



**SOUTH BEND  
MEDICAL  
FOUNDATION**

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[www.sbmf.org](http://www.sbmf.org)

April 9, 2012

Material Licensing Branch – Ms. Toye Simmons  
U.S. Nuclear Regulatory Commission, Region III  
2443 Warrenville Road, suite 210  
Lisle, IL 60532-4352

RE: Amendment to License Number 13-00670-04 Docket Number 030-1582,  
South Bend Medical Foundation, South Bend, Indiana.

Dear Ms. Simmons:

Attached you will find a summary of Dr. Nita R. Gerig's review of the duties and responsibilities for the position of Radiation Safety Officer. This attachment includes signed statements for my review with her of the requirements of the position, and her understanding of the duties and responsibilities and acceptance of the designation of Radiation Safety Officer.

If additional information is required please contact me at 800-544-0925 ext. 1435 or [bcolter@sbmf.org](mailto:bcolter@sbmf.org). We appreciate your review of this request.

Sincerely yours,

Brett L. Colter  
Director of General Laboratory Operations  
South Bend Medical Foundation  
530 N. Lafayette Blvd.  
South Bend, IN 46601

RECEIVED APR 09 2012

## Radiation Safety Officer Duties and Responsibilities

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**The Radiation Safety Officer has responsibility for oversight of the safe use and physical protection of radioactive materials and for compliance with licensing and regulatory requirements. These include but are not limited to the following areas of concern.**

### **License requirements for U.S. NRC license 13-00670-04**

Permitted materials and chemical /physical form

Maximum amount licensee may possess

Authorized use

Conditions 10-22 including requirements for INCREASED CONTROLS, ORDER IMPOSING FINGERPRINTING AND CRIMINAL HISTORY CHECKS FOR UNESCORTED ACCESS TO RADIOACTIVE MATERIALS

### **Oversight of South Bend Medical Foundation Standard Operating Procedures**

1026 Safe Work Practices Radionuclides

1211 Receiving and Opening Packages of Radioactive Material - Laboratory Procedures

1228 Radioactive Waste Disposal

1408 Ordering Radioactive Material

1409 Receiving and Opening Packages of Radioactive Material - Stockroom Procedure

1410 Monitoring Work Areas and Equipment in the RIA Laboratory

1512 Radioactive Spills

1540 Maintaining Occupational Radiation Exposure As Low As Reasonably Achievable (ALARA)

1543 Radiation Safety Committee and Radiation Safety Officer

1580 Monitoring Radioactive Contamination of Surfaces by the Wipe Test

1782 Instruction of Employees Working with Radionuclides

2522 Leak Test Procedure for Sealed Radioactive Sources

4005 Survey Meter Operation and Maintenance Victoreen Thyac III

### **NUREG-1556, Vol. V., Consolidated Guidance About Materials Licenses, Program-Specific Guidance About Self-Shielded Irradiator Licenses**

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## South Bend Medical Foundation

Continued:

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### Increased Control Measures for Quantities of Concern - Blood Bank Irradiator

EA-05-090 ORDER IMPOSING INCREASED CONTROLS and subsequent directives

EA-07-305 ORDER IMPOSING FINGERPRINTING AND CRIMINAL HISTORY RECORDS CHECK FOR UNESCORTED ACCESS TO CERTAIN RADIOACTIVE MATERIAL and subsequent directives

Trustworthiness and Reliability (T&R) Official: James Frain, Vice President of Human Resources, South Bend Medical Foundation: Duties and responsibilities.

National Source Tracking System and requirements

RIS 2005-31 CONTROL OF SECURITY-RELATED SENSITIVE UNCLASSIFIED NON-SAFEGUARDS INFORMATION HANDLED BY INDIVIDUALS, FIRMS, AND ENTITIES SUBJECT TO NRC REGULATION OF THE USE OF SOURCE, BYPRODUCT, AND SPECIAL NUCLEAR MATERIAL

Compliance Guide for Increased Controls – Quantities of Concern, South Bend Medical Foundation Inc.  
Checklist for Increased Controls Inspection

Summary of past NRC Safety Inspection Report and Compliance Inspection

- 03-01-2002: Based on inspection findings, no violations were identified.
- 12-13-2006: Based on inspection findings, no violations were identified.
- 11-17-2010: Based on inspection findings, no violations were identified.

05-05-2009: FBI inspection and contact information reviewed; no action required.

South Bend Medical Foundation

**Statement of Understanding**

I have reviewed the documents and information listed above with Nita R. Gerig, M.D. and affirm that she understands and is qualified to effectively oversee compliance with NRC licensing requirements and applicable regulatory requirements as the Radiation Safety Officer for South Bend Medical Foundation.

 4-9-2012

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Brett L. Colter, Director of General Laboratory Operations, South Bend Medical Foundation

I, Nita R. Gerig, M.D., affirm that I am aware of my required duties and responsibilities and accept the designation of Radiation Safety Officer for South Bend Medical Foundation.

 4/9/12

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Nita R. Gerig, M.D., Pathologist, South Bend Medical Foundation.