



Successful Device Approvals

Using a Form to Track Who Your Authorized Users (radiation workers) Are

Sean C. Chapel, President
IRSC, Inc.
10/21/2011

I can't tell you how many times I have audited a client's radiation safety program and they did not have a written list of who was assigned to work with radioactive materials or radiation machines.

When I ask for this list, I usually receive an answer like...

Response: Here is the dosimeter list. This is everyone allowed to work with radioactive materials.

Answer: No, this is a list of who has dosimeters. This list can not tell me if anyone was assigned to work with radioactive materials and was NOT been issued a dosimeter.

Response: OK, here is a list of everyone who attended training. This is everyone allowed to work with radioactive materials.

No, this is a list of who attended training. It can not tell me who was assigned to work with radioactive materials but DID NOT attend training. And who was absent that day? Maybe there is a make up record, maybe not.

A master list of authorized users, or radiation workers, has the following information on

**17 Norfolk Rd., Holbrook, MA 02343 USA Ph. 877.266.0794 (U.S.)
781.767.2176 (outside U.S.) Fax: 781.207.0453 www.irsc-inc.com**

it at minimum:

- A list of employees names
- The date management assigned them to work with RAM or radiation machines

The following additional information is also appropriate to list on this form:

- If they are permitted to work with RAM, radiation machines, or both
- If dosimetry is required, and if so the date it was first issued
- The date they received initial training
- The date of refresher training
- The date the employee's previous employer sent you their dosimetry records

This can of course all be done in a database. A reminder that Excel is a spreadsheet and not a database, so pay attention that you have a historical record of information and you are not copying over records.