

**KENTUCKY BOARD OF MEDICAL IMAGING & RADIATION THERAPY**

**September 14, 2016**

**1:00 pm**

Board Members Present: Sheryl Abercrombie, Andrea Cornuelle, Amy Adkins, Betty Brown, Jacob Hack, Cynthia Knapp, Carol Scherbak, Steve Wells

Board Members Absent:

ExOfficio Members: Brian Judy, Elizabeth Morgan

Guests: Doyle Decker, Nick Busch

AGENDA ITEM	Time	DISCUSSION	Action
Call to order Sheryl Abercrombie	1 minute		Meeting was called to order at 1:02 pm.
Approval of August Minutes	2 minutes		A motion to approve August minutes was made by Cynthia Knapp. Carol Scherbak seconded motion. Motion passed.
Approval of Board Travel and per diem	1 minute		Andrea Cornuelle made a motion to approve Board travel and per diem pay. Steve Wells seconded motion. Motion passed.
Review of Office Personnel Time Records	3 minutes	Board chair reviewed office timesheets and reported no issues.	
Committee Work Sessions			
Committee Reports	20 minutes	<p><u>Education Committee:</u></p> <p>a. LXMO program: A new edition of the textbook that is being used to draft new program content will be released soon.</p> <p>b. Passing score for Limited Scope Exam: Current passing scores will be reviewed by the committee.</p> <p>c. Independent Study Course Competency requirements will be examined by the committee.</p>	<p>A recommendation was made by the committee to send a letter to the Spencerian College LXMO Program Director to address the student supervision requirements of 201 KAR 46:081, Section 7. Andrea Cornuelle was delegated to make a final review of the content of the letter. Steve Wells seconded the recommendation. Recommendation passed.</p> <p>A recommendation was made by the committee to deny the request by Shannon Meadows for an extension of the Independent Study Course expiration date, to direct her to the regulations addressing such requests [201 KAR 46:081, Section 3 (3)], and suggest that she reapply for the course or enroll in a formal education program. Amy Adkins seconded recommendation. Recommendation passed.</p>

AGENDA ITEM	Time	DISCUSSION	Action
		<p><u>Complaint/Violation Committee:</u>  16.06 ongoing  16.11 ongoing  16.21 ongoing</p>	<p>A recommendation was made by the committee to revoke the license in case 16.07 due to failure to comply with orders of the board. Andrea Cornuelle seconded recommendation. Recommendation passed.</p> <p>A recommendation was made by the committee to issue a five (5) day suspension in case 16.14 due to working on an invalid license for a period of less than five (5) days. Cynthia Knapp seconded recommendation. Recommendation passed.</p> <p>A recommendation was made by the committee to issue a forty-five (45) day suspension in case 16.15 due to working on an invalid license for a period greater than 30 days. Andrea Cornuelle seconded recommendation. Recommendation passed.</p> <p>A recommendation was made by the committee to issue a \$250 fine in case 16.16 due to working without a license for a period of ten (10) days. Cynthia Knapp seconded recommendation. Recommendation passed.</p> <p>A recommendation was made by the committee to issue a forty-five (45) day suspension in case 16.17 due to working on an invalid license for a period greater than 30 days. Betty Brown seconded recommendation. Recommendation passed.</p> <p>A recommendation was made by the committee to issue a five (5) day suspension in case 16.18 due to working on an invalid license for a period of less than five (5) days. Carol Scherbak seconded recommendation. Recommendation passed.</p> <p>A recommendation was made by the committee to open an investigation in cases 16.19 and 16.20. Cynthia Knapp seconded recommendation. Recommendation passed.</p> <p>A recommendation was made by the committee to ratify the issuance of initiating complaint by the Executive Director in cases 16.22, 16.23, and 16.24. Carol Scherbak seconded recommendation. Recommendation passed. Steve Wells recused himself from voting on case 16.22.</p>

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		<p><u>Applications Committee:</u></p> <p><u>Communications Committee:</u></p> <p><u>Regulations Revision Committee:</u></p> <p>a. Update from KBN and CHFS regarding nurse handling radiopharmaceuticals: The KBN sent an invitation for the Executive Director to attend the November Practice Committee meeting to address the request for the advisory opinion.</p> <p>b. Update KAR Fluoroscopy</p>	<p>A recommendation was made by the committee to issue a \$250 fine and agreed order, and approve the application of Jakob Riekert. Andrea Cornuelle seconded recommendation. Recommendation passed. Amy Adkins, Steve Wells, and Betty Brown recused themselves from voting.</p> <p>A recommendation was made by the committee to defer the LXMO Independent Study Course application for Victor Santisteban until a copy of his high school diploma or equivalent is submitted. Steve Wells seconded recommendation. Recommendation passed.</p> <p>A recommendation was made by the committee to approve the LXMO application for Lori Buckman. Carol Scherbak seconded recommendation. Recommendation passed.</p> <p>A recommendation was made by the committee to have the Executive Director draft an email, approved by legal counsel, to licensees summarizing policies related to late fees, civil penalties and potential disciplinary action associated with working on an invalid license. The information will be posted on the website as well. Steve Wells seconded recommendation. Recommendation passed.</p> <p>A recommendation was made by the committee to decline the invitation of the Executive Director to attend the KBN Practice Committee meeting and suggest that an individual from the Cabinet, specifically the Radiation Health Branch, would be the appropriate party to address any questions regarding radiopharmaceuticals. The Executive Director should also make contact with someone at the RHB to make them aware. Jacob Hack seconded recommendation. Recommendation passed.</p> <p>A recommendation was made by the committee to approve KBMIRT's participation in a joint agency staff workgroup with the KBN to address APRN education preparation related to the performance of fluoroscopic</p>

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		<p>c. KBMIRT/KBN workgroup: The Executive Director will contact KBN to organize meeting date and will communicate with Carol Scherbak. Board members interested in being involved with the workgroup should contact Carol.</p> <p>d. A doctor's office inquired about their physical location in relationship to a medical center and hospital and whether they can employ LXMO licensees. Discussion ensued regarding the definition of "facility" and the fact that many doctor's offices are being bought by hospitals. Further clarification is necessary to answer the question.</p>	<p>guided procedures. Amy Adkins seconded recommendation. Recommendation passed. A recommendation was made by the committee to identify Carol Scherbak as the point person for the KBMIRT/KBN workgroup. Betty Brown seconded recommendation. Recommendation passed.</p> <p>A recommendation was made by the committee to clarify the organizational structure of the LXMO employer. Betty Brown seconded recommendation. Recommendation passed.</p>
Old Business	15 minutes	<p><u>Office Issues:</u></p> <p>a. Update regarding APRN supervising medical imaging technologists and radiation therapists: Discussed during committee reports.</p> <p>b. FAQ list: List to be reviewed by the board.</p> <p><u>Other:</u></p> <p>a. Meeting with KBN regarding KBN Connect Letter: Discussed during committee reports.</p>	
Executive Director Update	5 minutes	<p><u>License Update:</u></p> <p>a. New: 41</p> <p>b. Renewal: 254</p> <p>c. ISC: 3</p> <p>d. Late: 1</p> <p>e. Follow-up to late license submissions: in committee</p> <p><u>Related legislative activity:</u> none</p> <p><u>Budget:</u> Budget report for August was presented and reviewed by the board.</p>	

AGENDA ITEM	Time	DISCUSSION	Action
		<p>a.Revenues b.Expenditures c.YTD Balance d. Outstanding Bills</p> <p><u>Other:</u></p> <p>a. RCEEM Meeting: Travel was approved by the Finance and Administrative Cabinet. Travel arrangements were made by Executive Director.</p> <p>b. Executive Director made a presentation to report current revenue is meeting expenditures, but there is not sufficient revenue to hire a second full time employee. It is projected that revenue would support the second employee in early 2017.</p>	
<b>New Business</b>		<p>Board chair reminded members that four board appointments expire October 31 and that, according to statute, these board members would cease to perform in meetings. As a result, the board would no longer have a quorum and would not be able to conduct business. Executive Director to communicate these concerns to Boards and Commissions prior to next meeting.</p> <p>A reminder was also made that the current board chair's appointment ends October 31 and a new board chair will need to be elected.</p>	
<b>Future meetings</b>		<p>October 12, 2016</p> <p><i>All meetings are scheduled to start at 1:00 p.m. and are held at the KBMIRT office: <b>42 Fountain Place, Frankfort</b></i></p>	
<b>Meeting adjourned</b>			<p>Cynthia Knapp made a motion to adjourn meeting. Steve Wells seconded. Motion passed. Meeting adjourned at 2:36pm.</p>