

Monitoring Dosimeter Usage and Recording Exchanges

Purpose:

- ◆ To ensure all personnel working in areas of exposure to radiation are properly monitored
- ◆ To protect pregnant workers from over exposure to radiation, including radiation-producing machines or radioactive materials.
- ◆ To reduce worker and public dose during radiopharmaceutical therapy.

Procedure:

The safety office has the responsibility of delivering the dosimeter badges to the sections by the 1st of each month. The exchange should be complete by the 3rd day of the month in order to allow for weekend staffing. As it is Hospital Policy that badges are to remain here in the hospital there should not be excuses of not having the badge available for exchange. Each section will provide a badge rack and it is the manager's responsibility to ensure that employees properly wear and store these badges.

The exchanged badges must be picked up from the badge racks by the department manager or designee and delivered to the Radiology Quality Management office, H2-16, by the 3rd day of the month. The badges will be documented for exchange and returned to the Safety Office. The badges are then returned to Landauer on the 5th of the month.

Policy:

A report of badges not submitted for exchange will be provided to the Administrative Director each month. Failure to adhere to this policy will be reviewed as follows (occurrences within 12 month period):

- ◆ First Occurrence – Verbal counseling
- ◆ Second Occurrence – Written Reprimand
- ◆ Third Occurrence–Referred to Human Resources review for disciplinary action.

References:

Hospital Policy number 3.6

Personnel Radiation Monitoring

Hospital Policy number 3.3

Pregnant Workers in Radiation Areas

Hospital Policy number 4.50

Radiation Safety During Iodine Therapy Over 30 Millicuries