

# Michiana Hematology Oncology, PC

March 30, 2017

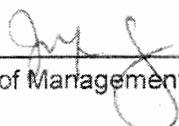
## MEMO:

To: Temporary Radiation Safety Officer

From: Clinical Operations Officer

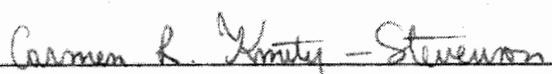
Subject: Delegation of Authority as Temporary Radiation Safety Officer

You, Carmen Kmety-Stevenson, PhD, have been appointed temporary Radiation Safety Officer while the acting Radiation Safety Officer, Stacie Godin M.S, is out on medical leave with an expected date of leave being 4/24/17. You 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 radioactive material by employees who do not meet the necessary requirements and shutting down operations where justified to maintain radiation safety. You are required to notify management if staff does not cooperate and does 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 1 hour per week conducting radiation protection activities.

  
\_\_\_\_\_  
Signature of Management Representative

3/31/17  
\_\_\_\_\_  
Date

I accept the above responsibilities.

  
\_\_\_\_\_  
Signature of Temporary Radiation Safety Officer

03/31/2017  
\_\_\_\_\_  
Date

## Tomczak, Tammy

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**From:** Pelke, Patricia  
**Sent:** Friday, March 31, 2017 3:25 PM  
**To:** Tomczak, Tammy  
**Cc:** Parker, Bryan  
**Subject:** Additional Request to add to CN 592870; FW: RE: Michiana Hematology-Oncology, P.C.- Documentation for RSO change  
**Attachments:** NRC Delegation of Authority - Carmen.pdf; NRC Letter for Temporary RSO - Carmen.pdf

Hi Tammy,  
Please add these documents to the pending action Bryan is already working on for this licensee CN 592870. Let me know if you have any questions. Thanks - Patty

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**From:** Godin, Stacie [mailto:sgodin@mhopc.com]  
**Sent:** Friday, March 31, 2017 1:11 PM  
**To:** Pelke, Patricia <Patricia.Pelke@nrc.gov>  
**Cc:** Ewing, Jen <jewing@mhopc.com>  
**Subject:** [External\_Sender] RE: Michiana Hematology-Oncology, P.C.- Documentation for RSO change

Patty,  
Thank you so much for responding to my phone call. I have attached a letter requesting Carmen Kmety-Stevenson as a temporary RSO, and the Delegation of Authority. Your office should also have received a letter requesting Carmen Kmety-Stevenson be added to our license as an Authorized Medical Physicist, and a copy of the NRC license from her previous employer listing her as a AMP and RSO. Please let me know if you have any trouble in opening these documents or if there is any additional information or documentation you need from me.  
Thank you,

Stacie Godin, M.S., DABR  
Medical Physicist: Mishawaka  
Michiana Hematology-Oncology, P.C.  
Advanced Center for Cancer Care  
Phone: 574-204-7885  
Fax: 574-204-7873

[www.TheHeartofCancerCare.com](http://www.TheHeartofCancerCare.com)

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Thank you.