

IOWA DEPARTMENT OF PUBLIC HEALTH  
Bureau of Radiological Health (BRH)  
Lucas State Office Building, 5<sup>th</sup> Floor  
321 East 12<sup>th</sup> Street, Des Moines, IA 50319  
February, 2016

IDPH INFORMATION NOTICE: 2016-P1                      Requirements for self-reporting of disciplinary actions

ADDRESSEES:    All individuals holding a permit to operate

PURPOSE

This IDPH Information Notice is issuing this notice to remind permit holders of the requirement for self-reporting according to Iowa Administrative Code 641-42.22(2) of Chapter 42, "Permit to operate ionizing radiation producing machines or administer radioactive materials". Please read this information notice carefully and consult the IDPH website for rules cited in this notice.

REFERENCES

Excerpts from the Iowa Administrative Code 641, Chapter 42:

641-42.22(2) Self-reporting. Each permit holder shall:

- a. Submit a report to the department within five days of the final disposition of all criminal proceedings, convictions, or military court-martials involving alcohol or illegal drug use while operating as a permit holder, sex-related infractions, or patient-related infractions in any state, territory, or country.
- b. Submit a written report to the department within five days of the initial charge and within five days of the final disposition of any disciplinary action brought against the individual in connection with a certificate or license issued from a certifying or licensing entity, or any disciplinary action brought against the individual by an employer or patient.

641-42.22(3) Enforcement actions. Enforcement actions may include, but are not limited to denial, probation, suspension or revocation of a permit, directed corrective action, and civil penalty.

[www.idph.state.ia.us/permitstooperate](http://www.idph.state.ia.us/permitstooperate) . Visit our website and click on "Rules" to review the entire section on disciplinary actions, 641-42.23(136C).

DISCUSSION 1.

Over the past several months, the department has received several notices from the American Registry of Radiologic Technologists (ARRT) informing the department of disciplinary actions taken against Iowa permit holders over the past year. These actions were for probation, letter of reprimand, suspension, or revocation. A review of the files for these individuals indicates that the department was not notified by the individuals that any actions were either under investigation, pending, or final.

641-42.22(2) clearly states that each permit holder shall report actions taken against the permit holder both initially and upon final disposition, by a certifying entity, in this case, the ARRT. In these cases, the permit holders were issued Letters of Warning stating they had violated the above rules and that future reporting violations could be grounds for further disciplinary actions.

#### DISCUSSION 2.

Over the past several months, the department has received several notices from facilities informing the department of disciplinary actions taken against Iowa permit holders. These actions included reprimand, suspension, and employment termination. A review of the files for these individuals indicates that the department was not notified by the individuals that any actions were either under investigation, pending, or final. The discussion outlined in Discussion 1 also applies to these cases.

#### CONCLUSION

All permit holders must:

1. Review the self-reporting rule carefully.
2. Report to the department any initial charge in a disciplinary investigation made by the ARRT, NMTCB, any other certifying body or state, employer or patient. This includes letters of reprimand and continuing education probation, suspensions, and terminations. If you have questions about what to report, please call the number below.
3. Report to the department the final results of the initial actions in #2.

#### **FAILURE TO REPORT MAY RESULT IN DEPARTMENT ENFORCEMENT ACTION.**

If you have any questions regarding this Notice, please contact Charlene Craig at 515-281-0415 or email [charlene.craig@idph.iowa.gov](mailto:charlene.craig@idph.iowa.gov).

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Angela Leek, Chief, Bureau of Radiological Health

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Date