PROCEDURE STATEMENT

Employees must report to the Radiation Safety Officer any radiation exposures received from a non-University facility.

PURPOSE OF PROCEDURE

To ensure the total exposure (University of Toledo and outside) to that person does not exceed the Ohio Department of Health Total Effective Dose Equivalent.

PROCEDURE

1. It is the responsibility of employees who are employed elsewhere and are subjected to radiation exposure from radioactive materials or radiation generating equipment to report this to the Radiation Safety Officer (RSO) at 419-383-4301.

2. The attached form should be used to accomplish this.

3. This information must be reported on a quarterly basis at least.

4. It will be the responsibility of the RSO to monitor the combined/total dose and inform the employee of any level exceeding the regulated permissible dose.
Addendum to Policy # HM-08-014

RADIATION EXPOSURES RECEIVED FROM NON-UNIVERSITY FACILITIES

Name: ____________________________________________________________

Social Security No.: ______________________________________________

University Participant No. (5 digit badge no.): _________________________

Name of non-University facility: ____________________________________

Dept. at facility: __________________________________________________

Contact person at facility: _________________________________________

Date of hire: _____________________________________________________

Expected duration of employment: _________________________________

Status (student, volunteer, employee): ______________________________

Type of radiation exposure (x-ray, gamma): __________________________

Type of monitoring (film badge, TLD, dosimeter): _____________________

Frequency of monitoring (weekly, monthly, quarterly): ________________