**Iowa Department of Health and Human Services, Bureau of Radiological Health**

# Application for State of Iowa X-Ray Equipment Operator in Bone Densitometry

*Before submitting this application you are **required** to pass the HHS Certification Examination.*

***Mailing Address*:**
**Iowa Department of Health & Human Services, Bureau of Radiological Health**
**Lucas State Office Building, 5th Floor 321 East 12th Street**
**Des Moines, IA 50319**

Send the following to the Mailing Address given:

- Your completed application.
- A ***nonrefundable fee*** in a check or money order payable to: **Iowa Department of Health & Human Services.**
- Your Classroom and Clinical Education Completion Documentation. ***(New Applications Only)***
- Your transcript of CEU hours (if due)

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**Questions?**

Customer Support Phone: 515-371-9398 Email: matthew.millard@hhs.iowa.gov

Internet Address: https://hhs.iowa.gov/health-prevention/providers-professionals/radiological-health/permits-operate

**APPLICANT'S INFORMATION:** *(Type or print the information below.)* ☐ This is a new address

First Name: _____ Middle Name: _____

Last Name: _____

Street Address: _____

City: _____ State: _____ Zip: _____

Phone Number: _____ Date of Birth: _____

Email: _____ SSN: _____

*Please use personal Email if possible.*

Have you held an Iowa Permit to Practice before? Y ☐ N ☐ Permit Number RAD _____

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**Reinstatement** - If you allow your permit to expire you will be required to apply for reinstatement, meaning you will need to pay the $100 fee that would be charged for a new permit. You will also be subject to investigation for working without a permit.

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**Select Application Type:** Your renewal application should be submitted approximately **45 days before** your permit expires.

☐ New $40 ☐ Reinstatement $100 ☐ Renewal $40

**AFFIRMATION QUESTIONS:**

***(New)*** Do you have ...
***(Renewal)*** During the previous licensing period, did you develop ... ☐Yes ☐ No
…a medical condition, which in any way impairs or limits your ability to perform the duties of this profession? Medical Condition means any physiological, mental, or psychological condition, impairment, or disorder, including drug addiction and alcoholism.

If yes, provide a description of your condition and submit a letter from a physician stating how your condition will affect your ability to perform the duties of this profession.

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***(New)*** Have you, within the past 5 years, engaged ...
***(Renewal)*** During the previous licensing period, did you engage … ☐ Yes ☐ No
…in the illegal or improper use of drugs or other chemical substances?

If yes, provide a statement and a copy of relevant documentation including records from a physician or treatment program.

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***(New)*** Have you ever been...
***(Renewal)*** During the previous licensing period, where you… ☐ Yes ☐ No
…convicted of a misdemeanor or felony crime? (You do not need to answer yes if your sole conviction or convictions are for minor traffic violations with fines under $250). In answering this question, note that a conviction means a finding, plea, or verdict of guilt made or returned in a criminal proceeding, even if the adjudication of guilt is deferred, withheld, or not entered. This means you must answer yes if a finding or verdict of guilt was returned against you in a criminal proceeding or if you plead guilty, entered a plea of nolo contendere, or entered an Alford plea in a criminal proceeding, even if the court expunged the matter or the court deferred judgment. You must submit the complaint and judgment of conviction for each offense.

If yes, include the date, location, charging orders, court disposition, and current status (i.e. probation) for each charge.

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***(New)*** Has...
***(Renewal)*** During the previous licensing period, did… ☐ Yes ☐ No
…any state or other jurisdiction of the United States or any other nation limit, restrict, warn, censure, place on probation, suspend, revoke, or otherwise discipline a professional license, permit, registration, or certification issued to you?

If yes, include the date, location, reason, and resolution.

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***(New)*** Have there ever been...
***(Renewal)*** During the previous licensing period, were there… ☐ Yes ☐ No
…judgments or settlements paid on your behalf as a result of a professional liability case?

If yes, include the date, location, reason, and resolution.

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***(New)*** Have you ever had...?
***(Renewal)*** During the previous licensing period, did you have…
…a license, permit, registration, or certification denied, suspended, revoked, or otherwise disciplined by a certification body? ☐ Yes ☐ No

If yes, provide a description of the circumstances.

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**EMPLOYER INFORMATION:** (leave blank if No Employer)

Current Employer

Supervisor's Name: _____

Phone Number: _____ Email Address: _____

Business Name: _____ Street Address: _____

City: _____ State: _____ Zip Code: _____

Previous Employer (if current employer is less than 1 year)

Supervisor's Name: _____

Phone Number: _____ Email Address: _____

Business Name: _____ Street Address: _____

City: _____ State: _____ Zip Code: _____

☐ **I am submitting CEU's**

4 hours of continuing education is required at the end of your Biennium Date. Include a copy of your transcript showing all courses completed if this is the year you are required to report hours. If the educational organization you are working with does not have a transcript, please send copies of your certificates of completion.

Privacy Act Notice: Disclosure of your social security number on this application is required by 42 U.S.C. § 666(a) (13) and Iowa Code § 252J.8 (1). The number will be used in connection with the collection of child support obligations and as an internal means to accurately identify licensees, and may be shared with taxing authorities as allowed by law including Iowa Code § 421.18.

I hereby certify and declare under penalty of perjury that the information I provided in this document, including any attachments, is true and correct. I am responsible for the accuracy of the information provided regardless of who completes and submits the application. I understand that providing false and misleading information in or concerning my application may be cause for disciplinary action, denial, revocation, and/or criminal prosecution. I also understand that I am required to update answers or information submitted herewith if the response or the information changes.

In submitting this application, I consent to any reasonable inquiry that may be necessary to verify or clarify the information I provided on or in conjunction with this application.

I understand that this information is a public record in accordance with Iowa Code chapter 22 and that application information is public information, subject to the exceptions contained in Iowa law.

I have read the Administrative Rules governing this profession and I agree to comply with those provisions.

_____ _____

Signature of Applicant **(REQUIRED)** Date

rev 30-Jun-26