



UNITED STATES  
NUCLEAR REGULATORY COMMISSION  
WASHINGTON, D.C. 20555-0001

March 5, 2018

ALL AGREEMENT STATES, VERMONT, WYOMING

NOTIFICATION OF ACCEPTANCE TO THE DIAGNOSTIC AND THERAPEUTIC NUCLEAR  
MEDICINE (H-304) COURSE (STC-18-017)

**Purpose:** To provide notification to the States of students selected to attend the U.S. Nuclear Regulatory Commission's (NRC) Diagnostic and Therapeutic Nuclear Medicine (H-304) course scheduled to be held May 15-18, 2018, in Houston, Texas.

**Background:** The NRC provides funding to the Agreement States for training and the associated travel.

**Discussion:** Students selected to attend the May 15-18, 2018, Diagnostic and Therapeutic Nuclear Medicine (H-304) course in Houston, Texas are provided in Enclosure 1. Please provide this notification to each individual from your program that has been accepted to this course. Students selected to attend this course will be paid travel and per diem by the NRC. Detailed guidance for students is provided in Enclosure 2. Please inform us of any withdrawals immediately so that individuals on the waiting list have an opportunity to attend.

If you have any questions regarding this correspondence, please contact me at (301) 415-3340 or the individual named below:

POINT OF CONTACT: Marcia Casby  
TELEPHONE: (301) 415-6525

E-MAIL: [Marcia.Casby@nrc.gov](mailto:Marcia.Casby@nrc.gov)

*/RA Paul Michalak for/*

Kevin Williams, Acting Director  
Division of Materials Safety, Security, State  
and Tribal Programs  
Office of Nuclear Material Safety  
and Safeguards

Enclosures:

1. List of students
2. Instructions for students

SUBJECT: NOTIFICATION OF ACCEPTANCE TO THE DIAGNOSTIC AND THERAPEUTIC  
NUCLEAR MEDICINE (H-304) COURSE (STC-18-017)  
DATE: March 5, 2018

DISTRIBUTION:  
Jeff Griffis, TTC

**ML18059A471**

<b>OFFICE</b>	NMSS/MSST/ASPB	NMSS/MSST/ASPB	NMSS/MSST
<b>NAME</b>	MCasby	PMichalak	KWilliams
<b>DATE</b>	3/5/18	3/5/18	3/5/18

**OFFICIAL RECORD COPY**

**DIAGNOSTIC AND THERAPEUTIC NUCLEAR MEDICINE (H-304)**

May 15-18, 2018

Houston, TX

<b>STATE</b>	<b>PARTICIPANT</b>
ALABAMA	Latira Simon
COLORADO	Matt Gift
FLORIDA	Melissa Burns
GEORGIA	Roger Wilson Leslines Leveque
ILLINOIS	Gary Forsee
LOUISIANA	Charles Strawn
NEW YORK (CITY HEALTH)	Hailu Tedla
NEW YORK (STATE HEALTH)	Colleen Shea
OHIO	Michael Rubadue
PENNSYLVANIA	Katherine Scott
TEXAS (DSHS)	Albert Hille Craig Sutton

## INSTRUCTIONS TO STUDENTS

**ACCEPTANCE:** Individuals listed in Enclosure 1 have been accepted for participation in the Diagnostic and Therapeutic Nuclear Medicine (H-304) course. This course is scheduled to be presented May 15-18, 2018, at the Advanced Health Education Center (AHEC). Please contact Marcia Casby at 301-415-6525 immediately if you are unable to attend this course. The AHEC is located at 8502 Tybor Drive, Houston, Texas 77074. The facility's telephone number is (713) 772-0157.

**COURSE:** Please see our Web site, <https://scp.nrc.gov/training.html> for the Tentative Course Schedule and note that the course begins at 8:00 a.m. on Monday, May 14, 2018, and ends at 3:00 pm on Friday, May 18, 2018.

**LODGING AND TRAVEL:** Please plan to arrive on Sunday, May 13, 2018, and depart on Friday, May 18, 2018. Please plan to attend the course through the stated end time of 3:00 p.m. If there are no flights available that would allow you to arrive home before midnight on Friday, May 18th, you may elect to depart on Saturday, May 19th. In this event, U.S. Nuclear Regulatory Commission (NRC) will provide reimbursement for hotel on Friday night and per diem on Saturday, March 10th. Students must make their own lodging and travel arrangements. If traveling by air, please contact El Sol Travel at 844-244-6694 for airline reservations, and indicate that the travel is "Invitational" for the NRC. Please select a fully refundable Government fare if one is available, and make sure that El Sol Travel correctly direct bills your fare to credit card ending 2835. If the need arises and you must make a change, please contact Marcia Casby at (301) 415-6525.

Please complete the Travel Application Form which will be provided to you and submit to Marcia Casby, [ASTrainingandtravel.Resource@nrc.gov](mailto:ASTrainingandtravel.Resource@nrc.gov), no later than Friday, March 16th. Individuals should request the Federal government rate at the hotels. The per diem for Houston, Texas is \$137 hotel and \$59 meals and incidentals. The first and last day of travel is calculated at 75 percent which is \$44.25. A complimentary shuttle is available for transportation between the hotel and the training center for individuals staying at the hotels listed below. Please contact the front desk for details upon arrival. Those students who elect to stay at an alternate hotel will be responsible for their own transportation between the hotel and the training center.

<p><b>Crowne Plaza Houston Suites</b> 9090 Southwest Freeway Houston, Texas 77074 (713) 995-0123 <i>Complimentary shuttle service to and from the AHEC facility is provided</i></p>	<p><b>Hilton Houston Southwest</b> 6780 Southwest Freeway Houston, Texas 77074 (713) 977-7911 <i>Complimentary shuttle service to and from the AHEC facility is provided</i></p>
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**DIRECT DEPOSIT:** If you prefer this method of reimbursement, please complete the form located on our Web site and follow the instructions on the form. Once you have signed up for Direct Deposit, you are in the system and will not need to complete a new form unless your banking information changes. When it is time to complete your voucher for reimbursement, in the address box enter "Enrolled in Direct Deposit." If you have any questions regarding direct deposit, please contact Lindsey Santos at (301) 415-6268.