



# Dukes Memorial Hospital

1000 W. 12th St., Peru, IN 46970

**Memo To:** Dr. Rik Stephens  
**From:** Deb Close, CEO  
**Subject:** Delegation of Authority

You, Dr. Rik Stephens, have been appointed Radiation Safety Officer and 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 byproduct 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 radiations 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 20 hours per month conducting radiation protection activities.

Deb Close  
Chief Executive Officer

1/2/13  
Date

I accept the above responsibilities,

Rik Stephens RSO  
Radiation Safety Officer

1/2/13  
Date

cc: Craig Sorg, Director of Medical Imaging  
John McCracken, Safety Officer, Director of Facilities

DUKES MEMORIAL HOSPITAL  
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