

Oregon State Board of Radiologic Technology (OBRT)

January 14th, 2000 Minutes

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

ATTENDANCE

Members and Staff: Brian Buckingham, LRT; Lee Flanders, LRT; Darrell Hocken, RT, Advisory Member; Betty Palmer, LRT; Glen Plam, LRTT, Chairman; Ken Stevens, MD, Radiologist; Lianne Thompson, Executive Officer; Chris Stewart, Staff.

New Members: Edna Marr, LRT; Matt Lang, LRT

Members Absent: (Mercedes Herrera, LRT; Erica Hovet, LCSW, Public Member)

Also Present: Steve Uroshevich, LRT, Apollo College, and X-ray Education Services; Anne Warden, OSRT; Randy Harp, OSRT; Diane Dupree, OSRT; Patricia Stoddard, ConCorde Career Institute; Debbie Biddle, PCC; Mike Leith, BAM; Barbara Smith, OSRT, PCC.

Meeting called to order: 9:35 am

MINUTES APPROVAL [Attachment 1]

October 8th, 1999: Approved

Mr. Plam moved the minutes' approval; Mr. Buckingham seconded; passed **unanimously**.

BOARD DEVELOPMENT

The OBRT approved a plan to reconfigure its subordinate committees. Outlined below is the newest thinking on this committee:

1. **OBRT members:** Brian Buckingham, LRT; Matt Lang, LRT; Erica Hovet, LCSW; Lee Flanders, LRT (*emeritus*)
2. **Other members:**

3. **Mission:** to attract and sustain competent, visionary leadership at the board level; focus on linking with stakeholders, enacting policies, assuring that the Executive Officer has performed acceptably, and perpetuating the Board's excellence.

4. **Tasks:**

- ◆ Develop Board training materials
- ◆ Stakeholders linkage and communication
 - ◆ Newsletter
 - ◆ Web site
 - ◆ Speakers
 - ◆ OSRT Annual Meeting
 - ◆ Other opportunities
 - ◆ Surveys
- ◆ Articulate proposed Board policies
 - ◆ Telecommuting
 - ◆ Breast Feeding
 - ◆ Other "Family Friendly" policies
 - ◆ School to Work
 - ◆ Use of Alternative Dispute Resolution Process (coordinate with Investigations Committee)
 - ◆ Others, as advised by AAG or required by Department of Administrative Services
- ◆ Work with staff to develop
 - ◆ Prioritized work plan for
 - ◆ Board
 - ◆ Staff
 - ◆ On-line Policy and Procedure Manual describing
 - ◆ licensing application process,
 - ◆ CE approval process,
 - ◆ LP Course of Instruction approval process,
 - ◆ LP Examination application process,
 - ◆ Duplication of label information,
 - ◆ Obtaining release of public documents,
 - ◆ Frequently Asked Questions (FAQs) response
- ◆ Collaborate with stakeholders on the future of radiologic technology and diagnostic imaging and therapy
- ◆ Recommend any changes to OBRT's scope of authority

INITIAL & CONTINUING COMPETENCE

Outlined below is the newest thinking on this committee:

1. **Change in Committee name:** from “Continuing Education” to “Initial and Continuing Competence”
2. **OBRT members:** Ken Stevens, Jr., M.D., Edna Marr, Brian Buckingham
3. **Other members:** Patricia Stoddard (Concorde Career Institute), Debra Biddle (Portland Community College)
4. Invited to participate: **Bart Pierce, LRT; Anne Maddeford, LRTT, OHSU Program Rep; Duane Ilg, LRTT; Stephen Schultz, OIT Department Head; Tim Sellers, DC, PSR Program Rep.**
5. **Mission:** to protect the public and serve licensees by
 - ◆ Establishing and enforcing policies that facilitate the providing and taking of educational offerings that promote continuing competence to practice radiologic technology, and
 - ◆ Setting and enforcing policies regarding initial competence to practice radiologic technology
6. **Tasks:**
 - ◆ Clarify roles and responsibilities of this committee, staff, the whole OBRT
 - ◆ Review Continuing Education standards and policies
 - ◆ Articulate standards for CE providers and publicize them
 - ◆ Revise application form(s)
 - ◆ Implement HB 2178 (accepting ARRT card as evidence of meeting CE requirements for radiologic technologists)
 - ◆ Collaborate with ARRT, ASRT, OSRT on Continuing Education matters, including roles and responsibilities
 - ◆ Put CE calendar and standards on web page
 - ◆ Develop “Quality Assurance in the Field” standards and include them in the
 - ◆ Interagency Agreement with Radiation Protection Services
 - ◆ Include “Pain and Symptom Management” as acceptable CE topic
 - ◆ Review and revise any related Oregon Administrative Rules
 - ◆ Review OARs and recommend any needed revisions as Legislative Concepts

Committee report has been submitted.

Ms. Marr does not agree that the “reading” should be allowed. She feels that with a little effort and time, anyone, anywhere can get a CE program going.

CE committee recommends that the board have a debate about CE.

The ARRT has expanded its CE because it realized that some of their RT's are in sales, education, etc... That is why they have been so liberal. The difference between category A & B is that "A" is approved CE and "B" has not been approved prior.

Concerning Doug Van Fleet's letter to the board (attachment), Mr. Plam moves to leave the policy of the concern mentioned in Mr. Van Fleet's letter as is. Passes unanimously with the exception of Mr. Lang.

INVESTIGATIONS

Outlined below is the newest thinking on this committee

1. **OBRT members:** Glen Plam, LRTT; Edna Marr, LRT; Matt Lang, LRT
2. **Other members:** none—deals with confidential information; we could add members to discuss the general topic of board investigations.
3. **Mission:** to protect the public and serve licensees by establishing and enforcing policies that monitor professional practice and enforce appropriate discipline for breaches
4. **Tasks:**
 - ◆ Advise on development of electronic accountability infrastructure
 - ◆ Formulate policy recommendation on Law Enforcement Data System (LEDS) checks: all or some licensees; frequency
 - ◆ Investigate utility of alternative dispute resolution
 - ◆ Research quality assurance in the field for RTs and LP holders by looking at Radiation Protection Service's statistics on operator error
 - ◆ Develop Interagency Agreement with Radiation Protection Services to conduct inspections for OBRT (in accordance with ORS 688.595)
 - ◆ Publicize the Board's public protection function
 - ◆ Review OARs and recommend any needed revisions as Legislative Concepts

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.

Except as indicated, **the motion and second originated with Mr. Plam and Ms. Palmer, respectively; all board decisions were unanimous.**

- Case 99-03-03:** **Recommendation:** Random UA's, is put on a diversion program, and complies with program. Recommended that the board follows the suggestions of the AG, and have all of the conditions and terms met. This case will be used as a policy for all chemically dependent licensees. The OBRT will allow the AG to negotiate on behalf of the board to handle this case with the person's attorney. Mr. Lang does not agree with the recommendation. Dr. Stevens believes that the recommendation is appropriate. Mr. Plam moves, Mr. Buckingham seconds the motion, recommendation passes unanimously. (Note: The OBRT is now seeing more and more of these cases coming up)
- Case 99-09-02:** **Recommendation:** Must comply with a board approved drug program or the license will be suspended. Revocation if there's no compliance. Mr. Plam moves, Mr. Buckingham seconds the motion, recommendation passes unanimously.
- Case 99-09-03:** **Recommendation:** Write a letter stating he is not eligible for a license. Mr. Plam moves, Mr. Buckingham seconds the motion, recommendation passes unanimously.
- Case 99-09-04:** **Recommendation:** Dismiss. Mr. Plam moves, Mr. Buckingham seconds the motion, recommendation passes unanimously.
- Investigations (Continued)
- Case 99-09-05:** **Recommendation:** Dismiss. Mr. Plam moves, Mr. Buckingham seconds the motion, recommendation passes unanimously.
- Case 99-09-06:** **A NSF check has been received.** If the NSF check pertains to a fine, then a letter will be issued to revoke the license for unprofessional conduct unless a payment of \$100 for the NSF check is received in a timely manner. Mr. Plam moves, Mr. Buckingham seconds the motion, recommendation passes unanimously.
- Case 99-10-01:** **Recommendation:** Consent order approved. Mr. Plam moves, Mr. Buckingham seconds the motion, recommendation passes unanimously.
- Case 99-11-01:** **Recommendation:** Consent order approved. Mr. Plam moves, Mr. Buckingham seconds the motion, recommendation passes unanimously.
- Case 99-11-02:** **Hold until next meeting.**
- Case 99-11-04:** **Recommendation:** Consent order approved. Mr. Plam moves, Mr. Buckingham seconds the motion, recommendation passes unanimously.
- Case 99-12-01:** **Recommendation:** Consent order approved. Mr. Plam moves, Mr. Buckingham seconds the motion, recommendation passes unanimously.
- Case 99-12-02:** **Hold until next meeting.**

LIMITED PERMIT COMMITTEE

Full approval of LP committee Report. Passes Unanimously

Outlined below is the newest thinking on this committee.

OBRT members: Erica Hovet, LCSW; Brian Buckingham, LRT; Matt Lang, LRT; Betty Palmer, LRT (*emeritus*)

1. **Other members:** Randy Harp, R.T.(R), Allied Medical Institute; Patricia Stoddard, ConCorde Career Institute; Shelia Orwoll, Oregon Health Sciences University; Christine Snow, Ph.D., Oregon State University; Kay Althien, limited permittee; Steve Uroshevich, R.T.(R), Apollo College; Tim Sellers D.C., DACBR, Portland School of Radiography; Barbara Smith, R.T.(R)(QM), Oregon Society of Radiologic Technologists; Ken McCart, R.T.(R), OSRT.
2. **Others** invited to join: Barbara Walbridge, LRT, Southern Exposure; NEO X-Ray Instruction;
3. **Mission:** to protect the public and serve licensees by developing and administering a test of initial competence to practice as a Limited Permit holder; to monitor and evaluate Limited Permit Courses of Instruction that provide training to proposed Limited Permit holders; to integrate the results of the former and the latter and analyze resultant data.
4. **Tasks:**
 - ◆ Complete inspection of Limited Permit Courses, including feedback from students about all phases, including support during the practical experience acquisition
 - ◆ Allied Medical Institute
 - ◆ Southern Exposure
 - ◆ Bone Densitometry courses
 - ◆ Compile a “report card” about LP Courses and post it on our web page
 - ◆ Revise Limited Permit Examination, curriculum, recommended texts
 - ◆ Bone Densitometry
 - ◆ All anatomical segments and Radiation Use and Safety
 - ◆ Include technique factors, if not included in positioning and RU&S
 - ◆ Implement HB 2178, in terms of charging the “actual cost” of the LP Exam
 - ◆ Review and revise any related Oregon Administrative Rules
 - ◆ Review OARs and recommend any needed revisions as Legislative Concepts

LEGISLATIVE COMMITTEE

Outlined below is the newest thinking on this committee

1. **OBRT members:** Erica Hovet, LCSW; Matt Lang, LRT
2. **Other members:**
3. **Mission:** to protect the public and serve licensees by collaborating with stakeholders to develop proposed improvements to Oregon statute and administrative rule; to respond to others' proposed changes to assure the public's continued protection in the areas under the Board's scope of responsibility
4. **Tasks:**
 - ◆ Develop legislative concepts for the next Legislative Session, including
 - ◆ Change board's composition to include a Limited Permit representative
 - ◆ Consider continued relevance of radiologist on board
 - ◆ Consider adding "anyone uniquely qualified"
 - ◆ Expand OBRT's scope of practice to encompass some or all other imaging modalities
 - ◆ Review and update all Oregon Administrative Rules
 - ◆ Prepare to present testimony during Session about matters of concern to the board

BUDGET ADVISORY COMMITTEE

Outlined below is the newest thinking on this committee.

1. **OBRT members:** Glen Plam, LRTT; Lee Flanders, LRT (*emeritus*)
2. **Other members:**
3. Invited to participate: **Bart Pierce, LRT; Anne Maddeford, LRTT, OHSU Program Rep; Duane Ilg, LRTT; Stephen Schultz, OIT Department Head; Tim Sellers, DC, PSR Program Rep.**
4. **Mission:** to protect the public and serve licensees by reviewing budget and program information and making recommendations to the Board as it accounts to the Governor, the Legislature, licensees and the public.
5. **Tasks:**
 - ◆ Communicate/link with stakeholders
 - ◆ Advise on budget preparation
 - ◆ Advise on development of electronic accountability infrastructure
 - ◆ Apply for grants to support initiatives (under DAS' auspices)
 - ◆ Be prepared to testify (or coordinate with Legislative Committee)

BOARD OFFICE REPORT

1. **Information Technology is still first on the list of priorities.** It provides the foundation for every other activity. Here's how I would describe the problem:

- ◆ I need information technology support.
- ◆ To get that support, I must have a contract, because I can spend no money without a contract.
- ◆ To get a contract, I must define deliverables. Deliverables are what someone will do for the money, described in concrete terms that include what they are, how I'll know they are acceptable, how much money each one will cost, and an approximate time line.
- ◆ To define deliverables, I must describe the functionalities of our current and our desired database software.
- ◆ To define functionalities, I must find free expertise to supplement what the staff and I ourselves know.
- ◆ Somebody pays anyone who possesses this knowledge lots of money.
- ◆ We have a total of \$12,065 in this biennium's budget to pay for all aspects of our Information Technology, including database programming, network administration, hardware, software and training.

2. We have made some progress on this problem.

- ◆ Lacking any technical support contract for the past six months, we have successfully handled **Y2K** through a combination of luck, hard work and chocolate chip cookies. In other words, "beg, borrow and bake."
- ◆ We now have an Interagency Agreement with all other fourth floor health licensing boards (except Private Investigators) to share a network administration position which is administratively located in the Oregon State Board of Nursing. Projected costs for our share of this person's time is set at \$136.50 / month, or **\$2,730** for the 99-01 biennium.
- ◆ **Susan Strohm**, supervisor of the Health Division's information technology support, met with us on January 11 to discuss helping us define our IT functionality's.
- ◆ Jon Yunker, Director of the Department of Administrative Services, responded to a plea for help by clearing the way for **Pete La Belle**, IRMD Analyst, to consult with us. Pete also came to the meeting with Susan Strohm.
- ◆ I am now working on a report that will specify the desired end results of a new database. The current system licenses well, but it provides inadequate fiscal and program accountability. In order to develop accountability, we must import information from the Health Division's Cashiering Office. I'd prefer to do that electronically, and it has taken quite some time to effect that change. Right now we receive only paper copies.

3. We begin soon to prepare for the next Legislative Session. The Board's committees provide an essential part of that preparation, by providing **stakeholder linkage and involvement**. During the last Interim (between the Legislative Sessions), both Board and staff provided linkage and involvement, but we hope for an even better collaboration during this Interim and the next Session.

- ◆ **Legislative Concepts** will be due in April. The Board's Legislative Committee would be the logical body to gather and forward proposed legislative concepts to the whole board

for action.

- ◆ The State **budget** process will begin in February. If the Board establishes a budget advisory committee, it would be the logical body to review information to understand the State's budget process and to forward proposed budget changes to the whole board for action.
- ◆ A related but distinct issue is the need for a **fee study** to implement the Legislative requirement that we "charge the actual cost" in our fee to take the Limited Permit Examination.
- ◆ **Continuing Education** continues to be the most vital concern for most of our licensees. The CE Committee would be the logical body to review the Board's policies on CE standards and forward proposed changes to the whole board for action.
- ◆ The Board's **Investigations** Committee performs a vital function in demonstrating the need for the Board's existence. A critically important piece of our database will be the retention of information about investigations, supporting improved reporting and accountability.
- ◆ The **Limited Permit Committee** has **inspected** most of the Board-approved Limited Permit Courses of Instruction. Any proposed changes to policy and Oregon Administrative Rule would logically be formulated by this body and forwarded to the whole board for action.
- ◆ The **Limited Permit Committee** also is the logical place to deal with the **revisions to the content of the Limited Permit Examination**. We'd also like to investigate the possibility of offering some or all parts of the examination more frequently.
- ◆ The **Board Development Committee** would be the logical place to address **board training needs** and continued liaison with stakeholders, such as surveys, in addition to the other stakeholder collaboration performed by the rest of the Board's committees.

The meeting was adjourned at 1:15 p.m.