



*In alliance with
The University of Vermont*

May 17, 2012

Nuclear Materials Safety Section
Division of Radiation Safety and Safeguards
United States Nuclear Regulatory Commission Region I
475 Allendale Road
King of Prussia, PA 19406

RE: Fletcher Allen Health Care
License # 44-10187-03

03003289

K-9

MS-16

Please include the attached "GammaMedplus iX Emergency Procedures" as part of our amendment request, originally submitted on April 3, 2012.

Also, to clarify the designation of personnel who are given, Marleen Moore, M.S. is both the Radiation Safety Officer for the specific license and also an Authorized Medical Physicist for HDR procedures and is listed on the license. H James Wallace, III, M.D. is the Chief of Radiation Oncology and is also an approved Authorized User for HDR applications.

Thank you for your attention to this. If you have questions please contact Marleen M. Moore, M.S., Radiation Safety Officer, at (802) 847-3506. All correspondence should be copied to Marleen Moore, M.S., Shepardson 2

Sincerely,

A handwritten signature in cursive script that reads "Marleen M Moore".

Marleen M. Moore, M.S.
Radiation Safety Officer and Authorized Medical Physicist
Fletcher Allen Health Care

Attachments (2 pages)

Varian GammaMedplus iX Emergency Procedure

An authorized medical physicist must be physically present during all HDR procedures. Personnel monitors must be worn.

Whenever entering the room when the unit is keyed ON, carry a survey meter and verify that exposure rates are background.

If there is an emergency in which the source does not retract, it is the responsibility of the physicist present to perform the following operation in sequence. Stop if the source retracts. Enter after verifying background rate with portable ion survey meter.

1. Press **INTERRUPT** button on control console
2. Press **EMERGENCY** return switch in control room
3. Open treatment room door several inches to activate door interrupt switch.

If the source still fails to retract, perform the following operations:

1. Take the green emergency kit and survey meter and enter the room
2. Press the red **EMERGENCY** button on the source trolley of the GammaMed *plus* iX
(NOTE: this will switch off external power and internal radiation monitor does not work)
3. Use the **manual hand crank** to retract the source

Simultaneously, the authorized user and nurse, if available, will prepare to remove the patient. If it is determined the manual hand crank does not retract the source, the authorized user will remove the applicator from the patient and place in the Emergency Container, then immediately exit the room with the patient.

The physicist will:

1. exit the treatment room with the survey meter
2. confirm while exiting that the source is in the procedure room (indicated by Primealert light and presence of reading with survey meter)
3. confirm that the source is not in the patient by survey meter reading of patient now located outside the procedure room
4. secure the treatment room by locking door and removing key
5. post with a Radiation Area warning sign and DO NOT ENTER sign which gives contact numbers

The physicist will notify

- | | |
|--|-------------------------------------|
| 1. Varian service | 1 800 864-1672 |
| 2. RSO, Marleen Moore | 7-4845 leave message
beeper 6165 |
| 3. Chief of Rad Onc, James Wallace, M.D. | beeper 657-8040 |
| 4. Authorized users not present | 7-3506 |

The authorized medical physicist present is responsible for recording in the incident log, located in the day of use book, the time and date of the incident, person contacted, and any information pertinent to reconstruction of the incident.

The RSO will determine if the situation constitutes a medical event requiring notification of the NRC. If the RSO can not be reached, notify Jim Goodwin, M.S.

High Dose Rate incident:

Patient:

Date/ Time:

Notified (place check next to each when notified)

- | | |
|---|-------------------------------------|
| <input type="checkbox"/> 1. Varian service | 1 800 864-1672 |
| <input type="checkbox"/> 2. RSO, Marleen Moore | 7-4845 leave message
beeper 6165 |
| <input type="checkbox"/> 3. Chief of Rad Onc, James Wallace, M.D. | beeper 657-8040 |
| <input type="checkbox"/> 4. Authorized users not present | 7-3506 |
- (ask front desk to leave message with TR, DZR, HG)

Description of incident:

(Include prescribed treatment time, actual treatment time, applicator, approximate amount of time after treatment ended to remove the applicator, and any other information helpful to reconstructing the event and determining the final patient dose)

Medical Physicist

Date/Time