



## Computed Tomography Survey Division of Electronic Products

Facility Name:		Survey Date:
Registration #:	Location:	Registration Sticker Present:
X-ray Control Manufacturer:		Manufacture Date:
Model #:		Serial #:
Scanner Type (Circle):    HELICAL    MULTISLICE    AXIAL    MEDICAL    VETERINARY    DENTAL		

Log # \_\_\_\_\_ Acceptance Date \_\_\_\_\_ Survey Date \_\_\_\_\_

Compliant	Violation	Recom- mendation	DESCRIPTION OF REGULATION
			<b>RHB 4.11.1.3.1 – X-ray Control.</b> The control and gantry shall provide visual indication whenever x-rays are produced.
			<b>RHB 4.11.1.3.3 – Labels.</b> All emergency buttons/switches shall be clearly labeled as to their functions.
			<b>RHB 4.11.1.4.1/4.11.1.4.3 – Termination of Exposure.</b> Means shall be provided to terminate the x-ray exposure. The operator shall be able to terminate the x-ray exposure at any time during a scan or series of scans under x-ray system control.
			<b>RHB 3.16.1 – Radiation Area Sign.</b> The registrant shall post each radiation area with a conspicuous sign bearing the radiation symbol and the words "CAUTION: RADIATION AREA."
			<b>RHB 4.11.2.1 – Control Panel/Operator Protection.</b> The control panel must be mounted in a permanently protected area.
			<b>RHB 4.11.2.3.1 – Control Room.</b> Facilities designed with an open area in the control room that leads to the gantry shall mark this open area conspicuously indicating not to sit or stand in this area during x-ray exposures.
			<b>RHB 4.11.2.4 – Outside Doors.</b> For installations after May 25, 2001, the outside doors of the gantry room must be securely interlocked so that a scan cannot be initiated if the door is not closed.
			<b>RHB 4.11.2.5.1 – Patient Viewing.</b> Windows, mirrors, closed-circuit television, or an equivalent shall be provided to permit observation of the patient during irradiation.
			<b>RHB 4.11.3.1.2 – Calibration Measurements.</b> Dose measurements of a CT x-ray system shall be performed at intervals specified by a Class IX Vendor and after any change or replacement of components.
			<b>RHB 4.11.3.1.4 – Calibration Records.</b> The registrant shall maintain records of calibration for review by the Department.
			<b>RHB 4.11.4 – Ancillary Personnel.</b> Ancillary personnel who are not necessary for the safety of the patient shall not be present in the area of the CT unit while exposures are being made.
			<b>RHB 4.4 – Shielding.</b> A shielding plan must be submitted, for review and acceptance, prior to the installation of the unit.
			<b>RHB 4.4.6 – Area Surveys.</b> An area survey; including an as-built drawing and an evaluation of the adequacy of each protective barrier, the operator's location, and the storage area; was not submitted for this unit, Log # _____.
			<b>RBH 4.4.7 – As-built Drawings.</b> As built drawings, indicating the composition of all walls, and placement of the equipment and control, were not submitted for this unit, Log # _____.

Inspector(s):	Date:
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Division of Electronic Products  
Computed Tomography Systems Inspection  
DHEC 3818

PURPOSE:

The purpose of DHEC Form 3818 is to provide a record of the results of testing Computed Tomography x-ray systems for compliance with Regulation 61-64, X-rays (Title B).

EXPLANATION AND DEFINITION:

Item by Item Instructions:

Technical procedures have been written that detail the inspection of Computed Tomography x-ray equipment and the use of this form in that inspection. Please refer to "Procedures for Computed Tomography Systems Inspections."

OFFICE MECHANICS AND FILING:

After completion, the form is maintained in the facility's file, which is stored in the file room in numerical order.