	<b>Policy</b> <b>Radiation Safety</b> <b>Procedures</b>	Effective	October 11, 2005
		Originator	Dr. J Morgan
		Last Updated	November 1, 2005
		Updated by:	Dr. J Morgan

### 1. Purpose:

1.1 It is the policy of Ross University to ensure the safety of all personnel working with ionizing radiation through the use of radiation safety badges.

### 2. Scope:

2.1. This procedure applies to all persons, students, faculty, and staff, with a potential exposure to ionizing radiation principally through use of x-ray machines used in diagnostics within the clinic.

### 3. Procedure

3.1. Each person assigned to work repeatedly in the x-ray facility must wear a monitoring badge. Each badge will monitor the full body exposure to ionizing radiation.

3.2 The name and date of birth of each person requiring a badge will be sent to the Director of Finance for the ordering of badges.


3.3 Each faculty member and staff personnel will have a badge assigned for their use by name.

3.4 Each individual within the group of 7<sup>th</sup> semester students assigned to imaging will have a badge assigned by name during their week of rotation. Badges will be ordered so that there is a separate badge for each member of the rotation. An individual badge will be assigned to potentially 8 different students during the period of usage of the badge. This means that a part of the total exposure to the badge could have been acquired by one of a group of 8 students assigned that badge.

3.5 Each person must wear the badge with his or her name on it during the time they are working with diagnostic radiology. Students will wear their badge all the time they are in the clinic during their rotation in imaging. Badges must be returned to the storage board and should not be removed from the hospital. Badges should not be permitted to become overheated and should not be allowed to be within a field of primary radiation.

3.6 The badges will be used for a period of 2 months after which they will be sent to the monitoring company by courier for analysis.

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 <b>ROSS</b> UNIVERSITY SCHOOL OF VETERINARY MEDICINE	<b>Policy</b>  <b>Radiation Safety</b>  <b>Procedures</b>	Effective	October 11, 2005
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3.7 The report from the monitoring company will be given to the chief radiologist. All individuals receiving an exposure thought by the monitoring company to be excessive will be advised of their exposure by letter. A copy of the exposure levels will be kept in the accounting office along with all correspondence relative to excessive exposure.

3.8 The accounting office will be responsible for preparing responses to requests from future employees or future university assignments relative to accumulative exposure for faculty, students, and staff. The chief radiologist will sign correspondence.