

January 12, 2012

ALL AGREEMENT STATES

**ACCEPTANCE TO THE LICENSING PRACTICES AND PROCEDURES COURSE (G-109)**  
(FSME-12-005)

**Purpose:** To provide the list of students selected for the NRC Licensing Practices and Procedures Course (G-109).

**Background:** NRC provides the list of students and instructions to the States to help ensure that States with candidates on waiting lists will have an opportunity to fill vacated slots that may open up after this notification letter has been sent.

**Discussion:** Enclosure 1 is the list of students from the States selected to attend the March 12-16, 2012 Licensing Practices and Procedures Course (G-109). This course will be Newport News, Virginia. Please provide the list of students and the instructions (Enclosure 2) to each individual from your program that is on the list. Enclosed for your information is a tentative schedule for the course (Enclosure 3). Students attending this course will be paid travel and per diem by the U.S. Nuclear Regulatory Commission (NRC). Students should make their travel arrangements through Carlson Wagonlit Travel at 1-866-250-2160 immediately and then submit their travel information needed for NRC to issue their travel authorization (Appendix A) to Brenda Usilton (Fax 301-415-3502). Please go to the following website to download the Travel Application Form <http://nrc-stp.ornl.gov/training.html> and then send it to [Brenda.Usilton@nrc.gov](mailto:Brenda.Usilton@nrc.gov) or fax it to 301-415-3502.

We ask that you inform us of any cancellations 30 days prior to the course starting date or as soon as you are aware that the student cannot attend the course.\*

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\*This information request has been approved by OMB 3150-0029 expiration 11/30/2013. The estimated burden per response to comply with this voluntary collection is approximately 8 hours. Send comments regarding the burden estimate to the Records and FOIA/Privacy Services Branch (T-5F52), U.S. Nuclear Regulatory Commission, Washington, DC 20555-0001, or by Internet e-mail to [infocollects@nrc.gov](mailto:infocollects@nrc.gov), and to the Desk Officer, Office of Information and Regulatory Affairs, NEOB-10202 (3150-0029), Office of Management and Budget, Washington, DC 20503. If a means used to impose an information collection does not display a currently valid OMB control number, the NRC may not conduct or sponsor, and a person is not required to respond to, the information collection.

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

POINT OF CONTACT: Brenda G. Usilton      INTERNET: [Brenda.Usilton@NRC.GOV](mailto:Brenda.Usilton@NRC.GOV)  
TELEPHONE: 301-415-2348      FAX: 301-415-3502

/Jim Luehman for **RA**/

Brian J. McDermott, Director  
Materials Safety and State Agreements  
Office of Federal and State Materials  
and Environmental Management Programs

Enclosures:

1. List of students
2. Instructions for students
3. Tentative Schedule

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

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Distribution:  
 DMSSA RF  
 Jeff Griffis

**ML120120053**

|             |            |                               |
|-------------|------------|-------------------------------|
| <b>OFC</b>  | FSME/MSSA  | FSME/MSSA                     |
| <b>NAME</b> | BGUsilton: | /JLuehman for/<br>BJMcDermott |
| <b>DATE</b> | 1/12 /12   | 1/12/12                       |

**OFFICIAL RECORD COPY**

LICENSING PRACTICES AND PROCEDURES COURSE – (G-109)  
MARCH 12-16, 2012  
NEWPORT NEW, VIRGINIA

| STATE                                                                                                                                                     | PARTICIPANT(S)    |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|
| <b>CALIFORNIA</b><br>Dept. of Health Services<br>P.O. Box 997414, MS-7610<br>Sacramento, CA 95899-7414                                                    | Kathleen Harkness |
| <b>FLORIDA</b><br>Dept. of Health<br>4052 Bald Cypress Way, Bin C21<br>Tallahassee, FL 32399-1741                                                         | Jerry Bai         |
| <b>ILLINOIS</b><br>Division of Nuclear Safety<br>1035 Outer Park Drive<br>Springfield, IL 62704                                                           | Robert Harris     |
| <b>KANSAS</b><br>Dept. of Health & Environment<br>Bureau of Environmental Health<br>1000 SW Jackson, Suite 330<br>Topeka, KS 66612-1365                   | Phil Schlaman     |
| <b>NEW YORK STATE HEALTH</b><br>State Health Dept.<br>547 River Street<br>Troy, NY 12180-2216                                                             | Michael Soucie    |
| <b>NEW MEXICO</b><br>Environment Department<br>Harold S. Runnels Building<br>1190 St. Francis Drive, Rm S2100<br>P.O. Box 5469<br>Santa Fe, NM 87502-5469 | Vicky Baca        |
| <b>NORTH CAROLINA</b><br>Dept. of Environment & Natural Resources<br>3825 Barrett Drive<br>Raleigh, NC 27609-7221                                         | Paul Huggins      |
| <b>NORTH DAKOTA</b><br>Dept. of Health<br>918 E. Divide Avenue<br>Bismarck, ND 58501-1947                                                                 | James Lawson      |
| <b>OKLAHOMA</b><br>Radiation Management Section<br>707 N. Robinson<br>Oklahoma City, OK 73102                                                             | Kate Deaton       |
| <b>OREGON</b><br>Dept. of Human Services<br>800 NE Oregon Street, Suite 640<br>Portland, OR 97232-2162                                                    | Richard Wendt     |
| <b>TENNESSEE</b><br>Division of Radiological Health<br>L&C Annex, Third Floor<br>401 Church Street<br>Nashville, TN 37243-1532                            | Laura Turner      |
| <b>WISCONSIN</b><br>Dept. of Health Services<br>1 W. Wilson Street, Rm B157<br>Madison, WI 53702                                                          | Krista Kuhlman    |

## INSTRUCTIONS TO STUDENTS

**ACCEPTANCE:** **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 12-16, 2011, at the NRC.

**COURSE:** This course will be conducted beginning at 8:00 a.m. and end at 5:00 p.m. each day except on Friday when the course will end at 12:00 noon. Enclosed is a tentative schedule for the course (Enclosure 3). Cellular phones and similar devices with audible capability should be disabled while classes are in session. Normal office/business attire is appropriate for students attending TTC courses.

1 - Students enrolled in the licensing course may e-mail to the applicable instructor any licensing issues (either generic or based on a specific license review) that they would like discussed in class (names and e-mail addresses of instructors are provided below)

2 - Students may bring to class a sample license application with an interesting issue that they would be willing to share with the class (appropriate consideration being given to privacy, security, safeguards and other sensitivity issues)

3 - State students may bring a copy of their own regulations so that they can refer to them if there is a question regarding anything taught in class (all training will be accomplished using NRC regulations)

### INSTRUCTORS

Bryan Parker – [Brian.Parker@nrc.gov](mailto:Brian.Parker@nrc.gov) - Licensing Process, Medical

Colleen Casey [Colleen.Casey@nrc.gov](mailto:Colleen.Casey@nrc.gov) - Portable and Fixed Gauges, Research & Development, General Licenses

Roberto Torres- [RobertoJ.Torres@nrc.gov](mailto:RobertoJ.Torres@nrc.gov) - Industrial Radiography, Well Logging, Irradiators

**LODGING AND TRAVEL:** You should plan to arrive on Sunday, March 11, 2012, and depart on Friday, March 16, 2012. No rental cars will be authorized for travel. If traveling by air, you need to contact Carlson Travel at 1-866-250-2160 for airline reservations. The per diem for Newport News, Virginia is 77/46/123. Please complete the Travel Application Form <http://nrc-stp.ornl.gov/training.html> and return it to Brenda Usilton at [Brenda.Usilton@nrc.gov](mailto:Brenda.Usilton@nrc.gov) or fax it to 301-415-3502. You will also need to go to the same website to receive a copy of the travel instructions and voucher for reimbursement. You should call the Hampton Inn & Suites at 757-249-0001. A reservation can be made at the government rate of \$77.00. Use the group code "NRC." There will be a shuttle the hotel provides that can take you to and from the course. A tentative outline for the course (Enclosure 3) is attached.

**LICENSING PRACTICES AND PROCEDURES COURSE**  
**Tentative Schedule for March 12-16, 2012**

|                  | <b>START</b> | <b>STOP</b> | <b>TOPIC</b>                          | <b>PRESENTER</b> |
|------------------|--------------|-------------|---------------------------------------|------------------|
| <b>MONDAY</b>    | 8 AM         | - 9 AM      | <b>WELCOME AND ADMIN</b>              | Gabriel          |
|                  | 9 AM         | - 10 AM     | Overview                              | Gabriel          |
|                  | 10 AM        | - 11 AM     | Overview                              | Gabriel          |
|                  | 11 AM        | - 12 PM     | Overview                              | Gabriel          |
|                  | 12 PM        | - 1 PM      | <b>LUNCH</b>                          |                  |
|                  | 1 PM         | - 2 PM      | Overview                              | Gabriel          |
|                  | 2 PM         | - 3 PM      | Overview                              | Gabriel          |
|                  | 3 PM         | - 4 PM      | Overview                              | Gabriel          |
|                  | 4 PM         | - 5 PM      | Overview                              | Gabriel          |
|                  |              |             |                                       |                  |
| <b>TUESDAY</b>   | 8 AM         | - 9 AM      | Gauge Presentation                    | Casey            |
|                  | 9 AM         | - 10 AM     | Gauge Presentation                    | Casey            |
|                  | 10 AM        | - 11 AM     | Gauge Licensing Exercise              | Casey            |
|                  | 11 AM        | - 12 PM     | Gauge Licensing Exercise              | Casey            |
|                  | 12 PM        | - 1 PM      | <b>LUNCH</b>                          |                  |
|                  | 1 PM         | - 2 PM      | Gauge Pre-Licensing Exercise          | Casey            |
|                  | 2 PM         | - 3 PM      | R&D Presentation                      | Casey            |
|                  | 3 PM         | - 4 PM      | R&D Presentation                      | Casey            |
|                  | 4 PM         | - 5 PM      | R&D Licensing Exercise                | Casey            |
|                  |              |             |                                       |                  |
| <b>WEDNESDAY</b> | 8 AM         | - 9 AM      | Medical Presentation                  | Gabriel          |
|                  | 9 AM         | - 10 AM     | Medical Presentation                  | Gabriel          |
|                  | 10 AM        | - 11 AM     | Medical Presentation                  | Gabriel          |
|                  | 11 AM        | - 12 PM     | Medical Licensing Exercises           | Gabriel          |
|                  | 12 PM        | - 1 PM      | <b>LUNCH</b>                          |                  |
|                  | 1 PM         | - 2 PM      | Medical Licensing Exercises           | Gabriel          |
|                  | 2 PM         | - 3 PM      | Medical Licensing Exercises           | Gabriel          |
|                  | 3 PM         | - 4 PM      | Nuclear Pharmacy Presentation         | Gabriel          |
|                  | 4 PM         | - 5 PM      | Nuclear Pharmacy Licensing Exercises  | Gabriel          |
|                  |              |             |                                       |                  |
| <b>THURSDAY</b>  | 8 AM         | - 9 AM      | Radiography Presentation              | Torres           |
|                  | 9 AM         | - 10 AM     | Radiography Presentation              | Torres           |
|                  | 10 AM        | - 11 AM     | Radiography Presentation              | Torres           |
|                  | 11 AM        | - 12 PM     | Radiography Presentation              | Torres           |
|                  | 12 PM        | - 1 PM      | <b>LUNCH</b>                          |                  |
|                  | 1 PM         | - 2 PM      | Radiography Pre-Licensing/IC Exercise | Torres           |

|               | <b>START</b> | <b>STOP</b> | <b>TOPIC</b>                          | <b>PRESENTER</b> |
|---------------|--------------|-------------|---------------------------------------|------------------|
|               | 2 PM         | - 3 PM      | Radiography Pre-Licensing/IC Exercise | Torres           |
|               | 3 PM         | - 4 PM      | Radiography Licensing Exercise        | Torres           |
|               | 4 PM         | - 5 PM      | Radiography Licensing Exercise        | Torres           |
|               |              |             |                                       |                  |
| <b>FRIDAY</b> | 8 AM         | - 9 AM      | Well Logging Presentation             | Torres           |
|               | 9 AM         | - 10 AM     | Well Logging Presentation             | Torres           |
|               | 10 AM        | - 11 AM     | Irradiator Presentation               | Torres           |
|               | 11 AM        | - 12 PM     | Irradiator Presentation               | Torres           |
|               | 12 PM        |             | <b>CLASS OVER</b>                     |                  |

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