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Program Improvement Plan4-06update.doc		51712
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Date: 03/28/2006 9:53:41 AM
Subject: PIP Update

Vivian and Janet,

Attached is our PIP update for the April 10 heightened oversight status call. Please let me know if you have questions.

Cindy
<<Program Improvement Plan4-06update.doc>>

CC: Richard Ratliff <Richard.Ratliff@dshs.state.tx.us>, Thomas Cardwell <Thomas.Cardwell@dshs.state.tx.us>, William Silva <William.Silva@dshs.state.tx.us>, Robert Free <Robert.Free@dshs.state.tx.us>, Ruth McBurney <Ruth.McBurney@dshs.state.tx.us>, Pete Myers <Pete.Myers@dshs.state.tx.us>, Gary Smith <Gary.Smith@dshs.state.tx.us>, Margaret Henderson <Margaret.Henderson@dshs.state.tx.us>

Program Improvement Plan
Texas Department of State Health Services
 April 2006

Recommendation from NRC, MRB	Tasks	Milestones	Assignments	Anticipated Completion Date	Current Status or Completion Date
Hire and retain sufficient qualified staff to return and maintain the program at a satisfactory performance level.	Hire and retain sufficient qualified staff to return and maintain the program at a satisfactory performance level.	Post two newly reclassified inspector positions.	Bill Silva	February 1, 2006	The position in Canyon has been filled. The Houston position has been offered and DSHS is waiting for a response from the applicant.
		Develop draft of formal training program for new inspectors and quality assurance reviewers.	Bill Silva Cindy Cardwell	April 30, 2006	On-going.
		Develop draft of intern program.	Alice Rogers	April 30, 2006	Draft submitted to management on February 13, 2006.
		Develop draft of plan for succession plan.	Cindy Cardwell	May 31, 2006	On-going.

Review process for issuance of inspection letters	Consistently issue routine compliance letters within 31 days of the date of inspection. Perform routine inspections within the designated inspection interval.	Revise quality assurance review procedures	Cindy Cardwell	March 31 2006	Completed February 17, 2006. Reviewed with QA reviewers on March 22, 2006. The standard for getting a compliance letter to the licensee within 31 days depends upon both the Inspections Group and the PSQA group meeting their performance standards for report submittal and report review. During January and February, the PSQA group concentrated efforts on reducing the backlog of reports to be reviewed. A significant reduction in the backlog has been made and performance is improving. Because of the backlog reduction effort in January and February, the percentage of compliance letters exceeding the 31-day goal was 45% and 59% respectively. In March, the percentage has dropped to 27%.
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		Re-evaluate current inspection frequencies.	Tommy Cardwell	February 28, 2006	Completed. Several inspection frequencies have been changed. The changes will bring more DSHS inspection frequencies in line with NRC inspection frequencies and will facilitate the review of TX intervals during the IMPEP process. The inspection status as of March 22, 2006 is as follows: Routine Inspections - Previous Overdue 46 Previous Inspected 3 Previous still due 43 New Overdue 5 Total Overdue 48 Initial Inspections - Previous Overdue 20 Previous Inspected (8)* Previous still due 20 New Overdue 6 Total Overdue 26
Adhere to the policy of annual supervisory accompaniments of all qualified inspectors.	Conduct annual supervisory accompaniments of each qualified inspector.	Review annual accompaniments performed to date.	Bill Silva	April 1, 2006	*The eight initial inspections performed were of additional authorized sites, which NRC does not conduct. All qualified inspectors have been accompanied. Accompaniments for 2006 have been assigned. One accompaniment is being conducted March 27-28, 2006.

Reinforce the use of performance-based inspection procedures through refresher training of inspection and PSQA staff.	Ensure inspections are conducted using the DSHS inspection procedures.	Evaluate inspection procedures.	Tommy Cardwell Bill Silva Cindy Cardwell Richard Ratliff	April 30, 2006	The July 2006 inspectors training meeting will focus on changes made to the inspection procedures and the forms. The goal is to have inspections conducted after August 1, 2006 focus on licensee performance.
Report all significant and routine events, as well as follow-up event information, to the NRC in accordance with STP Procedure SA-300, "Reporting Material Events".		Conduct training on changes to inspection procedures and inspection forms	Cindy Cardwell Bill Silva	July 31, 2006	The training has been scheduled for the week of July 17, 2006. Planning and developing the training content is on-going.
Develop and implement an inspection program to verify that the QA/QC requirements in the SS&D Registry sheets are being implemented by the manufacturer.	Inspect manufacturing licensees according to DSHS policy.	Evaluate and define specifics of a SS&D Registry QA/QC program. Implement policy for Licensing Group. Train inspectors on new policy.	David Fogle	February 28, 2006	Completed March 24, 2006
			Ruth McBurney	February 28, 2006	Completed March 24, 2006
			Cindy Cardwell Bill Silva	July 31, 2006	Completed March 24, 2006

		Implement policy for Inspection Group.	Thomas Cardwell Bill Silva	August 1, 2006	
Conduct an evaluation of the uranium recovery program workload and hire the necessary staff to adequately address the workload.	Conduct an evaluation of the uranium recovery program workload and hire the necessary staff to adequately address the workload.	Evaluate current and future staffing needs for the Uranium program.	Gary Smith	November 22, 2005	Completed November 22, 2005
		Seek approval for additional staff in health physics, geology, and civil engineering.		January 2, 2006	Completed January 2, 2006
		Post new uranium positions.		February 1, 2006	February 1, 2006
		Hire new uranium staff.		May 1, 2006	Positions are posted and will close March 31, 2006. Interviews will be conducted in April.
Prepare necessary supporting documentation identifying the bases for the licensing actions associated with reclamation plans for the three conventional mills.	Develop plan for document organization.	Folder created for each conventional mill to hold copies of documents that will be used to support closure.	Gary Smith	February 15, 2006	Completed February 15, 2006
		Produce an outline for the required Completion Review Report.		February 15, 2006	February 15, 2006
	Uranium staff begin documentation process for each mill site.	Starting with the RGR facility, complete the ACL review, settlement analysis, and all other reviews required for license termination.		December 31, 2006	ACL review started; settlement review on-going.