

## SOP Template For X-Ray Producers

**Purpose:** This document describes the controls in use for the handling of the following x-ray producers.

Manufacturer-

Model Number-

Serial Number-

Machine Type-

Number of Tubes-

Max Kvp -

Max MA-

Portable-

Location of use-

**Emergency Contact:** List principal investigator and authorized representative if applicable.

PI-

Location-

Office Phone-

Cell Phone-

Email-

AR-

Location-

Office Phone-

Cell Phone-

Email-

**Safety Equipment/Safety Procedures:** List safety equipment and specify location. Fully describe safety procedures.

**Storage, Use, and Operating Procedures:** Describe the operating procedures of the instruments. Describe the basic use of this instrument. Where within the lab will be instrument be placed. Discuss lab, transport and storage security.

**Radiation Measurements:** Describe how often radiation measurements will be taken and the procedure used. What detection instrument will be used? At what level is a problem indicated? Describe actions to be taken if measurements indicate a problem.

**Training:** All sub licensees and users receive training from EHS. Describe the training you will provide to users/operators.

**PPE:** Describe the type and location of PPE available. Also detail when it will be used.

**Signage:** Describe the safety signage within the lab including where it is located. Also describe labeling that will be utilized.

**If people are exposed to Xray scans provide exposure data for each scan.**

**If this instrument will be used as part of a research project, describe the protocol, how results will be used, etc. Reference the appropriate protocol number.**

**Transportation:**

**Documentation:**

**Prepared By:**

**Date:**