

Shriver Center  
for Mental Retardation, Inc.  
200 Trapelo Road  
Waltham, Massachusetts 02254  
(617) 893-3500

Edwin H. Kolodny, M.D., Director  
Raymond D. Adams, M.D., Director Emeritus  
Rollin W. Rickard, Administrator

20-18432-02  
Termination

Applicant	7900
Check	460
Check Returned	4/22/85
By	Brown

April 9, 1985

RECEIVED BY LFMB	
Date	4/22/85
Leg	April 9 I
By	Brown
Orig To	4/25/85
Action Compl	

Jenny M. Johansen, MS.  
Division of Radiation Safety  
Nuclear Regulatory Commission  
Region I  
631 Park Avenue  
King of Prussia, Pennsylvania 19406

Dear Ms. Johansen:

The following information is provided relative to our license at the Eunice Kennedy Shriver Center for Mental Retardation Inc. and is referenced to your Mail Control No. 17532.

We are submitting one application in accordance with your recommendation that the Eunice Kennedy Shriver Center for Mental Retardation, Inc. re-submit an application which incorporates the radionuclides authorized by both of our current licenses (license no. 20-18423-01 and 20-18423-02). It is our hope that our current authorization be extended during your consideration of our new application.

The items referred to in your letter of February 20, 1985 are discussed below in the order in which they appear in your correspondence to us.

1. The legal name of our institution is "Eunice Kennedy Shriver Center for Mental Retardation, Inc."
2. Dr. Robert McCluer, Director of Biochemistry has assumed the position of RSO.
3. Both meters in use have been calibrated by Mr. Johnson of the Harvard University Environment Health Service. They will be re-calibrated at six month intervals.
4. HUNS sends us quarterly reports naming each individual film badge for the quarter, the number of badges issued and returned for evaluation, and the total quarterly exposure received by each individual for the quarter.

8507250034 850625  
REG1 LIC30  
20-18423-02 PDR

"OFFICIAL RECORD COPY"

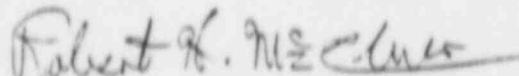
FEE EXEMPT  
term

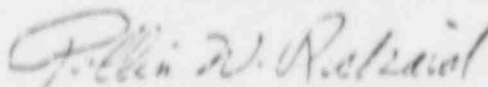
03686  
4/15/85 ML18

5. The person at the front desk is not assigned the duty of receiving radioactive material packages. This is the responsibility of our receiving clerk who has been duly instructed in accordance with 10 CFR 19, 12. However as an additional safeguard, the individual who works at the front desk will receive instructions as well. It is not, however, our procedure to receive any materials at the front desk or to employ our switchboard operator as a receiving person.
6. The Center's safe opening procedures include the following steps:
  1. Don protective gloves.
  2. Survey packages at 3 ft.\*

\*It has recently come to our attention that this step has sometimes been omitted. Accordingly we have instructed and received assurances that this procedure will be carried out by the R.S.O. and his assistant.
  3. Take wipe tests of package surface and final source container.
  4. Recording results of the above survey in proper units.
  5. Notifying the RSO if radiation levels exceed 200 mr/hr at the package surface.
7. Our instructions to security guards who you suggest under most unusual circumstances might receive a radioactive materials package at non-normal delivery hours are that such materials should be rejected (that is, not received) and are to be handled only by the carrier. Normal receiving hours are enforced. We will include the cautionary language contained in your letter, but do not intend to employ our security personnel as receiving persons.
8. We confirm that all records of surveys performed by H.U.H.S. are maintained by our Radiation Safety Officer.
9. All license amendments or renewal requests will be signed by both Mr. Rollin W. Rickard, the institution's administrator as well as Dr. Robert McCluer, the Radiation Safety Officer.

Sincerely,

  
Robert H. McCluer, Ph.D.  
Radiation Safety Officer

  
Rollin W. Rickard  
Administrator

BETWEEN: William O. Miller, Chief  
License Fee Management Branch  
Office of Administration -

John E. Glenn, Chief  
Nuclear Materials Section B  
Division of Engineering and  
Technical Programs

*No Money  
needed*

LICENSE FEE TRANSMITTAL

A. REGION *I*

1. APPLICATION ATTACHED

Applicant/Licensee:

Application Dated:

Control No.:

License No.:

*Eunice Kennedy Shriver  
Center for Mental Retard.*

*4-9-85*

*03686*

*20-18432-02*

2. FEE ATTACHED

Amount:

*\$460*

Check No.:

*7900*

*Termination*

3. COMMENTS

*Glenda: See  
Jenny's note (telecon)  
to you dtd 4/17/85.*

Signed

*SLJ*

Date

*4-18-85*

B. LICENSE FEE MANAGEMENT BRANCH

1. Fee Category and Amount:

*3M*

*4/85  
No fee due*

2. Correct Fee Paid. Application may be processed for:

Amendment

*✓*

*Check returned*

Renewal

License

Signed

*Frances Brown*

Date

*7/23/85*

*409  
4/30/85*