



INDIANA UNIVERSITY

OFFICE OF RESEARCH ADMINISTRATION
RADIATION SAFETY – INDIANAPOLIS

May 2014

TRAINING

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

Radiation Safety Course

Mon, June 2 – Fri, June 6, 2014
8:30 am – 10:30 am

Radiation Safety Orientation

Wed, June 11, 2014 9:30 am – 11:00 am
Tue, July 8, 2014 1:30 pm – 3:00 pm
Thur, August 14, 2014 9:30 am – 11:00 am

RADIATION SAFETY STAFF

Radiation Safety Officer
Mack Richard, MS, CHP

Associate Radiation Safety Officer
Trent Mays, MS, CHP

Assistant Radiation Safety Officers
Matt Hadden, BS
Jeff Mason, BS

Health Physicist
Tim Kley, BS

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Judy Savage

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Debbie Phillips

Radiation Safety Office
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Radiation Safety Website:
http://researchadmin.iu.edu/Radsafety/IUPUI/radsafe_home.html

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:

Memorial Day
Monday, May 26, 2014

Independence Day
Friday, July 4, 2014

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

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 reminding the applicant of the scheduled time/place of the next class. In addition to attending the orientation, all new radioactive users that do not meet the pre-requisite training and/or experience with radionuclides requirements 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 directly supervised (by an approved authorized user) during their work with radioactivity.

Liquid Scintillation Counter (LSC) Service & “Retirement” Requirements

Individuals responsible for preventive maintenance or repair of liquid scintillation counters (LSCs) should contact the Radiation Safety Office (RSO) before any of the above actions take place. LSCs contain a small, radioactive source and any LSC vendor and/or independent service company is required to have either a Nuclear Regulatory Commission (NRC) or Agreement State license to perform any type of service or maintenance activities that involve the radiation source or source drive mechanism. When you notify Radiation Safety, we will follow up with the vendor or service provider to assure they meet the licensing requirements.

Also, when your LSC reaches the end of its useful life and is destined for disposal, the radioactive source must be removed prior to that disposal, again by a properly licensed vendor or service representative. It is also important that you not relocate, sell, or “abandon” the LSC without notifying Radiation Safety. We keep a record of all LSCs and their location, so it is important that we be notified of the relocation or retirement of the LSC so we can make sure all regulatory issues are properly addressed. Within the next couple of months, you may see some type of posting attached to LSCs as a reminder of these requirements.

Standing Orders for Upcoming FY 14-15

The current standing orders will expire June 30, 2014. Permit Holders with existing standing orders will be receiving a Radioactive Materials Requisition to complete for FY 14-15. If you are interested in setting up a new standing order, please contact Judy Savage at 274-4797.

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.

Removing Radionuclide Users from Permits

It has come to our attention that Permit Holders are not always keeping up with removing radionuclide users from their permits. Whenever anyone leaves or is no longer utilizing radioactive materials under a permit, the PH should submit a Rad. Safety A-13 Form. This form is available from the RSO or can be completed and submitted on-line from our website. If you have any questions, please contact our office.

New Account Numbers

Some account numbers change at the end of the fiscal year (i.e., end of June). If you receive film badges and have a change in your account number, don't forget to contact us with your new one.

Training Sheets

We sent via email the semi-annual training sheets entitled, *Radiation Safety & Security*, to all Permit Holders to distribute to all radionuclide users. The PH is required to send, email or fax the sign-off form. These were due back by May 2nd. If you have not returned the sign-off form, please do so as soon as possible.

Disposal of Old Material

Radioactive users are required to secure all radioactive materials in their possession. Does the material in your laboratory still carry the radiochemical properties you need? Many radiolabeled compounds degrade over time. We would like to suggest disposing of old material or material that is unusable due to chemical degradation. Doing so will relieve you of security and inventory issues related to the material. If you have any questions, please contact our office.

Counting Instrument Service

PerkinElmer has decided to no longer offer service contracts or has limited these for certain Liquid Scintillation Counters/Gamma Counters. To find out more information, refer to these links:

<http://pkilive.com/view/mail?iID=U2CN4GB46NL3HS8YQH5P>

<http://pkilive.com/view/mail?iID=L4AM3Q2X6F73XWSTT6ZM>

Inactive Permits & Cancellation

Besides the requirements pertaining to radiation safety permits and users, inactive permits involve regulatory risk. If extended stretches of time occur between use of radioactive material, consider cancelling your permit to alleviate ongoing requirements and reduce regulatory burden. *Reactivation of a permit is simple and takes little time* when there are no changes in protocol/use. Please contact our office for details or to initiate the cancellation process.