



CONVERSATION RECORD

11/19/2014

NAME OF PERSON(S) CONTACTED OR IN CONTACT WITH YOU David Englehart, M.S.		DATE OF CONTACT 11/19/2014	TYPE OF CONVERSATION <input checked="" type="checkbox"/> E-MAIL <input type="checkbox"/> TELEPHONE <input type="checkbox"/> INCOMING <input checked="" type="checkbox"/> OUTGOING
E-MAIL ADDRESS David_Englehart@ssmhc.com		TELEPHONE NUMBER (314) 768-8256	

ORGANIZATION SSM Cardinal Glennon Children's Hospital	DOCKET NUMBER(S) 03035553
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LICENSE NUMBER(S) 24-32264-01	CONTROL NUMBER(S) 584289
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SUBJECT
Information needed to complete review of your amendment request application dated July 7, 2014

SUMMARY
We have reviewed your application dated July 7, 2014, requesting an amendment to your byproduct materials license and find that we will need additional information as follows:

1. In reviewing your application we noticed that you did not include a "Delegation of Authority" for the Radiation Safety Officer (RSO). A model of a Delegation of Authority is found in Appendix I from NUREG 1556, Vol. 9, Rev. 2, "Consolidated Guidance About Materials Licenses: Program-Specific Guidance About medical Use Licenses."

This document is intended for use by applicants, licensees, and NRC staff and is also available to Agreement States. Full use of this document and all of its sections that are appropriate for this license, for all of your licensing correspondence, will greatly reduce your regulatory burden, simplify your license and enhance safety by providing for more comprehensive update safety procedures and all complete renewal applications. We noted that much of your application was based upon this document.

This NUREG may be located on our website at: <http://www.nrc.gov/reading-rm/doc-collections/nuregs/staff/sr1556/v9/r2/>

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ACTION REQUIRED (IF ANY)
Please provide a written response to the information requested within 15 days of the date of this record, by December 5, 2014. Your response should be accompanied by a standard business letter, currently dated and signed by a senior management official, addressed to my attention as "additional information to control number 584289" and sent to the address given in my signature block in this document. If an alternative timeframe to respond is needed, please call me to arrange that. Upon receipt of your response, we will continue our review.

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NAME OF PERSON DOCUMENTING CONVERSATION
Colleen Carol Casey

SIGNATURE

CONVERSATION RECORD (continued)

SUMMARY: (Continued from page 1)

In response, please complete Appendix I in full and transmit it to us with a currently signed and dated letter, in accordance with the instructions below. Please also specify the minimum expected frequency and duration of visits from your proposed RSO and a brief description of how he will perform the duties as RSO. This is a concern to us because your proposed RSO is named as RSO on another NRC license also. Section 8.11 Item 7 in the above-mentioned NUREG may also be of assistance to you.

The management delegation of authority should be currently dated, signed by a senior management official and the proposed RSO, and stipulate that the proposed RSO accepts the position as RSO for your expanded licensed activities and that he understands the duties and responsibilities associated with the position. 10 CFR 35.24(b) may also assist you.

2. The application dated July 7, 2014, included a reduced copy of the facility blueprint, including wording in a font too tiny to permit readability. This diagram is missing some information that we need to continue our review, such as the direction of north, elevation of the department and room numbers. Please identify the areas within the "Hot lab" more specifically, such as incoming package receipt, generator storage, waste storage, the injection area, etc. Please do not submit blueprints or copies of blueprints, as they typically contain much information that we do not need and very little information, if any, that we do require.

You may wish to refer to NUREG 1556, Vol.9, Rev. 2, section 8.16 Item 9: "Facility Diagram," for assistance. "Attachment 9.1" in this section provides an example of a facility diagram. Section 8.15 Item 9 and 8.16 Item 9 in this document may also be of assistance to you.

NO RESPONSE ITEM:

It appeared that much of the information submitted with your application was unnecessarily duplicated within the submission (such as multiple copies of licenses and some procedures), or unnecessary (an extensive shielding report). In the future, you may be able to ease your regulatory burden by only submitting the information we request. If you are unclear or unsure about whether to submit something, particularly if it is not specifically requested in our guidance or if it is lengthy (such as resumes, cv's, licenses NRC already administers and has access to, shielding report (when no sealed source therapy in 10 CFR 35.400 or 35.600 is requested), etc.), please call us first and we would be happy to help answer your questions. Thank you very much.

In accordance with 10 CFR 2.390 of the NRC's "Rules of Practice," a copy of this letter will be available electronically for public inspection in the NRC Public Document Room or from the NRC's Agencywide Documents Access and Management System (ADAMS), accessible from the NRC Web site at <http://www.nrc.gov/reading-rm/adams.html>.

Colleen
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Gentle Reminders: Unless previously arranged with or requested by me directly, please do not submit any licensing requests, responses or correspondence via e-mail. Please only submit one complete, signed copy of your correspondence to us. Please prepare your licensing requests in accordance with NUREG 1556 Series Guidance, as appropriate. Thank you very much!

Please also note that my full-time work schedule includes every other Friday off.

Ensuring the health and safety of
our people, our nation and
our environment
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