



TO: New and Existing Radiation Machine Facilities

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SUBJECT: Radiation Machine Registration and Inspection Frequencies

Registration -- This section applies to medical and and industrial x-ray machines. The Radiation Machine Registration Application can be found at the following link: http://www.in.gov/isdh/files/Facility_Registration.pdf

410 IAC 5-2-4, Application for Registration of Facility:

Each person having a radiation machine facility shall:

- (a) Register such facility with the board prior to the operation of a radiation machine facility. The registration shall be completed on forms furnished by the board and shall contain all the information required by the form and accompanying instructions.
- (b) Designate on the application form an individual to be responsible for radiation protection.

Initial Inspection – The following link is a listing of individuals that can inspect diagnostic and /or therapeutic x-ray units: http://www.in.gov/isdh/files/Physicist_List.pdf

410 IAC 5-6.1-118(c), General Requirements for Operation of X-ray Equipment:

At intervals prescribed in this rule, all new and existing facilities shall be surveyed by a diagnostic imaging physicist, radiation oncology physicist, health physicist, or x-ray machine inspector approved by the department. Such surveys shall also be performed after any change in the facility or equipment which might cause a significant increase in radiation hazard. The survey shall be done before the x-ray system is used for diagnostic purposes, and an evaluation report, including all violations of this rule, on a form acceptable to the commissioner must be completed by the physicist or inspector and a copy forwarded to the registrant and to the commissioner within sixty (60) days of completion of the survey. The cost of this evaluation must be negotiated between the physicist or inspector and the practitioner of the healing arts or registrant and will not be borne by the department.

Inspection Frequency

410 IAC 5-6.1-119(a), Diagnostic X-ray Systems:

Podiatric and veterinary x-ray facilities shall be evaluated at least once each twenty-four (24) months by a diagnostic imaging physicist or x-ray machine inspector approved by the department. Dental x-ray facilities shall be evaluated at least once each thirty-six (36) months by a diagnostic imaging physicist or x-ray machine inspector approved by the department. Mammography facilities shall be evaluated at least once each twelve (12) months by a diagnostic imaging physicist approved by the department. All other diagnostic x-ray systems shall be evaluated at least once each twelve (12) months by a diagnostic imaging physicist or x-ray machine inspector approved by the department. Those x-ray facilities which have been evaluated within sixty (60) days after the end of the interval established in this section will be considered to be in compliance with this section as long as the evaluation occurs in the same calendar year as the date on which reevaluation is required. All diagnostic x-ray systems shall comply with this section.