

Radiology Compliance Branch

RADIATION PROTECTION SECTION



Division of Health Service Regulation • N.C. Department of Health and Human Services

MEDICAL X-RAY INSPECTION CHECKLIST

(Medical-Dental-Podiatry-Chiropractic-Veterinary)

North Carolina Regulations for Protection Against Radiation rule references shown in brackets below:

General Documents:

- Waivers on file (if applicable) [.0108(a)]
- Report of Sale / Installation Report (*FDA 2579 Form*) [.0115]
- Current Notice of Registration [.0209]; [.1001(a)(5)]
- Copy of Shielding Design (Plan Review) [.0603(a)(2)(A)]; [.0603(b)]
- Copy of Letter of Acknowledgement [.0603(a)(2)(A)]
- Copy of Radiation Area Survey (Post Install) [.0603(a)(2)(B)]; [.0603(c)]

Operating Procedures - Written Safety Procedures – Radiation Protection Program:

- Operating Procedures [.0603(a)(1)(B)]; [.1001(a)(5)]
- Written Safety Procedures [.0603(a)(1)(D)]; [.0603(a)(1)(H)(i) & (ii)]
- Current copy radiation protection program [.1601(a)(49)]
- Annual radiation protection program review by registrant [.1601(a)(7)(49)]

Records:

- Training documentation of person responsible for radiation protection [.0203(b)(3)]
- Records of maintenance or modification, which affect the useful beam [.0603(a)(2)(C)]
- Records of notification if occupational doses exceed 1 mSv (100 mrem) TEDE or 1 mSv (100 mrem) to any individual organ or tissue [.1001(a)(7)] (*effective 1/1/14*)
- Personnel monitoring and exposure records [.1601(a)(24)(53)]

Posting of Signs or Other Information:

- Technique Chart [.0603(a)(1)(C)]
- Fluoroscopic Outputs (if applicable) [.0605(3)(d)]
- Current** copy of N.C. Regulations for Protection Against Radiation (*Eff. October 1, 2013*) [.1001]

Copies of the regulations may be in electronic form or printed.

Applicable sections of the regulations for Medical X-ray are the following:

10A NCAC 15 [.0100]; [.0200]; [.0600]; [.1000]; [.1100] and [.1600]:

- To view or print applicable sections:
[Consolidated PDF of Regulations](#)
- Print entire regulations:
[N.C. Regulation Online](#)

- Notice to Employees [.1001(a)(5)(A)(B)(C)]
- Radiation Caution Signs [.1601(a)(34)(35)]

Other Items of Interest: (if applicable)

- Brand, type and emitting color of film & screens (*Film/Screen combination speed*)
- Film storage location
- Digital Exposure Ranges per exam (manufacture recommendations)
- Patient Images storage policy and procedures
- Average number of exposures per week