



14700 Lakeshore Drive, Charlevoix, MI 49720

November 1, 2015

United States Nuclear Regulatory Commission
Region III, Materials Licensing
2443 Warrenville Road, Ste 210
Lisle, IL 60532-43521

Re: Notice of Change in Control
NRC License # 21-32168-01

Dear Sir/Madam:

The purpose of this letter is to notify the Nuclear Regulatory Commission of a change in control relating to NRC license 21-32168-01, effective December 1, 2015. Attached please find the information required by the U.S. Nuclear Regulatory Commission as described in NUREG-1556, Consolidated Guidance about Changes of Control.

1) Description of Transaction

Charlevoix Area Hospital is currently a Michigan non-stock corporation, organized on a directorship basis. Effective December 1, 2015 (the "Effective Date"), it will convert to a non-stock corporation, organized on a membership basis, and its sole member will be Munson Healthcare.


2) New Name of Licensee

The name of the licensee will change from "Charlevoix Area Hospital" to "Munson Healthcare Charlevoix Hospital." The tax identification number will not change after the Effective Date.

The appropriate contact person should you have any questions is Gary Vergon, Director of Radiology, at (231)547-8594.

Respectfully Yours,


Lyn Jenks, CEO
Charlevoix Area Hospital


Edwin A. Ness, President & CEO
Munson Healthcare

RECEIVED FEB 16 2016

TRANSFER OF CONTROL**PER INFORMATION APPENDIX F, NUREG-1556, VOL 15**

1. Transfer of ownership by membership substitution will be made. The name of the facility will be Munson Healthcare Charlevoix Hospital.
2. All personnel and authorized users will remain the same. The Radiation Safety Officer will remain Carl D. Harlan, M.D.
3. Munson Healthcare Charlevoix Hospital will obtain possession of all nuclear medicine cameras, radioactive materials, sealed sources and radiation safety equipment. The location will remain the same, 14700 Lakeshore Drive, Charlevoix, MI 49720.
4. All required documents and records are currently kept in accordance with the NRC license condition. These include, but are not limited to the annual calibration of survey instruments, semi-annual leak testing of non-exempt sealed radioactive sources, radiation monitoring and personnel exposure monitoring reports. Radiation monitoring is performed on a daily basis for acceptable radiation levels and weekly for removable contamination.

The areas of storage, preparation, handling, and administration of radioactive materials are surveyed daily for acceptable radiation levels and weekly for removable contamination. If contamination of these areas is detected during these daily or weekly surveys, decontamination is undertaken and completed at that time.

5. Due to the small quantities and short half-lives of the unsealed radioactive materials, which we use, we are exempt from showing financial assurance for decommissioning. We do not use any unsealed radioactive materials with a half-life greater than 60 days and there are no open inspection items.
6. All parties involved with the transfer are aware of and agree to the planned transfer of ownership. Please see the enclosed, signed agreement page.

AGREEMENT TO NRC LICENSE CONDITIONS

We hereby agree as the management of Munson Healthcare Charlevoix Hospital to all of the constraints, conditions, requirements, and commitments identified in the existing Nuclear Regulatory Commission license # 21-32168-01 for Charlevoix Area Hospital.

Signed:



Lyn Jenks, CEO
Charlevoix Area Hospital



Edwin A. Ness, President
Munson Healthcare

DIGICOMP

Innovative
Healthcare

File Browser Search My Forms Sign Out

Form # 4522 (11/10)



MUNSON HEALTHCARE

FAX COVER SHEET

PLEASE DELIVER TO: Bryan ParkerDATE: February 16, 2016

RECIPIENT'S PHONE: _____

FAX: _____

SENDER: _____

Dennis AurandDEPT: Radiology

SENDER'S PHONE: _____

231-392-8612

FAX: _____

SUBJECT: _____

COC

The following document(s) are transmitted for delivery to the above named individual and consist of
4 page(s), including the cover sheet.

Please send correspondence to Dennis Aurand, Munson Medical Center, Radiology, 1105 Sixth St, Traverse
City MI 49684 daurand@mhc.net