Radiation Worker Checklist

The following is a list of information which should be reviewed by the Authorized User with all new radiation lab workers.
Please complete the checklist as soon as possible (within 2 weeks). Please make a copy for the employee to keep and review and return the original to the Radiation Safety Officer (RSO). Both employee and Authorized User need to sign the bottom of the checklist acknowledging review and discussion of these topics.

Radiation Safety Checklist	Yes	No	N/A
1. Radiation Safety Training has been completed.	☐	☐	☐
2. Worker will be exposed to radioactive materials.	☐	☐	☐
3. Whole body and/or ring badge required and request sent to RSO.	☐	☐	☐
4. Radiation warning symbols and their meanings have been reviewed.	☐	☐	☐
5. Proper storage of radioactive materials, chemicals and biohazards agents present in the laboratory has been reviewed.	☐	☐	☐
6. Principles and practices of radiation safety reviewed.	☐	☐	☐
7. The location and types or radioactive waste and containers have been identified.	☐	☐	☐
8. Security requirements for radioactive material have been reviewed.	☐	☐	☐
9. Use of Personal Protective Equipment (gloves, safety eyewear, smocks and appropriate shoes) explained to worker.	☐	☐	☐
10. Radiation survey instrument operation & annual calibration requirement reviewed.	☐	☐	☐
11. Radiation safety surveys & contamination limits explained.	☐	☐	☐
12. Previous occupational exposure. (If yes, have worker fill out Occupational Exposure History Form & forward to the RSO).	☐	☐	☐
13. Review of MTSU's Radiation Safety Manual.	☐	☐	☐
14. Quarterly radiation dosimeter exposure report & annual radiation exposure limits have been reviewed.	☐	☐	☐

Worker Consent*: I certify that I have been provided with and understand the information indicated above. I understand that I am responsible for adhering to all safety practices, laws, rules and guidelines.*

_____
Worker Signature   Date

Authorized User*: I certify that the above information was reviewed with or provided to the above worker.*

_____
Authorized User Signature   Date

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