

Radiation Safety Orientation Form

This form is to be utilized during the orientation of **Research Laboratory** personnel during their formal orientation on site. Please send a copy to the Radiation Safety Office and file the original.

Name: _____

Position: _____

Authorized User: _____

Department: _____

Date of Orientation: _____

Topics to be Covered During Orientation:

- Location and review of all radiation safety documents including authorization and procedure manuals (including conditions of authorization).
- Procedure for ordering radioactive materials.
- Proper use of survey meters.
- Proper use and location of all safety equipment.
- Proper use and quality control of radiation measuring or assay equipment.
- Proper procedure for wipe tests and department surveys. Review of all trigger levels.
Recording results in dpm/100 cm²
- Proper spill and clean up procedure and notification of RSO.
- Proper waste management of radioactive materials (sink disposal and solid waste).
- Proper security for restricted areas.
- Proper personnel monitoring.
- Medical emergency procedures.
- Pregnancy exposure procedures.
- Tour of specific work area

I certify that I have instructed the above named individual in the topics listed above as they relate to work in our laboratory. I am available to this person for additional information or support.

Signature of Person Performing Orientation

Date

I certify that I have received the radiation safety instructions outlined above. I understand that if I have any questions or concerns that I may contact the Radiation Safety Officer at any time.

Signature

Date

Note: The above does not replace the periodic short course given by the Radiation Safety Office which is required of all individuals that have not received formal training elsewhere.

RSO Review: _____