



Minnesota Department of Health
Radioactive Materials Unit
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Date: March 3, 2011
To: Medical Computed Tomography Registrants
From: Sherrie Flaherty, MHP, DC, Supervisor
Radiation Control Unit
Subject: Computed Tomography Inspections

Information Notice 2011-01
March 2011
COMPUTED TOMOGRAPHY INSPECTIONS

The Minnesota Department of Health (MDH) is issuing this Information Notice (IN) to inform medical computed tomography (CT) registrants of upcoming changes to the MDH CT inspection policies and procedures.

Because medical CT studies involve a higher potential risk, MDH reevaluated its medical CT inspection policies and procedures. As a result, the changes to medical CT inspections are outlined below.

Medical Computed Tomography Inspections

- The CT inspection will be a separate inspection from the general x-ray inspection. MDH realizes that there are overlapping components in the radiation safety program for CT and general x-ray. Upon the CT inspection, inspectors will evaluate the requirements for CT, which may include some components of the radiation safety program that also apply to general x-ray.
- CT inspections will be unannounced. MDH inspectors will arrive at facilities during normal business hours. Inspectors will be reviewing the CT radiation safety program without performing tests on the equipment; therefore, there should be no impact on patient care.
- The interval for CT inspections will be three years. Because of the higher risk associated with CT, MDH has increased the inspection frequency accordingly.

Technical Guidance for Medical Computed Tomography Inspections

To prepare for CT inspections and minimize workflow impact, registrants should take the following actions:

- Make sure technologists 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 CT unit
- Have the Operating and Emergency Procedures for the CT unit readily available
- Be able to produce the Utilization/Patient Log with the required components as identified in Minnesota Chapter 4732.0545, <https://www.revisor.mn.gov/rules/?id=4732.0545>
- Have access to shielding plans and/or surveys for the CT unit
- Have access to equipment performance evaluations
- Obtain a copy of the registrant's annual radiation safety program audit
- Obtain the retake or reject analysis program documentation according to Minnesota Chapter 4732.0535, <https://www.revisor.mn.gov/rules/?id=4732.0535>
- If necessary, have results of lead integrity testing
- If necessary, indicate the facility's holding policy

MDH will implement these new CT inspection procedures immediately. For questions regarding this Information Notice, please contact Teresa Purrington at (651) 201-4519 or Sherrie Flaherty at (651) 201-4522.