

## Information Notice: Fluoroscopy Inspections

December 2015

Date: December 1, 2015  
To: Fluoroscopic X-ray Equipment Registrants  
From: Teresa Purrington, BS, RT (R)(CT), Supervisor  
X-ray Unit  
Subject: Fluoroscopic Inspections

The Minnesota Department of Health (MDH) is issuing this Information Notice (IN) to inform fluoroscopic x-ray equipment registrants of upcoming changes to the MDH fluoroscopy inspection procedures. MDH will implement the new fluoroscopic/computed tomography (CT) radiation safety program inspection effective January 1, 2016.

MDH has reevaluated its fluoroscopy inspection policies and procedures due to the higher potential risk involved with fluoroscopy studies, and to coincide with the medical CT inspection changes made in 2011, per Information Notice 2011-01: Computed Tomography Inspections. As a result, the changes to fluoroscopy inspections are outlined below.

### Registrants with Fluoroscopy and Computed Tomography (CT) Equipment

- Fluoroscopic/CT radiation safety program inspections will be performed during the same inspection and intervals will be three years.
- Fluoroscopic/CT radiation safety program inspections will be a separate inspection from the general x-ray inspection. MDH realizes there may be overlapping components in the radiation safety program that may also apply to general x-ray.
- Fluoroscopic/CT radiation safety program inspections will be unannounced.
- MDH inspectors will arrive at facilities during normal business hours. Inspectors will review the fluoroscopy/CT radiation safety program including a review of fluoroscopy/CT equipment calibrations and performance measurements.
- There are exceptions which may require MDH inspectors to perform performance measurements of your fluoroscopic x-ray equipment.
- Registrants with only fluoroscopic equipment or only CT equipment will follow the same items listed above.

## Technical Guidance for Fluoroscopic and Computed Tomography (CT) Inspections

To prepare for fluoroscopic/CT radiation safety program inspections and minimize workflow impact, registrants should take, at a minimum, the following actions:

- Make sure staff are able to contact the Radiation Safety Officer.
- Obtain a copy of the Radiation Safety Officer's Delegation of Authority.
- Have access to staff qualifications and training documents.
- Be able to access dosimetry records for staff associated with the fluoroscopic and CT equipment.
- Have the Operating, Emergency, and Quality Assurance procedures for fluoroscopic and CT equipment readily available.
- Be able to produce the Utilization/Patient Log with the required components as identified in Minnesota Rules, Chapter 4732.0545.
  - <http://www.health.state.mn.us/divs/eh/radiation/xray/rules/index.html#0500>
- Have access to shielding plans and/or surveys for the fluoroscopic and CT locations of use.
- Have access to equipment calibrations, performance testing and quality control tests.
- Have access to the registrant's annual radiation safety program audit.
- Have access to the retake or reject analysis program documentation according to Minnesota Rules, Chapter 4732.0535.
  - <http://www.health.state.mn.us/divs/eh/radiation/xray/rules/index.html#0500>
- MDH inspection staff may request additional information to ensure compliance with Minnesota Rules, Chapter 4732.

For questions regarding this IN, please contact Craig Verke at (651) 201-4533 or Teresa Purrington at (651) 201-4519.