

January 20, 2004

ALL AGREEMENT STATES, MINNESOTA, PENNSYLVANIA

**ACCEPTANCE TO THE LICENSING PRACTICES AND PROCEDURES COURSE (G-109)  
(STP-04- 004)**

Enclosure 1 is the list of students from the States selected to attend the March 15-19, 2004, Licensing Practices and Procedures Course (G-109). Please provide the list of students and the instructions (Enclosure 2) to each individual from your program who is on the list. Enclosed for your information is a tentative schedule for the G-109 course (Enclosure 3). States with students attending this course have agreed to pay travel expenses, however, there is no tuition for this course. Course attendees should be encouraged to make travel and lodging arrangements as soon as possible.

To assist us and other States, and to help ensure that States with candidates on waiting lists will have an opportunity to fill vacated slots that may open up after our course acceptance letters have been sent to you, we ask that you inform us of any cancellations 30 days prior to the course starting date.

If you have any questions regarding this correspondence, please contact me or the individual named below.

POINT OF CONTACT: Brenda G. Usilton  
TELEPHONE: 301-415-2348

INTERNET: [BGU@NRC.GOV](mailto:BGU@NRC.GOV)  
FAX: 301-415-3502

**/RA/**

Josephine M. Piccone, Director  
Office of State and Tribal Programs

Enclosures:  
As stated

STP-04-004

January 20, 2004

Distribution:

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Agreement States File

DCD (SP03)  
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OFFICE	STP		STP:DD					
NAME	BGUsilton		JMPiccone					
DATE	01/20 /04		01/20/04					

**OFFICIAL RECORD COPY**

LICENSING PRACTICES AND PROCEDURES COURSE  
MARCH 15-18, 2004  
COLUMBIA, OHIO

STATE	PARTICIPANT(S)	NO TUITION COST
<b>KENTUCKY</b>  <b>Radiation Health &amp; Toxic Agents Branch</b> <b>Cabinet for Health Services</b> <b>275 East Main Street, Mail Stop HS-2E-D</b> <b>Frankfort, KY 40621-0001</b>	Robert Gresham	
<b>NEW HAMPSHIRE</b>  Radiological Health Bureau Division of Public Health Services Health and Welfare Building 6 Hazen Drive Concord, NH 03301-6527	Debamond Chakraborty	
<b>NEW YORK STATE DEPT. OF HEALTH</b>  <b>Bureau of Environmental Radiation Protection</b> <b>New York State Department of Health</b> <b>547 River Street</b> <b>Troy, NY 12180-2216</b>	Jerry Collins	
<b>OHIO</b>  <b>Bureau of Radiation Protection</b> <b>Ohio Department of Health</b> <b>P. O. Box 118</b> <b>Columbus, OH 43266-0118</b>	Joseph Allgeier Dwain Baer Kenneth Barnhart Candace Corpus Sangita Desai Stephen Helmer David Lipp	
<b>OKLAHOMA</b>  Radiation Management Section Department of Environmental Quality P.O. Box 1677 Oklahoma City, OK 73101-1677	Carlie Nichols	
<b>TEXAS - BRC</b>  Bureau of Radiation Control Texas Department of Health 1100 West 49th Street Austin, TX 78756-3189	Hans Weger	
<b>UTAH</b>  <b>Department of Environmental Quality</b> <b>168 North 1950 West, P.O. Box 144850</b> <b>Salt Lake City, UT 84114-4850</b>	David Hogge	
<b>WASHINGTON</b>  <b>Department of Health</b> <b>7171 Cleanwater Lane, Building 5</b> <b>P.O. Box 47827</b> <b>Olympia, WA 98504-7827</b>	Carroll Cobbs Craig Lawrence	
<b>WISCONSIN</b>  <b>Division of Public Health</b> <b>Department of Health and Family Services</b> <b>P.O. Box 2659</b> <b>Madison, WI 53701-2659</b>	Michael Mack	

INSTRUCTIONS TO STUDENTS

ENCLOSURE 2

**ACCEPTANCE:** This is to advise you that those individuals in Enclosure 1 have been accepted for participation in the training course (G-109) "Licensing Practices and Procedures." This course is scheduled to be presented March 15-18, 2004, at 246 N. High Street, 4<sup>th</sup> Floor Conference Room, Columbus, Ohio 43216.

**COURSE:** This course will be conducted beginning at 1:00 pm on March 15 and end at 5:00 p.m on March 18, 2004. Enclosed is a tentative schedule for the course (Enclosure 3).

**LODGING AND TRAVEL:** You should plan to arrive on Monday, March 15, 2004 and depart on Friday, March 19, 2004. Participants must make their own lodging and travel arrangements. The two hotels listed below are recommended. They have confirmed the government rate of \$75.00 per night.

Crowne Plaza  
33 E. Nationwide Blvd.  
Columbus, Ohio 43216  
(614)-461-4100

Red Roof Inns  
111 E. Nationwide Blvd.  
Columbus, Ohio 43215  
(614) 224-6539

Directions from Airport: Approximately 6.6 miles from airport. Take I-670 West to downtown area, take the 3<sup>rd</sup> street exit (caution: stop light comes up pretty quickly and you need to get in the far right lane watch for on coming traffic) First stop light take a Right on to Chestnut (you are very close at this point), First stop light (T-intersection) is Chestnut and High Street. 246 North High Street is the Building at the Southeast corner of the intersection at Chestnut and High Street.

If you turn right on High St. (north ) the first stop light is Nationwide Blvd. Turn right on Nationwide Blvd. and both hotels are on the right.

**LICENSING PRACTICES AND PROCEDURES COURSE**  
**Tentative Schedule for March 15-18, 2004**

**ENCLOSURE 2**

DAY	TIME	TOPIC	PRESENTER
Monday	8:00 - 12:00	Nothing Scheduled	
	12:00 - 1:00	Lunch	
	1:00 - 2:00	Welcome, Introductions	John Ricci
	2:00 - 3:00	Current Issues	William Ward
	3:00 - 4:30	Sealed Source and Devices	William Ward
Tuesday	8:00 - 12:00	Overview of Licensing	Michelle Beardsley
	12:00 - 1:00	Lunch	
	1:00 - 4:30	Medical Licenses	Michelle Beardsley
Wednesday	8:00 - 12:00	Industrial Radiography Licenses	Jack Whitten
	12:00 - 1:00	Lunch	
	1:00 - 4:00	Industrial Radiography Licenses	Jack Whitten
Thursday	8:00 - 12:00	Gauge Licenses	TBD
	12:00 - 1:00	Lunch	
	1:00 - 5:00	R&D Licenses	TBD
Friday	8:00 - 4:00	Nothing Scheduled	

**NOTE:** Scheduled lecturers or the sequence of lectures may change due to circumstances beyond our control.

**ENCLOSURE 3**