

ADVANCED MEDICAL SYSTEMS OPERATING PROCEDURE

RECEIPT OF RADIOACTIVE MATERIAL

ISP-13 Rev. 01/95

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1.0 PURPOSE: It is the intent of this procedure to meet the requirements of 10CFR20.1906 for receipt of radioactive material.

2.0 PRECAUTIONS AND LIMITATIONS:

2.1 This procedure applies to all incoming shipments of radioactive material.

2.2 This procedure should be performed within three (3) hours of receipt of shipment.

3.0 INSTRUCTIONS:

3.1 Prior to removing package from transport vehicle:

3.1.1 Inspect container, markings and shipping papers. Note radiation levels.

3.1.2 Report any discrepancies to driver and RSO.

3.1.3 Record the carrier name, trailer number, shipper and city of origin on the Radioactive Material Receipt, Form ISP-13A.

3.2 Survey Procedures

3.2.1 Record the following on Form ISP-13A:

a. Package contact radiation levels.

b. Radiation level at one (1) meter from package.

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c. Contamination levels on package surfaces.

NOTE: When practical, the survey should be performed prior to signing any receipt forms from the carrier.

- 3.3 Move the container to the Isotope Warehouse for further disposition.
- 3.4 If a radioactive source is included in the shipment, record the next R# in the upper right hand corner of Form ISP-13A. (R# can be found in the Returned Source Logbook.)
- 3.5 If the container is empty, note this in the upper right hand corner of Form ISP-13A.
- 3.6 Complete the balance of Form ISP-13A and forward to the RSO for review and filing.