

# Oregon State Board of Radiologic Technology (OBRT)

## October 10, 1997 Minutes

State Office Building ☐ 800 NE Oregon Street, Suite 407 ☐ Portland, Oregon

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### ATTENDANCE

**Members and Staff:** Glen Plam, LRTT, Chairman; Darrell Hocken, RT, Advisory Member; Lee Flanders, LRT; Betty Palmer, LRT; Kenneth Stevens, Jr., MD, Radiologist; David Taylor, LRT; Lianne Thompson, Executive Officer; Larry Strayer, Investigator; Doug Van Fleet, Clerk.

**Members Absent:** Kenneth Faulkner, Ph.D., Public Member.

**Also Present:** Frank Mussell, Assistant Attorney General; Cyndy Wellman, LRT; Dorothy Hadley, Ms. Wellman's mother; Donna Deos, LRT, Oregon Society of Radiologic Technologists; Leslie Roberts, Oregon Osteoporosis Center.

Committee Meetings held to consider agenda items, 9:00 a.m. –

Executive Session held to evaluate executive officer, 9:30 a.m. –

A quorum was established and the meeting called to order at 10:00 a.m.

### MINUTES APPROVAL [Attachment 1]

**July 11, 1997:** Ms. Palmer requested that the year be included with any month reference. **Mr. Plam moved minutes' acceptance; Ms. Flanders seconded; unanimously approved.**

### REPORT OF THE CHAIR

Mr. Plam reported that Ms. Thompson's evaluation is underway.

### BOARD OFFICE REPORT

**Budget Report--** Ms. Thompson presented "Operating Budget Worksheet," "ABIS Budget Structure," "Expenses...Through...[9-12-97] for the 1995-97 Biennium" and "Cash Balances at Month End" [Attachments 2 to 5]. Graphs and charts—previously requested—may be expected in the near future, Kathie Fish having been hired (0.3 FTE). (This brings the board support to 96% of

last year.) Illustrative accounting figures, including past trends and (future) projections, should assist Ms. Thompson in her talks to stakeholders.

**Database Count and Number of New Licenses/Permits** [Attachments 6 and 7]

- < 2,715 active licenses and limited permits, including
- < 220 “initial” (having not yet been required to renew), including
- < 49 approved during the third quarter.

**Activity Report**—Newsletter—Ms. Thompson hopes to hire this done professionally—it being necessary to present an outstanding appearance to licensees and permittees, who will probably be asked to pay greater fees so as to found the board more firmly. An estimate of \$1600 (newsletter) has been received.

Web page—Ms. Thompson hopes to assign this to Ms. Fish. The page would carry the statute, rules, license or permit application, examination application and continuing-education-approval application

Kim Ashbeck’s replacement—Ms. Thompson wishes for statewide recruitment to fill this board vacancy. Such recruitment would demonstrate the reasons that folk should have confidence in board actions.

**LIMITED PERMIT**

**Proposed Revision of the Bone-Densitometry Course Guidelines** - Ms. Thompson’s work with the Bone Densitometry Revision Committee has resulted in the recommendation:

“**BEHAVIORAL OBJECTIVES & TEACHING GUIDE [for] X-RAY BONE DENSITOMETRY**” (September 16,1997) [Attachment 8]. The major change from the current edition is the addition of new and expected technologies. Additionally, the revised work is non-machine-specific. **Mr. Plam moved to accept the document-- “BEHAVIORAL OBJECTIVES & TEACHING GUIDE for BONE DENSITOMETRY”—as official; Dr. Stevens seconded; acceptance was unanimous.**

**Results of August Limited Permit Examinations** [Attachment 9] – The current results seem unremarkable. Mr. Plam’s requested graphs showing school trends may be expected at the April meeting—after Mr. Van Fleet’s studies (Advanced (Microsoft) Word).

**Allied Medical Institute Return Site Visit** – This hasn’t happened. Mr. Taylor couldn’t establish a joint schedule with Ms. Flanders; he also felt the need of a policy judging a school adversely. Mr. Plam said that a policy is needed re school visits. He wonders whether Radiation Protection Services might make the visits (for compensation); they could be considered neutral. Ms. Thompson offered the possibility of her *ad hoc* Limited Permit Committee’s involvement. Ms. Palmer suggested finding out other states’ inspection criteria.

## **INVESTIGATIONS** [Attachment 10]

NOTE: In accordance with ORS 688.605(2), the identities of some individuals and facilities are confidential and withheld from public disclosure during the period of investigation.

Ms. Thompson informed that with the signing of SB 235, boards aren't allowed to release practitioner information absent compelling interest. (Implementation awaits.)

**Case 97-3: The proposed default order denying the application was unanimously approved.**

**Case 97-6: Mr. Plam moved that the final order be approved; Ms. Flanders seconded; unanimous decision. Mr. Plam moved that a letter be sent, stating that there would be no renewal without fine payment. Ms. Palmer seconded; unanimous approval.**

**Case 97-7: Urinalyses to be monitored.**

New identifiers have been selected: Case [yy-mm-dd]

**Case 97-04-01: Practitioner and counselor reports to be monitored.**

**Case 97-04-02: Mr. Plam moved that the final order be approved; Mr. Taylor seconded; unanimous decision.**

**Case 97-04-07: This is an applicant for renewal (3-97). Indicated was a Colorado charge of third-degree assault, the applicant enclosing a probation order (in copy). The applicant was terminated from their position, the American Registry of Radiologic Technologists (ARRT) wanting notification of probation's end. (The remaining year of probation finishes 11-98.) The applicant will take an anger-management course. The committee's proposal to revoke the license, stay the revocation and institute three-year probation was approved unanimously.**

**Case 97-04-08: Fine has been paid.**

**Case 97-05-02: No payment yet. Mr. Plam moved to turn over the matter to Mr. Mussell for collection; Mr. Taylor seconded; motion approved unanimously.**

**Case 97-05-03: No response to certified letter. Out-of-state resident. Case dismissed.**

**Case 97-06-02: Board needs to enter consent order, it having been signed. Ms. Thompson will monitor payment.**

**Case 97-06-04: Dismissed. Verifacts check revealed no current criminal record.**

**Case 97-07-01:** Mr. Plam moved, Mr. Taylor seconded and the vote was unanimous to issue a final order.

**Case 97-07-02:** Mr. Plam moved, Mr. Taylor seconded and the vote was unanimous to issue a final order.

**Case 97-07-07:** Mr. Plam moved, Mr. Taylor seconded and the vote was unanimous to issue a final order.

**Case 97-09-01:** Mr. Plam moved, Ms. Palmer seconded and the vote was unanimous to issue a final order.

**Suggested policy:** All consent orders will contain permission for the board to notify the ARRT. Mr. Plam so moved, Ms. Palmer seconded and the motion passed with Mr. Taylor voting “no.”

**Case 97-09-02:** Mr. Plam moved, Ms. Palmer seconded and the vote was unanimous to issue a final order.

**Case 97-09-07:** Mr. Plam moved, Mr. Taylor seconded and the vote was unanimous to move the case to final order.

**These nine cases were dismissed (moved by Mr. Plam, seconded by Ms. Palmer, voted unanimously):** 97-04-04, 97-04-05, 97-05-03, 97-06-01, 97-06-03, 97-07-03, -04 and -05, 97-08-02.

**Case 97-08-01:** Mr. Plam moved, Mr. Taylor seconded and the vote was unanimous to approve the rejection letter.

**Case 97-09-06:** Mr. Plam moved, Mr. Taylor seconded and the vote was unanimous to fine \$100 and send a license.

## **LEGISLATION** [Attachment 11]

Ms. Thompson pointed out that the passage of one of the board’s major bills (to remove fees from statute) requires a temporary rule authorizing the board to issue temporary permits. She has formulated that rule as 337-10-034. **Mr. Plam moved that Ms. Thompson be the rules coordinator and rule-making authority. Mr. Taylor seconded; unanimously approved. Mr. Plam moved the adoption of the temporary-permit temporary rule. Ms. Palmer seconded; unanimously approved.**

**Mr. Plam reminded all that a rule is needed for birthdate renewal.**

## **CONTINUING EDUCATION (CE)** [Attachment 12]

Forty-nine continuing-education approval requests were received during the third quarter. All were approved.

Mr. Van Fleet reported having attended the meeting of Portland Community College's Institute for Health Professionals' (IHP) Radiologic Technologists' Advisory Committee. This informal group assists with the design of continuing-education programs. Acknowledging the board's requirements in continuing education, Mr. Van Fleet has felt that a modest board presence on the Committee would well serve licensees and permittees.

## **OLD BUSINESS**

1993-96 Approved Motions and Policy Manual Review: "OBRT Policy Manual" [Attachment 13] was taken by members for a week's homework. Mr. Van Fleet was assigned the extension of the manual to incorporate all board decisions after the most recent one in the manual. **Mr. Plam moved: From here onward, any policy surfacing without a number is no longer a policy. Ms. Flanders seconded; unanimously approved.**

Mr. Hocken's question (July 1997 minutes) re the apparent lack of awareness of Oregon-Institute-of-Technology (OIT) graduates elicited a response [Attachment 14] by Alberto Bello, Jr., OIT program representative. A response [Attachment 15] has gone to Mr. Bello.

Possibility of requiring renewal continuing-education verifications of just a portion of renewers (Mr. Mussell has previously told Ms. Thompson of an administrative-rule need.) [Attachment 16]: Ms. Thompson indicated that a rule would be formulated.

Bart Pierce (OSRT) had requested an electronic copy of the licensing database. Mr. Plam has been able to effect the result. Mr. Pierce has responded: "The purpose of obtaining ...[the OBRT database] is solely for internal and Society use. It will be used for membership solicitation, educational offerings and professional communications. It will not be sold or given to any third party [Attachment 17]."

## **NEW BUSINESS**

The secretary of state's Special (audit) Review [Attachment 18] found that we were needful of "...improvement in the internal controls related to the board's processing of revenue transfers." This refers to the matter in the July 1997 minutes (" 'Expenditure Analysis' [Attachment 4] (First Year): The 'OS2/Revenue Transfer' line is blank beyond October [1995] for want of a memo to make the

transfer quarterly. That memo became effective in the following July [1996], three quarters' expenditures (3x2766=8299) showing.”).

Associated with the Kaiser Permanente strike was a request for rapid issuance of temporary permits in quantity. Ms. Thompson concluded for the board that a policy is needed for responding to hurry-up requests. **Mr. Plam moved that applications are to be processed in the order received. Ms. Flanders seconded; passed unanimously.**

## **EXECUTIVE SESSIONS' OUTCOMES**

**The board unanimously agreed to repay fees collected for transcript evaluation.**

Executive-officer performance-evaluation reports are to be completed by board members and returned to Mr. Plam.

The meeting was adjourned at 2:30 p.m.

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