

# Radiation Safety Manual

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Environmental Health &  
Safety Department

303-871-4044

Emergency/ Security

1-3000

The EH&S Department is located in the Administrative Office Building, 2<sup>nd</sup> Floor. The telephone is 303-871-4044/7501. The hours of operation are 7:00 a.m. to 4:30 p.m., M-F. For after-hours emergencies, call 303-871-3000.

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University of Denver (DU) has been issued a license to purchase, use, and dispose of radioactive material. This license was granted by the Colorado Department of Public Health and Environment (CDPHE) in agreement with the regulations of the U.S. Nuclear Regulatory Commission (NRC). Colorado is an "Agreement State," whereby CDPHE adopted the regulations of the NRC and is thereby given the authority to govern the use of radioactive materials within the State of Colorado.

This manual was developed to aid each lab1 0 0.00000912 0 612 792 40.00000912 0 612 792 reW\*nBT/F2 11.04 Tf1 0







The Principal Investigator of each laboratory that uses radionuclides become a certified user. No radioactive materials may be received without the approval/signature of a certified user. Contact the RSO for information regarding this process. All researchers that work in laboratories classified as "restricted areas," shall attend initial/refresher radiation safety training. This training will consist of general radiation principles and definitions, radiation







II.

Any sink disposal requires approval of the RSO. Any disposal via the sewage

decontamination, and signed by the Principal Investigator. Wipe test results are required for beta and/or gamma contamination depending on the material used in the equipment. The RSO will then verify that the equipment has been properly decontaminated, and will inform the appropriate parties.

For labs that possess radioactive materials capable of being detected by handheld devices, they must obtain a survey meter. In order to ensure that all survey meters are calibrated annually. All survey meters are placed into a regular/annual calibration cycle.

Security of all licensed or registered sources of radiation to prevent unauthorized removal shall be in accordance with RH 4.25 and RH 4.26. This means that all stock vials will be secured when not in use, and that lab doors locked when the lab is unoccupied. All radionuclide research labs are to be considered "Restricted Areas" for the purposes of preventing unauthorized access and unnecessary radiation exposure.

Requirements for the transportation of radioactive materials to other institutions must comply with both CDPHE and Department of Transportation regulations. The RSO must be notified before any shipments occur.

Unannounced audits will be conducted annually in each radioactive materials laboratory. These audits will be completed to ensure that all laboratories comply with DU policies and procedures,

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The EH&S Department maintains the previous exposure histories of current employees. (As required by the Colorado Department of Public Health and Environment, RH 4.10 and 4.44. You must sign and date this form.

Participant #: \_\_\_\_\_ Spare Dosimeter #: \_\_\_\_\_

Index #: \_\_\_\_\_ Spare Ring Dosimeter #: \_\_\_\_\_

Name: \_\_\_\_\_ Birthdate (MM/DD/YYYY): \_\_\_\_\_

Dept./Lab: \_\_\_\_\_ P.I.: \_\_\_\_\_

I authorize the release of my radiation exposure records to the University of Denver EH&S Department, Denver, Colorado.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Previous Institution:

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Previous Institution's  
Address:

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City: \_\_\_\_\_ State (Country): \_\_\_\_\_ Postal Code:

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Contact Person: \_\_\_\_\_

Name of Individual \_\_\_\_\_

Lab \_\_\_\_\_

Approximate Conception Date \_\_\_\_\_

Estimated Due Date \_\_\_\_\_

By providing this information, I am declaring myself to be pregnant as of the date shown above. Under the provisions of RH 4.13 "Dose to Embryo/Fetus", I understand that my











# Decontamination of Research Equipment Form

Please fill out completely and return to the EH&S Office. Please allow sufficient time. Moving large pieces of equipment may require an outside contractor. All equipment must be decontaminated and checked by the RSO prior to being serviced or moved.

Principal  
Investigator:

Date:

Ext.:

Building:

Room:

Type of Equipment:

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*Below to be completed by the EH&S Department*