

Facility Inspection Checklist – CT/Fluoroscopy

X-RAY UNIT

Interview

- CT and fluoroscopy operators and staff that may be involved with each procedure
- Designated Radiation Safety Officer
- Department Manager

Documentation to Review

The inspection will include a review of all required documentation, including but not limited to:

- Delegation Agreement (ex: Radiation Safety Officer)
- Dosimetry records
- Policies, procedures, and Quality Control evaluation to include:
 1. ALARA
 2. Daily Utilization/Patient Log
 3. Declared pregnant staff
 4. Emergency procedures
 5. Holding
 6. Lead integrity testing
 7. Radiation safety program audits
 8. Retake or reject analysis
- Staff qualifications and training
- System Specific procedures to include:
 1. CT daily quality control
 2. CT screening
 3. Equipment performance evaluations/Installation calibrations
 4. Procedures for spacer cone use with mobile fluoroscopy equipment
 5. Shielding plans and/or radiation surveys

An exit interview will be conducted to discuss the inspection preliminary findings.

Minnesota Department of Health
Radiation Control, X-ray Unit
625 Robert St N
PO Box 64975
St. Paul, MN 55164-0975
651-201-4545
health.xray@state.mn.us
www.health.state.mn.us/xray

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To obtain this information in a different format, call: 651-201-4545.