

**North Dakota Medical Imaging and Radiation Therapy Board  
January 6, 2023  
Special Board Meeting  
Held at the Board office and by Virtual Means  
Draft Minutes**

**Call to Order**

The special meeting was called to order by Board President, Amy Hofmann, at 12:00 pm. Mission Statement of the Board was read by Porter.

**Present**

Board Members – Amy Hofmann, Brent Colby, Melanie Murra, William Thompson, Amanda Grocott, and Tara Wagner.

Others - Shirley Porter, Executive Director; Jacinda Simmons, Board Staff; Allyson Hicks, Legal Counsel; as well as members of the public in virtual attendance.

***{Kayla Moore and Dr. Michael McIntee absent}***

***{Rural physician position vacant}***

**Minutes**

**9/22/2022 – A motion was made** to approve the minutes. (Wagner/Murra/carried) [Moore and Dr. McIntee absent] (Rural physician vacant) [Roll Call Vote – Hofmann (y), Colby (y), Murra (y), Wagner (y), Grocott (y), Thompson (y)] **[Bd. Office]**

**CE Audit**

The random audit would be only those with a CE-compliant modality such as CT or mammography. Licensees for primary modalities are registered with a national registry such as ARRT or ARDMS and are required to have completed CE to renew the registration. Porter will work with the Board office and legal counsel on the correct attestation renewal language.

**A motion was made** to audit 10% of renewed licensees with CE-compliant modalities, add an attestation to renewal stating the licensee has completed all CE requirements, and the Board may take disciplinary action if compliance is not met. (Hofmann/Wagner/carried) [Moore and Dr. McIntee absent] (Rural physician vacant) [Roll Call Vote – Hofmann (y), Colby (y), Murra (y), Wagner (y), Grocott (y), Thompson (y)] **[Bd. Office]**

**Complaint**

**#2022-1** - Board discussed possible violations and settlement agreement terms. Monetary fines go into the state's general fund and does not come back to the Board.

**A motion was made** to find the licensee in violation of (N.D.C.C.) § 43-62-15(3) and § 43-62-19(5), (7), and (15) and NDAC 114-04 (1)(b) and to offer a settlement agreement of 3-year probation until the end of the 2024-2025 renewal cycle, with any new violations to be taken into consideration for extended probation; 4 hours of continuing education in ethics and 4 hours of continuing education in radiation health and safety of specific assigned ASRT hours at her own expense; \$1,000 fine; licensee would review and sign off on 5 three governing documents and two imaging commitments, Imaging Wisely and Image Gently; and Board will report actions to ARRT and NPDB. (Grocott/Murra/carried) [Moore and Dr. McIntee absent] [Rural physician vacant] [Roll Call Vote – Hofmann (y), Colby (abstains), Murra (y), Wagner (y), Grocott (y), Thompson (y)] **[Legal Counsel and Porter]**

**Approved List of Licensees (9/17/2022 – 12/31/2022)**

**A motion was made** to approve the list of licenses. (Wagner/Grocott/carried) [Moore and Dr. McIntee absent] [Rural physician vacant] [Roll Call Vote – Hofmann (y), Colby (y), Murra (y), Wagner (y), Grocott (y), Thompson (y)] **[Bd. Office]**

**LXMO/BD Clinical Review**

Porter and Grocott worked on updates and provided a new clinical competency draft for Conditional LXMOs and Porter provided an update on progress of how clinicals were going, suggested updates to the timeframe and revising the required number of exams and evals to allow for what is current practice in hospitals and clinics for both urban and rural settings. Clinical time changed from six to nine months. Revised required number of competencies to be completed. New document will be used with new applications, not those with an existing application.

**A motion was made** to approve the draft for LXMO Clinical Competencies. (Grocott/Wagner/carried) [Moore and Dr. McIntee absent] [Rural physician vacant] [Roll Call Vote – Hofmann (y), Colby (y), Murra (y), Wagner (y), Grocott (y), Thompson (y)] **[Executive Director]**

Porter and Grocott worked on clinicals for the Conditional Bone Densitometry non-imaging professionals. Porter provided a draft of clinical competencies for board review and approval.

**A motion was made** to approve the draft for Bone Densitometry Clinical Competencies. (Wagner/Murra/carried) [Moore and Dr. McIntee absent] [Rural physician vacant] [Roll Call Vote – Hofmann (y), Colby (y), Murra (y), Wagner (y), Grocott (y), Thompson (y)] **[Executive Director]**

***{Moore present}***

**Didactic Education Review of LXMO/BD Programs**

Grocott and Porter reviewed requested updated curriculum from all the board approved didactic programs.

The Riverstone program in Montana is working to be in compliance with the Board and ARRT standards, their current curricula did not align with the 2023 ARRT standards. The other programs previously approved by the Board were recommended for approval.

**A motion was made** to approve the LXMO didactic education programs of CE Providers, Minnesota State Community and Technical College, and Dakota County Technical College. (Grocott/Wagner/carried) [Dr. McIntee absent] [Rural physician vacant] [Roll Call Vote – Hofmann (y), Colby (y), Murra (y), Wagner (y), Grocott (y), Thompson (y), Moore (y)] **[Executive Director]**

**A motion was made** to approve the CE Providers for their bone densitometry program. (Wagner/Thompson/carried) [Dr. McIntee absent] [Rural physician vacant] [Roll Call Vote – Hofmann (y), Colby (y), Murra (y), Wagner (y), Grocott (y), Thompson (y), Moore (y)] **[Executive Director]**

**Legislative Update**

Porter provided an update of the upcoming 68<sup>th</sup> Legislative Session and will monitor the session for any bills pertinent to medical imaging and licensure issues. She will work with counsel and network with other licensing boards and their executive directors.

Legal Counsel has not seen any bills yet that would concern the Board. The deadlines for House and Senate bills will be in the next few weeks.

**Board Member Email Addresses**

The Board reviewed proposals and costs from Network Center, Inc. and ND IT Department with a recommendation from the Executive Director for Network Center Inc.

**A motion was made** to move forward with Network Center, Inc. for Board member email addresses. (Wagner/Moore/carried) [Dr. McIntee absent] [Rural physician vacant] [Roll Call Vote – Hofmann (y), Colby (y), Murra (y), Wagner (y), Grocott (y), Thompson (y), Moore (y)]

**[Executive Director]**

**2023 Regular Board Meeting Dates**

April 11, 2023	Time TBD	Virtual & in-person
October 10, 2023	Time TBD	Virtual & in-person

**Adjourn**

1:35 pm

**Respectfully submitted,**

**Shirley Porter**  
Executive Director

**Jacinda Simmons**  
Administrator