



TEXAS BOARD OF MEDICAL RADIOLOGIC TECHNOLOGY

Information for Limited Educational Programs in Medical Radiologic Technology (LMRT)

Chapter 194.12 Medical Radiologic Technology - Standards for the Approval of Limited Certificate Programs

INSTRUCTIONS:

The application must be completed by the Program Director.

For New Programs - This form MUST be completed, signed, dated, notarized and submitted to the Texas Board of Medical Radiologic Technology **THIRTY (30) days** prior to providing any instructional services designed to train persons to perform limited medical radiologic procedures and qualify such persons for a temporary limited certificate or limited certificate in medical radiologic technology.

For Renewals – Programs are required to renew every three years. Please submit renewal applications **THIRTY (30) days** prior to the expiration date of program approval.

The applicant shall submit with these completed forms a **CERTIFIED CHECK OR MONEY ORDER** for **\$500.00** payable to the Texas Medical Board (TMB). This fee is NOT refundable.

Application forms and fees should be sent to:

(Mailing)
Texas Medical Board
Attn: Licensure Dept
MC-232
P. O. Box 2029
Austin, Texas 78768-2029

(Physical)
Texas Medical Board
Attn: Licensure Dept
MC- 232
333 Guadalupe, Tower 3, Suite 610
Austin, Texas 78701

CHECKLIST AND INSTRUCTION FOR PROGRAM APPROVAL

(with references to Board Rules)

TITLE 22	EXAMINING BOARDS
PART 9	TEXAS MEDICAL BOARD
CHAPTER 194	MEDICAL RADIOLOGIC TECHNOLOGY
SUBCHAPTER A	CERTIFICATE HOLDERS, NON-CERTIFIED TECHNICIANS, AND OTHER AUTHORIZED INDIVIDUALS OR ENTITIES
RULE 194.12	STANDARDS FOR THE APPROVAL OF CERTIFICATE PROGRAM CURRICULA AND INSTRUCTORS

(b) Limited Certificate Programs. All programs and curricula training individuals to perform limited radiologic procedures must:

- (1) be accredited by JRCERT, ABHES, or SACS to offer a limited curriculum in radiologic technology; or**
- (2) be accredited by JRCCVT to offer a curriculum in invasive cardiovascular technology.**

(c) Application procedures for certificate programs.

- (1) Application shall be made by the program director on official forms available from the board.
- (2) The application must be notarized and shall be accompanied by the following items:

- (A) the application fee, in accordance with Chapter 175 of this title (relating to Fees and Penalties);
- (B) a copy of the current accreditation issued to the program by accepted accrediting organizations under subsections (a) - (b) of this section; and
- (C) an agreement to allow the board to conduct an administrative audit of the program to determine compliance with this section.

(d) Procedure for Approval or Denial.

(1) Review by the Executive Director.

- (A) The executive director or designee shall review applications for approval and may determine whether an applying program is eligible for approval, or refer an application to the Education Committee of the board for review.
- (B) If the executive director or designee determines that the applying program clearly meets all approval requirements, the executive director or designee may approve the applicant, to be effective on the date issued without formal board approval.
- (C) If the executive director determines that the applying program does not clearly meet all approval requirements prescribed by the Act and this chapter, approval may be issued only upon action by the board following a recommendation by the Education Committee. The Education Committee may recommend to grant or deny the approval request.

(2) Reconsideration of Denials.

(A) Determinations to deny approval of a program may be reconsidered by the Education Committee or the board based on additional information concerning the applying program and upon a showing of good cause for reconsideration.

(B) A decision to reconsider a denial determination shall be a discretionary decision by the Education Committee, based on consideration of the additional information. Requests for reconsideration shall be made in writing by the applying program director.

(e) Grounds for Denial or Withdrawal of Approval.

(1) Failure of the applying or approved training program to comply with the provisions of this chapter or the Act may be grounds for denial or withdrawal of the approval of the training program.

(2) In the event that the board receives complaints against an approved program, such information shall be referred to the board's investigation department.

(3) Any material misrepresentation of fact by an approved or applying program in any information required to be submitted to the board is grounds for denial or withdrawal of approval.

(4) The board may deny or withdraw its approval of a program after giving the program written notice setting forth its reasons for denial or withdrawal and after giving the program a reasonable opportunity to be heard by the Education Committee of the board.

(f) Renewal

(1) The training program director shall be responsible for applying for renewal of the training program's approval. The program director must apply for renewal **every three years** by submitting the required form and documents and by paying the required renewal fee to the board on or before the expiration date of the approval.

(2) Failure to submit the renewal form and renewal fee will result in the expiration of the training program's approval. In the case that the approval is expired, to obtain a new approval, the training program must reapply to meet all requirements for approval under this section.

(3) A training program which fails to apply for renewal or otherwise holds an expired approval shall cease representing the program as an approved training program. The program director shall notify currently enrolled students that the training program is no longer approved under this section. The notification shall be in writing and must be issued within ten days of the expiration of the approval.

(g) Required Reports to the Board. The program director shall report the following to the board within 30 days after the event:

(1) Any change of address for the physical location of the program; or

(2) any change in accreditation status by an acceptable accrediting organization under subsections (a) - (b) of this section.

CHECKLIST

- Completed application (notarized and completed by Program Director)
- Application fee of \$500 (Payable by check or money order to Texas Medical Board)
- Proof of accreditation by one of the following: JCERT, ABHES, SACS, or JRCCVT



TEXAS BOARD OF MEDICAL RADIOLOGIC TECHNOLOGY

Application for Limited Educational Programs in Medical Radiologic Technology (LMRT)

1) GENERAL INFORMATION

Name of Program: _____

Location of Program (street address, city, state, zip):

2) Is the program currently accredited by one of the following: **JRCERT, ABHES, or SACS to offer a limited curriculum in radiologic technology OR accredited by JRCCVT to offer a curriculum in invasive cardiovascular technology?** YES / NO (circle one and include proof of accreditation with the application)

3) Were you previously listed as an approved LMRT program with the Texas Department of State Health Services (DSHS)? YES/NO (circle one). If yes, please provide previous DSHS certificate # _____

4) Please note how many students total matriculated into your LMRT program for each of the past three years, and of those total number of students who were enrolled each year how many went on to successfully complete the program:

Year _____ # of Students Enrolled _____ # of Students Completed _____

Year _____ # of Students Enrolled _____ # of Students Completed _____

Year _____ # of Students Enrolled _____ # of Students Completed _____

5) Does your program offer remedial education for individual who previously completed a LMRT program? YES/NO (circle one). If so, please provide a copy of the course curriculum.

6) AGREEMENTS

In accordance with the rules adopted by the Texas Medical Board §194.12, the applicant program agrees to comply with the requirements for limited certificate programs which includes

an agreement to allow the board to conduct an administrative audit of the program if deemed necessary by the Board to determine compliance with this section.

7) ATTESTATION (MUST be signed while in the presence of a Notary Public)

I certify that the information provided on this application is true and correct. I have read, understand and agree to abide by the rules adopted by the Texas Medical Board

I understand that providing false information or documentation of any kind may result in the voiding of this application, failure to be granted approval, or revocation of program approval. I understand that the \$500.00 application fee submitted is non-refundable.

8) PROGRAM DIRECTOR'S VERIFICATION

_____(Signature)
_____(Printed Name)
_____(Mailing Address)
_____(Mailing Address)
_____(Phone)
_____(Email)
_____(Date)

The State of _____)

County of _____)

BEFORE ME, the undersigned authority, on this day personally appeared _____
_____ known to me to be their person whose name is subscribed to the foregoing instrument, and having been by me duly sworn on oath, acknowledged that he/she had executed the same for the purposes and considerations therein expressed and that the foregoing statements are true and correct.

Given under my hand and seal of office, this _____ day of _____
_____, 20____

Notary Public in and for the State of Texas or _____

Signature of Notary

Seal or Stamp

Printed Name of Notary

Month, Day, Year