



INDIANA UNIVERSITY

OFFICE OF RESEARCH ADMINISTRATION
RADIATION SAFETY – INDIANAPOLIS

November 2011

TRAINING

All Training Classes are in:
Gatch Hall (CL) Room 154

Radiation Safety Course

January 9, 2012 – January 13, 2012
8:30 am – 10:30 am, Mon – Fri

Radiation Safety Orientation

Tue, November 8th 9:30 am – 11:00 am
Mon, December 12th 1:30 pm – 3:00 pm
Fri, January 13th 1:30 pm – 3:00 pm
Thur, February 9th 1:30pm – 3:00 pm

RADIATION SAFETY STAFF

Radiation Safety Officer

Mack Richard, MS, CHP

Assistant Radiation Safety Officers

Kathi Haldeman, BS
Jeff Mason, BS
Carra Roberts, BS

Health Physicist

Tim Kleyn, BS

Waste Technician

Mike Johnson

Purchasing Coordinator

Judy Savage

Departmental Secretary

Debbie Phillips

Radiation Safety Office

Gatch Hall (CL) 159

Office: 274-4797

Emergency After Hours Page: 312 - 1519

Fax: 274-2332

Email: radsafe@iupui.edu

Office Hours

M-F 8:00 am – 12:00 pm, 1:00 pm – 5:00 pm

Radiation Safety Website

<http://radsafe.iumm.iu.edu>

This newsletter is issued quarterly in
February, May, August, and November.

Radiation Safety Newsletter

Holiday Schedule

The RSO will be closed for the following holidays:

Thanksgiving

Thursday, November 24th
Friday, November 25th

Christmas

Monday, December 26th

New Years

Monday, January 2nd

MLK Day

Monday, January 16th

Please keep this in mind when placing
orders and scheduling waste pick-ups.

Cut-Off Times

As a reminder, all radioactive materials
must be ordered through our office. The
cut-off time for ordering is 3:00 pm. Any
order placed after 3:00 pm may not be
ordered that day.

In addition, the cut-off time for
scheduling a waste pick-up is 3:00 pm the
day before the pick-up.

Winter Delays

With winter coming, problems may arise
with receiving packages on time due to
inclement weather. Problems not only
arise locally but also in the originating
city. Keep this in mind when planning
experiments and placing orders.

Who Ya Gonna Call??!!

By Mack Richard

As many of you know, the radiation
safety program at Methodist Hospital
was consolidated into the IUPUI/IUMC
Radiation Safety Program earlier this
year. The idea was to introduce
consistency into the radiation safety
program at the primary locations that
focus on both clinical and research use
of radiation and radioactive materials –
mainly the hospitals, clinics, and
research facilities on the IUPUI and
Methodist campuses. The intent was
also to reduce the duplication of effort
and confusion associated with two
radiation safety programs operating
independently with the same clients
working in both locations.

Along with the consolidation comes
increased responsibility for the
Radiation Safety Office. An additional
staff member was hired to help offset
the increased workload associated with
the addition of Methodist Hospital and a
few outlying areas under the program.
In addition, the Radiation Safety Office
has gone through a minor restructuring
whereby various professional staff
members now “manage” various
segments of the program. These staff
members now serve as the primary
contacts for questions and assistance for
their assigned program segments. The
staff members managing the program
segments are as follows:

Department Director, Radiology,
Human Research – Mack Richard, RSO

- Email – mrchar@iupui.edu

Nuclear Medicine, PET, ⁹⁰Y
Microsphere Therapy – Jeff Mason,
Asst.RSO

- Email – jmason@iupui.edu

Radiation Oncology, Increased
Controls/Source Security – Kathi
Haldeman, Asst.RSO

- Email – khaldema@iupui.edu

Research Uses (Non-Human) of Radiation/Radioactive Materials – Carra Roberts, Asst. RSO

- Email – roberts4@iupui.edu

Personnel Monitoring, Radioactive Waste Program – Tim Kleyn, HP

- Email – tdkleyn@iupui.edu

Radionuclide Purchasing, RS Office Business – Judy Savage

- Email – jsavage@iupui.edu

Clerical Support – Debbie Phillips

- Email – dphillip@iupui.edu

For those of you on the IUPUI campus, all of these names except Tim Kleyn (he's the new kid on the block) should be familiar. They have all been here for quite some time and are very knowledgeable in all of the program segments. While the various staff members serve as the individuals to call for advice or assistance in their assigned program segments, all staff members can usually assist with different questions should the staff member managing a particular program segment not be available. As the Director of the office and the Radiation Safety Officer, I have oversight responsibilities for the entire program and continue to be involved in all segments of the radiation safety program.

Finally, to contact any of the Radiation Safety Staff call 274-4797. If the individual you are looking for is not immediately available and you need immediate assistance and/or don't want to leave a voice message, Debbie Phillips is the one individual to talk to – she will direct your call or question to an appropriate staff member. As with many departments, Debbie as the Departmental Secretary is the glue that holds us all together.

Training

All new radioactive material users, including temporary personnel (e.g., summer students, interns, etc.), and individuals previously approved who have left the university or have not been listed on a permit for a period of two years or more, are required to attend the Radiation Safety Orientation. A completed Radiation Safety A-3 form, *Authorization to Use Radioactive Materials*, should be submitted to the RSO prior to the initial use of radioactive materials. This form can be obtained from our office or from our website. After receiving this form, our office will send an email notification to register for the next orientation. Please make sure to register on-line to confirm adequate classroom space for all attendees. In addition to attending the orientation, all new radioactive users with inadequate training/experience with radionuclides must attend the Radiation Safety Course. Temporary employees (i.e., individuals working in a lab for less than 6 months) are required to complete the orientation but not the course. These individuals must be supervised during their work with radioactivity.