



Protecting, Maintaining and Improving
The Life of All Minnesotans



JUNE 2008

Radiation Control, X-ray Unit
Minnesota Department of Health
625 Robert Street North
PO Box 64975
St. Paul, Minnesota 55164-0975

Phone: 651-201-4545

Fax: 651-201-4606

Website: www.health.state.mn.us/xray

Email: x-ray@health.state.mn.us

Email address change

To ensure that all state departments have the same email address extension, all Department of Health email addresses will change to firstname.lastname@state.mn.us (health removed) effective by December 2008. As of today, both email addresses work for most addresses, the exception being our general email address above.

RSO Training

Visit our website for Radiation Safety Officer training resources. MDH does not endorse any training facility, but rather, provides this information to our registrants.

RSO training resources currently on our website:

- MN Society of Radiologic Technology - email Jennifer Schmidt at Jennifer.Schmidt@presentation.edu.
- Brian Hall - call 612-751-5875
- Dianne Testa RDH, BS (Dental Only) - call 651-274-7972, website www.diannetesta.com, email diannetesta@comcast.net

Shared Equipment

Facilities will sometimes share or co-own pieces of X-ray equipment. The X-ray unit (typically a panoramic unit) must be registered under one of the co-owners, and that person is responsible for the unit's maintenance, registration, QC, etc. If the processor is shared, there should be something in writing clearly outlining responsibilities.

Bulletins are transmitted electronically. This decreases printing and postage costs and it helps to keep your fees as low as possible. If you would like to receive these bulletins by email, please submit your request to Kelly.Sabanjo@state.mn.us.

Thank you!



X-ray Operator changes

As of June 10, 2008, the Minnesota Department of Health will no longer accept personal checks for the Limited Scope X-ray Operator Exam due to bounced checks. ARRT and MDH will not issue refunds for exam fees. Below are some of the people who are EXEMPT from taking this exam:

- Licensed Practitioners of the Healing Arts
- Veterinarian facilities
- Employees at Chiropractic facilities who tested under the Chiropractic RT Exam
- Certified Nuclear Med Techs doing PET/SPECT CT
- ARRT R.T. National Exam
- ARRT Limited Scope Operators from other states



Chapter 4732 is available at the Minnesota Bookstore for \$13.95 plus shipping and tax . Call 651-297-3000 or 1-800-657-3757 or order online at www.comm.media.state.mn.us/bookstore/bookstore.asp

4732 Training

During the months of August - December 2007, MDH provided training on the new Minnesota Rule 4732. If you were unable to attend one of these training sessions, the following are available on our website:

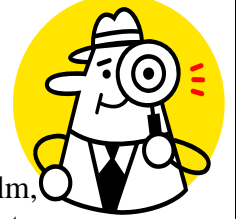
- Training presentations (4732 Information page)
- Information Notices (4732 Information page)
- Links to the Revisor's website (Home page)
- Links to individual rule parts (4732 Rules page)

7 Common Inspection Fines

MDH is often asked about what fines are the most common during an inspection. There are very strict guidelines regarding Administrative Penalties. The top offenders:

- **Repeat Violations:** If a facility was cited on their last inspection and the violation is cited again on their current inspection, the facility may be fined.
- **Equipment Performance Evaluations (EPE) of X-ray equipment:** EPE needs to be done at intervals not to exceed 24 months. Preventative Maintenance that is done by the manufacturer cannot be deemed equivalent unless the requirements of 4732.1100 are met. This constitutes an economic advantage to a facility that does not perform EPE.
- **Calibrations of sensitometers/densitometers:** These are to be done at intervals not to exceed 24 months. An unfair economic advantage is gained by the facility not performing them.
- **Registration:** If a facility is not registered, they can be fined. If a facility is Registered with MDH, but paid registration that did not include all of their tubes, they may be fined. It is important for every facility to insure that they have the correct number of tubes registered with MDH. With an Annual Registration, a certificate will be sent to facilities indicating how many tubes are registered. If that number does not match the number of tubes at your facility, you will need to contact MDH to resolve the issue.
- **Quality Control/Quality Assurance Program in Place:** It is important for facilities to maintain their program according to the rules of 4732 or the manufacturer's specifications. There are quality control resources listed on MDH website.
- **Operator issues:** These have included unqualified operators performing radiographic procedures as well as operators taking x-rays without a valid x-ray order. For operators that are credentialed with the American Registry of Radiologic Technologists (ARRT), taking x-rays without a valid order is an ethical violation and may result in disciplinary action from **both** the MDH and the ARRT.
- **Equipment:** If a piece of equipment is not working properly, the facility has 14 days to get it compliant. The Radiation Safety Officer (RSO) is responsible for setting up the guidelines for its use during those 14 days or shutting it down if it cannot be used safely during the 14 day time frame.

Inspector's Corner



Fog Tests

When doing a fog test using extraoral or general medical use film, it must be pre-exposed to radiation to make it more sensitive to light (fog). You are looking for a density of roughly 1.0 O.D. If you are not required to have a densitometer at your facility because you do not do testing that requires it, you are still required to perform this test correctly. As a general guideline, 1.0 O.D. is a medium shade of grey. When a newspaper is placed behind it on a table you should be able to just barely read the newspaper. If you hold it up to the light and it looks roughly clear or black, the film is not near a density of 1.0 O.D. and you will be cited for it.

Shielding Plans

Shielding plans are required anytime a facility remodels their facility and it affects the placement of the x-ray equipment, or changes the occupancy factor surrounding the unit (for example: a storage room next to the x-ray room is now an office). New facilities are also required to have shielding plans. The form for submitting the shielding plan information is found on the website on our Shielding page. The plan needs to be submitted prior to construction. The review process takes approximately 30 days depending on the complexity of the plan. Some units are exempt from shielding plan review by the MDH (podiatry, intraoral, mammography, tube change to like unit). These units will still need to have a shielding plan on site, but it will not need to be reviewed by MDH. Facilities should check with their service provider as to when their plan went in for review. If a facility has not heard from the MDH within 30 days of the submission date, please call or email us immediately.

Our website is a great resource!

- Radiation Safety Officer page
- X-ray Operator page
- Service Provider page
- Quality Control procedures
- Shielding & Screening pages
- Registration Forms
- 4732 Information (Bulletins, Sample Forms, Information Notices, and Rule Presentations)