

# Radiology Compliance Branch

## RADIATION PROTECTION SECTION



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

### **THERAPY INSPECTION CHECKLIST** (Simulator – kV Imaging – PET/CT – Radiosurgery)

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] [.1002(a)(2)]
- 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 - Radiation Protection Program:**

- Operating Procedures [.0603(a)(1)(B)] [.1002(a)(3)]
- Current copy radiation protection program [.1603(a)]
- Annual radiation protection program reviews by registrant [.1603(c)] [.1636]

#### **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 [.1004] (*effective 1/1/14*)
- Personnel monitoring and exposure records [.1614] [.1640]

#### **Posting of Signs or Other Information:**

- Fluoroscopic Outputs (if applicable) [.0605(3)(d)]
- Current** copy of N.C. Regulations for Protection Against Radiation (*Effective Oct. 1, 2013*) [.1002(a)(1)]  
**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 [.1002(c)]
- Radiation Caution Signs [.1623] [.1624]

#### **Other Items of Interest (if applicable):**

- QA/QC program established (Policies & Procedures)
- Policies & Procedures available to all QA members
- Roles & Responsibilities Established for QA members
- Acceptance testing include safety, image quality, imaging dose and localization accuracy
- Baseline data established during acceptance testing used for QA criteria (Daily, Monthly and Annual)
- Verify QMP reviews QC Reports
- Emergency Procedures Available