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October 2, 1996

Mr. Bob Hayes  
U.S.. Nuclear Regulatory Commission  
Regional Licensing Section  
801 Warrenville Road  
Lisle, IL 60532-4351

Re: Preliminary Actions Taken As A Result Of Your Recent NRC Inspection

Dear Mr. Hayes:

The following is an outline of the corrective steps we have taken since your inspection of our facility. During that inspection, you identified several items which were in non-compliance with the regulations. We view these as preliminary and will take further corrective action, if necessary, when we receive your formal report.

1. The Radiation Safety Committee meetings will be held on a quarterly basis. The meetings will be held on the day the radiation physicist performs his routine quarterly audits of our program. A quorum\* of the membership will be at each meeting. The Radiation Safety Officer will be present at each meeting. In addition, there will be a representative from administration, a member of nursing staff, the nuclear medicine technologist, the radiology director, and the radiation physicist.

\* A quorum is defined as one half of the members of the Committee.

2. It is the responsibility of the nuclear medicine technologist to coordinate Radiation Safety Committee meetings. These meetings will be held the first week of January, April, July, and October. The meetings will correspond with the consultant's visit. The following items will be addressed at each meeting: Film badge reports, past NRC inspection problems including QA checklist, consultant reports, misadministrations, and other pertinent information. The nuclear medicine technologist will record the minutes of each meeting. He/she will send a copy of the minutes to attendees no later than one week after such meeting. The nuclear medicine technologist will also send a copy to the hospital Safety Committee.

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3. Film badges are processed on a monthly basis. It will be the responsibility of the Radiology administrator to assure that all badges are processed in a timely manner. A timely manner will be interpreted as no more than one month past the normal return date of the badge. The Radiation Safety Officer will continue to check these reports on a quarterly basis. The radiation physicist will check them quarterly.

4. Record keeping is an essential part of the nuclear medicine technologist's daily work. Each technologist is responsible for keeping the appropriate records. It is the policy of this department that each and every radioactive package received will be wipe tested inside and outside of the container. The counts taken will be converted to DPM and documented on the package receipt forms.

5. It is the policy of this department that daily radiation surveys will be performed and documented. The technologist will be responsible for this documentation. The radiation physicist will review the documentation on a quarterly basis. The surveys which were found missing at the time of your visit have been located. We have enclosed a copy of these survey results for your review.

6. Trigger levels will be documented on all forms. Trigger levels had been established and were on some of the forms which you reviewed. We have placed the trigger levels on our master survey sheet so it will be copied from one page to the next, and the technologist will not be responsible for transferring the trigger levels from page to page. Because of the poor record keeping in the past, the technologist's daily records will be reviewed weekly for two months. After the two months, a monthly chart will be kept, documenting the completeness of the records.

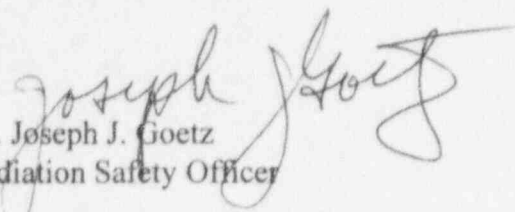
7. The radiation consultant's report will be reviewed by the Radiation Safety Officer. There are specific signature lines throughout the report for the RSO's signature. All concerns addressed by the consultant and Radiation Safety Officer will be addressed at the Radiation Safety Committee meeting.

8. Effective immediately, all record keeping will be kept sorted and in appropriate binders. The Radiology administrator and the nuclear medicine technologist will put all records in order. Unnecessary reports will be destroyed. The guidelines set forth by the NRC for record retention will be followed.

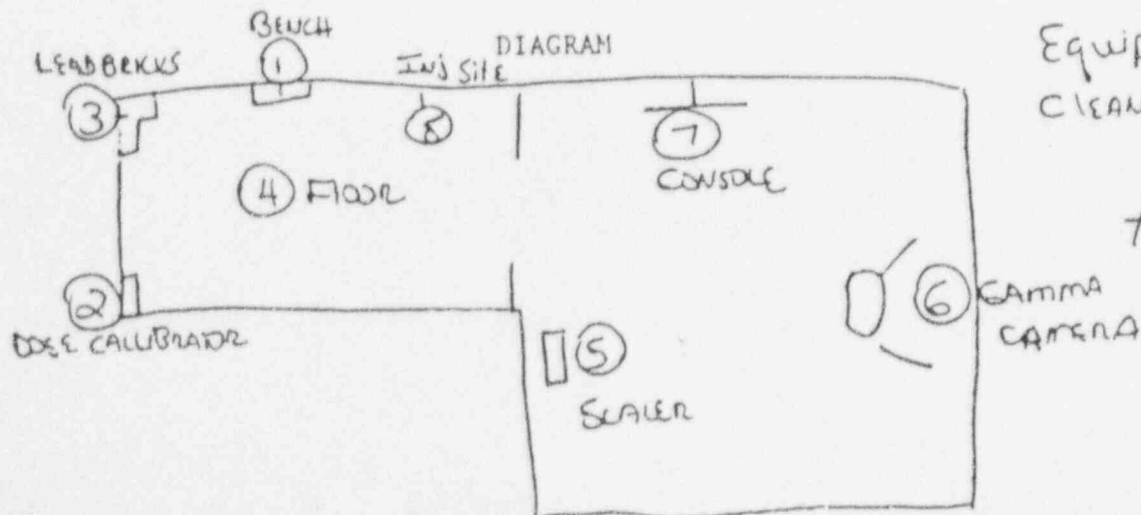
9. Upon receiving the NRC inspection report, the radiation physicist, the department director, and Dr. Goetz will meet to draft the response letter to the NRC. We will thoroughly discuss all the issues.

If you have any questions concerning the above items or if we can be of any further assistance, please do not hesitate to call.

Sincerely,

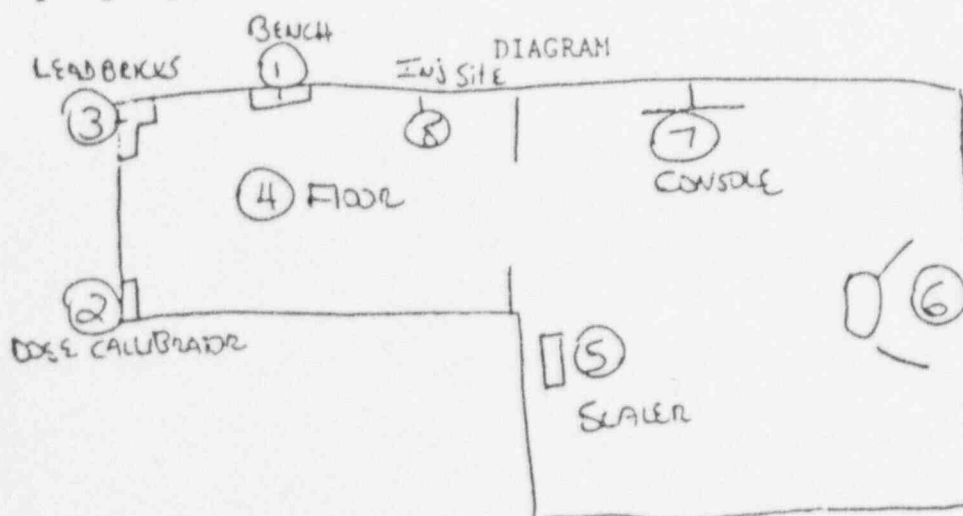
  
Dr. Joseph J. Goetz  
Radiation Safety Officer

DATE	LOCATION							BKG	DATE	LOCATION							BKG
	1	2	3	4	5	6	7	8		1	2	3	4	5	6	7	8
9-21-96	.04	.04	.03	.03	.03	.03	.03	.03	7								
9-23-96	.04	.04	.03	.03	.03	.03	.03	.03	7								
9-24-96	.04	.04	.03	.03	.03	.03	.03	.03	7								
9-25-96	.04	.04	.03	.03	.03	.03	.03	.03	7								
9-26-96	.03	.03	.02	.02	.02	.02	.02	.02	7								
9-27-96	.04	.04	.03	.03	.03	.03	.03	.03	7								
9-28-96	.04	.03	.03	.03	.02	.03	.03	.03	7								
10-1-96	.03	.03	.04	.02	.02	.03	.03	.03	7								
10-2-96	.03	.02	.03	.02	.02	.03	.03	.03	7								



Equip = Ludlum #14  
 CLEANING LEVEL  
 2x  
 NORM  
 Trigger level  
 20 mR/hr

LOCATION									LOCATION								
DATE	1	2	3	4	5	6	7/8	BKG	DATE	1	2	3	4	5	6	7/8	BKG
8-1-96	.04	.04	.03	.03	.03	.03	.03	.03	7-26-96	.04	.04	.03	.03	.03	.03	.03	.03
8-2-96	.04	.04	.03	.03	.03	.03	.03	.03	7-27-96	.04	.04	.03	.03	.03	.03	.03	.03
8-3-96	.04	.03	.03	.03	.03	.03	.03	.03	7-28-96	.04	.03	.03	.03	.03	.03	.03	.03
8-4-96	.04	.04	.03	.03	.03	.03	.03	.03	7-29-96	.04	.04	.03	.03	.03	.03	.03	.03
8-5-96	.04	.04	.03	.03	.03	.03	.03	.03	7-30-96	.04	.03	.03	.03	.03	.03	.03	.03
8-6-96	.04	.04	.03	.03	.03	.03	.03	.03	7-31-96	.04	.04	.03	.03	.03	.03	.03	.03
8-7-96	.04	.04	.03	.03	.03	.03	.03	.03	7-1-96	.04	.04	.03	.03	.03	.03	.03	.03
8-8-96	.04	.04	.03	.03	.03	.03	.03	.03	7-2-96	.04	.04	.03	.03	.03	.03	.03	.03
8-9-96	.03	.03	.03	.03	.03	.03	.03	.03	7-3-96	.04	.04	.03	.03	.03	.03	.03	.03
8-10-96	.03	.03	.03	.03	.03	.03	.03	.03	7-4-96	.04	.04	.03	.03	.03	.03	.03	.03
8-13-96	.04	.03	.03	.03	.03	.03	.03	.03	7-5-96	.04	.04	.03	.03	.03	.03	.03	.03
8-14-96	.04	.04	.03	.03	.03	.03	.03	.03	7-6-96	.03	.03	.03	.03	.03	.03	.03	.03
8-15-96	.04	.04	.03	.03	.03	.03	.03	.03	7-7-96	.03	.03	.03	.03	.03	.03	.03	.03
8-16-96	.04	.04	.03	.03	.03	.03	.03	.03	7-8-96	.04	.04	.03	.03	.03	.03	.03	.03
8-19-96	.04	.04	.03	.03	.03	.03	.03	.03	7-9-96	.04	.04	.03	.03	.03	.03	.03	.03
8-20-96	.04	.04	.03	.03	.03	.03	.03	.03	7-10-96	.04	.04	.03	.03	.03	.03	.03	.03
8-21-96	.04	.04	.03	.03	.03	.03	.03	.03	7-11-96	.04	.04	.03	.03	.03	.03	.03	.03
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8-26-96	.04	.04	.03	.03	.03	.03	.03	.03	7-14-96	.04	.04	.03	.03	.03	.03	.03	.03
									7-15-96	.04	.04	.03	.03	.03	.03	.03	.03
									7-16-96	.04	.04	.03	.03	.03	.03	.03	.03
									7-17-96	.04	.04	.03	.03	.03	.03	.03	.03
									7-18-96	.04	.04	.03	.03	.03	.03	.03	.03
									7-19-96	.04	.04	.03	.03	.03	.03	.03	.03



Equip = Ludlum #10  
 CLEANING LEVEL  
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 NON  
 Tugue level  
 20 m/h