

November 15, 1985

St. Joseph Mercy hospital
Attn: Mr. Jeffrey Susi
Administrator
P. O. Box 995
Ann Arbor, MI 48106

Gentlemen:

This is in reference to your request dated October 16, 1984, to renew your teletherapy license (No.21-00943-04). Your application is deemed timely filed and, accordingly, the license will not expire until final action has been taken by this office.

Renewal applications should contain up-to-date information on your teletherapy facility and program. In order to continue our review, we will need the following additional information.

1. Because of recent problems with teletherapy units, we believe that it is important for teletherapy personnel to be thoroughly familiar with a licensee's emergency procedures. Accordingly, we need commitments from you that you will:

a. Train new teletherapy employees in your emergency procedures as soon as they report for duty.

b. Conduct "dry runs" of your emergency procedures at least once every 6 months to ensure that all appropriate members of your staff are thoroughly familiar with your emergency procedures.

Please provide these commitments to us.

2. NRC's June 16, 1980 letter to all medical licensees (copy enclosed) requested that an ALARA program be submitted with all requests filed after August 15, 1980. Please submit a copy of your ALARA program. If you have chosen to adopt the 1 ALARA model program attached to the June 16 letter, you may simply fill in the blanks on the first page of the program, have a representative of your management sign the program on the last page, and submit the signed model ALARA program with your response to this letter.

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3. Please provide the information requested in Item 10 (Medical Isotopes Committee) of the enclosed guide.

We will continue our review of your application upon receipt of this information. Please reply in duplicate and refer to Control No. 77795.

Sincerely,

William J. Adam, Ph.D.
Material Licensing Section

Enclosures:

- 1) Model ALARA Program
- 2) Draft Teletherapy Reg. Guide

REGION 3

WJAdam

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