



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

April 18, 2023

ALL AGREEMENT STATES  
CONNECTICUT, INDIANA, WEST VIRGINIA

NOTIFICATION OF ACCEPTANCE TO THE FUNDAMENTAL HEALTH PHYSICS LABS  
(H-122L) COURSE (STC-23-026)

**Purpose:** To provide notification to the States of students selected to attend the U.S. Nuclear Regulatory Commission's (NRC) Fundamental Health Physics Labs (H-122L) course scheduled to be held June 12-16, 2023, in Chattanooga, TN.

**Background:** The NRC provides funding to the Agreements States for training and the associated travel.

**Discussion:** Students selected to attend the June 12-16, 2023, Fundamental Health Physics Labs (H-122L) course in Chattanooga, TN are provided in Enclosure 1. Please provide this notification to each individual from your program that has been accepted to this course. Students selected to attend this course will be paid travel and per diem by the NRC. Detailed guidance for students is provided in Enclosure 2. Please inform us of any withdrawals immediately so that individuals on the waiting list have an opportunity to attend.

If you have any questions regarding this correspondence, please contact the individual named below:

POINT OF CONTACT: Karen Meyer  
TELEPHONE: (301) 415-0113

E-MAIL: [ASTrainingandtravel.Resource@nrc.gov](mailto:ASTrainingandtravel.Resource@nrc.gov)

A handwritten signature in black ink that reads "Robert K. Johnson".

Signed by Johnson, Robert  
on 04/18/23

Robert K. Johnson, Acting Branch Chief  
State Agreement Liaison Programs  
Division of Material Safety, Security, State  
and Tribal Programs  
Office of Nuclear Material Safety  
and Safeguards

Enclosures:

1. List of students
2. Instructions for students

**Fundamental Health Physics Labs (H-122L)**

June 12-16, 2023

Chattanooga, TN

<b>PARTICIPANTS</b>	<b>STATE</b>
Cameron Liggitt	ARIZONA
Maggie Schnettler	COLORADO
Monroe Cooper	FLORIDA
Alyssa Reynolds	ILLINOIS
Daisy Coffman	INDIANA
Jennifer Baughn-Fennell	OKLAHOMA
Joshua Kralick	PENNSYLVANIA
Brandon Johnson	SOUTH CAROLINA Materials
Callie Hargrove	TENNESSEE
Sai Yen Cheng	TEXAS DSHS
Amy Kutchukian	VERMONT

## INSTRUCTIONS TO STUDENTS

**ACCEPTANCE:** Individuals listed in Enclosure 1 have been accepted for participation in the Fundamental Health Physics Labs (H-122L) course. This course is scheduled to be presented June 12-16, 2023, at the U.S. Nuclear Regulatory Commission (NRC) Technical Training Center (TTC). The TTC is located at 5746 Marlin Road, Suite 200, Osborne Office Center (near Eastgate Shopping Center) Chattanooga, Tennessee 37411-5677. The facility's telephone number is (423) 855-6500.

As a reminder, each student must complete the Fundamental Health Physics (H-122S) self-study course 4 weeks prior to attending the Lab course. You must complete no later than May 12th or you will be automatically withdrawn from this offering.

**COURSE:** Please note that the course begins at 8:00 a.m. eastern time on Monday, June 12th and ends at 12:00 p.m. eastern time on Friday, June 16th.

**LODGING AND TRAVEL:** Please plan to arrive on Sunday, June 11th, and depart on Friday, June 16th. Please plan to attend the course through the stated end time of 12:00 p.m. If there are no flights available that would allow you to arrive home before midnight on Friday, June 16th, you may elect to depart early on Saturday, June 17th. In this event, NRC will provide reimbursement for hotel on Friday night and per diem on Saturday. Students need to make their lodging and air travel arrangements through El Sol Travel at (844) 244-6694 and indicate that the travel is "Invitational" for the NRC. Please select a fully refundable government fare if one is available, and make sure that El Sol Travel correctly direct billed to the NRC. If the need arises and you must make a change and/or cancel, contact Karen Meyer at (301) 415-0113 at least 2 weeks prior to the course.

Please complete the Travel Application Form which will be provided to you and submit to [Astrainingandtravel.Resource@nrc.gov](mailto:Astrainingandtravel.Resource@nrc.gov), at your earliest opportunity, but no later than, Friday, May 26th. Individuals should request the Federal government rate at the hotels. The per diem for Chattanooga, Tennessee is \$109 for hotel and \$64 for meals and incidentals. The first and last day of travel is calculated at 75 percent. Students are responsible for their own transportation (taxi/uber/subway, etc.) between the hotel and the training center. If you are authorized to drive, the Federal mileage reimbursement is 65.5 cents per mile. Rental cars are **not** authorized for reimbursement.

In addition, you will need complete the attached NRC-64 voucher for reimbursement upon return from travel, no later than, Friday, June 30th. Review the itemized list for accuracy, including hotel, hotel tax and any additional authorized expenses. Then sign the NRC-64 and e-mail back to me as one document with your hotel (individual days & a zero balance), taxi/uber (tip not to exceed 15%), flight receipt, and any other receipts over \$75.

Further instructions, including course agenda, will be provided via email or on the first day of the course to selected students.

Specific questions about the course can be sent directly to the NRC's Course Manager, Henry Lynn ([henry.lynn@nrc.gov](mailto:henry.lynn@nrc.gov)).

STC-23-026 Notification of Acceptance to the Fundamental Health Physics Labs (H-122L) Course -  
Chattanooga, TN: June 12-16, 2023 DATE April 18, 2023

DISTRIBUTION:

**ADAMS Accession No.: ML23108A121**

OFFICE	NMSS/MSST/SLPB			
NAME	RJohnson	<i>RJ</i>		
DATE	Apr 18, 2023			

***OFFICIAL RECORD COPY***