



# PARKVIEW

## COMPREHENSIVE CANCER CENTER

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April 30, 2018

U.S. Nuclear Regulatory Commission  
Region III  
2443 Warrenville Rd. Suite 210  
Lisle, IL 60532-4352

**ATTN: Magdalena Gryglak**  
**Materials Licensing Branch**

**Re: NRC License #13-01284-02**  
**Additional Information to Control Number 601496**

**Dear Ms. Gryglak:**

Please find the information below in response to your request for additional information regarding the new location of use and area of use for the HDR remote afterloading brachytherapy device.

**Item 1:**

In compliance with 10 CFR 35.610, we commit that we will provide instruction, initially and at least annually, to all individuals who operate the unit, as appropriate to the individual's assigned duties, in the procedures identified in paragraph (a)(4) of 10 CFR 35.610; and the operating procedures for the unit.

We shall ensure that operators, authorized medical physicists, and authorized users participate in the drills of the emergency procedures, initially and at least annually.

In accordance with 10 CFR 35.2310, we shall retain a record of individuals receiving instruction. In accordance with 10 CFR 35.2610, we shall retain a copy of the procedures required by 10 CFR 35.610(a)(4) and (d)(2).

**Item 2:**

We have attached the procedure for "Periodic Spot Checks" in compliance with 35.643. In accordance with 10 CFR 35.2643, we shall retain a record of each check and a copy of the procedures required by 10 CFR 35.643(d) and (b).



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If additional information is needed, please contact Neal Zhang at 260-266-9145 or by email at [Neal.Zhang@parkview.com](mailto:Neal.Zhang@parkview.com).

Sincerely,

Yuenian (Neal) Zhang, P.h.D  
Radiation Safety Officer  
Parkview Health  
Parkview Comprehensive Cancer Center

Rae Gonterman  
Vice President – Operations,  
Cancer Institute  
Parkview Health

Policy Title: HDR Morning QA and Autoradiograph – Periodic Spot Checks

Category: Physics Procedures

- I. **POLICY STATEMENT:** An authorized user must do a quality spot check on the remote afterloader before the first use of a high dose-rate treatment unit on a given day, and after each source installation.

The authorized Medical Physicist must review the results of each spot check within 15 days, and record their initials in the QA log.

II. **DEFINITIONS:**

III. **PROCEDURE:**

1. HDR cabinet and console keys are kept in the lock box by the HDR console.
2. Complete the QA check list with date, time, and initials. Be sure to check each procedure as it is performed. Log sheets and checklist need to be reviewed and signed by a physicist prior to the first treatment of any given day.
3. Check source position with calibration film check.
4. Survey Meter Check. Hold the radiation survey meter to the check source and check reading. Check the battery status on the survey meter.
5. Check radiation indicator lights. Observe light over door, observe Primealert in room on monitor.
6. Test Emergency Off button. Press Emergency Off button on console. Note that the source returns to safe position and all 'beam on' lights return to off. Reset using the RESET key on the console.

Origination Date: 11/05	Original Source: Physics Department
Revision Date(s): 4/25/18	Source of Revision: Physics Department
Review Date(s): 2/10, 08/20/2012; 6/09, 4/10; 5/2/17; 4/25/18	Authorized by: Yuenian (Neal) Zhang, Ph.D. & DABMP, Chief Physicist & RSO

Policy Title: HDR Morning QA and Autoradiograph – Periodic Spot Checks  
Category: Physics Procedures

7. Inspection of necessary emergency equipment- Ensure all necessary equipment is located near the afterloader and in good condition.
8. Test electrical interlock. Once the source is out and light over door comes on, open door to HDR room. Note that the source returns to safe position and all 'beam on' returns to off.
9. Visual and Auditory check of the cameras and intercom must be performed.
10. The date and time on the console unit will be checked for accuracy.
11. Verify the decay of the source activity with the print out.
12. Stop watch- timer check. Start stopwatch when the source is in treatment position. Stop the watch when it starts to retract. Time needs to be within  $\pm 2\%$ .
13. If results are outside set limits or indicate malfunction of equipment, the control panel must be locked in the off position and not used until repairs, replacement, or additional checks have been made.
14. A record of each check and a copy of the procedures should be kept at the physics department.

#### IV. REFERENCES:

Origination Date: 11/05	Original Source: Physics Department
Revision Date(s): 4/25/18	Source of Revision: Physics Department
Review Date(s): 2/10, 08/20/2012; 6/09, 4/10; 5/2/17; 4/25/18	Authorized by: Yuenian (Neal) Zhang, Ph.D. & DABMP, Chief Physicist & RSO

## Song, Taehoon

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**From:** Gryglak, Magdalena  
**Sent:** Wednesday, May 02, 2018 3:12 PM  
**To:** Song, Taehoon; Sandrik, Lauren; Pavon, Sandy  
**Cc:** Tomczak, Tammy  
**Subject:** FW: Re: NRC License #13-01284-02 Additional Information to Control Number 601496  
**Attachments:** Parkview Health Response to NRC HDR Mover Additional Information with Signatures 04-30-2018.pdf

Hi,

Please place the document in ADAMS:  
Parkview Health  
030-01593  
13-01284-02  
CN 602693

Thank you  
Magda

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**From:** Neal Zhang [mailto:Neal.Zhang@parkview.com]  
**Sent:** Monday, April 30, 2018 2:56 PM  
**To:** Gryglak, Magdalena <Magdalena.Gryglak@nrc.gov>  
**Cc:** SUpdike@mpcphysics.com; Michelle Hire <Michelle.Hire@parkview.com>; Malinda Gamble <Malinda.Gamble@parkview.com>; Jill Richey <Jill.Richey@parkview.com>; Rae Gonterman <Rae.Gonterman@parkview.com>  
**Subject:** [External\_Sender] Re: NRC License #13-01284-02 Additional Information to Control Number 601496

Hi Magdalena,

Thank you very much for your review today.

Here is the revised letter and "Periodic Spot Checks" physics procedures which adds the commitment in accordance with 10 CFR 35.643(f).

Thanks again. Neal

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**From:** Gryglak, Magdalena <Magdalena.Gryglak@nrc.gov>  
**Sent:** Monday, April 30, 2018 2:44:46 PM  
**To:** Neal Zhang  
**Cc:** SUpdike@mpcphysics.com; Michelle Hire; Malinda Gamble; Jill Richey; Rae Gonterman  
**Subject:** RE: NRC License #13-01284-02 Additional Information to Control Number 601496

**\*\*WARNING\*\*** This email originated from outside of Parkview Health.

**\*DO NOT CLICK\*** links or attachments unless you recognize the sender and know the content is safe.

Thank you Dr. Zhang. I reviewed the information. Regarding the periodic spot checks, there is one item missing in the procedure. Specifically, the commitment to retain the records of spot checks and the procedure in accordance with 10 CFR 35.643 (f). Please revise the letter to add the commitment.

Thank you  
Magdalena

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**From:** Neal Zhang [<mailto:Neal.Zhang@parkview.com>]  
**Sent:** Monday, April 30, 2018 11:33 AM  
**To:** Gryglak, Magdalena <[Magdalena.Gryglak@nrc.gov](mailto:Magdalena.Gryglak@nrc.gov)>  
**Cc:** [SUpdike@mpcphysics.com](mailto:SUpdike@mpcphysics.com); Michelle Hire <[Michelle.Hire@parkview.com](mailto:Michelle.Hire@parkview.com)>; Malinda Gamble <[Malinda.Gamble@parkview.com](mailto:Malinda.Gamble@parkview.com)>; Jill Richey <[Jill.Richey@parkview.com](mailto:Jill.Richey@parkview.com)>; Rae Gonterman <[Rae.Gonterman@parkview.com](mailto:Rae.Gonterman@parkview.com)>  
**Subject:** [External\_Sender] NRC License #13-01284-02 Additional Information to Control Number 601496

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Please feel free to contact if needed.

Thank you very much for your time and attention.

Neal