


<b>Name of Policy:</b> <u>Receiving Radiopharmaceuticals</u> <b>Policy Number:</b> 3364-106-N13 <b>Department:</b> Heart Station <b>Approving Officer:</b> Chief Operations Officer - UTMC <b>Responsible Agent:</b> Director Cardiovascular Services <b>Scope:</b> University of Toledo Medical Center Heart Station	 <b>Effective Date:</b> 2/1/2022 <b>Initial Effective Date:</b> 12/1992
<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**

Only a licensed, registered Nuclear Medicine Technologist is authorized to receive radiopharmaceuticals from the appropriate radiopharmacy in the Heart Station Nuclear Cardiology Hot Lab.

**(B) Purpose of Policy**

The licensed, registered Nuclear Medicine Technologist is the only person authorized to receive radiopharmaceuticals. The purpose is to insure that proper procedures are followed to reduce any unnecessary radiation exposure to patients, visitors, and personnel, and to assure the prevention of unauthorized access to the Hot Lab. Additionally, this policy will ensure that packages containing radiopharmaceuticals received either during or before normal working hours are handled in a timely, secure, and safe manner.

**(C) Procedure**

1. Radiopharmacy delivery personnel are authorized to access the Heart Station Nuclear Cardiology Hot Lab in conformity with hospital policy and procedures.
2. All radiopharmaceutical companies must be registered with the University of Toledo Medical Center and their delivery personnel must carry a photo identification badge indicating their name and which company they work for in a conspicuous manner. A list of these authorized personnel from each supplier will be provided to verify their authorization to deliver radiopharmaceuticals to the Heart Station, Nuclear Cardiology Department and access the Heart Station Hot Lab.
3. These records will be maintained and updated with the Radiation Safety department and the UT Security Office, who will control proximity card access records and access authorizations. Any changes to these lists will be submitted to the UTMC Heart Station Nuclear Cardiology Department immediately.
4. Each company's delivery personnel will be assigned a proximity card to allow access to the appropriate Hot Lab (Heart Station Nuclear Cardiology Hot Lab, Room #1162, 1<sup>st</sup> Floor, Hospital Bldg., Heart and Vascular Center). If a proximity card is lost or stolen, the supplier is to notify the department immediately to deactivate and issue a new card.
5. During normal working hours, if delivery personnel do not possess a proximity card upon arrival, but do have a valid identification badge, the Nuclear Medicine Technologist will escort the individual into the Hot Lab and maintain observation on the person 100% of the time until they leave the area. At no time, will anyone be allowed access without proper identification. If the person fails to produce appropriate identification, the Nuclear Medicine Technologist should call the radiopharmacy for verification and inform Radiation Safety or Campus Security before allowing observed entry into the Hot Lab.
6. Upon entering the Hot Lab, delivery personnel will place the package where indicated.

7. The Hot Lab door will be secured after the delivery of the package containing radiopharmaceuticals.
8. Radiopharmaceuticals will be delivered to the Heart Station Nuclear Cardiology Hot Lab, 1<sup>st</sup> Floor of Hospital Bldg., Heart and Vascular Center, and will be in lead lined containers or “PIGS”, which are carried in “RADIOACTIVE” labeled cases, indicating the name and activity of the isotope(s).
9. During normal working hours, the Nuclear Medicine Technologist will inspect the package and visually check it for damage and leakage. If delivery is made before normal working hours, the delivery personnel will contact the Chief, Nuclear Medicine Technologist if the package appears wet or damaged in any way. The delivery personnel will remain in the hospital until it has been determined that neither he nor she has been contaminated.
10. The package will be surveyed at the surface and at 1 meter with a Geiger-Mueller Tube (Geiger Counter) and wipe tested for removable contamination within three hours of delivery/receipt or start of the next business day.
11. All survey and wipe test results will be properly recorded in the appropriate log or computer file. Any results above the action limit are to be reported to the Radiation Safety Office.
12. The shipping invoice listing the radiopharmaceuticals received will be compared to the actual doses in the case.
13. The delivering radiopharmaceutical company will be immediately notified of any irregularities.

<b>Approved by:</b>		<b>Review/Revision Date:</b>	
<u>/s/</u>	<u>03/16/2022</u>	12/92	
Todd Korzec, RN, BSN Director Cardiovascular Services	Date	12/95	
<u>/s/</u>	<u>03/16/2022</u>	7/97	
Samer J. Khouri, MD Director, Non-Invasive Cardiac Imaging	Date	8/99	
<u>/s/</u>	<u>03/16/2022</u>	7/01	
Christine Stesney-Ridenour, FACHE Chief Operating Officer- UTMC	Date	5/04	
		7/07	
		8/10	
		6/13	
		3/16	
		3/19	
		2/22	
		<b>Next Review Date: 2/1/2025</b>	
<b>Policies Superseded by This Policy:</b>			