



WEST VIRGINIA RADIOLOGIC TECHNOLOGY BOARD OF EXAMINERS

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ANNUAL NEWSLETTER - JANUARY 2, 2015

FACILITY SITE INSPECTIONS

This issue of the West Virginia Medical Imaging & Radiation Therapy Technology Board of Examiners (Board) Newsletter will provide you with important changes that have been made over the past year. We encourage you to continue to submit your comments and recommendations to the address above. The Board's website is available 24 hours daily. Please continue to visit the website for the most current information, (www.wvrtboard.org). We also encourage you to contact the Board Office by phone at 304-787-4398 - Toll Free: 1-877-609-9869, or email (wvrtboe@suddenlinkmail.com) with any questions or suggestions you may have.

Facility site inspections were completed by the Executive Director to ensure proper posting of licenses as well as to assure individuals performing medical imaging procedures hold a current valid medical imaging license with the Board. Requirements for posting and fines associated with improper posting can be found on the website by selecting "Existing Regulations" and "Series 1 - General Rules of the Board". The most common posting violation(s) continue to be posting the registration (pocket) card and expired license posted.

2015 WEST VIRGINIA STATE HOLIDAY CALENDAR

The Board Office is closed for all Holidays recognized by the State of West Virginia. Please note and plan accordingly for the following dates:

January 1, 2015 - New Years Day
January 19, 2015 - Martin Luther King Day
February 16, 2015 - Presidents' Day
May 25, 2015 - Memorial Day
June 19, 2015 - West Virginia Day
July 3, 2015 - Independence Day
September 7, 2015 - Labor Day
October 12, 2015 - Columbus Day
November 11, 2015 - Veterans' Day
November 26 and 27, 2015 - Thanksgiving
December 24, 2015 (half day) - Christmas Eve
December 25, 2015 - Christmas Day
December 31, 2015 (half day) - New Years Eve

MRI AND NM APPRENTICE

Apprenticeships are still available for individuals that hold a current valid Medical Imaging & Radiation Therapy Technology License. If you are interested in an Apprenticeship in either MRI or NM, contact the Board Office. For additional details, select and review the "Apprentice License (Original and Renewals)" document within the "Applications and Renewals" option on the website.

As a reminder, licensure of Magnetic Resonance Imaging (MRI) and Nuclear Medicine (NM) went into effect July 1, 2007 and provided five year apprenticeships in MRI and NM. MRI and NM Apprentices acquired in 2007 expired during 2012. There are no provisions for an extension of the original Apprentice License and once an individual uses their allowable five (5) year apprenticeship eligibility they cannot renew the existing apprenticeship and are not eligible to apply for a new apprenticeship. Individuals must become nationally certified in MRI or NM within the allowable five (5) consecutive years of apprenticeship. Failure to do so results in expiration of the Apprenticeship and the individual can no longer perform MRI and/or NM in West Virginia. Individuals must have an Apprentice License from the Board in order to "cross train" into MRI and/or NM.

The Apprentice License Application was updated in April 2013. It is important to know that Apprentice Licenses cannot be renewed online and must be submitted through the mail. Please allow for the additional time necessary for processing through the mail rather than online. The Board added a Certification of Apprentice Supervision and an Apprentice Licensure Ethics Statement. Both these documents require that the signature is notarized and submitted along with the renewal application. After the individual successfully completes a national certification, they will once again be able to utilize the online renewal process.

NEW: CONTINUING EDUCATION CREDIT AUDITS

The Board has implemented increased oversight of compliance with Category A Continuing Education (CE) Credits. Beginning with the renewal of Medical Imaging Licenses that expire in January 2015, licensees will be randomly selected for Continuing Education Credit Audit in accordance with 18CSR2, §18-2-7. Audit of Licenses. Licensees will be randomly selected each month and will be notified by certified mail if they have been selected for CE Audit. If you are selected for this random audit, you will have thirty (30) days to submit documentation of twenty-four (24) Category A Continuing Education Credits for the previous two year period. Failure to submit documentation of the required Category A Continuing Education Credits will result in disciplinary action, and your employer will be notified. A memo will be included with each license renewed, and additional information is available by contacting the Executive Director at wvrtboe@suddenlinkmail.com, Nancy.A.Godby@wv.gov, or by calling the Executive Director at 304-923-7879.

LICENSE RENEWALS

License Application and Renewal Forms are readily available online. If you do not have access to the internet, contact the office and we will mail you the necessary form(s).

EMAIL REMINDERS were implemented in the fall of 2012 and continue to be utilized as a method to provide a (courtesy email reminder) of upcoming expiration of Medical Imaging Licenses. As you renew, please be sure to review and update your email address information to allow for important notices to be forwarded directly to you from the Board by listing either your personal or work email address. Keep in mind that this information is subject to distribution if the Board received a request for information.

RENEWING ONLINE: The Board strongly encourages everyone to use the online credit card renewal process to avoid delays or lapse in license. You can renew your West Virginia Medical Imaging License using major a credit cards by going to the Board's web page, www.wvrtboard.org and selecting "Credit Card Licensing". Please note that the online credit card renewal is a five (5) step process which, when completed, will allow the technologist to print a Conditional Certificate to allow them to work for seven (7) days until their annual renewal license is processed and mailed from the office. It is very important that you proceed through all five (5) steps of the process. If you fail to print the Conditional Certificate when it is offered and exit the page, you cannot return to this option. A license cannot be issued without verification of Category A Continuing Education (CE) compliance. If the Board staff cannot verify your CE's with the national credentialing agency through an online primary source verification and you do not respond to the request from the Board to verify your CE compliance, your renewal transaction will be voided, the charge will be credited back to your credit card, and a notification letter will be sent to both you and your employer. If this results in your license expiring before a new one is issued, you will be charged a reinstatement-late fee and will be subject to disciplinary action if you continue to work during the time your license is expired.

RENEWING BY MAIL: If you mail your application to the Board Office and fail to submit documentation of your CE's along with the appropriate fee, the application and fee will be returned to you. As with the credit card transactions, if the office returns your application and fee due to incomplete information and your license expires, you will be charged the reinstatement fee.

Contact the Board Office with any questions you may have with the application and/or renewal process.

WEBSITE

The Board continues to review and update the website. All documents on the website are in PDF format, and Adobe Reader can be downloaded from the Board's Website by selecting the icon at the bottom of the home page. We continue to improve the website and encourage you to contact us for items you would like to see added.

LEGISLATIVE UPDATE

The 2015 Legislative session convenes on January 14, 2015. The Board continuously monitors for the introduction of legislation that has the potential to impact the Medical Imaging Profession in West Virginia.

BOARD MEETING DATES

The date and location of all Board Meetings can be found on the Secretary of State's Website:

<http://apps.sos.wv.gov/adlaw/meetingnotices/>

Meeting dates are also listed on the home page of the Board's website, (www.wvrtboard.org).

An Agenda for each meeting will be posted on the Board's website prior to the meeting, and you can always contact the Board Office to verify meeting dates and to obtain a copy of the Agenda. Board Meeting Minutes are posted on the website (once approved) and can be found by selecting the "For Your Information" option.

Tentative dates for Board Meetings in 2015 are as follows:

March 12, 2015
May 14, 2015
August 20, 2015
November 30, 2015, (tentative, subject to change)

BOARD MEMBERS

There are currently five (5) vacant Board positions, and names have been submitted to the Governor for consideration and appointment. Please contact the Board office if you have an interest in serving. Current Board Members are as follows:

Tuany Layton, Board Chair
Nuclear Medicine Technologist Representative

Eva Hallis, Board Secretary
Education Representative

Alice Belmont
Radiologic Technologist Representative

Nancy Oughton
Magnetic Resonance Imaging Technologist Representative

Vacant Board Positions
Radiologist, (vacant since 11-22-11)
Licensed Physician, (vacant since 02-21-12)
Radiologic Technologist, (vacant since 04-02-2012)
Radiologist, (vacant since 03-15-2013)
Lay-Member, (vacant since 12-02-2013)

Are you interested in serving as a Board Member?

The Board is always looking for candidates to serve as Board Members. If you have an interest, submit a letter along with a resume to the Board Office address.

CONTACT THE BOARD

The following Board email address is recommended for use to route communication to all Board staff members:

wvrtboe@suddenlinkmail.com

Direct contact:

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