: Catherine M. Ball, MSRT, RT(R)(M)

[www.ovmc-eorh.com](http://www.ovmc-eorh.com)

Phone: 304-234-8781

Fax: 304-234-8410

Email: [cball@ovrh.org](mailto:cball@ovrh.org)

**St. Mary's Medical Center**

School of Medical Imaging  
2900 First Avenue  
Huntington, WV 25702

Program Director: Rita Fisher, PhD, RT(R)(CT)(CVI) ARRT

[http://www.st-marys.org/education\\_training/center\\_for\\_education/school\\_of\\_medical\\_imaging/](http://www.st-marys.org/education_training/center_for_education/school_of_medical_imaging/)

Phone: 304-526-1259

Fax: 304-399-1981

Email: [rita.fisher@st-marys.org](mailto:rita.fisher@st-marys.org)

**Southern WV Community & Technical College**

Radiologic Technology Program  
P.O. Box 2900, Dempsey Branch Road  
Mt. Gay, WV 25637

Program Director: Eva Hallis, MSRT (R)

<http://www.southernwv.edu/?q=programs/radiologic-technology>

Phone: 304-896-7335

Fax: 304-792-7053

Email: [eva.hallis@southernwv.edu](mailto:eva.hallis@southernwv.edu)



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**United Hospital Center**

School of Radiologic Technology

327 Medical Park Drive

Bridgeport, WV 26330

Program Director: Rosemary Trupo, MBA-HA, RT(R), RDMS

<http://www.uhcwv.org/education.php>

<http://www.pierpont.edu/schoolofhealthcarecareers/academics/radiologic-technology>

Phone: 681-342-1871

Fax: 681-342-1858

Email: [trupor@uhcwv.org](mailto:trupor@uhcwv.org)

**University of Charleston-Charleston, WV Campus**

2300 MacCorkle Avenue, SE

Charleston, WV 25304

Phone: 304-357-4923

Fax: 304-357-4965

Email: [mindysmith@ucwv.edu](mailto:mindysmith@ucwv.edu)

Program Director: Mindy Smith-Amburgey, MBA,MA,RT(R)(M) RDMS

[http://www.ucwv.edu/majors/radiologic\\_science/](http://www.ucwv.edu/majors/radiologic_science/)

**University of Charleston-Beckley WV Campus**

609 South Kanawha Street

Beckley, WV 25801-5624

Program Director: Jason M. Wilcox, MS, ARRT(R)(CT)

[http://www.ucwv.edu/majors/radiologic\\_science/](http://www.ucwv.edu/majors/radiologic_science/)

Phone: 304-929-1465

Fax: 304-929-1601

Email: [jasonwilcox@ucwv.edu](mailto:jasonwilcox@ucwv.edu)

**West Virginia Northern Community College**

1704 Market Street

Wheeling, WV 26003

Program Director: Misty D. Kahl, MS, RT(R)

<http://www.wvncc.edu/programs-of-study/radiologic-technology-a.a.s./1108>

Phone: 304-214-8899

Fax: 304-214-8830

Email: [mkahl@wvncc.edu](mailto:mkahl@wvncc.edu)

**West Virginia University Hospitals**

Radiologic Technology Education Programs

Medical Center Drive, Box 8062

Morgantown, WV 26506

Program Director: Jay S. Morris, MA, RT(R)(CV)

[www.wvuhradtech.com](http://www.wvuhradtech.com)

Phone: 304-598-4251

Fax: 304-598-6410

Email: [morrisj@wvuhealthcare.com](mailto:morrisj@wvuhealthcare.com)



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**Radiation Therapy**

**West Virginia University Hospital**

Radiation Therapy Education Program

1 Medical Center Drive, Box 9234

Morgantown, WV 26506-9234

Program Director: Christina M. Paugh, MA, RT(R)(T)

[www.wvuhradtech.com](http://www.wvuhradtech.com)

Phone: 304-598-4715

Fax: 304-598-6410

Email: [paughc@wvuhealthcare.com](mailto:paughc@wvuhealthcare.com)

**Nuclear Medicine**

**BridgeValley Community & Technical College**

2001 Union Carbide Drive

South Charleston, WV 25303

Program Coordinator: Alicia Tucker, RBA, CNMT

[www.bridgevalley.edu](http://www.bridgevalley.edu)

Phone: 304-205-6681

Email: [Alicia.Tucker@bridgevalley.edu](mailto:Alicia.Tucker@bridgevalley.edu)

**West Virginia University Hospitals**

Nuclear Medicine Technology Education

1 Medical Center Drive, Box 8062

Morgantown, WV 26505-8062

Program Director: Tiffany D. Davis, M.A., R.T. (R)(N), CNMT

[www.wvuhradtech.com](http://www.wvuhradtech.com)

Phone: 304-598-4000, ext. 73179

Email: [davistif@wvuhealthcare.com](mailto:davistif@wvuhealthcare.com)

**Wheeling Jesuit University**

316 Washington Avenue

Wheeling, WV 26003

Program Director: Robert F. George, PhD, CNMT, RT(N)

<http://www.wju.edu/academics/nme/>

Phone: 304-243-2387

Fax: 888-536-6524

Email: [rfgeorge@wju.edu](mailto:rfgeorge@wju.edu)



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**Magnetic Resonance Imaging**

**West Virginia University Hospitals**

Radiologic Technology Education Programs

Medical Center Drive, Box 8062

Morgantown, WV 26506

Program Director: Jay S. Morris, MA, RT(R)(CV)

[www.wvuhradtech.com](http://www.wvuhradtech.com)

Phone: 304-598-4251

Fax: 304-598-6410

Email: [morrisj@wvuhealthcare.com](mailto:morrisj@wvuhealthcare.com)



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## **X. School Inspections**



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## SCHOOL INSPECTIONS

FY-2012			
School Name	Dates of Inspection	Representative(s)	Accreditation Results/Status
WVU Hospitals, Radiology Program	August 11-12, 2011	Grady Bowyer Alice Belmont	8 Years

FY-2013			
School Name	Dates of Inspection	Representative(s)	Accreditation Results/Status
Mountain State University	July 24-25, 2012	Nancy Godby Tuanya Layton	8 Years

FY-2014			
School Name	Dates of Inspection	Representative(s)	Accreditation Results/Status
United Hospital Center	October 10-11, 2013	Nancy Godby Tuanya Layton	8 Years
St. Mary's Medical Center	November 21-22, 2013	Nancy Godby Tuanya Layton	8 Years
WVU Hospitals, MRI Program	January 23-24, 2014	Nancy Godby Tuanya Layton	8 Years



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## **XI. Temporary Permits**



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School	Temporary Permits					
	2009	2010	2011	2012	2013	2014
Bluefield State College	5	2	1	3	1	5
Ohio Valley Medical Center	6	1	2	4	1	0
Out of State	4	1	2	4	5	1
Southern WV Community & Technical College	6	3	4	1	2	0
St. Mary's Regional Medical Center	7	2	0	0	0	2
United Hospital Center	10	13	9	11	12	9
University of Charleston-Charleston	7	2	4	1	3	3
University of Charleston, Mountain State University	5	6	0	8	1	1
Wheeling Hospital, WV Northern Community & Technical College	2	0	0	0	0	3
WVU Hospital, Radiology	11	9	8	6	4	9
WVU Hospital, Nuclear Medicine	1	1	0	0	0	1
<b>Total Temporary Permits Issued by Fiscal Year</b>	<b>64</b>	<b>40</b>	<b>30</b>	<b>38</b>	<b>29</b>	<b>34</b>

Thank you for reviewing the Annual Report of The West Virginia Medical Imaging & Radiation Therapy Technology Board of Examiners for Fiscal Year 2014. We invite you to contact us with any questions you may have.

**West Virginia Medical Imaging & Radiation Therapy Technology Board of Examiners**  
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