


<b>Name of Policy:</b>	<b>Hospital Room Assignment, Patients Receiving Brachytherapy</b>	 <b>HEALTH</b> <hr/> <b>THE UNIVERSITY OF TOLEDO</b>
<b>Policy Number:</b>	3364-134-22	
<b>Department:</b>	Radiation Oncology	
<b>Approving Officer:</b>	Chief Executive Officer - UTMC Professor & Chairman, Radiation Oncology	
<b>Responsible Agent:</b>	Technical Manager, Radiation Oncology	
<b>Scope:</b>	Radiation Oncology	
		<b>Effective Date:</b> 10/1/2017
		Initial Effective Date: 9/1/1980
<input type="checkbox"/> New policy proposal <input type="checkbox"/> Major revision of existing policy		<input type="checkbox"/> Minor/technical revision of existing policy <input checked="" type="checkbox"/> Reaffirmation of existing policy

**(A) Policy Statement**

To minimize the exposure of other patients and personnel to ionizing radiation.

**(B) Purpose of Policy**

To help ensure a level of performance consistent with the goals of this department.

**(C) Procedure**

1. Notify the admitting office in advance of pending admission so that the patient will be assigned a private room in the appropriate, designated area.
2. A radiation survey of the patient's room shall be performed in accordance with ODH/BRP guidelines as soon as possible after the insertion of radioactive sources.
3. During the period of brachytherapy treatment the patient's room shall be posted with appropriate signs indicating source type, strength, site of application, radiation exposure levels at bedside, 1 meter and 6 feet from the source of radiation.
4. Instructions to nursing personnel and visitors indicating any restrictions will be posted on the patient's chart and the patient's door.
5. The patient's chart will be posted with a Radioactive Material label and will contain physicians orders regarding radiation protection.
6. All nursing personnel and other staff at UTMC who attend a patient while radioactive sources are in place shall be issued personnel dosimeters supplied by Radiation Safety.
7. Nurses and all attending staff shall observe the time limits (maximum time for 100 millirems exposure /wk) written in the patient chart. Nurses will enforce the prescribed limits for pregnant women, minors and visitors.
8. Any nurse who is pregnant, or suspects herself to be pregnant, shall notify her supervisor so as to be relieved of duty to attend the patient.
9. Nurses and other assistants should employ, within reason, the principles of minimum time, maximum distance and shielding as radiation protection measures.

<b>Approved by:</b>	<b>Review/Revision Date:</b>
Changhu Chen, MD Professor & Chairman, Radiation Oncology	10/1981 9/1993 1982 2/1995 1983 2/1996 1984 10/1997 1985 4/1999 1986 3/2002 1987 1/2007 1988 4/22/2010 1989 10/1/2011 2/1990 10/1/2014 10/1992 10/1/2017 8/1993
Daniel Barbee, RN, BSN, MBA Chief Executive Officer - UTMC	<b>Next Review Date:</b> 10/1/2020
<i>Review/Revision Completed By:</i> Michelle Giovanoli	
<b>Policies Superseded by This Policy:</b> 38-22	