



UNITED STATES
NUCLEAR REGULATORY COMMISSION
REGION IV
612 EAST LAMAR BLVD, SUITE 400
ARLINGTON, TEXAS 76011-4125

January 21, 2010

ARIZONA HEIGHTENED OVERSIGHT CONFERENCE CALL SUMMARY

NRC RIV/DNMS	ARRA
Art Howell, Director	Aubrey Godwin, Director
Randy Erickson, RSAO	Shanna Farish, Acting Program Manager
Linda McLean, RSAO	Dan Kuhl
	Philip Kern

Summary

On January 14, 2010, NRC conducted a Heightened Oversight conference call with the Arizona Radiation Regulatory Agency (the Agency) to discuss their progress under the Performance Improvement Plan (the Plan) dated December 15, 2009 (enclosed).

During the call it was noted that the Agency continued to make progress in their efforts to maintain inspection timeliness. The Agency continues to keep up with all Priority 1, 2, and 3 inspections.

Discussion

The Plan addressed each recommendation from the 2008 IMPEP review. The Agency divided each recommendation into tasks, milestones, and staff assignments that they believed were necessary to successfully address each recommendation. Six of the recommendations have been completed and not discussed.

Recommendations

1. The review team recommends that the State develop and use qualification journals to track and monitor training for technical staff.

Status – This recommendation is completed.

2. The review team recommends that the State ensure that license reviewers be provided appropriate medical training to ensure familiarity with medical license modalities.

Status – This recommendation is completed.

3. The review team recommends that the State take appropriate measures to conduct core inspections (including initial inspections) in accordance with the inspection priority schedule in IMC 2800 and conduct reciprocity inspections in accordance with IMC 1220.

Status – The Agency has completed core inspections as required through December 15, 2009. There are no overdue inspections.

4. The review team recommends that the State conduct follow-up inspections of licensees with unresolved violations or issues with regard to the Increased Controls requirements to ensure that appropriate corrective actions were implemented.

Status – The last review of inspections was completed on December 1, 2009. No problems were identified.

5. The review team recommends that the State review its Increased Controls files to ensure that all sensitive security-related documents are labeled accordingly.

Status – This recommendation is completed.

6. The review team recommends that an Agency manager accompany each inspector, at least annually, to ensure quality and consistency in the inspection Agency.

Status – One accompaniment of three was completed for 2009. The remaining two should be completed in January.

7. The review team recommends that the State ensure its licenses are properly categorized and assigned the correct inspection frequency.

Status – This recommendation is completed.

8. The review team recommends that the State ensure proper documentation of training and experience for medical authorized users, authorized medical physicists, authorized nuclear pharmacists, and radiation safety officers.

Status – This recommendation is completed.

9. The review team recommends that the State implement a detailed and documented license review system to ensure accuracy and consistency for all licensing actions.

Status – Part B of the Plan (establishing procedures and checklists) is in progress. The next updated Plan will detail the procedures and checklists that still need to be completed.

10. The review team recommends that the State implement the precicensing checklist and guidance for all licensing actions to ensure radioactive material will be used as specified on the license.

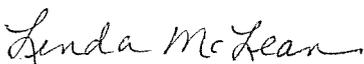
Status – This recommendation is completed.

Budget Update

ARIZONA BUDGET

Fiscal Year	Appropriations	Expenditures
FY 2008	\$2,186,141	\$2,154,200
FY2009	\$2,240,748	\$2,244,000
FY2010	\$1,918,000	\$771,310*

*to 12/31/2009


Linda McLean
Regional State Agreements Officer

Enclosures:

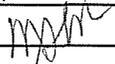
1. Arizona PIP
2. Organizational Chart

cc via e-mail (without enclosures):
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bcc via E-mail:
 Art Howell, D:DNMS
 Chuck Cain, DD:DNMS
 Robert Lewis, D:DMSSA
 Duncan White, FSME
 Randy Erickson, RSAO:DNMS
 Linda McLean, RSAO:DNMS
 Aaron McCraw, FSME
 Janine Katanic, FSME
 Donna Janda, RI

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ADAMS: ML

ADAMS: <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes	<input checked="" type="checkbox"/> SUNSI Review Complete	Reviewer Initials: mlm
	<input checked="" type="checkbox"/> Publicly Available	<input checked="" type="checkbox"/> Nonsensitive
	<input type="checkbox"/> Nonpublicly Available	<input type="checkbox"/> Sensitive
RIV:SAO:DNMS		
MLMcLean;dlf		
1/20/10 		

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Performance Improvement Plan and Progress Report

December 15, 2009

Arizona Radiation Regulatory Agency

Recommendations	Task	Milestones	Assigned to	Anticipated Completion Date	Status	Actual Completion Date
1. State develop and use qualification journals to track and monitor training for technical staff.	A. Ensure training courses for technical/professional development.	1. Develop and implement qualification program with individual qualification records.	RAM Program Manager	7/1/2008	Completed, in place.	5/1/2008
	B. Cross-training by all health physics staff.	1. Develop and implement cross training program.	Program Managers.	07/01/2009	Two x-ray staff scheduled for accompanying materials inspectors.	Initial accompaniments completed 12/1/2009.
2. State ensure that license reviewers be provided appropriate training to ensure familiarity with medical license modalities.	A. Ensure training for license reviewers of medical licenses.	1. Develop a short term license reviewer training program.	RAM Program Manager	7/21/2008	Completed when J. Mullauer completed the mentoring session.	7/21/2008
	3. State take appropriate measures to conduct core inspections (including initial inspections) in accordance with the inspection priority schedule in IMC 2800, and conduct reciprocity inspections in accordance with IMC 2800.	A. Improve quality of database.	1. Review 100% of license data entry in database to ensure accurate information is in database.	RAM Program Manager	11/15/2008	Initial review complete as of 7/1/2008, second review now complete, 12/31/2008
B. Reduce the number of overdue inspections.		1. Review and distribute a monthly quarterly listing of the licenses due and overdue for inspection.	RAM Program Manager	Next listing due 12/15/2009, for inspections due through 12/15/2009	12/15/2009, listing in use.	Current as of 12/15/2009

Performance Improvement Plan and Progress Report

December 15, 2009

Arizona Radiation Regulatory Agency

Recommendations	Task	Milestones	Assigned to	Anticipated Completion Date	Status	Actual Completion Date
		<p>2. Review the licenses inspected by each inspector to assure appropriate licenses are being inspected.</p>	RAM Program Manager and Agency Director	Currently performing the 11/2009 and 12/2009 inspections.	As of 4/01/2009, the number of overdue for inspection has been reduced to 0.	Ongoing, latest data 12/15/2008
	C. Inspect core reciprocity licenses in a timely manner.	<p>1. List and highlight on monthly licensees due for inspection, out-of-state licensees who are due for inspection.</p>	RAM Program Manager	Currently conducting inspection from the 12/2009 listing.	Currently up to date on inspections including reciprocity.	Ongoing
4. State conduct follow up inspections of licensees with unresolved violations or issues with regard to the Increased Controls requirements to ensure that appropriate corrective actions were implemented.	A. Follow up on each identified unresolved violation or issue.	<p>1. Close out each file as the responses are received, monthly reports.</p>	Goretzki	All inspections performed prior to October 2009 have been closed or awaiting supplemental responses.	October review completed 12/1/2009	Ongoing
		<p>2. Initiate correspondence when response is overdue by 15 days and consider</p>	Goretzki		October 2009 review completed	12/1/2009

Performance Improvement Plan and Progress Report
 December 15, 2009
 Arizona Radiation Regulatory Agency

Recommendations	Task	Milestones	Assigned to	Anticipated Completion Date	Status	Actual Completion Date
		re-inspecting if response is overdue by 60 days.				
5. The State review its Increased Controls files to ensure that all sensitive security-related documents are labeled accordingly.	A. Review each file as it is processed for sensitive information and documents.	1. Checklist prepared and used to determine sensitive information.	Kern	Continuous, three independent reviews are made as each licensing action is completed	Latest revised check lists are dated 8/22/2008	8/22/2008
		2. Review inspection reports and responses for sensitive information.	Goretzki	Continuous, three independent reviews are made to assure all material is properly marked and filed.	Currently a review is made for each inspection report by at least two individuals plus the inspector.	5/31/2008 Ongoing
6. The State should have a manager accompany each inspector, at least annually, to ensure quality and consistency in the inspection program.	A. Management accompanies each inspector on at least one inspection per quarter.	1. 1. Report of each accompaniment placed in respective inspector training file.	RAM Program Manager and Godwin	Initially 10/3/2008. For 2009, 12/1/2009	NRC required accompaniments complete for 2008; 2009 being scheduled for January 2010, one has been completed	

Performance Improvement Plan and Progress Report

December 15, 2009

Arizona Radiation Regulatory Agency

Recommendations	Task	Milestones	Assigned to	Anticipated Completion Date	Status	Actual Completion Date
7. The State ensures its licenses are properly categorized and assigned the correct inspection frequency.	A. Review each file as it is processed for proper classification and inspection frequency.	1. Inspectors are instructed to check the classification listed when they conduct the inspection.	RAM Program Manager	11/15/2008	Now a part of the inspection routine.	Reviewed with inspectors each 6 months.
8. The State ensure proper documentation of training and experience for authorized users, authorized medical physicist, authorized nuclear pharmacists and radiation safety officers.	A. Have applicants get complete preceptor attestations if not available in other files.	1. Confirm all files checked by IMPEP team have proper supporting documentation.	Kern	3/30/2008	Completed, March 2008.	3/30/2008
	B. Review all other medical files who added medical users since 2006.	1. Confirm all files have proper supporting documentation.	Kern	4/31/2008	Completed, April 2008	4/30/2008
	C. Develop a licensing checklist for each license type.	1. Develop lists until all are completed.	Kern	Monthly check on progress, 1/15/2010	Use the check lists in appropriate NUREG-1556. Developing licensing review comments. Six checklists now complete.	Most used lists complete, 12/15/2009

Performance Improvement Plan and Progress Report

December 15, 2009

Arizona Radiation Regulatory Agency

Recommendations	Task	Milestones	Assigned to	Anticipated Completion Date	Status	Actual Completion Date
9. The State implement a detailed and documented license review system to ensure accuracy and consistency for all licensing actions.	A. See 8.C. above.	1. See 8.C.1 above. In addition, review by at least two other staffers to confirm all actions appropriate and consistent.	Kern	Multiple reviews implemented 5/31/2008, the check list development is still in progress.	Multiple reviews implemented 5/31/2008, the check list development is still in progress with monthly reviews	Multiple reviews, 05/31/2008
	B. Written procedure to be developed when a majority of checklists are complete	1. Written procedure started by 12/31/2009.	Kern	Written procedure completed by 04/30/2010.	Awaiting one more checklist to be completed.	
10. The State implement the prelicensing checklist and guidance for all licensing actions to provide assurance that radioactive material will be used as specified on the license.	A. Develop and update as necessary a prelicensing checklist compatible with the NRC guidance for assuring the radioactive material will be utilized in accordance with license.	1. The prelicensing checklist was developed and implemented by 4/1/2008.	Kern	4/1/2008 Updated 8/22/2008	In use. Update being prepared to reflect September 2008 changes to NRC checklist.	4/1/2008

