

NOTE: This Document is intended to be a communication between the MSDH Radiation Program and NRC Region 4. It is used as a "Program Improvement Plan" designed to serve as a "Working Document" that will facilitate monthly status update calls.



Green is a visual indicator that the ACTION is Complete or ONGoing with no identified "Points of Friction."



Amber is a visual indicator that the Action is initiated however waiting on additional actions to navigate internal or external "Friction Points"



Red is a visual indicator that the Action desired has not been initiated due to available resources or there is a significant "Friction Point" that must be addressed

RECOMMENDATION	TASK	MILESTONE / MEASURABLE	ASSIGNED	ANTICIPATED COMPLETION DATE	FRICTION POINTS	STATUS	ACTUAL COMPLETION DATE	COMMENTS
Mississippi performs an independent evaluation to ensure all license reviewers and inspectors are appropriately qualified through initial and refresher training to perform the duties they are assigned.	Develop Database To Track Training	Currently using spreadsheet / will integrate to WBL when available	[REDACTED]	April 2022	NONE	COMPLETE	April 2022	NONE
	Have Single Point for Training MGT	Duty Assignment / Training Files	[REDACTED]	April 2022	NONE	COMPLETE	April 2022	NONE
	Develop Quarterly Training Meeting to prioritize and track training	Initial Meeting Completed 0930 28JUNE2022	[REDACTED]	June 2022	Identifying Available Training Seats	COMPLETE	1 July 2022	New Hires completed 108 15 Sept and scheduled to attend 109 26 Sept
	Pay for "in house" Refresher / HP related Training Annually. The desired Training will address the quality of inspection reporting and documentation	Completion and Documented	[REDACTED]	December 2021	Identifying Available Internal and external Trainers	Scheduled with FEMA in DEC 2022 and JAN 2023		FEMA Dose Assessment / Modeling Training for 2022-2023. New courses for 2023 not yet identified.
	Hire, Train and Position HP to better balance Qualified HPs between Licensing and Inspections	Staffing and Training of HPs (2x new HPs) as well as use of contracts to support transition	[REDACTED]	June 2023	MSDH Hiring Timelines / MPBS Approval	Hiring Process Started for Candidate (Physics Major from the Corp of Engineers) Announcements still out for 1 additional candidate		This process ins ongoing with no near term closure of "Qualified" staff. Strategy will be contracts to fill void as hiring and training continues

RECOMMENDATION	TASK	MILESTONE	ASSIGNED	ANTICIPATED COMPLETION DATE	POINTS OF FRICTION	STATUS	COMPLETION DATE	COMMENTS
Mississippi develops and implements a reliable and comprehensive scheduling and tracking process to ensure completion of inspections including reciprocity inspections.	Review of inspection and reciprocity procedures	Review and Approval		APRIL 2022	NONE	Complete	May-22	Will incorporate Annual Review of RAD Health Procedures
	Appoint Materials Supervisor to Track and Schedule	Position Filled		FEB 2022	HR permanent	Complete	Feb-22	Jeff Algee has accepted Interim Position until HR can make permanent
	Incorporate Scheduling and Tracking in WBL	Migration and Training Complete "Train the Trainer" followed by In house training of all inspectors		OCT - NOV 2022	TRAINING / AVAILABILITY	Pending Training for individual Inspectors partially done		Currently using Access managed by Jeff Algee until WBL function is available
	Integrate Monthly Staff Meeting to prioritize and schedule inspections	Meetings		JULY 2022	NONE	ongoing		First "Formal" Staff Meeting for 5 July 2022 completed frequency every 2 weeks
Mississippi develops a method to ensure licensees are provided the results of the inspection (e.g., cover letters) in a timely manner.	Integrate Monthly Staff Meeting to prioritize and schedule inspections	Meetings		July 2022	NONE	ongoing		First "Formal" Staff Meeting for 5 July 2022 completed frequency every 2 weeks
	Appoint Materials Supervisor to Track and Schedule	Position Filled		JAN 2022	HR permanent	Complete	Dec-21	Jeff Algee has accepted Interim Position until HR can make permanent
The 2017 recommendation remains open: Mississippi should review its guidance, including licensing, incident, and allegation guidance; update this guidance, as appropriate; and provide training to all staff on the new procedures.	Use External Review of Procedures	Review and Approval		FEB 2023	Limited Staff / Compatibility Review	Ongoing		Currently Planning on qualified HPs form OAS programs. Contract in place with Alabama Program and Pending contract with Oklahoma (currently assisting with peer review)
	Provide Training as needed at team meetings	Schedule Training as Needed		FEB 2023	NONE	Ongoing as required		There is a GAP in Planning to create the "white space" in schedule to evaluate and address necessary changes in procedures

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<p>Mississippi develops and implements IPs that are consistent with the NRC's IPs and provide training on the proper method of documenting inspections. Checklists may be used, but the final inspection documentation needs to be clear, consistent, and comprehensive to ensure that the inspection covered all required safety focus areas.</p> <p>These procedures should ensure (1) inspection documentation is complete, comprehensive, focused on safety and security, as applicable, and meets the documentation requirements in IMC 2800; and (2) violations are adequately documented, licensee corrective actions reviewed for adequacy and documented, and sufficient follow-up of violations is performed and documented consistent with the safety or security significance (repeat from 2009 IMPEP review).</p>	Ensure Procedures are Inclusive and Compatible	Procedures Review		June 2022	Ongoing	NONE		Review is in Draft awaiting final adjustments and processing
	Formal Training	Inspection Training Seats		NOV 2022	Ross and Berry confirmed H-108 and H-109 in September. Ross and Clark Completed Security Course in August	Available training seats		Formal Training Requested for 2 New Hires (TBD)
	External Refresher Training	OAS / NRC provide training to existing staff		OCT 2022	Hold scheduling meeting with NRC Region IV to schedule training and accompaniments with staff	None		
	Establish Internal / External Audits of Reports	Audits Conducted		FEB 2022	Pending Refresher Training	None		Identifying Available HPs for external Audits
	Staff Visits to other Agreement States for Inspector Accompaniments	Inspector Accompaniments		SEPT 2022	Scheduled with LDEQ	Time and Inspection Coordination		Working with Florida/ LDEQ / Alabama as schedules permit
Mississippi develops a systematic approach to ensure that annual supervisory inspector accompaniments are completed.	Incorporate Bimonthly Staff Meeting	Staff Meetings		5 July 2022	Ongoing	NONE	July 2022	5 July Meeting Complete, scheduled every 2 weeks moving forward
	Accompaniments Documented in Training Records	Conduct / Documentation		October 2022	Ongoing	NONE		
Mississippi ensures staff have access to the SS&D Registry and the National Source Tracking System in order to provide inspectors with information they will need for inspection preparation.	SSDR / NSTS	SSDR / NSTS Access Granted		March 2022	Complete	NONE	FEB 2022	Currently All 4 Qualified inspectors / license employees have access
	Request Access for New Hires	SSDR / NSTS Access Granted		OCT 2022	New Hires Have Completed 108 and attending 109 26 Sept	Initial Training Availability		Will Initiate the process prior to Initial Training Completion. Jeff or Rob can provide OJT using their access

RECOMMENDATION	TASK	MILESTONE	ASSIGNED	ANTICIPATED COMPLETION DATE	POINTS OF FRICTION	STATUS	COMPLETION DATE	COMMENTS
Mississippi performs an extent of condition review of all their medical licenses issued since April 28, 2017, to ensure that all Radiation Safety Officers, Authorized Users, Authorized Nuclear Pharmacists, and Authorized Medical Physicists are appropriately qualified in accordance with applicable licensing guidance (e.g., equivalent 10 CFR Part 35 regulations and NUREG-1556, Volume 9, Revision 3).	Internal Audit of Medical Licenses 2017 - Current	Complete Through Current	[REDACTED]	DEC 2023	Qualified Personnel to Complete Audit and Balance Inspections	2017-2018 Complete / Internal Audit Suspended	On hold due to external Audit team	Ongoing Due to number of qualified licensing personnel
	External Audit of Medical Licenses 2017 - Current	Contract Initiation	[REDACTED]	November 2023	Location of Qualified and Available Personnel	45 Licese fills digitized w/ 45 of 80 Audits Completed		Alabama Program will scheduled and complete audit
	Incorporate External PEER Reviews	Initiate Peer Review of current licensing actions	[REDACTED]	March 2022	NONE	Contract Awarded, 15 Sept Onboarding and Setting up Access to required MSDH Systems	March 2022	Oklahoma and Alabama are assisting with this review
Mississippi develops a licensing review process that follows the NUREG-1556 series. The licensing review process should use standard or approved license conditions on Mississippi radioactive material licenses to ensure that they do not cause conflicts, duplications, gaps, or other conditions that would jeopardize an orderly pattern in the regulation of agreement material on a nationwide basis. In addition, Mississippi should perform an extent of condition review of licenses renewed since April 28, 2017, to determine if the licensee's compliance history/enforcement history at the time would have made Mississippi not renew the license based on this additional information in accordance with NUREG-1556, Volume 20, Revision 1.	Refresher Training	WBL Integration	[REDACTED]	March 2022	NONE	Complete	March 2022	Oklahoma and Region IV assisted in refresher training
	Incorporate Internal PEER Reviews	Initiate Peer Review of current licensing actions	[REDACTED]	March 2022	NONE	ONGOING	Marh 2022	Julia and Jeff PEER Review all Licensing Actions. Discussions with AL for permanent contract for Licensing
	Incorporate External PEER reviews	External Peer Review of current licensing actions	[REDACTED]	March 2022	NONE	Contract Awarded, 15 Sept Onboarding and Setting up Access to required MSDH Systems		Oklahoma and Alabama are assisting with this review

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Mississippi assesses their incident and allegation casework completed for the review period to ensure proper closure of cases.	Review of Procedures	Ensure Procedures are Compatible	████	March 2022	Interpretation of Inspector vs NRC	Complete	March 2022	Procedures are Compatible
	Internal Retraining	Training	████	March 2022	NONE	Complete	March 2022	Ongoing with new hires
	Internal Audit of Incidents and Allegations 2017 - Current	Review	████	April 2022	Interpretation of Inspector vs NRC	Complete	April 2022	Pending External Audit
	External Audit of Incidents and Allegations 2017 - Current	Contract Initiation	████	SEPT 2022	Location of Qualified and Available Personnel	No Change		Conditions of Work Submitted and Funding is Available
	Integrate Bi-monthly Staff Meeting to prioritize and schedule inspections	Meetings	████	5 JULY 2022	NONE	Ongoing	Ongoing	First "Formal" Staff Meeting for 5 July 2022 complete with every 2 week frequency