


Name of Policy:	<u>Radiation Protection For Employees</u>	 THE UNIVERSITY OF TOLEDO Effective Date: 10/1/2017 Initial Effective Date: 9/5/1980
Policy Number:	3364-134-41	
Department:	Radiation Oncology	
Approving Officer:	Chief Executive Officer - UTMC Professor & Chairman, Radiation Oncology	
Responsible Agent:	Technical Manager, Radiation Oncology	
Scope:	Radiation Oncology	
<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


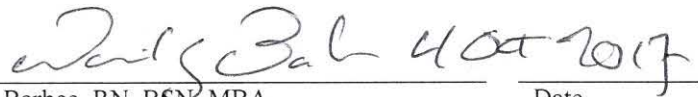
Personal monitoring devices will be used to record radiation exposure for individuals working with radiation for therapeutic purposes.

(B) Purpose of Policy

To verify and record any radiation exposures accumulated during working hours.

(C) Procedure

1. Maintain time, distance and shielding at all times.
2. Film badges will be worn at all times:
 - a. Badges will be changed on a monthly basis.
 - b. Badges must not be worn outside the hospital.
3. A ring film monitoring device will be worn by all personnel working with any type of radioactive substances for therapeutic purposes.
4. Film badge and ring film device reports along with full body exposure counts will be kept on file by the Radiation Safety Office and in each employee file in Radiation Oncology.
5. An interlocking system for access doors to each radiotherapy room will be functioning at all times. This shuts the machine off if doors are opened during actual beam-on time.

Approved by:  _____ Changhu Chen, MD Professor & Chairman, Radiation Oncology	<u>9/29/2017</u> Date	Review/Revision Date: 9/17/1990 11/1992 10/1993 2/1995 1996 3/1997 4/1999 3/2002 1/2007 10/2011 10/2014 10/2017
 _____ Daniel Barbee, RN, BSN, MBA Chief Executive Officer - UTMC	_____ Date	
Review/Revision Completed By: Michelle Giovanoli		Next Review Date: 10/2020
Policies Superseded by This Policy: 38-40a		