



### Radiation Worker Training Form

In compliance with HFS 157.88(2) all individuals working in areas where they are likely to receive an occupational dose in excess of 100 mrem must be instructed in the safe handling, use, storage and disposal of radioactive materials. Additionally, individuals frequenting areas where radioactive materials are used or stored must be instructed as to the meaning of hazard signs and labels and who to contact in the event of an emergency.

It is the responsibility of the authorized user to ensure that all personnel are instructed in the use, storage and disposal of radioactive materials as appropriate for the specific conditions of each laboratory.

The following checklist contains the subject areas that must be completed PRIOR to the individual using radioactive materials:

#### Training Checklist

PLEASE PRINT CLEARLY

<b>Name (Last):</b>		<b>First:</b>	
<b>Authorized User:</b>			

Item	Training By (initials)	Topic
A		Authorized use of radioactive materials, conditions of use, order and possession limits.
B		Proper storage of radioactive materials.
C		Standard Laboratory Operating and Emergency Procedures (including personnel decontamination), Research Guidelines, RAM use policies.
D		Safe handling procedures (time, distance, shielding, contamination risks), the use of personnel monitors and radiation survey equipment.
E		Authorized RAM usage areas and completion and proper methods of contamination surveys.
F		Waste disposal procedures.
G		Units of radiation dose, health risks.
H		Location and maintenance of required radioactive material records.
I		How to contact the Office of Radiation Safety, the DHFS Notice to Employees, FMLH/MCW Supplemental Notice to Employees.

**Certification** - I have received and understood the radiation safety training as documented above.

Person Trained (Signature)	Date	Email address	Telephone
Authorized User (Signature)			

When completed, the authorized user must retain a copy and send the *original* form to the Office of Radiation Safety, MEB 0760