



WEST VIRGINIA MEDICAL IMAGING & RADIATION THERAPY TECHNOLOGY BOARD OF EXAMINERS

1124 Smith Street, Suite B-300, Charleston WV 25301

Telephone: (304) 558-4012 Toll Free: (877) 609-9869 Fax: (304) 957-0177

E-mail: rtboard@wv.gov Web Page: www.wvrtboard.org

Executive Director Monthly Report October 2023

1. Revenue

a. Total Revenue \$28,742.00

i. Renewal Applications –	\$60 x 379 = \$22,740
ii. New Applications –	\$92 x 56 = \$5,152
iii. Late / Reinstatement Applications –	\$85 x 10 = \$850
iv. Temporary Applications –	\$37 x 0 = \$0
v. Consent Agreements -	\$250 x 0 = \$0

2. Expenditures

a. Total Expenses \$20,933.56

i. Payroll	\$9,114.62
ii. Benefits	\$1,855.40
iii. Expenditures	\$9,963.54

3. October Ending Balances

- a. October 2023 – \$491,254.52**
- b. October 2022 – \$468,714.65**
- c. October 2021 – \$479,835.83**
- d. October 2020 – \$437,538.19**
- e. October 2019 – \$393,196.98**

4. Disciplinary Actions

- a. 04-FY-2022 – WV Pharmacists Recovery Network Discipline Program**
- b. 10-FY-2023 – Hearing held on 09/07/2023**
- c. 01-FY-2024 – 2nd Chance Letter being prepared**
- d. 02-FY-2024 – Ready to close**



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5. Duties

- a. Boardable Board Management Software
- b. Legislative Session
- c. Licensing
- d. Complaints
- e. Office Communications
- f. Website
- g. Data Management
- h. Information Security and Privacy
- i. Policies and Procedures
- j. Training
- k. Payroll
- l. Payment of Expenditures via wvOASIS
- m. Financial Reconciliation
- n. Monthly Financial Reports
- o. P-Card Agency Coordinator
- p. Budget Administrator
- q. Agency Procurement Officer
- r. BRIM Coordinator
- s. Stakeholder Liaison

6. Calendar of Events

- a. October 5, 2023 – CT Fusion Test
- b. October 17-20, 2023 – Purchasing Conference
- c. October 19, 2023 – Ethics Meeting
- d. October 19, 2023 – Board Meeting
- e. October 23, 2023 – Conference Room Camera Installed
- f. October 23, 2023 – Virtual Fax Repaired

7. Future Goals

- a. Add Radiation Therapy Requirements to the Code
- b. Add Background Checks to the Code
- c. Add CT Apprenticeship instead of CT Fusion Test to Code