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NC REGULATIONS FOR PROTECTION AGAINST RADIATION
15A NCAC 11, SECTION .1400 TANNING FACILITIES
GUIDELINES FOR FORMAL TRAINING SESSIONS

This guideline is designed to assist those persons interested in performing formal training sessions in accordance to Rule .1418 (h). The basis for this guideline is to set a minimum standard for meeting the agency's objectives to conduct "Formal Training" sessions to all those individuals required to comply with Rule .1418(h). The specific requirements are set forth in Rule .1418 (h)(1-6).

The training program shall incorporate at least the following information:

- a) The training program shall ensure attendees receive adequate training to understand the requirements of the Rules in Section .1400. Reference .1418(h)(1).
- b) Attendees shall receive detailed training in the correct operation of the tanning facility and equipment. Copies of handout materials covering procedures shall be available to all attendees. Reference .1418(h).
- c) Information shall be made available to attendees to document, by either visual, photo, or text to address the recognition of injury or overexposure to ultraviolet radiation. The information should be designed to facilitate ease of understanding. Reference .1418(h).
- d) Manufacturers' procedures in accordance with the FDA guidelines of operation and maintenance of tanning equipment shall be provided to attendees. Reference .1418(h).
- e) The training program shall incorporate adequate information to address FDA Product Labeling compliance standards. The attendees shall be given documentation to correctly describe the procedure for consumer exposure versus skin type. Reference .1418(h).
- f) Description and examples of emergency procedures shall be made available to attendees. A policy should be developed to ensure that an internal policy is enacted to meet the reporting requirements of Rule .1418(c). Reference .1418(h).
- g) The training should ensure attendees awareness that any individual under 18 years of age shall not be exposed to radiation emissions from such equipment. Reference .1418(k).

The formal training program shall have a written test with a standard passing score. The testing records shall be maintained by the company for at least 2 years. The minimum length of training shall be at least 8 hours. Upon passing the written test the candidates shall receive a notice of passing. In the event a candidate fails to meet the minimum passing score a re-test can be administered to the candidate. Sample copies of tests shall be submitted for review by the agency.

All persons wishing to perform a formal training program are required to submit the complete training package with sample handouts, course outlines, etc. to the agency for review and approval. The person shall submit the instructor's qualifications to teach such topics. No person shall perform a training session as required in Rule .1418 of the regulations unless such person has received written authorization from the agency.