

**Information Notice Number 8  
(revised January 1997)**

**For Florida Radiation Machine Registrants**

Department of Health, Bureau of Radiation Control

**RADIATION PROTECTION PROGRAM FOR MEDICAL PARTICLE ACCELERATOR REGISTRANTS**

The Florida Administrative Code requires radiation machine registrants to develop, document and implement a radiation protection program (RPP). A properly developed and implemented RPP can minimize unnecessary radiation exposure to employees and the general public, help prevent either group from exceeding their legal limits on exposure to radiation, and document such an effort has been made by the registrant.

Medical particle accelerator registrants must develop a radiation protection program to fit their situation. The provisions of a radiation protection program should address all requirements in the appropriate sections of the Florida Administrative Code. The program must include but is not limited to:

- a) policies on radiation protection activities,
- b) identification of restricted and unrestricted areas and radiation areas,
- c) identification of occupational workers,
- d) a study to determine that members of the public will be within the required dose limits,
- e) policy on declared pregnant workers,
- f) policy on use of personnel monitoring,
- g) record keeping procedures,
- h) procedure for program evaluation when changes occur at the facility,
- i) the name of the person responsible for the radiation protection program and the name of the radiation safety officer,
- j) the dates the plan is in effect [Note: a plan is valid at most for one calendar year, it must be reviewed and dated in January of every year] i.e., the current month through the end of the year,
- k) the facility name and registration number, and
- l) the signature and date of signature by the responsible party.

Please send your completed radiation protection program to:

Department of Health  
Bureau of Radiation Control, Radiation Machine Section  
4052 Bald Cypress Way, Bin C21  
Tallahassee, FL 32399-1741  
Phone: (850) 245-4888 Fax: (850) 617-6442  
[www.myFloridaEH.com/radiation](http://www.myFloridaEH.com/radiation)