



October 3, 2008

United States Nuclear Regulatory Commission
Region III, Materials Licensing Section
2443 Warrenville Rd, Suite 210
Lisle, IL 60532-4352

Re: Renewal of NRC License No. 21-32168-01

Please find the enclosed license application for your review.

Thank you for your cooperation with this matter. If you have any questions or require additional information please contact our physicist, Michelle L. Kritzman, at (734) 662-3197.

Sincerely,



Administrative Officer
Charlevoix Area Hospital



14700 Lake Shore Drive
Charlevoix Michigan 49720
231/ 547-4024

RECEIVED NOV 12 2008

NRC FORM 313
(4-2008)
10 CFR 30, 32, 33,
34, 35, 36, 39, and 40

U.S. NUCLEAR REGULATORY COMMISSION

APPLICATION FOR MATERIALS LICENSE

APPROVED BY OMB: NO. 3150-0120 **EXPIRES: 10/31/2008**

Estimated burden per response to comply with this mandatory collection request: 4.4 hours. Submittal of the application is necessary to determine that the applicant is qualified and that adequate procedures exist to protect the public health and safety. Send comments regarding burden estimate to the Records and FOIA/Privacy Services Branch (T-5 F53), U.S. Nuclear Regulatory Commission, Washington, DC 20555-0001, or by internet e-mail to infocollects@nrc.gov, and to the Desk Officer, Office of Information and Regulatory Affairs, NEOB-10202, (3150-0120), Office of Management and Budget, Washington, DC 20503. If a means used to impose an information collection does not display a currently valid OMB control number, the NRC may not conduct or sponsor, and a person is not required to respond to, the information collection.

INSTRUCTIONS: SEE THE APPROPRIATE LICENSE APPLICATION GUIDE FOR DETAILED INSTRUCTIONS FOR COMPLETING APPLICATION. SEND TWO COPIES OF THE ENTIRE COMPLETED APPLICATION TO THE NRC OFFICE SPECIFIED BELOW.

APPLICATION FOR DISTRIBUTION OF EXEMPT PRODUCTS FILE APPLICATIONS WITH:

DIVISION OF INDUSTRIAL AND MEDICAL NUCLEAR SAFETY
OFFICE OF NUCLEAR MATERIALS SAFETY AND SAFEGUARDS
U.S. NUCLEAR REGULATORY COMMISSION
WASHINGTON, DC 20555-0001

ALL OTHER PERSONS FILE APPLICATIONS AS FOLLOWS:

IF YOU ARE LOCATED IN:

ALABAMA, CONNECTICUT, DELAWARE, DISTRICT OF COLUMBIA, FLORIDA, GEORGIA, KENTUCKY, MAINE, MARYLAND, MASSACHUSETTS, NEW HAMPSHIRE, NEW JERSEY, NEW YORK, NORTH CAROLINA, PENNSYLVANIA, PUERTO RICO, RHODE ISLAND, SOUTH CAROLINA, TENNESSEE, VERMONT, VIRGINIA, VIRGIN ISLANDS, OR WEST VIRGINIA, SEND APPLICATIONS TO:

LICENSING ASSISTANCE TEAM
DIVISION OF NUCLEAR MATERIALS SAFETY
U.S. NUCLEAR REGULATORY COMMISSION, REGION I
475 ALLENDALE ROAD
KING OF PRUSSIA, PA 19406-1415

IF YOU ARE LOCATED IN:

ILLINOIS, INDIANA, IOWA, MICHIGAN, MINNESOTA, MISSOURI, OHIO, OR WISCONSIN, SEND APPLICATIONS TO:

MATERIALS LICENSING BRANCH
U.S. NUCLEAR REGULATORY COMMISSION, REGION III
2443 WARRENVILLE ROAD, SUITE 210
LISLE, IL 60532-4352

ALASKA, ARIZONA, ARKANSAS, CALIFORNIA, COLORADO, HAWAII, IDAHO, KANSAS, LOUISIANA, MISSISSIPPI, MONTANA, NEBRASKA, NEVADA, NEW MEXICO, NORTH DAKOTA, OKLAHOMA, OREGON, PACIFIC TRUST TERRITORIES, SOUTH DAKOTA, TEXAS, UTAH, WASHINGTON, OR WYOMING, SEND APPLICATIONS TO:

NUCLEAR MATERIALS LICENSING BRANCH
U.S. NUCLEAR REGULATORY COMMISSION, REGION IV
612 E LAMAR BOULEVARD, SUITE 400
ARLINGTON, TX 76011-4125

PERSONS LOCATED IN AGREEMENT STATES SEND APPLICATIONS TO THE U.S. NUCLEAR REGULATORY COMMISSION ONLY IF THEY WISH TO POSSESS AND USE LICENSED MATERIAL IN STATES SUBJECT TO U.S. NUCLEAR REGULATORY COMMISSION JURISDICTIONS.

<p>1. THIS IS AN APPLICATION FOR (Check appropriate item)</p> <p><input type="checkbox"/> A. NEW LICENSE</p> <p><input type="checkbox"/> B. AMENDMENT TO LICENSE NUMBER _____</p> <p><input checked="" type="checkbox"/> C. RENEWAL OF LICENSE NUMBER <u>21-32168-01</u></p>	<p>2. NAME AND MAILING ADDRESS OF APPLICANT (include ZIP code)</p> <p>Charlevoix Area Hospital 14700 Lakeshore Drive Charlevoix, Mi 49720</p>
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3. ADDRESS WHERE LICENSED MATERIAL WILL BE USED OR POSSESSED

Charlevoix Area Hospital
14700 Lakeshore Drive
Charlevoix, Mi 49720

4. NAME OF PERSON TO BE CONTACTED ABOUT THIS APPLICATION

Michelle Kritzman, Physics Consultant

TELEPHONE NUMBER

(734) 662-3197

SUBMIT ITEMS 5 THROUGH 11 ON 8-1/2 X 11" PAPER THE TYPE AND SCOPE OF INFORMATION TO BE PROVIDED IS DESCRIBED IN THE LICENSE APPLICATION GUIDE.

5. RADIOACTIVE MATERIAL

a. Element and mass number, b. chemical and/or physical form, and c. maximum amount which will be possessed at any one time.

6. PURPOSE(S) FOR WHICH LICENSED MATERIAL WILL BE USED.

7. INDIVIDUAL(S) RESPONSIBLE FOR RADIATION SAFETY PROGRAM AND THEIR TRAINING EXPERIENCE.

8. TRAINING FOR INDIVIDUALS WORKING IN OR FREQUENTING RESTRICTED AREAS.

9. FACILITIES AND EQUIPMENT.

10. RADIATION SAFETY PROGRAM.

11. WASTE MANAGEMENT.

12. LICENSE FEES (See 10 CFR 170 and Section 170.31)

FEE CATEGORY	7c	AMOUNT ENCLOSED	\$
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13. CERTIFICATION (Must be completed by applicant) THE APPLICANT UNDERSTANDS THAT ALL STATEMENTS AND REPRESENTATIONS MADE IN THIS APPLICATION ARE BINDING UPON THE APPLICANT.

THE APPLICANT AND ANY OFFICIAL EXECUTING THIS CERTIFICATION ON BEHALF OF THE APPLICANT, NAMED IN ITEM 2, CERTIFY THAT THIS APPLICATION IS PREPARED IN CONFORMITY WITH TITLE 10, CODE OF FEDERAL REGULATIONS, PARTS 30, 32, 33, 34, 35, 36, 39, AND 40, AND THAT ALL INFORMATION CONTAINED HEREIN IS TRUE AND CORRECT TO THE BEST OF THEIR KNOWLEDGE AND BELIEF.

WARNING: 18 U.S.C. SECTION 1001 ACT OF JUNE 25, 1948 62 STAT. 749 MAKES IT A CRIMINAL OFFENSE TO MAKE A WILLFULLY FALSE STATEMENT OR REPRESENTATION TO ANY DEPARTMENT OR AGENCY OF THE UNITED STATES AS TO ANY MATTER WITHIN ITS JURISDICTION.

<p>CERTIFYING OFFICER -- TYPED/PRINTED NAME AND TITLE</p> <p><i>X Wilbur C Jackson President</i></p>	<p>SIGNATURE</p> <p><i>X Wilbur C Jackson</i></p>	<p>DATE</p> <p><i>11/11/2008</i></p>
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FOR NRC USE ONLY

TYPE OF FEE	FEE LOG	FEE CATEGORY	AMOUNT RECEIVED	CHECK NUMBER	COMMENTS
			\$		
APPROVED BY				DATE	

RSO / EXECUTIVE MANAGEMENT
LETTER OF UNDERSTANDING

October 3, 2008

Carl Harlan, MD
Radiation Safety Officer
14700 Lakeshore Drive
Charlevoix, MI 49720

Re: Radiation Safety Officer / Executive Management
Letter of Understanding

Dear Dr. Harlan

You have been appointed the Radiation Safety Officer (RSO) of this facility for our United States Nuclear Regulatory Commission Materials License. This "Letter of Understanding" is prepared to comply with Title 10 Code of Federal Regulations (CFR) Part 35.24(b). This section of the regulations requires that you agree in writing to the following:

- Assume responsibility for implementing the Radiation Protection Program
- Ensure that radiation safety activities are being performed in accordance with our own approved procedures and all regulatory requirements.

Furthermore, in compliance with 10 CFR 35.24(e),(g), the executive management of this facility agrees to provide you as RSO:

- Specific written notation of your authority, duties and responsibilities, see attached.
- Sufficient authority, organizational freedom, time, resources and management prerogative to:
 1. Identify radiation safety problems;
 2. Initiate, recommend, or provide corrective actions;
 3. Stop unsafe operations; and,
 4. Verify implementation of corrective actions.

Our signatures noted below will attest to the issues noted above. Please make a copy of this document for your files and return the original to my attention.

Sincerely,


Executive Management


Radiation Safety Officer

Applicability Table

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8.11	Item 7	Radiation Safety Officer (RSO)	2
8.12	Item 7	Authorized Users (AU)	2
8.13	Item 7	Authorized Nuclear Pharmacist (ANP)	N/A
8.14	Item 7	Authorized Medical Physicist (AMP)	N/A
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8.21	Item 10	Radiation Protection Program	
8.22	Item 10	Safety Procedures and Instructions	N/A
8.23	Item 10	Occupational Dose	5
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8.26	Item 10	Spill Procedures	6
8.27	Item 10	Installation, Maintenance, Adjustment, Repair, and Inspection of Therapy devices Containing Sealed Sources	N/A
8.28	Item 10	Minimization of Contamination	
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RADIOACTIVE MATERIAL

8.5 Item 5

Byproduct Material	Chemical/Physical Form	Purpose	Amount
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Material in 35.100	Any	As Needed	
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Material in 35.200	Any	As Needed	
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RADIOACTIVE MATERIAL – RECORDKEEPING FOR DECOMMISSIONING AND FINANCIAL ASSURANCE

8.8 Item 5

No Response is Required

RADIOACTIVE MATERIAL USAGE

8.9 Item 6

Material in 35.100	Medical use of Unsealed Byproduct Material for Uptake, dilution, and excretion studies for which a written directive is not required
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Material in 35.200	Medical use of Unsealed Byproduct Material for Imaging and localization studies for which a written directive is not required
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RADIATION SAFETY PROGRAM RESPONSIBILITY

8.11 Item 7

Radiation Safety Officer

Carl D. Harlan, M.D.

Dr. Harlan is currently listed as a Radiation Safety Officer on our license.

8.12 Item 7

Authorized Users

Materials

Carl D. Harlan, M.D.

35.100 and 35.200

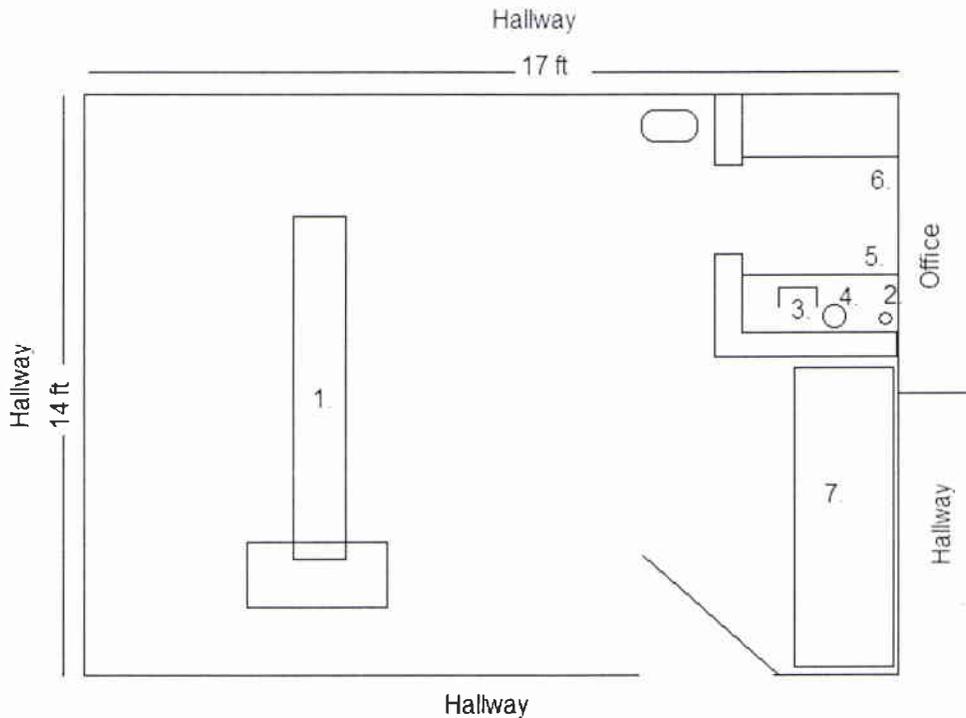
Dr. Harlan is currently listed as an authorized user on our license.

FACILITIES AND EQUIPMENT

FACILITY DIAGRAM

8.15 Item 9

Charlevoix Area Hospital
14700 Lakeshore Drive
Charlevoix, MI 49720

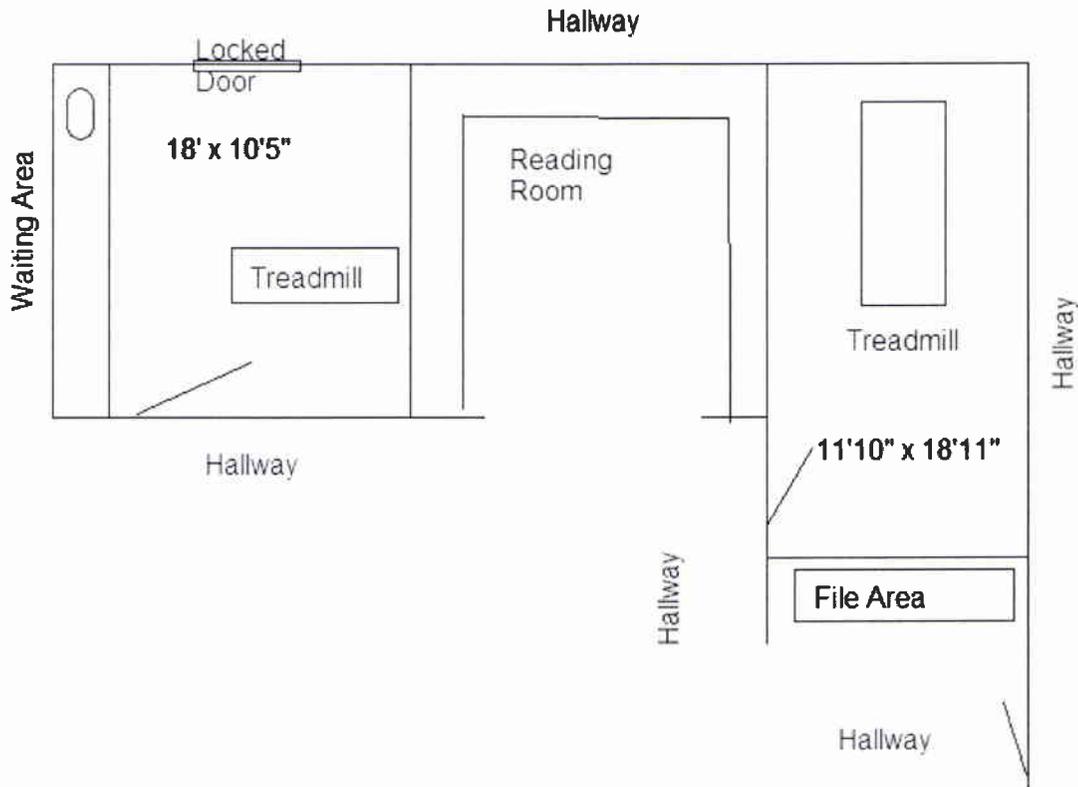


- 1. Camera
- 2. Well Counter
- 3. L-shield
- 4. Dose Calibrator
- 5. Waste Storage
- 6. Package Receipt
- 7. Desk

Directly below the nuclear medicine suite is cement slab.



Directly above the nuclear medicine suite is outside. This is a one story building.



Directly below the Stress lab is utility tunnels.

Directly above the nuclear medicine suite is outside. This is a one story building.

RADIATION MONITORING INSTRUMENTS

8.17 Item 9

We have developed and will implement and maintain written survey meter calibration procedures in accordance with the requirements in 10 CFR 20.1501 and that meet the requirements of 10 CFR 35.61. Our facility has a GM Survey meter with a high range (0-2000 mR/hr) and low range (0-0.02mR/hr). We reserve the right to upgrade our survey instruments as necessary as long as they are adequate to measure the type and level of radiation for which they are used.

DOSE CALIBRATOR AND OTHER EQUIPMENT USED TO MEASURE DOSAGES OF UNSEALED BYPRODUCT MATERIAL

8.18 Item 9

Equipment used to measure dosages will be calibrated in accordance with nationally recognized standards or the manufacturer's instructions.

RADIATION PROTECTION PROGRAM

OCCUPATIONAL DOSE

8.23 Item 10

Either we will perform a prospective evaluation demonstrating that unmonitored individuals are not likely to receive, in one year, a radiation dose in excess of 10% of the allowable limits in 10CFR Part 20 or we will provide dosimetry that meets the requirements listed under "Criteria" in NUREG-1556 Vol. 9, Revision 2, "Consolidated Guidance About Materials Licenses: Program-Specific Guidance About Medical Use Licensees."

AREA SURVEYS

8.24 Item 10

We have developed and will implement and maintain written procedures for area surveys in accordance with 10 CFR 20.1101 that meet the requirements of 10 CFR 20.1501 and 10 CFR 35.70.

SAFE USE OF UNSEALED LICENSED MATERIAL

8.25 Item 10

We have developed and will implement and maintain procedures for safe use of unsealed byproduct material that meet the requirements of 10 CFR 20.1101 and 10 CFR 20.1301.

SPILL/CONTAMINATION PROCEDURES

8.26 Item 10

We have developed and will implement and maintain written procedures for safe response to spills of licensed material in accordance with 10 CFR 20.1101

WASTE MANAGEMENT

8.29 Item 11

We have developed and will implement and maintain written waste disposal procedures for licensed material in accordance with 10 CFR 20.1101, that also meet the requirements of the applicable section of Subpart K to 10 CRF Part 20 and 10 CFR 35.92.

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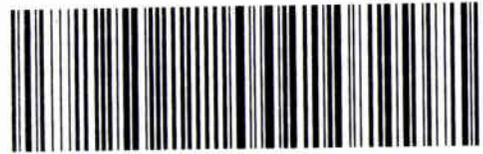
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Next business afternoon. *Saturday Delivery NOT available.

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FedEx Express Saver
Third business day. *Saturday Delivery NOT available.

4b Express Freight Service

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Next business day. *Friday shipments will be delivered on Monday unless SATURDAY Delivery is selected.

FedEx 2Day Freight
Second business day. *Thursday shipments will be delivered on Monday unless SATURDAY Delivery is selected.

FedEx 3Day Freight
Third business day. *Saturday Delivery NOT available.

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