

## RADIATION SAFETY POLICY FORM

The Rad Tech Program and its clinical affiliates operate under the ALARA (as low as reasonable achievable) radiation protection concept and guidelines. The ALARA principle protects patients, radiation workers, and others from excessive or unnecessary exposure to ionizing radiation.

### ❖ Student Radiation Monitoring

To help insure that all student radiologic technologists are learning in a safe working environment, the amount of radiation received is monitored. **Students are not allowed to hold patients during radiation exposures unless ABSOLUTELY necessary. If there are NO alternatives to holding, the student MUST wear appropriate shielding.** A radiation dosimeter badge will be issued for each student. Students are required to pay for the radiation monitoring service and payment is included in the radiology course fees. Students are responsible for the safety and security of their badge. Each student must exercise care to prevent loss of or damage to radiation badges. Lost / destroyed badges must be reported to the Clinical Coordinator immediately.

It is the responsibility of each student to wear the assigned badge whenever he/she is in the clinical area. Failure to wear the dosimeter badge will result in five (5) points off the Clinical Requirement portion of the overall grade. The badge is to be worn on the collar. **If wearing a lead apron, the student should wear the badge outside of the apron on the collar.** The badge holder must face forward to obtain an accurate radiation measurement. Dosimeter badges must be left at the clinical site at the end of each day. When the student rotates to another clinical site, it is the student's responsibility to take his/her current badge. If the student fails to take the badge when rotating to another clinical assignment, five (5) points will be deducted from the Clinical Requirement portion of the overall clinical grade.

Used badges are to be made available to the Clinical Coordinator for monthly exchange of badges. It is the responsibility of the student to obtain a new monthly dosimeter badge and submit the current badge to the Clinical Coordinator if the student is scheduled at an off-clinical site. If dosimeter badges are not available for the Clinical Coordinator, five (5) points being deducted from the Course Requirement portion of the clinical grade (see Clinical Grade – Course Requirement). A Non-Compliance Report will be filed for repeated infractions. In the event that the student's dosimeter badge is not at the clinical site for exchange, it is the student's responsibility to bring the dosimeter badge to the College. The student **MUST** place the image badge in an envelope and deposit it in the lock box next to room (3675). **DO NOT submit to Program Director.** Five points will be deducted from the Clinical Requirement portion of the clinical grade if the dosimeter badge is not left in the drop box by the time badges are sent for interpretation. This policy is to avoid delays in sending dosimeter badges to Global Dosimetry Solutions, Inc. for timely reading.

Confidential disclosure of pregnancy is strongly encouraged during the first trimester, however not required. If the student chooses to disclose her pregnancy, she must do so **in writing** to the Program Director. The pregnant student will be counseled by the Program Director and/or Radiation Safety Officer regarding methods to reduce exposure from ionizing radiation. If the student chooses to continue Rad Tech course work during her pregnancy, immediate efforts shall be instituted to keep

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Student Initials

the student's radiation exposure during the gestation period well below .5 rem. A second (fetal) radiation badge shall be obtained and worn on the abdomen. The complete pregnancy policy is contained in the Handbook under 'Program Policies.'

Students employed as a radiation worker in any hospital/medical center/clinic are required to obtain a separate dosimeter badge from the employer. It is critical that student radiation dose records are kept separate from employment records.

#### ❖ **Student Radiation Exposure Reports**

Whole body radiation exposure reports are posted monthly at each clinical site and made available for student review. Radiation exposure reports are reviewed by the Program faculty and unusual exposure levels or developing trends are referred to a licensed physicist. The Program uses the following ALARA Investigational Exposure Levels in regard to exceeding dose level limits: Effective Dose Equivalent (EDE) is equal to 0.3 of the total monthly monitored dose. Dosimetry reports reflecting radiation levels for each student are kept on file in the Program Director's office. The Radiologic Technology Program provides each student with their accumulated radiation dose at the time of graduation. Subsequent requests for accumulated exposure levels are to be made by the graduate's employer and must be submitted in writing to the Program Director.

#### ❖ **Student Dose Limit Protocol**

Radiation exposure reports are reviewed by the Program faculty and unusual exposure levels or developing trends are referred to a licensed physicist. If a student's monthly level exceeds 100 mrem as documented on the radiation monitoring report, the student is immediately informed of the increased exposure level and a meeting is held between the Program Director and the student to determine the cause. Carelessness in radiation protection practices will not be tolerated and repeated offenses subject the student to sanctions up to and including dismissal from the Program.

#### ❖ **Student Safety Practices**

At a minimum, state regulations regarding safe operation of radiation-generating equipment will be followed in all education settings. Ionizing radiation is never utilized during laboratory sessions and all laboratory sessions are conducted under the guidance of a qualified practitioner.

Students enrolled in the Century College Rad Tech Program will adhere to proper radiation safety practices consistent with clinical site policies and the scope of practice in Radiology to include the following:

- Students are to stand behind the lead-lined control area of a radiographic room when making an exposure.
- All doors leading into a radiographic room from a public corridor are to be closed prior to making an exposure.

- When assisting with fluoroscopic procedures, students are to wear a lead apron and remain at least two (2) feet away from the radiographic table when fluoroscopic exposures are being made.
- When performing portable or bedside radiographic examinations, students are to stand at least six (6) feet from the source of the ionizing radiation and wear a lead apron when the exposure is being made.
- Students are to refrain from holding patients during an exposure UNLESS ABSOLUTELY NECESSARY. Appropriate shielding must be worn if no other options are available.
- Students are to wear College-issued radiation dosimeter badges whenever fulfilling clinical assignments.

❖ **Patient Safety Practices**

Students enrolled in the Century College Rad Tech Program will adhere to proper radiation safety practices that protect the patient from excessive or unnecessary exposure to ionizing radiation to include the following:

- Students are to review the physician's order or requisition for the examination or procedure prior to performing the study.
- Students are to follow the necessary steps to obtain an informed consent from the patient prior to the start of the examination or procedure i.e. verify patient identity; explain the procedure or examination; obtain a patient history; and inquire about possible pregnancy.
- Students are to limit the radiation field to a size only large enough to include the anatomic area of interest. Field size is never to exceed image receptor size.
- Students are to shield patients when appropriate.
- Students are to select exposure factors that produce the minimum amount of radiation exposure needed to obtain a diagnostic image.
- Students are to perform portable or bedside radiography procedures under the direct supervision of a qualified radiographer regardless of the level of student achievement.
- All clinical assignments are carried out under the direct supervision of a qualified radiographer until the student has achieved competency.
- All clinical assignments are carried out under the indirect supervision of a qualified radiographer after the student has achieved competency.
- All unsatisfactory radiographic images repeated by the student are performed under the direct supervision of a qualified radiographer.

I have read, understand, and agree to comply with the radiation protection practices identified in the above policy.

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**Student Name (Please print)**

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**Date**

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**Student Signature**

