



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

(FSME-11-075, July, Training, Sealed Source and Device)

July 27, 2011

ALL AGREEMENT STATES, MICHIGAN

ACCEPTANCE TO THE SEALED SOURCE AND DEVICE EVALUATION WORKSHOP
(FSME-11-075)

PURPOSE: To provide the list of students selected for the Sealed Source and Device (SS&D) Evaluation Workshop.

BACKGROUND: U.S. Nuclear Regulatory Commission (NRC) provides the States the list of students and instructions to give the States with candidates on the waiting list an opportunity to fill any vacated slots that may open up after this notification letter has been sent.

DISCUSSION: The students selected from the States and NRC to attend the September 12-16, 2011, SS&D Evaluation Workshop are listed in Enclosure 1. Please provide this memorandum and the Instructions to Students (Enclosure 2) to the students selected from your organization.

Travelers should follow the instructions in Enclosure 2 to reserve lodging in Columbus, OH. State travelers attending this course should make their airline travel arrangements through Carlson Wagonlit Travel at 1-866-250-2160. The Travel Information form (Enclosure 3) should then be completed by State travelers and submitted to Brenda Usilton at Brenda.Usilton@nrc.gov or faxed to 301-415-3502, in order to process a travel authorization for the student. NRC travelers attending this course should use E-Travel to make their travel arrangements or contact Carlson Wagonlit Travel at 1-866-250-2160. Enclosure 4 provides the course schedule.

In an effort to better understand student needs, and to provide students with a means to gauge their understanding of the material, we will send a pretest to each student. Students should complete the pretest before arriving at class on Monday morning (9/12/2011). Please fill out the answers clearly on both the answer sheet and the pretest question sheet. We will collect the answer sheets at the beginning of class and distribute an answer key. Following the technical lectures, we will review the pretest in detail.

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 you cannot attend.*

* 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, 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 at 301-415-3340, or one of the individuals named below.

TRAVEL

POINT OF CONTACT: Brenda G. Usilton
TELEPHONE: 301-415-2348

INTERNET: Brenda.Usilton@nrc.gov
FAX: 301-415-3502

WORKSHOP

POINT OF CONTACT: John O'Donnell
TELEPHONE: 301-415-7908

INTERNET: John.ODonnell@nrc.gov
FAX: 301-415-3502

/RA/ by James G. Luehman for

Terrence Reis, Acting Director
Division of Materials Safety
and State Agreements
Office of Federal and State Materials
and Environmental Management Programs

Enclosures:

1. List of Students
2. Instructions to Students
3. Travel Information Form
4. Course Schedule

List of Students
Sealed Source and Device Evaluation Workshop
September 12-16, 2011
Columbus, OH

STATE	PARTICIPANT(S)
ARIZONA Radiation Regulatory Agency 4814 South 40th Street Phoenix, AZ 85040	Philip Kern Joshua Hoeh Brian Goretzki
COLORADO Dept. of Public Health & Environment HMWMD-RAD-B2 4300 Cherry Creek Drive South Denver, CO 80246-1530	Megan Brown Philip Peterson James DeWolfe
FLORIDA Dept. of Health 4052 Bald Cypress Way, Bin C21 Tallahassee, FL 32399-1741	Eric Lieberman Joy Stephenson
GEORGIA Dept. of Natural Resources 4220 International Parkway Atlanta, GA 30354	Irene Bennett
KENTUCKY Cabinet for Health & Family Services 275 East Main Street, HS1 C-A Frankfort, KY 40621-0001	Christopher Keffer Mel Goodfriend
NORTH CAROLINA Department of Environment & Natural Resources 3825 Barrett Drive Raleigh, NC 27609-7221	Randy Crowe Paul Huggins
OHIO Dept. of Health 246 North High Street Columbus, OH 43215	Patrick Becker Charlene Graham Pam Hintz David Lipp Nicholas Nieberding Chuck McCracken
TENNESSEE Division of Radiological Health L & C Annex, Third Floor 401 Church Street Nashville, TN 37243-1532	Joshua Munyon Daniel Sims
TEXAS Dept. of State Health Services 8407 Wall Street Austin, TX 78754	Paul Sanford Kayla Evans Keith Smith
U.S. NRC 11555 Rockville Pike Rockville, MD 20852	Solomon Sahle

Instructions to Students

ACCEPTANCE: The individuals accepted for participation in the "Sealed Source and Device Evaluation Workshop" are listed in Enclosure 1. This training course is scheduled for September 12-16, 2011, in Columbus, OH. The course is hosted by the Ohio Department of Health. The training facility is in their office building: Ohio Department of Health, Basement Training Room A, 35 East Chestnut Street, Columbus, Ohio. The contact for local information or assistance is Steve James. Steve can be reached at (614) 728-0873 or stephen.james@odh.ohio.gov

Instructors/Students will need to check in at the security desk (ADDRESS) each morning with their government ID and obtain a visitor's pass. Please arrive early for security processing.

COURSE: This course will begin at 8:30 a.m. on Monday, September 12, 2011, and end around 12:00 p.m. on Friday, September 16, 2011. The course schedule is in Enclosure 4. Cellular phones and similar devices with audible capability should be off or muted during class. Normal office/business attire is appropriate for students attending technical training courses. Business casual is acceptable. We will be touring a materials licensee facility, so please bring your dosimeter if you have one and comfortable, but sturdy shoes (closed heel and toe) for the tour on Tuesday.

You will receive a pre-test from the NRC approximately 2-3 weeks before the course. Please complete this test prior to your arrival in Ohio. Bring the pre-test materials to turn in on the first day of class. We will review the tests in class.

TRAVEL AND LODGING: Participants must make their own travel and lodging arrangements. You should plan to arrive on Sunday, September 11, 2011, and depart on Friday, September 16, 2011. For air travel, contact Carlson Travel at 1-866-250-2160 to make airline reservations. Please complete the "Travel Information" form (Enclosure 3) and return it to **Brenda Usilton** at Brenda.Usilton@nrc.gov or fax it to 301-415-3502. If you have any questions regarding the Travel Information form, please contact Brenda Usilton at (301) 415-2348.

When participants make their lodging arrangements, they should request the Federal government rate at the hotels. Ohio has identified a list of hotels (below), which will honor the government rate (with ID). These hotels are within walking distance (3 or 4 blocks) of the training facility. The per diem for Columbus, Ohio is \$94 for lodging, \$56 for meals and incidentals not to exceed \$150. Tax for lodging is a separate line item on your voucher. To obtain a copy of the travel instructions and voucher for reimbursement, go to <http://nrc-stp.ornl.gov/training.html>. REMINDER - No rental cars are authorized for invitational travel.

- Residence Inn (614) 222-2160
 - 36 East Gay Street, Columbus, Ohio 43215
- Drury Inn & Suites Convention Center (614) 221-7008
 - 888 East Nationwide Blvd., Columbus, Ohio 43215
- Courtyard by Marriott (614) 228-3200
 - 35 West Spring Street, Columbus, Ohio 43215

The best option for travel to/from the airport is a taxi. There is a taxi dispatch stand right outside baggage claim. Cost each way should be between \$22 and \$28.

Travel Information Form
Sealed Source and Device Evaluation Workshop
September 12-16, 2011
Columbus, OH

State participants; please **FAX** the following information to Brenda Usilton at (301) 415-3502 by **August 22nd, 2011**.

STATE: _____

TRAVEL DATES: _____

NAME: _____

BUSINESS ADDRESS: _____

WORK PHONE: _____ **WORK FAX:** _____

E-MAIL ADDRESS: _____

HOME ADDRESS: _____
(For travel authorization) _____

SS#: _____ - _____ - _____

Note: If you have traveled for us within the past year you only need to give us the last 4 digits of your social security number.

Departure City (airport): _____

Date of Departure (note anything unusual): _____

Please provide reason: _____

Cost of Airfare (from Carlson Travel*): \$ _____

Flight Number (e.g. UA 210): _____

Arrival Time (e.g., 4:23 p.m. July 6): _____

If you are driving, indicate round-trip miles: _____

Lodging Arrangement Made: (Yes) _____ (No) _____

* Please make airline reservations directly through Carlson Wagonlit Travel at 1-866-250-2160; normal business hours are 8:00 a.m. - 6:00 p.m. (Eastern Time). Provide the travel agent with your flight information for reservations and obtain the fare cost for the ticket.

Course Schedule SS&D Evaluation Workshop

Time	Monday 9/12/2011	Tuesday 9/13/2011	Wednesday 9/14/2011	Thursday 9/15/2011	Friday 9/16/2011
8:30 AM	Welcome				Beta Voltaic Battery Issues
8:45 AM	Introduction		F - General Engineering Principles II	L - Lessons Learned from Incidents	
9:00 AM	Types of Devices and Sources	E - Prototype Testing			M - Current Issues
9:15 AM					
9:30 AM			Break	Break	
9:45 AM		Break			Discussion, Q&A
10:00 AM	Break		C - Blueprint Reading	Pretest Review	
10:15 AM	A - Performing the Review	E - Prototype Testing (cont'd)			Casework Presentations
10:30 AM			Break	Break	
10:45 AM					Break
11:00 AM			Portable Gauge Presentation - Troxler	Discuss Casework Assignments and Presentations	Casework Presentations
11:15 AM	Break	Break		Administrative Issues	
11:30 AM	B - Design				Closing Remarks
11:45 AM					Administrative
12:00 PM	Lunch	Lunch and Travel by Bus to Ohmart-Vega in Cincinnati, OH	Lunch	Lunch	
12:15 PM					
12:30 PM					
12:45 PM					
1:00 PM					
1:15 PM	B - Design - cont'd	Break	J - Writing the Certificate	Casework Assignments/Split into Groups	
1:30 PM		Vega Product/Process Overview			
1:45 PM	Break				
2:00 PM		Rotation 1		Break	
2:15 PM	H - Quality Assurance & Quality Control	Rotation 2	Break		Casework Assignments/Split into Groups
2:30 PM		Rotation 3	I - Servicing & User Instructions		
2:45 PM		Break			
3:00 PM	Break		Break	Break	
3:15 PM	D - General Engineering Principles I	Closing			
3:30 PM			K - Root Cause Analysis		Casework Assignments/Split into Groups
3:45 PM					
4:00 PM		Wrap-up and Return to Columbus			
4:15 PM					
4:30 PM	G - Radiation Profiles			Open Discussions	
4:45 PM					
5:00 PM	Administrative		Administrative	Administrative	
5:15 PM					
5:30 PM					