



Protecting, Maintaining and Improving
the Health of All Minnesotans



NOVEMBER 2009

**Radiation Control, X-ray Unit
Minnesota Department of Health
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Fees Increased effective July 1, 2009

X-ray equipment fees have increased. For more information and to download updated registration forms, please visit our website. To review the full House Bill 1362, visit <http://www.house.leg.state.mn.us>, click on Bills Search and Status, enter 1362.

Annual Audit Reminder

The annual audit went into effect November 2007, when Minnesota Rule 4732 was adopted. All facilities should have performed an audit at this time in 2007 and again in 2008. This is a reminder that it is now time to do the 2009 audit. Facilities can do it for the entire year as long as the timing is consistent. The purpose of the annual audit is for facilities to do a "self-check", to make sure the radiation safety program is reviewed annually. Inspectors come out every four years. If there is a problem in your program, MDH does not want facilities to wait four years to correct it. A sample audit is on our website at www.health.state.mn.us/xray, click on 4732 Info, Sample Documents.

MDH Central Cashier

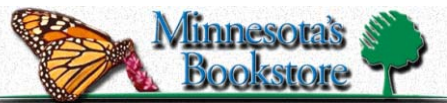
The Radiation Control Unit is now part of a Central Cashier system. All checks received by MDH will be logged in and processed according to Minnesota State Auditor guidelines. For facilities, this means that all checks received need to be processed the day they are received by MDH. We can no longer hold onto checks until appropriate payment is received. Examples of documents or checks that will be returned include:

- Registrations without payment
- Payments without registration forms
- Incorrect amount payments received
- Incorrect registration forms received

CT Advisory Group

The CT Advisory Group has been meeting to develop new CT density rules. The draft of these rules will be on our website for review and comment at www.health.state.mn.us/xray. It is important for anyone associated with CT to review these and comment, whether in agreement or not. Comments will be taken until Nov. 25. The rule making process takes from 6-18 months. This is not the formal comment period that is required for the rule making process. Formal notice will be given according to state mandate, which will occur further in the rule making process. These draft rules should not be implemented by facilities, unless Rule 4732 is updated and adopted. Comments should be sent to:

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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

X-ray Operators Training Resources

The X-ray Unit receives many calls about training courses or self-study materials for operators or prospective LMXO operators. There is a list of resources on our website on the X-ray Operator page at www.health.state.mn.us/xray. These are the resources that MDH is aware of. If there are others, please let the X-ray Unit know. If there is a class that you would be interested in and it is not on a day or location that is convenient, let the contact person know. It may be that another class is in the works.

X-ray Disposal Services

If you would like to recycle your x-ray unit, film, transformers, lead aprons or gloves, mercury or silver, we have a great resource available on our website at www.health.state.mn.us/xray, in the right hand column. There is a listing of businesses that offer these services, their websites' and phone numbers. This is one of several options available to dispose of old x-ray equipment.

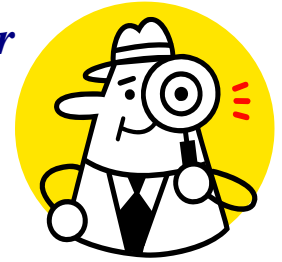
To receive bulletins by email, please submit your request to Kelly.Sabanjo@state.mn.us. For past bulletins, visit our website at www.health.state.mn.us/xray, click on Publications.



Magnets

The Radiation Control, X-ray Unit receives numerous phone calls. To facilitate the quickest response, MDH is sending out magnets to all registrants, beginning with those whose registration expires Dec. 31, 2009. Since many registrants will pay in December, we wanted to give facilities a “heads-up” to expect them with the registration certificate. Please write in your facility registration number, located on the certificate (xx-xxxx), when you receive it. The magnet has our phone number, fax number, email address and website address. Facilities should post the magnet where it can be readily available for the Radiation Safety Officer or in the facility Quality Control manual.

Inspector's Corner



What to expect at an MDH inspection

Facilities are always asking what to expect when an MDH X-ray Unit inspector is coming to inspect their radiation safety program. On our website is a check list of some of the items that will be covered at an inspection. The Inspection Letter is on our website at www.health.state.mn.us/xray, click on 4732 Info, Sample Documents. If there are specific concerns, please feel free to contact us.

Inspection Report

After a facility is inspected, a report is sent. There are three parts to the Notice of Violation. The first part is the official rule number and the legal language that goes with the violation. The second part is the Inspector's Observation. This part is what the inspector either observed or was unable to see during the inspection. The final part is Documentation Required. This is what the facility needs to provide to the inspector to clear the inspection. Most times, it is a policy on how a facility will address the violation. Sometimes, a copy of a report (calibration) or films are needed. The inspector will list what is needed. The inspector will review the facility's submission. If there are any problems, the inspector will contact the facility.

4732 Rule Language Clean-up

It has been two years since Rule 4732 was adopted. Now that facilities and MDH have had a chance to work with it, we are doing some rule language clean-up. We invite facilities to think about what they have read in the rule that has confused them. Sometimes it is legal jargon (it has to stand up to judicial review) and sometimes it could be made clearer by adding or subtracting a few words. We will post a proposed draft rule on our website at www.health.state.mn.us/xray in December