



Division of Health Service Regulation • NC Department of Health and Human Services

CHECK LIST FOR SHIELDING PLAN REVIEW SUBMISSIONS

Completed Shielding Design Form

- Name & address of the facility and the date on each page of the shielding plan review

- The shielding plan review must include:
 - Shielding requirements for primary and secondary barriers
 - Identification of primary and secondary barriers
 - Identification of protective barriers (dental only)
 - Identification of existing or proposed construction material
 - Scaled drawing(s) of room(s)
 - Recommendations for administrative controls to enhance radiation protection

- Drawing(s) must include:
 - Location & identification of the system's components including each control, exposure switch and image receptor
 - Identification and illustration of:
 - scale size (i.e. 1/4", 1/8", etc.)*Must be provided in inches
 - all adjacent areas including corridors (and areas beyond any corridor)
 - identify each window and door
 - walls vs. counters
 - view window and or mirror system
 - the minimum height and width of barriers and distance to the wall (for barriers that do not connect to another wall or the ceiling)

- Floor plan or drawing illustrating the location of the X-ray room in the facility

Notes:

***Rooms with multiple tubes** – the location of the tubes must be indicated

***Intraoral and panoramic units:** If administrative controls are necessary to meet the intent of the shielding rules, the recommended controls must be thoroughly addressed in the shielding plan review. (The facility's written radiation protection program must also address these administrative controls)

