



**COMPLETE FORM ONLINE,  
 PRINT AND MAIL TO OUR  
 OFFICE**

**RENEWAL FOR RADIOGRAPHY CERTIFICATE**

**Complete and return this 2-page application form** with a non-refundable/non-transferable application fee of \$50.00 for on-time renewal OR \$100.00 for late renewal, toward obtaining a radiography certificate. Make check or money order payable to the Delaware Office of Radiation Control, and mail with application to the following address. Neither cash nor credit card can be accepted. **(Incomplete applications will be returned.) Allow a minimum of three (3) weeks for processing.**

Delaware Division of Public Health  
 Office of Radiation Control  
 417 Federal Street  
 Dover, DE 19901

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Social Security Number: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

**If your name has changed, proof is required**, e. g. copy of marriage license, judgment of divorce, or court papers. Failure to notify this office of name/address changes in a timely manner may jeopardize your certification standing.

**Individuals holding a State Medical Radiation Technician Certificate** should submit check or money order, only. **PLEASE CIRCLE** the type of State Certificate you are renewing:

**\*Bone Densitometry      \*Dental      \* Limited Scope Medical**

**Individuals holding a National Credential must submit a current photocopy** along with check or money order;

CREDENTIALING ORGANIZATION	CREDENTIAL ID #	EXPIRATION DATE
<input type="checkbox"/> ARRT		
<input type="checkbox"/> NMTCB		
<input type="checkbox"/> DANB		
<input type="checkbox"/> CCI		

**Have you been convicted of a felony within the past ten years?** YES \_\_\_\_\_ NO \_\_\_\_\_ If yes, please provide details: \_\_\_\_\_

**I certify that the information provided is true to the best of my knowledge.** \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_



**RENEWAL FOR RADIOGRAPHY CERTIFICATE**

The complete form should be mailed to the following address:  
 Delaware Division of Public Health  
 Office of Radiation Control  
 417 Federal Street  
 Dover, DE 19901

**PLEASE PRINT OR WRITE LEGIBLY**

SSN: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Name: \_\_\_\_\_

**DUTY TO REPORT**

**1. To obtain a license in Delaware, you must certify that you understand that you have a *mandatory obligation* to file a written report with the Board of Medical Licensure and Discipline within 30 days of becoming aware of or having any reason to believe that a medical practitioner *other than yourself* is (or may be) guilty of unprofessional conduct as defined in 24 Del. C. §1731 OR that he/she is (or may be):**

- medically incompetent
- mentally or physically unable to engage safely in the practice of medicine
- excessively using or abusing drugs including alcohol.

**I certify that I have read and understand the provisions of 24 Del. C. §1730, 24 Del. C. §1731 and 24 Del. C. §1731A above, and that I understand my *duty to report*. Yes \_\_\_\_\_ No \_\_\_\_\_**

**2. To obtain a license in Delaware, you must certify that you understand that you have a *mandatory obligation* to make an immediate oral report to the Department of Services for Children, Youth and Their Families if you know of, or you suspect, child abuse or neglect under Chapter 9 of Title 16 and to follow up, with any requested written reports.**

**I certify that I have read and understand the provisions of 16 Del. C. §903 above, and that I understand my *duty to report*. Yes \_\_\_\_\_ No \_\_\_\_\_**

**I certify that the information provided is true to the best of my knowledge. YES \_\_\_ NO \_\_\_**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**INSTRUCTIONS FOR COMPLETING FORM ORC R16-B  
APPLICATION FOR A RADIOACTIVE MATERIAL REGISTRATION**

Item	Instructions/Definitions
Name and Address	Submit application with current name and mailing address. If your name has changed since you last held a Delaware Certificate proof is required, eg. copy of marriage license, judgement of divorce, or court papers. Applicant is obligated to notify the Office of Radiation Control when name or address changes utilizing ORC Form R16-A, all forms are available on the ORC webpage: <a href="http://www.dhss.delaware.gov/dhss/dph/hsp/orc.html">http://www.dhss.delaware.gov/dhss/dph/hsp/orc.html</a>
Social Security Number	A social security number is required for purposes of positive identification. Applicants who do not possess a social security number may submit an official notarized affidavit with their application for radiation technologist/technician certification. Either a social security number, OR the notarized affidavit must be submitted in order for the application to be deemed complete. A link to the Delaware affidavit form is posted on the ORC webpage.
Date of Birth	A date of birth is required for purposes of positive identification.
State Medical Radiation Technician Certificate	Individuals holding a state certificate must specify which type of certificate they hold by circling the correct category: Bone Densitometry, Dental or Limited Scope Medical.
Nationally Credentialed Technologists	Individuals holding a national credential from the credentialing bodies recognized by the Authority on Radiation Protection include: ARRT – Registry of Radiologic Technology NMTCB – Nuclear Medicine Technology Credentialing Board DANB – Dental Assisting National Board CCI – Cardiovascular Credentialing International ISCD – International Society of Clinical Densitometry
Felony Conviction	The radiation technologist/technician regulations specify a list of offenses that can be grounds for disciplinary action, and which can be the basis for refusal of an application for certification. The list includes having been convicted of a felony. If the applicant has been convicted of a felony within the past ten years, they must attach a copy of court document which include the original charges, and disposition (case closed) papers.

**INSTRUCTIONS FOR COMPLETING FORM ORC R16-B  
APPLICATION FOR A RADIOACTIVE MATERIAL REGISTRATION**

<p>Duty to Report Review of Delaware Code is Mandatory</p>	<p>Since 2011, applicants applying for licensure as health care workers are required to certify that they have read and understand their mandatory obligation to report within 30 days of becoming aware or having any reason to believe that a medical practitioner may be guilty of unprofessional conduct, of if they know of or suspect child abuse or neglect.</p>
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The full text of Delaware Code citations relating to Duty to Report Requirements for health care providers is available online at: <http://delcode.delaware.gov/>.

## **TITLE 16**

### **Health and Safety**

#### **Regulatory Provisions Concerning Public Health**

## **CHAPTER 9. ABUSE OF CHILDREN**

### **Subchapter I. Reports and Investigations of Abuse and Neglect; Child Protection Accountability Commission**

§ 903. Reports required.

Any person, agency, organization or entity who knows or in good faith suspects child abuse or neglect shall make a report in accordance with § 904 of this title. For purposes of this section, "person" shall include, but shall not be limited to, any physician, any other person in the healing arts including any person licensed to render services in medicine, osteopathy or dentistry, any intern, resident, nurse, school employee, social worker, psychologist, medical examiner, hospital, health care institution, the Medical Society of Delaware or law-enforcement agency. In addition to and not in lieu of reporting to the Division of Family Services, any such person may also give oral or written notification of said knowledge or suspicion to any police officer who is in the presence of such person for the purpose of rendering assistance to the child in question or investigating the cause of the child's injuries or condition.

16 Del. C. 1953, § 1002; 58 Del. Laws, c. 154; 60 Del. Laws, c. 494, § 1; [72 Del. Laws, c. 179, § 4](#); [77 Del. Laws, c. 320, § 1](#);

§ 904. Nature and content of report; to whom made.

Any report of child abuse or neglect required to be made under this chapter shall be made to the Department of Services for Children, Youth and Their Families. An immediate oral report shall be made by telephone or otherwise. Reports and the contents thereof including a written report, if requested, shall be made in accordance with the rules and regulations of the Division, or in accordance with the rules and regulations adopted by the Division.

16 Del. C. 1953, § 1003; 58 Del. Laws, c. 154; 60 Del. Laws, c. 494, § 1; 64 Del. Laws, c. 108, §§ 4, 11; [77 Del. Laws, c. 320, § 2](#);

## **TITLE 24**

### **Professions and Occupations**

## **CHAPTER 17. MEDICAL PRACTICE ACT**

### **Subchapter IV. Disciplinary Regulation; Proceedings of the Board**

§ 1730. Duty to report unprofessional conduct and inability to practice medicine [Effective Jan. 30, 2011]

(a) Every person to whom a certificate to practice medicine is issued has a duty to report to the Board if that person is treating professionally another person who possesses a certificate to practice medicine for a condition defined in § 1731(c) of this title, if, in the reporting person's opinion, the person being treated may be unable to practice medicine with reasonable skill or safety. The reporting person shall provide the Board with a written report which includes the name and address of the person being treated, the exact condition being treated, and the reporting person's opinion of whether or not action should be taken under § 1731 of this title. A person reporting to the Board or testifying in any proceeding as a result of making a report pursuant to this section is immune from claim, suit, liability, damages, or any other recourse, civil or criminal, so long as the person acted in good faith and without gross or wanton negligence; good faith being presumed until proven otherwise, and gross or wanton negligence required to be shown by the complainant.

(b)(1) Every person to whom a certificate to practice medicine is issued and health care facility as defined in § 1740 of this title has a duty to report to the Board within 30 days:

- a. Any change in hospital privileges; and
- b. Any disciplinary action taken by a medical society against that person; and
- c. Any reasonably substantiated incidents involving violence, threat of violence, abuse, or neglect by a person toward any other person.

(2) Every person certified to practice medicine in this State shall report to the Board within 30 days any civil or criminal investigation in any jurisdiction which concerns that person's certification or license or other authorization to practice medicine. The Board may require an applicant to provide sufficient documentation to enable the Board to determine whether to investigate, pursuant to § 1732 of this title, or whether there are grounds for discipline under § 1731(b) of this title.

(c) Every person to whom a certificate to practice medicine is issued has a duty to report to the Board, within 60 days, all information concerning medical malpractice claims settled or adjudicated to final judgment, as provided in Chapter 68 of Title 18, and, within 30 days, all information required to be reported under § 1731A(f) of this title.

(d) Every person to whom a certificate to practice medicine is issued has a duty to report, within 30 days of the day each such person becomes aware, of the existence of a report to the Department of Services for Children, Youth and Their Families under Chapter 9 of Title 16 against that person concerning child abuse or neglect or a report to the Division of Long-Term Care Residents Protection under Chapter 85 of Title 11 against that person concerning adult abuse, neglect, mistreatment, or financial exploitation.

60 Del. Laws, c. 462, § 1; 70 Del. Laws, c. 186, § 1; [71 Del. Laws, c. 102, §§ 8, 9](#); [75 Del. Laws, c. 141, § 1](#); [77 Del. Laws, c. 320, § 9](#); [77 Del. Laws, c. 325, § 1](#); [77 Del. Laws, c. 460, § 2](#);

§ 1731A. Duty to Report.

(a) Any person may report to the Board information that the reporting person reasonably believes indicates that a person certified and registered to practice medicine in this State is or may be guilty of unprofessional conduct or may be unable to practice medicine with reasonable skill or safety to patients by reason of mental illness or mental incompetence; physical illness, including deterioration through the aging process or loss of motor skill; or excessive use or abuse of drugs, including alcohol. The following have an affirmative duty to report, and must report, such information to the Board in writing within 30 days of becoming aware of the information:

- (1) All persons certified to practice medicine under this chapter;
- (2) All certified, registered, or licensed healthcare providers;
- (3) The Medical Society of Delaware;
- (4) All healthcare institutions in the State;
- (5) All state agencies other than law-enforcement agencies;

(6) All law-enforcement agencies in the State, except that such agencies are required to report only new or pending investigations of alleged criminal conduct specified in § 1731(b)(2) of this title, and are further required to report within 30 days of the close of a criminal investigation or the arrest of a person licensed under this chapter.

(b) If a person certified to practice medicine in this State voluntarily resigns from the staff of a healthcare institution, or voluntarily limits that person's own staff privileges at a healthcare institution, or fails to reapply for hospital or staff privileges at a healthcare institution, the healthcare institution and the person shall promptly report in writing such conduct to the Board if the conduct occurs while the person is under formal or informal investigation by the institution or a committee thereof for any reason related to possible unprofessional conduct or possible inability to practice medicine with reasonable skill or safety to patients by reason of mental illness or mental incompetence; physical illness; or excessive use or abuse of drugs, pursuant to § 1731 of this title.

(c) Upon receiving a report pursuant to subsection (a) or (b) of this section, or on its own motion, the Board shall investigate any evidence which appears to show that the person reported is or may be guilty of unprofessional conduct or may be unable to practice medicine with reasonable skill or safety to patients by reason of mental illness or mental incompetence; physical illness; or excessive use or abuse of drugs, pursuant to § 1731 of this title.

(d) When an investigation is necessary pursuant to subsection (c) of this section, the Executive Director, with the approval of the assisting Board members who must be or must include a physician and a public member when the investigation relates to the quality of medical care provided by a physician or to the competency of a physician to engage safely in the practice of medicine, has the authority to inquire from any organization which undertakes physician peer review or physician quality assurance evaluations whether or not there has been any peer review, quality assurance, or similar process instituted involving the physician under investigation. The Executive Director may, by subpoena, compel the production of a list of the medical records reviewed during the peer review process, a list of the quality assurance indicators, and/or a list of other issues which were the basis for the peer review, quality assurance, or similar process. The lists produced must identify each item with a unique medical identifier to replace the

patient's name and specific identifying information. If necessary, after receiving the lists the Executive Director may, by subpoena, compel the production of the relevant medical records. However, the individual, hospital, organization, or institution shall remove the patient's name and specific identifying information from the records prior to complying with the subpoena. If, after having reviewed the records produced, an assisting physician Board member and an assisting public Board member consider it necessary, the Executive Director may, by subpoena, compel the production of the patient's name. The Board shall take reasonable steps to protect the identity of the patient in so far as such protection does not, in the opinion of the Board, adversely affect the Board's ability to protect the public interest. An individual, hospital, organization, or institution that furnishes information to the Board pursuant to a subpoena issued pursuant to this subchapter with respect to any patient is not solely by reason of furnishing the information liable in damages to any person or subject to any other recourse, civil or criminal.

(e) The Board shall promptly acknowledge all reports received under this section. Individuals or entities reporting under this section must be promptly informed of the Board's final disposition of the reported matters.

(f) Malpractice insurance carriers and insured persons certified to practice medicine in this State shall file with the Board a report of each final judgment, settlement, or award against the insured persons. A person not covered by a malpractice insurance carrier shall also file a report with the Board. A report required to be filed under this subsection must be made to the Board within 30 days of a final judgment, settlement, or award.

(g) An individual, institution, agency, or organization required to report under this section who does so in good faith is not subject to civil damages or criminal prosecution for reporting.

(h) The Executive Director shall initially review every report made to the Board under this subchapter. The Executive Director may defer the investigation of a report pending a reported licensee's evaluation and treatment for substance abuse or for physical or mental illness, provided sufficient safeguards exist to protect the licensee's patients and the public. Safeguards may include a verifiable, voluntary cessation of the practice of medicine or a limited or monitored practice. Upon completion of the reported licensee's evaluation and treatment, the Executive Director may resume investigation of the report pursuant to the requirements of this chapter. If the Executive Director determines that a deferral is warranted, the case shall be summarized and placed before the Board for its information.

(i) Pursuant to the authority conferred herein and by § 1713 of this title, the Board shall have the authority to impose a fine, not to exceed \$10,000 for the first violation, and not to exceed \$50,000 for any subsequent violation, on any person, any healthcare provider, any healthcare institution, and the Medical Society of Delaware for violation of any duty imposed by this chapter, and said fine shall be imposed pursuant to the procedures of this chapter.

(j) Upon receiving a complaint involving potential criminal conduct, the Board shall promptly report the complaint to appropriate law-enforcement agencies, including the Delaware Department of Justice.

67 Del. Laws, c. 159, § 1; 70 Del. Laws, c. 186, § 1; [71 Del. Laws, c. 102, § 15](#); [75 Del. Laws, c. 141, § 1](#); [75 Del. Laws, c. 358, § 2](#); [77 Del. Laws, c. 319, §§ 7, 8](#); [77 Del. Laws, c. 321, § 2](#); [77 Del. Laws, c. 325, §§ 7-9](#);