



North Carolina Department of Environment and
Natural Resources
Division of Environmental Health
RADIATION PROTECTION SECTION

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**Application for Registration of Radiation Services:
Class I - Sales of Radiation Machines
Class II – Installation & Service of Radiation Machines**

Company Name: _____

Owner's Name(s): _____

Address: _____

City: _____ State: _____ Zip: _____

Telephone: (____) _____ FAX: (____) _____

E-mail address: _____

Billing Name: _____

Billing Address: _____

Billing Contact: _____

City: _____ Zip: _____

RSO: _____ Title: _____

(Note: Attach training & experience of Radiation Safety Officer)

NOTICE: REGISTRATION WITH THE NORTH CAROLINA RADIATION PROTECTION SECTION DOES NOT AFFIRM OR IMPLY THAT THE WORK PERFORMED BY PERSONS HEREBY APPLYING FOR REGISTRATION WILL BE SATISFACTORY OR TECHNICALLY CORRECT.

Registration of "Radiation Services" is required by Rule 15A NCAC 11 .0205 under authority of the North Carolina General Statute 104E-7 as amended. An annual fee for persons registered pursuant to provisions of Rule .0200 of this Chapter is due upon date of issuance of registration and annually thereafter on July 1 in accordance with the Rules described in Section .1100. **DO NOT SUBMIT PAYMENT UNTIL YOUR APPLICATION HAS BEEN APPROVED, YOU WILL RECEIVE AN INVOICE.** Registrations issued after December 31 will receive prorated billing.

Radiation Protection Section – W. Lee Cox III, Chief
1645 Mail Service Center, Raleigh, North Carolina 27699-1645
Phone: (919) 571-4141 / FAX: (919) 571-4148 / Internet: www.ncradiation.net

Application for Registration of Radiation Services: Attachment for Class I - Sales of Radiation Machines and Machine Components

Each individual subject to this application for sales of radiation machines and machine components must certify knowledge of familiarity with the rules and regulations which govern the possession, installation, and use of radiation machines in North Carolina. This includes, but is not limited to individuals engaged in direct sale, telemarketing, and mail-order business.

The obligation of the sales person is to notify their clients of the proper rules and regulations when purchasing an x-ray producing machine for use in North Carolina including:

1. **Prior to installation** of a radiation-producing machine, a facility and shielding design must be performed by a person registered with this agency to perform such services and submit the design to this agency for acknowledgment (except for industrial use x-ray units).
2. Once the applicant has received a written acknowledgment from this agency, the machine can be installed as specified in the shielding design.
3. After installation, the machine must be registered with this agency within thirty (30) days of initial operation.
4. When applicable, an area radiation survey shall be performed within thirty (30) days of initial operation by a person registered with this agency to perform such services.

- | | | | |
|---|--|---|--|
| <input type="checkbox"/> Medical (radiographic) | <input type="checkbox"/> Medical (therapeutic) | <input type="checkbox"/> Medical (fluoroscopic) | |
| <input type="checkbox"/> Dental (intraoral) | <input type="checkbox"/> Dental (extra-oral) | <input type="checkbox"/> Dental (hand-held) | |
| <input type="checkbox"/> Veterinary | <input type="checkbox"/> Industrial | <input type="checkbox"/> Accelerators | <input type="checkbox"/> Other (specify) |

Sales Person Name: (please print) _____

Sales Person Signature: _____

Sales Person E-mail: _____

Date: _____

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Class II - Installation and Service of Radiation Machines and Machine Components (including the making of diagnostic radiation output measurements to verify performance associated with the installation or service if applicable):

- Medical (radiographic) Medical (therapeutic) Medical (fluoroscopic)
- Dental (intraoral) Dental (extra-oral) Dental (hand-held)
- Veterinary Industrial Accelerators Other (specify)

Supporting Information Needed:
(ALL SUPPORTING INFORMATION MUST BE SUBMITTED)

On a separate sheet of paper, list the name, address and the following supporting information for each individual subject to Class II of this application:

- (a) Documentation of training at a manufacturer’s equipment school for service and maintenance installation for the type of machine use (e.g. dental intraoral, medical radiographic, medical fluoroscopic) or equivalent training.
- (b) Documentation in training in principles of radiation protection.
- (c) Documentation of a **minimum of 3 months experience** in installation and service of radiation machines and machine components.
- (d) A description of the Radiation Safety Procedures that will be utilized in performing services on radiation machines.
- (e) List radiation measurement equipment appropriate to the services requested with assurance that the instrument(s) will be calibrated annually.
- (f) List personnel dosimetry provider that will be used.

Service Applicant’s Name: (please print) _____

Service Applicant’s Signature: _____ Date: _____

Service Applicant’s E-mail: _____

I certify that the individual named in this application is familiar with the requirements of 15A NCAC 11 “The North Carolina Regulations for Protection Against Radiation”, and that all service will be performed in accordance with these Regulations and the procedures accompanying this application.

Signature of RSO: _____ Title: _____

Date: _____

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