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U.S. Nuclear Regulatory Commission
Region IV
611 Ryan Plaza Drive, Suite 400
Arlington, Texas 76011
DIVISION OF NUCLEAR MATERIALS SAFETY

Name: Gary McMann/James R. Goodgame
Licensee: Great Falls Clinic

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From: Judith Walker (817-860-8299) 817-860-8263 fax
Date: May 5, 2005
Subject: License Amendment
Pages: 3 (including cover)

Mr. McMann/Goodgame:

Concerning your license amendment request to add Ralph Duncan Young, M.S. as Radiation Safety Officer and the authorized medical physicist, please submit the following (1) Delegation of Authority for RSO (see attachment) and (2) Provide evidence of Mr. Young being named on the license as an Authorized Medical Physicist or submit documentation of recent continuing education and experience. You can fax your response back to 817-860-8263. If you have questions regarding this fax, please contact me at 817-860-8299.

Thank you for your cooperation.

Sincerely,


Judith Walker
Health Physicist

Typical Duties and Responsibilities of the Radiation Safety Officer and Sample Delegation of Authority

Model RSO Duties and Responsibilities

The RSO's duties and responsibilities include ensuring radiological safety and compliance with NRC and DOT regulations and the conditions of the license. Model procedures for describing the RSO's duties and responsibilities appear below. Applicants may either adopt these model procedures or develop alternative procedures to meet the requirements of 10 CFR 35.24.

Typically, these duties and responsibilities include ensuring the following:

- Stopping unsafe activities involving licensed material;
- Radiation exposures are ALARA;
- Up-to-date radiation protection procedures in the daily operation of the licensee's byproduct material program are developed, distributed, and implemented;
- Possession, use, and storage of licensed material is consistent with the limitations in the license, the regulations, the SDR Certificate(s), and the manufacturer's recommendations and instructions;
- Individuals installing, relocating, maintaining, adjusting, or repairing devices containing sealed sources are trained and authorized by an NRC or Agreement State license;
- Personnel training is conducted and is commensurate with the individual's duties regarding licensed material;
- Documentation is maintained to demonstrate that individuals are not likely to receive, in one year, a radiation dose in excess of 10% of the allowable limits or that personnel monitoring devices are provided;
- When necessary, personnel monitoring devices are used and exchanged at the proper intervals, and records of the results of such monitoring are maintained;
- Licensed material is properly secured;
- Documentation is maintained to demonstrate, by measurement or calculation, that the total effective dose equivalent to the individual likely to receive the highest dose from the licensed operation does not exceed the annual limit for members of the public;
- Proper authorities are notified of incidents such as loss or theft of licensed material, damage to or malfunction of sealed sources, and fire;
- Medical events and precursor events are investigated and reported to NRC, and cause(s) and appropriate corrective action(s) are identified, and timely corrective action(s) are taken;

APPENDIX I

- Audits of the radiation protection program are performed at least annually and documented;
- If violations of regulations, license conditions, or program weaknesses are identified, effective corrective actions are developed, implemented, and documented;
- Licensed material is transported, or offered for transport, in accordance with all applicable DOT requirements;
- Licensed material is disposed of properly;
- Appropriate records are maintained; and
- An up-to-date license is maintained and amendment and renewal requests are submitted in a timely manner.

Model Delegation of Authority

Memo To: Radiation Safety Officer
From: Chief Executive Officer
Subject: Delegation of Authority

You, _____, have been appointed Radiation Safety Officer and are responsible for ensuring the safe use of radiation. You are responsible for managing the radiation protection program; identifying radiation protection problems; initiating, recommending, or providing corrective actions; verifying implementation of corrective actions; stopping unsafe activities; and ensuring compliance with regulations. You are hereby delegated the authority necessary to meet those responsibilities, including prohibiting the use of byproduct material by employees who do not meet the necessary requirements and shutting down operations where justified by radiation safety. You are required to notify management if staff do not cooperate and do not address radiation safety issues. In addition, you are free to raise issues with the Nuclear Regulatory Commission at any time. It is estimated that you will spend _____ hours per week conducting radiation protection activities.

I accept the above responsibilities,

Signature of Management Representative

Signature of Radiation Safety Officer

Date

Date

cc: Affected department heads