

RULES



Department of Professional and Financial Regulation

RADIOLOGIC TECHNOLOGY BOARD OF EXAMINERS

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Effective Date: March 10, 2009

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Chapter 1 APPLICATION AND SCOPE

SUMMARY: This chapter describes the scope of the board's rules.

1. Application and Scope.

The rules of the board shall apply to any person who applies ionizing radiation to human beings for diagnostic or therapeutic purposes in this state or otherwise engages in the practice of medical radiation technology in this state unless specifically exempted by the Medical Radiation Health and Safety Act, 32 MRSA §9851 et seq. or the rules of the board.

STATUTORY AUTHORITY: 32 MRSA §9853(6)(E)

EFFECTIVE DATE:

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Chapter 2 Definitions

SUMMARY: This chapter defines specialized terms used in the board's rules.

1. Definitions

1. Academic course. "Academic course" means a formal course of study that is relevant to the radiologic sciences and/or patient care and is offered by a postsecondary educational institution accredited by an accrediting agency recognized by the U.S. Department of Education. Examples include relevant courses in the biologic sciences, physical sciences, health and medical sciences, social sciences, communication (verbal and written), mathematics, computers, management and education methodology.

2. ARRT. "ARRT" means American Registry of Radiologic Technologists.

3. Bone densitometry. "Bone densitometry" means the use of ionizing radiation for determination of bone mineral density.

4. Certified. "Certified" means that the applicant or licensee passed an ARRT examination and met the initial requirements for ARRT certification.

5. Direct supervision. "Direct supervision" means that a supervising licensed practitioner or fully-licensed radiographer is physically present in the examination room with a student or trainee during the student's or trainee's performance of a radiographic procedure.

6. Dual imaging device. "Dual imaging device" means a machine that combines nuclear medicine technology and radiography in one unit, such as a PET/CT unit (Positron Emission Tomography/Computed Tomography) and SPECT/CT (Single Photon Emission Computed Tomography/Computed Tomography).

7. Indirect supervision. "Indirect supervision" means that a supervising licensed practitioner or fully-licensed radiographer is on site in close proximity to the examination room in which a student or trainee is performing a radiographic procedure.

8. Installation. "Installation" means any site, location, office or other place which contains equipment utilized for radiography, nuclear medicine or radiation therapy and includes files, records or any other material in any way associated with the use of such equipment.

9. JRCERT. "JRCERT" means Joint Review Committee on Education in Radiologic Technology.

10. JRCNMT. “JRCNMT” stands for Joint Review Committee in Nuclear Medicine Technology.

11. Limited radiographer. “Limited radiographer” means a licensee with a limited scope of practice who applies ionizing radiation to specific parts of the human body for imaging purposes, excluding the administration of radiopharmaceuticals, while under the supervision of a licensed practitioner, as described more fully in 32 MRSA §9855(4) and Chapter 8, Section 5 of the board’s rules.

12. NMTCB. “NMTCB” means Nuclear Medicine Technology Certification Board.

13. Procedure. “Procedure” means a designated series of images on a particular body part.

14. Radionuclide. “Radionuclide” means an atom with an unstable nucleus, which has excess energy and undergoes radioactive decay; also known as a radioisotope.

15. Registration. “Registration” is the annual procedure whereby applicants or licensees initially certified by ARRT continue their certification in effect by agreeing to comply with ARRT’s rules, continuing to comply with ARRT’s Standards of Ethics, and meeting ARRT’s continuing education requirements for renewal of registration.

16. Simulation. “Simulation” means the use of ionizing radiation to localize the geometric conditions involved in radiation therapy treatment.

17. Special circumstances. “Special circumstances” means demographic conditions, lack of qualified personnel, increased patient load, unanticipated disruption of existing medical services or other conditions that warrant the issuance of a temporary license to ensure that adequate patient care will be provided.

STATUTORY AUTHORITY: 32 MRSA §9853(6)(E)

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Chapter 3 ADVISORY RULINGS

SUMMARY: This chapter provides for the discretionary issuance of advisory rulings by the board.

1. Request and Consideration

Upon written request of any interested person, the board may issue an advisory ruling pursuant to 5 M.R.S.A. §9001 with respect to the applicability of any statute or rule it administers. Requests for advisory rulings must set forth in detail all facts pertinent to the question. The board may decline to issue an advisory ruling if the question is hypothetical, if there is insufficient information upon which to base a ruling, or for any other reason the board deems proper.

2. Response

The board shall acknowledge receipt of a request for an advisory ruling within 15 days after receipt. The board shall respond to every written request for an advisory ruling within 90 days of its receipt of the request, indicating whether or not a ruling will be issued by the board.

STATUTORY AUTHORITY: 5 M.R.S.A. §§ 8051, 9001(4)

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Chapter 4 LICENSURE OF RADIOGRAPHERS, NUCLEAR MEDICINE
TECHNOLOGISTS AND RADIATION THERAPISTS

SUMMARY: This chapter sets forth qualifications for the initial licensure of radiographers, nuclear medicine technologists and radiation therapists. The issuance of limited licenses, temporary licenses and special permits is described in Chapters 5 and 7 of the board's rules.

1. Overview

An applicant qualifies for initial licensure as a radiographer, nuclear medicine technologist or radiation therapist by meeting the respective qualifications for licensure contained in Sections 2–5 of this chapter and by submitting an application in accordance with Section 6 of this chapter.

2. Radiographer

1. General Qualifications

The applicant is at least 18 years old and has a high school education or its equivalent as determined by the Department of Education.

2. Specific Qualifications

The applicant meets the standards of paragraph A or B below:

- A. The applicant successfully completed a course of study in radiography accredited by JRCERT or a program approved by ARRT and achieved a passing score of 75% on the ARRT Examination in Radiography. An applicant who fails the examination is entitled to reexamination within six months upon repayment of the examination fee only; or
- B. The applicant is certified by ARRT in radiography and holds a current ARRT registration.

3. Nuclear Medicine Technologist.

1. General Qualifications

The applicant is at least 18 years old and has a high school education or its equivalent as determined by the Department of Education.

2. Specific Qualifications

The applicant meets the standards of paragraph A, B or C below:

- A. The applicant successfully completed a course of study in nuclear medicine technology accredited by JRCNMT or a program approved by NMTCB or ARRT and achieved a passing score of 75% on the NMTCB Examination or the ARRT Examination in Nuclear Medicine. An applicant who fails either examination is entitled to reexamination within six months upon repayment of the examination fee only;
- B. The applicant is certified by NMTCB and holds a current NMTCB registration; or
- C. The applicant is certified by ARRT in nuclear medicine technology and holds a current ARRT registration.

4. Radiation Therapist

1. General Qualifications

The applicant is at least 18 years old and has a high school education or its equivalent as determined by the Department of Education.

2. Specific Qualifications

The applicant meets the standards of paragraph A or B below:

- A. The applicant successfully completed a course in radiation therapy technology accredited by JRCERT or a program approved by ARRT and achieved a passing score of 75% on the ARRT Examination in Radiation Therapy. An applicant who fails the examination is entitled to reexamination within six months upon repayment of the examination fee only; or
- B. The applicant is certified by ARRT in radiation therapy and holds a current ARRT registration.

5. Applicants Licensed in Another Jurisdiction

Radiologic technologists licensed in another jurisdiction may apply for licensure in Maine as set forth in 32 MRSA §9857.

STATUTORY AUTHORITY: 32 MRSA §9853(6)(E)

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Chapter 5 TEMPORARY LICENSES AND SPECIAL PERMITS

SUMMARY: This chapter sets forth qualifications and application procedures for the issuance of temporary licenses to practice as a radiographer, nuclear medicine technologist or radiation therapist, and special permits to practice as a nuclear medicine technologist.

1. Temporary Licenses

1. Issuance

The board may issue a temporary license to practice as a radiographer, nuclear medicine technologist or radiation therapist to an applicant for full licensure pending examination in the following circumstances:

- A. The applicant has demonstrated that issuance of the temporary license is justified by special circumstances and no danger to the public health or safety exists; and
- B. The applicant has documented the availability of a licensed practitioner to supervise the temporary licensee at each installation where the applicant will be employed. The applicant shall send written notice to the board of any change of supervisor or practice location within ten days after the change.

2. Duration of Temporary License

The temporary license shall expire when the results of the applicant's examination are known or 90 days following issuance of the temporary license, whichever first occurs. In the event that the temporary licensee fails the examination, the temporary license may be re-issued on the same terms. The temporary license may not be further re-issued.

2. Special Permit to Practice as a Nuclear Medicine Technologist

1. Issuance

The board may issue a special permit to practice as a nuclear medicine technologist to a Maine-licensed radiographer whose license is current and in good standing in the following circumstances:

- A. The board finds to its satisfaction that there is substantial evidence that the people in the locality of the state in which such exemption is sought would

be denied adequate medical care because of unavailability of licensed nuclear medicine technologists; and

- B. The applicant has documented the availability of a licensed practitioner to supervise the special permittee at each installation where the permittee will be employed. The applicant shall send written notice to the board of any change of supervisor or practice location within ten days after the change.

2. Duration of Special Permit

The special permit shall expire one year from its date of issuance or such shorter time as specified by the board. The permittee shall achieve a passing score on the NMTCB examination or the ARRT Examination in Nuclear Medicine Technology during the term of the permit. Upon passing the examination, the permittee may apply for licensure as a nuclear medicine technologist. No special permit or permits may be issued to any one individual for a cumulative period of more than one year.

STATUTORY AUTHORITY: 32 MRSA §9853(6)(E)

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Chapter 6 TRAINEES FOR LIMITED RADIOGRAPHER LICENSE

SUMMARY: This chapter sets forth the education and training to be completed by trainees in preparation for the limited radiographer license.

1. Trainee Radiographer

A trainee radiographer for a limited license is an individual who applies ionizing radiation to a human being under the supervision of a licensed practitioner in an office setting and is concurrently obtaining the education and clinical training required to apply for the limited radiographer license pursuant to Chapter 7 of the board's rules.

2. Responsibilities of Trainee

During traineeship, the trainee must:

1. Complete an approved course of study as described in Section 7 of this chapter;
2. Complete an approved clinical training program as described in Section 8 of this chapter;
3. Submit training progress reports as described in Section 5 of this chapter; and
4. Take the examination described in Chapter 7, Section 3 of the board's rules.

Upon successful completion of these responsibilities within the time described in Section 3 of this chapter and Chapter 7, Section 3 of the board's rules, the trainee may apply for a limited radiographer license pursuant to Chapter 7 of the board's rules.

3. Duration and Timely Completion of Traineeship

1. Generally

Except as set forth in this section, an individual may train for not less than six consecutive months nor more than 12 consecutive months. The trainee must take the examination described in Chapter 7, Section 3 of the board's rules at least once during the traineeship. A trainee may not practice any form of radiologic technology after expiration of the traineeship unless and until the trainee obtains a license from the board.

2. Hardship

Except in extenuating and unavoidable circumstances of genuine hardship as determined by the board, no individual may train for longer than 12 consecutive months or undertake a subsequent traineeship. For purposes of this section, the employment needs of a practitioner, or the needs of a patient population for radiologic technology services do not constitute hardship. Failure to pass the examination during the term of the traineeship does not constitute hardship.

4. Application

Prior to commencement of training, other than radiation safety training, the trainee shall submit the following information to the board on forms provided by the board:

1. Name and contact information of the licensed practitioner who has agreed to supervise the trainee;
2. Name and address of the installation where training will take place;
3. Documentation of the radiation safety training required by the core curriculum set forth in Section (7)(1) of this chapter, signed by the supervising practitioner;
4. The practice category or categories (maximum of two) from Section 6 of this chapter in which training will be provided;
5. The clinical training program to be provided by the supervising licensed practitioner; and
6. The course of study to be completed by the applicant, including the name and contact information of the educational institution or content provider.
7. Anticipated commencement date of clinical training; and
8. Anticipated commencement date of course of study.
9. Such other information as the board may require.

Training other than radiation safety training may not commence until the board has approved the trainee's application.

5. Periodic Reports to Board

The trainee shall submit monthly progress reports to the board, signed by the supervising licensed practitioner and the trainee, on a form provided by the board. The trainee and supervising licensed practitioner shall promptly address any deficiencies or concerns with the trainee's progress communicated by the board. Failure to timely submit one or more

reports or failure to promptly address deficiencies or concerns may result in the immediate termination of the traineeship.

6. Training Categories

An individual may train in no more than two of the following categories:

1. Skull
2. Spine
3. Chest
4. Extremities
5. Podiatry

7. Course of Study

The trainee's course of study consists of the core curriculum and specialized curriculum set forth below. The course of study must be completed in its entirety during the term of the traineeship. All three volumes of Merrill's Atlas of Radiographic Positions and Radiologic Procedures must be available on site for use by trainees.

1. Core Curriculum

The trainee shall complete the radiation safety module of the core curriculum described in this subsection before beginning the clinical training program described in Section 8 of this chapter.

RADIATION SAFETY

- Radiation Safety for Health Care Workers
- Minimizing Radiation Dose to Patients
- Monitoring Radiation Exposure

RADIOGRAPHY

- Properties of X-Rays and X-Ray Physics
- Components of the X-Ray Machine and X-Ray Equipment
- Technical Factors of X-Ray Production (kVp, mAs, time)
- Technical Factors of X-Ray Production (film, screens, grids)
- Processing and Archiving Film-Screen and Digital X-Ray Images
- Malfunction of X-Ray Equipment, Troubleshooting Poor Films
- Introduction Into Performing Radiographic Procedures
- Radiographic Film Critique and Image Evaluation
- Anatomy and Physiology

PATIENT CARE

- Medical Emergencies in the Radiology Department
- Infection Control
- Patient Confidentiality
- Professional and Legal Considerations in Radiology

2. Specialized Curriculum

The trainee shall complete the following courses as they relate to the one or two training categories designated by the trainee pursuant to Section 4(4) of this chapter.

- Upper Extremity Positioning
- Lower Extremity Positioning
- Chest Positioning
- Spine Positioning
- Skull Positioning

3. Course Instruction

Courses other than self-study courses must be taught by a fully-licensed radiographer, a physicist or a licensed practitioner.

8. Clinical Training Program

1. Minimum Number of Procedures

The trainee shall complete the minimum number of procedures shown in the table below that correspond to the training and practice categories designated by the trainee pursuant to Section 6 of this chapter. The minimum number of procedures must be completed in its entirety during the 1-year term of the traineeship, and must be performed under the direct supervision of the supervising licensed practitioner or a fully-licensed radiographer. The trainee must maintain a log of all procedures performed during the traineeship.

For purposes of the table below, phantom or simulated positioning may be substituted for the following procedures if an insufficient number of patients present: mastoids, TMJ, thoracic spine, sacrum, coccyx, S-I joints, clavicle, scapula, AC joints, patella. For all other procedures, the applicant shall ask the board to designate suitable alternate procedures or experience, including but not limited to phantom or simulated positioning.

Category		Min # Proc
	Skull, sinuses	25
	Facial and nasal bones	25
1	Mandible, mastoids, TMJ	25
	Cervical spine	25
	Thoracic spine, lumbar spine	25
	Pelvis, hips, sacrum, coccyx, S-	25
2	I joints	
3	Chest (P.A. and lateral)	25
	Fingers, thumb, hand	25
	Wrist, forearm, elbow	25
	Shoulder, clavicle, scapula, AC joints, humerus	25
	Toes, foot, heel, ankle	25
4	Lower leg, knee, patella, femur	
5	Toes, foot, heel, ankle	50

(Where multiple anatomical areas appear on one line (e.g., mandible, mastoids, TMJ), the limited licensee shall complete at least two procedures in each such area.)

2. Additional Procedures

Once the trainee has completed the minimum number of required procedures in all applicable practice categories, and provided that the trainee has been actively engaged in clinical training for a minimum of 30 days, subsequent procedures may be performed under the indirect supervision of the supervising licensed practitioner or a fully-licensed radiographer.

3. Patient Safety

4. The supervising licensed practitioner shall include in the clinical training program the patient safety protocols described in Chapter 8, Section 5(C), (E) and (G) of the board's rules.

5. Practice Restrictions

- A. A trainee may only perform radiologic procedures that correspond to the training and practice categories designated on the trainee's application.
- B. No trainee may use contrast material.
- C. No trainee may perform mammography, computed tomography, bone densitometry or fluoroscopy.

STATUTORY AUTHORITY: 32 MRSA §§9853(6)(C), 9854(3)(C), 9855(4)

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Chapter 7 LIMITED RADIOGRAPHER LICENSE

SUMMARY: This chapter sets forth the application and examination procedure leading to issuance of the limited radiographer license.

1. Issuance of Limited Radiographer License

The board may issue a limited radiographer license to a trainee radiographer who has satisfactorily completed the clinical training program and approved course of study described in Chapter 6 of the board's rules and has passed the examination described in Section 3 of this chapter.

2. Application for Examination

The applicant shall apply for examination on forms provided by the board. The applicant shall provide:

1. A summary of the clinical training program actually provided by the supervising practitioner pursuant to Chapter 6, Section 8 of the board's rules;
2. The procedures log required by Chapter 6, Section 8(1) of the board's rules;
3. Clinical performance evaluations completed by the supervising licensed practitioner, or a fully-licensed radiographer;
4. A letter of recommendation from the supervising licensed practitioner;
5. An official transcript or verifiable documentation that the applicant completed the course of study required by Chapter 6, Section 7 of the board's rules;
6. Evidence of basic life support certification;
7. Evidence of participation in a processor quality control program, either film screen or digital; and
8. Such additional information as the board may require.

3. Examination

The licensing examination is the ARRT Examination for the Limited Scope of Practice in Radiology. The trainee may not take the examination until the board has approved the trainee's application. The examination consists of the core module and the one or two radiographic procedure modules that correspond to the one or two categories in which the applicant trained pursuant to Chapter 6, Section 5 of the board's rules. To qualify for licensure, the trainee must achieve a passing score of 75%. A trainee who fails the examination is entitled to reexamination within six months upon repayment of the examination fee only. Reexamination does not extend the term of the traineeship.

4. Application for Licensure

The applicant shall apply for licensure as a limited radiographer on forms provided by the board. The applicant shall provide:

1. Proof of a passing score on the examination described in Section 3 of this chapter;
2. The application and license fee set forth in Chapter 10, Section 5(33) of the rules of the Department of Professional and Financial Regulation, entitled "Establishment of License Fees;" and
3. Such further information as the board may require.

5. Cessation of Practice

A trainee who has not received a limited license as of the final day of the training period described in Chapter 6, Section 3 may no longer practice unless and until the trainee receives a license from the board.

STATUTORY AUTHORITY: 32 MRSA §9855(4)

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Chapter 8 SCOPE OF PRACTICE

SUMMARY: This chapter sets forth the permissible scope of practice of radiographers, nuclear medicine technologists, radiation therapists and limited radiographers.

1. General

Radiographers, nuclear medicine technologists, radiation therapists and limited radiographers may only perform the respective activities and procedures described in Sections 2 – 5 of this chapter.

2. Radiographers

Radiographers may use ionizing radiation on human beings for imaging purposes, excluding the administration of radiopharmaceuticals or radionuclide devices, under the supervision of a licensed practitioner. These activities include, but are not limited to, adjusting equipment settings, positioning the patient, positioning the equipment, positioning the image receptor, radiation protection, equipment operation and maintenance, image production and evaluation, patient care/management/education, and administration of radiographic contrast.

In interpreting and applying this section the board may consult and be guided by the ARRT “Task Inventory for Radiography.” The task inventory is available at ARRT’s web site, www.arrt.org.

3. Nuclear Medicine Technologists

Nuclear medicine technologists may use radionuclides and radiopharmaceuticals on human beings for diagnostic and therapeutic purposes under the supervision of a licensed physician. This includes the use of dual imaging devices for the purpose of nuclear medicine imaging and all activities involved in the application of radioactive material. These activities include, but are not limited to, calibration and administration of radiopharmaceuticals, adjusting equipment settings, positioning the patient, positioning the equipment, positioning the image receptor, radiation protection and quality assurance, instrument quality control, and patient care/management/education.

In interpreting and applying this section the board may consult and be guided by the NMTCB Task List, Procedures List, Equipment List and Pharmaceuticals List, and the ARRT “Task Inventory for Nuclear Medicine Technology.” The NMTCB lists are available at NMTCB’s web site, www.nmtcb.org. The ARRT task inventory is available at ARRT’s web site, www.arrt.org.

4. Radiation Therapists

Radiation therapists may use ionizing radiation on human beings for therapeutic and simulation purposes, excluding the administration of radiopharmaceuticals, under the supervision of a licensed practitioner. These activities include, but are not limited to, adjusting equipment settings, positioning the patient, positioning the equipment, positioning the image receptor, radiation protection and quality assurance, radiation treatment planning and procedures, and patient care/management/education.

In interpreting and applying this section the board may consult and be guided by the ARRT “Task Inventory for Radiation Therapy.” The task inventory is available at ARRT’s web site, www.arrt.org.

5. Limited Radiographers

1. Permissible Areas of Practice

A limited radiographer may practice only in the same one or two categories in which the licensee trained pursuant to Chapter 6 of the board’s rules.

2. Permissible Practice Settings

Limited radiographers may only practice in a setting authorized by 32 MRSA §9855(4).

3. Permissible Practices

Limited radiographers may use ionizing radiation on human beings for limited imaging purposes, excluding the administration of radiopharmaceuticals or radionuclide devices, under the supervision of a licensed practitioner. These limited activities include, but are not limited to, adjusting equipment settings, positioning the patient, positioning the equipment, positioning the image receptor, radiation protection, equipment operation and maintenance, image production and evaluation, and patient care/management/education.

4. Impermissible Practices

Limited radiographers may not perform cardiovascular-interventional radiography, cardiac-interventional radiography, vascular interventional radiography, mammography, computed tomography, bone densitometry, fluoroscopy or administration of radiographic contrast.

5. Task Inventory

In interpreting and applying this section the board may consult and be guided by the following task inventory:

A. Preparation and operation of the radiographic unit and accessories;

- B. Preparation and operation of digital imaging devices such as computerized radiography, direct digital radiography, and a picture archival and communication system;
- C. Provision of radiation protection for patients, workers and the public, including monitoring; shielding; and knowledge and application of units of measurement and permissible levels; biological effects of radiation; technical considerations in reducing radiation exposure; and frequency of retakes. In performing these tasks, the limited radiographer shall:
 - (1) Evaluate the need for and document the use of protective shielding;
 - (2) Take appropriate precautions to minimize radiation exposure to the patient, worker and member of the public;
 - (3) Question a female patient of child-bearing age about possible pregnancy and take appropriate action (e.g., document the response, contact the physician);
 - (4) Restrict the beam to limit exposure area, improve image quality and reduce radiation dose;
 - (5) Set kVp, mA and time or automatic exposure system as appropriate for the procedure;
 - (6) Prevent all unnecessary persons from remaining in the area during x-ray exposure;
 - (7) Monitor personal occupational exposure; and
 - (8) Evaluate individual occupational exposure reports to determine if values for the reporting period are within established limits;
- D. Provision of image acquisition, including x-ray production using films/screens or digital detectors, holders and grids; technique conversions; image processing; artifact evaluation; image quality critique; and control of secondary radiation, for the specific category requested. In performing these tasks, the limited radiographer shall:
 - (1) Remove all radiopaque materials from the patient or table that could interfere with the radiographic image;
 - (2) Select the appropriate image receptor for exposure;
 - (3) Select equipment and accessories (e.g., grid, compensating filters, shielding) for the examination requested;

- (4) Use radiopaque markers to indicate anatomical side, position or other relevant information (e.g., time, upright, decubitus);
 - (5) Explain breathing instructions prior to making the exposure;
 - (6) Position the patient to demonstrate the desired anatomy using body landmarks;
 - (7) Determine appropriate exposure factors using calipers, technique charts and automatic exposure control;
 - (8) Modify exposure factors for circumstances such as involuntary motion, casts and splints, pathological conditions, or the patient's inability to cooperate;
 - (9) Process the exposed image;
 - (10) Reload cassettes or magazines by selecting film of the proper size and type, if applicable;
 - (11) Verify the accuracy of the patient identification on the radiograph;
 - (12) Evaluate radiographs for diagnostic quality;
 - (13) Determine corrective measures if the radiograph is not of diagnostic quality and take appropriate action; and
 - (14) Store and handle film/cassettes in a manner that will reduce the possibility of artifact production.
- E. Provision of patient care procedures, including aseptic technique, and emergency procedures such as basic life support and first aid. In performing these tasks, the limited radiographer shall:
- (1) Clean, disinfect or sterilize facilities and equipment, and dispose of contaminated items in preparation for the next examination;
 - (2) Confirm the patient's identity;
 - (3) Evaluate the patient's ability to understand and comply with requirements for the requested examination;
 - (4) Examine the radiographic order to verify accuracy and completeness of information (e.g., patient history, clinical diagnosis);
 - (5) Exercise responsibility for medical equipment attached to patients (e.g., IVs, oxygen) during radiographic procedures;

- (6) Provide for patient safety, comfort and modesty;
 - (7) Communicate scheduling delays to waiting patients;
 - (8) Practice standard precautions;
 - (9) Select immobilization devices, when indicated, to prevent patient movement and ensure patient safety;
 - (10) Use proper body mechanics and/or mechanical transfer devices when assisting a patient;
 - (11) Recognize the need for prompt medical attention and administer emergency care;
 - (12) Explain post-procedural instructions to the patient or the patient's family;
 - (13) Maintain the confidentiality of patient information; and
 - (14) Document required information on the patient's medical record (e.g., shielding, exposure factors, pregnancy status);
- F. Proper positioning of anatomy for the requested procedure;
- G. Maintenance of radiographic equipment, including x-ray tubes, grids, generators, electrical circuitry and cabling, image processors, collimators, x-ray control consoles and ancillary equipment. In performing these tasks, the limited radiographer shall:
- (1) Visually inspect the radiographic unit and accessories and report and correct any malfunctions;
 - (2) For a film screen receptor system:
 - (a) Perform daily processor maintenance (e.g., clean rollers, check transport system and solutions); and
 - (b) Perform daily sensitometry and check darkroom conditions (e.g., safe light, light leak).
 - (3) For a digital receptor system, perform routine reader/receptor quality control as determined by the manufacturer.

STATUTORY AUTHORITY: 32 MRSA §9853(6)(E)

EFFECTIVE DATE:

02 DEPARTMENT OF PROFESSIONAL AND FINANCIAL REGULATION
465 RADIOLOGIC TECHNOLOGY BOARD OF EXAMINERS
Chapter 9 INITIAL APPLICATION; LICENSE RENEWAL AND CONTINUING
EDUCATION; INACTIVE STATUS

SUMMARY: This chapter sets forth license renewal, continuing education requirements and procedures relating to inactive status licensure.

1. Initial Application

1. Application Form; Additional Information

The applicant shall apply for licensure on forms provided by the board and shall supply all information and documentation required by the board. This includes the information required by Chapter 6, Section 4 of the board's rules for trainee radiographers and the information required by Chapter 7, Section 2 of the board's rules for limited radiographers.

2. Fees

The applicant shall enclose with the application the application and license fees specified in Chapter 10, Section 5(33) of the rules of the Office of Licensing and Registration. An applicant licensed in a temporary capacity need not pay an additional application fee upon becoming eligible for full licensure.

3. Complete Application Required

No application will be acted upon until the application is complete and all fees have been paid. Applications that remain incomplete for one year after notice from the board explaining the deficiency, sent to the applicant's address of record, are void.

2. License Term; Renewal; Fee

Radiographer, nuclear medicine technologist and radiation therapist licenses and limited radiographer licenses must be renewed biennially on or before August 31st of each even-numbered year or at such other time as the commissioner of the Department of Professional and Financial Regulation may determine. The term of temporary licenses and special permits is set forth in Chapter 5 of the board's rules. The duration of traineeships for the limited radiographer license is set forth in Chapter 6 of the board's rules. The license fee specified in Chapter 10, Section 5(33) of the rules of the Office of Licensing and Registration must be remitted with the renewal application, along with any late fees required by Chapter 11, Section 2(1) and Chapter 10, Section 5(33) of the rules of the Office of Licensing

and Registration. No renewal application will be acted upon until the application is complete and all fees have been paid.

3. Continuing Education

1. First Renewal

The continuing education requirement of this chapter does not apply to a licensee's first renewal.

2. Subsequent Renewals

A licensee shall satisfy the continuing education requirement set forth in Section 3(4) of this chapter in full at the time of each biennial license renewal after the first renewal. Licensees' compliance with the continuing education requirement is subject to audit in accordance with Chapter 13 of the rules of the Office of Licensing and Registration.

3. Hardship Deferment

A licensee who is unable to satisfy the continuing education requirement due to extenuating and unavoidable circumstances of genuine hardship may request a deferment from the board. The licensee must request the deferment no later than the time of license renewal immediately following the licensing biennium for which the continuing education was required. The board shall grant or deny the request. Any deferment granted by the board shall contain a provision for the licensee to make up the uncompleted continuing education.

4. Continuing Education Requirement

An applicant may satisfy the continuing education requirement by:

- A. Possessing an ARRT registration that is valid and in CEU compliance as of the date of the licensee's renewal application;
- B. Passing an entry level examination in a discipline for which the licensee has not previously been qualified and for which the licensee is eligible;
- C. Passing an advanced level ARRT examination in a discipline for which the licensee has not previously been qualified and for which the licensee is eligible; or
- D. Completing 24 hours of continuing education activities during the licensing biennium immediately preceding the renewal date in accordance with Section 3(5) of this chapter.

5. Continuing Education Activities

Continuing education activities consist of the following:

- A. Academic course work. Academic course work shall be awarded continuing education credit at the rate of 12 hours for each academic quarter credit and 16 hours for each academic semester credit,. The licensee must achieve a minimum grade of “C”, or its equivalent, to earn continuing education credit for an academic course;
- B. Activities approved by a recognized continuing education evaluation mechanism. Continuing education activities reviewed and approved by a recognized continuing education evaluation mechanism approved by ARRT are eligible for continuing education credit;
- C. Presentation. An educational activity approved by a recognized continuing education evaluation mechanism approved by ARRT which the licensee develops and orally presents is eligible for continuing education credit, subject to the following limitations:
 - (1) Two hours of continuing education credit are recognized for each contact hour of lecture; and
 - (2) Each presentation can be used only once for continuing education credit.
- D. Basic Life Support. Basic life support training is eligible for a maximum of 3 hours of continuing education credit.

6. Self-study Limitation

Directed readings, home study courses, or internet activities recognized pursuant to Section 3(5)(B) of this chapter may not be repeated for continuing education credit in the same 2-year period during which they were completed or any subsequent biennium. These activities are not considered to be complete until the post-test has been submitted and the sponsor has issued the certificate of participation. The date on the certificate is the date of completion.

[NOTE: FAILURE TO COMPLETE
CONTINUING EDUCATION AS REQUIRED BY
THIS CHAPTER MAY RESULT IN
DISCIPLINARY ACTION PURSUANT TO 10
MRSA §8003(5-A)(D)(3).]

4. Inactive Status

1. Application and Renewal

A licensee may apply for an inactive status license. A licensee who applies for inactive status during the 6 months prior to expiration of the license must

demonstrate compliance with the continuing education requirement set forth in Section 3 of this chapter for the biennium during which application is made. The board may refuse to issue an inactive status license to a licensee who:

- A. Is ineligible for renewal of an active license; or
- B. Applies for an inactive status license during the 6 months prior to expiration and fails to demonstrate compliance with the continuing education requirement for the biennium during which application is made.

2. Prohibition Against Practice

A licensee may not engage in the practice of radiography, nuclear medicine technology or radiation therapy while in inactive status.

3. Continuing Education

A licensee need not comply with the continuing education requirement contained in Section 3 of this chapter while in inactive status.

4. Renewal of Inactive Status License

A licensee shall renew an inactive status license by:

- A. Submitting a renewal application;
- B. Remitting the license fee required by Chapter 10, Section 5(33) of the Rules of the Office of Licensing and Registration, entitled Establishment of License Fees; and
- C. Providing such other information as the board may require.

5. Reinstatement

A licensee in inactive status may apply to the board for reinstatement to active status. The board, giving due consideration to the length of time the licensee was in inactive status, shall determine:

- A. An appropriate amount of continuing education required for reinstatement of the licensee to active status. Continuing education ordered pursuant to this paragraph shall not exceed 24 hours in duration; and
- B. Such other requirements and conditions as may be necessary to ensure the competency of the licensee to resume practice.

STATUTORY AUTHORITY: 10 MRSA §8003(5-A)(D)(5); 32 MRSA §9853(6)(E)

EFFECTIVE DATE:

02 DEPARTMENT OF PROFESSIONAL AND FINANCIAL REGULATION

465 RADIOLOGIC TECHNOLOGY BOARD OF EXAMINERS

Chapter 10 DENIAL APPEALS

Summary: This chapter sets forth a licensee's right to appeal license denials.

1. Appeal of License Denial

An applicant or licensee may appeal a license denial to the board for any reason other than failure to pay a fee by filing a request for hearing with the board in writing within 30 days of the applicant's or licensee's receipt of notice of the denial. An adjudicatory hearing will be scheduled upon receipt of a timely appeal. Non-timely appeals will be denied without hearing.

STATUTORY AUTHORITY: 10 MRSA §8003(5-A); 32 MRSA §9853(6)(E)

EFFECTIVE DATE:

02 DEPARTMENT OF PROFESSIONAL AND FINANCIAL REGULATION

465 RADIOLOGIC TECHNOLOGY BOARD OF EXAMINERS

Chapter 11 GROUNDS FOR DISCIPLINARY ACTION

Summary: This chapter sets forth grounds for disciplinary action against licensees.

1. Introduction

The board may take disciplinary action against a licensee, or may deny or refuse to renew a license, for violation of the board's rules, including the reasons described in this chapter. This chapter supplements the grounds for disciplinary action set forth in 10 MRSA §8003(5-A)(A) and 32 MRSA §9860-A.

2. Fraud, Deceit or Misrepresentation in Obtaining a License

The practice of fraud, deceit or misrepresentation in obtaining a license, as included in 10 MRSA §8003(5-A)(A)(1), includes, but is not limited to:

1. Falsification or misrepresentation of the education or experience of the applicant;
2. Falsification or misrepresentation of a recommendation or report offered or submitted to the board;
3. Cheating on a license examination;
4. Withholding or misrepresenting any information requested on an application, including any information regarding criminal or disciplinary action taken by any state against an applicant; or
5. Impersonating another applicant.

STATUTORY AUTHORITY: 10 MRSA §8003(5-A)(A)(5); 32 MRSA §9853(6)(E)

EFFECTIVE DATE: