



CONVERSATION RECORD

NAME OF PERSON(S)/TITLE CONTACTED OR IN CONTACT WITH YOU Ray A. Carlson, M.S.	DATE OF CONTACT 01/27/2020	TYPE OF CONVERSATION <input type="checkbox"/> E-MAIL <input checked="" type="checkbox"/> TELEPHONE <input type="checkbox"/> INCOMING <input checked="" type="checkbox"/> OUTGOING
E-MAIL ADDRESS rayacarlson@att.net	TELEPHONE NUMBER (734) 455-4730	
ORGANIZATION Medical Clinic of Northville	DOCKET NUMBER(S) 030-35012	
LICENSE NAME AND NUMBER(S) Medical Clinic of Northville 21-32174-01	MAIL CONTROL NUMBER(S) 616835	
SUBJECT Pending Renewal of NRC License - Additional Information Required		
SUMMARY AND ACTION REQUIRED (IF ANY) This is a summary of the conversation that occurred between Laura Cender and Ray A. Carlson on January 27, 2020 regarding the pending NRC license renewal application dated October 23, 2020. Please provide your appropriately signed and dated response to the following items by no later than Friday February 21, 2020. You may submit your response via fax to 630-515-1078 or to me directly via email. 1. Please provide the title or role of Ross A. Summers, M.D. who signed the provided NRC Form 313 and Delegation of Authority. 2. Please provide the medical license number and issuing entity (e.g. state or territory) for Won Chae, M.D. 3. Please provide the following statement regarding training for individuals working in or frequenting restricted areas: "We have developed and will implement and maintain written procedures for a program for training required under 10 CFR 19.12 for each group of workers, including (i) topics covered, (ii) qualifications of the instructors, (iii) method of training, (iv) method for assessing the success of the training, (v) initial training, and (vi) annual refresher training."		
NAME OF PERSON DOCUMENTING CONVERSATION Laura B. Cender		
SIGNATURE <i>Laura B. Cender</i>	DATE OF SIGNATURE 01/27/2020	

CONVERSATION RECORD (continued)

LICENSE NAME AND NUMBER(S)

Medical Clinic of Northville
21-32174-01

MAIL CONTROL NUMBER(S)

616835

SUMMARY AND ACTION REQUIRED (IF ANY) (Continued)

3. Please indicate if PET materials are used at your facility.
4. Please provide a facility diagram for your Northville, MI office that includes the following items:
 - a.) Please clarify if the hotlab area in the nuclear medicine laboratory has a separate door, or if the locked door referred to on the diagram is the door to the nuclear medicine laboratory.
5. Please provide the following statement regarding radiation monitoring instruments.
 - a.) "Radiation monitoring instruments will be calibrated by a vendor who is licensed by the NRC or an Agreement State to perform instrument calibrations."
6. Please provide the following statement regarding occupational dose:
 - a.) "We will maintain, for inspection by the NRC, documentation demonstrating that unmonitored individuals are not likely to receive a radiation dose in excess of the limits in 10 CFR 20.1502." or
 - b.) "We will monitor individuals in accordance with the criteria in the section titled, 'Radiation Safety Program—Occupational Dose' in NUREG-1556, Vol. 9, Rev. 3, 'Consolidated Guidance About Materials Licenses: Program-Specific Guidance About Medical Use Licensees.'
7. Please provide the following statement regarding material receipt and accountability:
 - a.) "We will develop, implement, and maintain written procedures for licensed material accountability and control to ensure that:
 - license possession limits are not exceeded
 - licensed material in storage is secured from unauthorized access or removal
 - licensed material not in storage is maintained under constant surveillance and control
 - records of receipt (either from the licensee's own production operations or from another licensee), transfer, and disposal of licensed material, are maintained."
8. Please provide a response from the following items regarding leak testing of sealed sources:
 - a.) A statement that: "We have developed and will implement and maintain written procedures for sealed-source leak testing that meet the requirements of 10 CFR 35.67."or
 - b.) If a contractor is used to perform leak testing, a statement that: "Leak test sample collection and analysis will be performed by an organization authorized by the NRC or an Agreement State to provide leak testing services to other licensees; or by using a leak test sample collection kit supplied by an organization licensed by the NRC or an Agreement State to provide leak test kits or sample analysis services to other licensees and according to the instructions provided in the leak test sample collection kit."

CONVERSATION RECORD (continued)

LICENSE NAME AND NUMBER(S)

Medical Clinic of Northville
21-32174-01

MAIL CONTROL NUMBER(S)

616835

SUMMARY AND ACTION REQUIRED (IF ANY) (Continued)

9. Please provide the following statement regarding safe use of unsealed licensed material:

- a.) "We have developed and will implement and maintain written procedures for safe use of unsealed byproduct material that meet the requirements of 10 CFR 20.1101 and 10 CFR 20.1201."

10. Please provide the following statement regarding waste management:

- a.) "We will contact the appropriate NRC Regional Office for guidance on treatment or disposal of waste by incineration or compaction."

Cender, Laura

From: Cender, Laura
Sent: Monday, January 27, 2020 9:56 AM
To: 'Ray Carlson'
Subject: Pending Renewal of NRC License No. 21-32174-01 - Medical Clinic of Northville (Control No. 616835) - Additional Information Required.
Attachments: Conversation Record to Medical Clinic of Northville 1.27.2020.pdf

Hello Ray,

Thank you for taking time out of your day to discuss the pending license renewal for Medical Clinic of Northville. As we discussed today, a record of our conversation detailing the additional information required is attached.

Please submit your signed and dated response by no later than Friday, February 21, 2020. As you are not the radiation safety officer on the license, the response must be signed by either Dr. Ross Summers or Dr. Won Chae.

Please feel free to contact me at (630) 829-9712 or send me an email if you have any questions.

Thank you,
Laura Cender

Laura Cender
U.S. Nuclear Regulatory Commission
Materials Licensing Branch
E-mail: Laura.Cender@nrc.gov
Phone: (630) 829-9712