



STATE OF TENNESSEE
DEPARTMENT OF ENVIRONMENT AND CONSERVATION
DIVISION OF RADIOLOGICAL HEALTH
3RD FLOOR, L & C ANNEX, 401 CHURCH STREET, NASHVILLE, TN 37243

GENERAL INSTRUCTIONS
FOR PREPARING AN APPLICATION FOR CERTIFIED REGISTRATION (RHS 8-8)

An Application for Certified Registration to use an accelerator must complete Form RHS 8-8 and must attach to the completed form the additional information indicated. Two (2) copies of the entire application should be sent to the Department of Environment and Conservation, Division of Radiological Health, Third Floor L & C Annex, 401 Church Street, Nashville, TN 37243-1532.

1. (a) Identify the legal entity in whose name the Certified Registration should be issued and who is to be legally responsible for the use of the accelerator.

(b) Check appropriate block indicating organizational structure of applicant.
2. List previous Certified Registrations, by number. If the application is for renewal or amendment of an existing Certified Registration, the number should be included and the word "renewal" or "amendment" inserted.
3. List all locations at which the accelerator will be used. The name and location at which the accelerator will be used on a permanent basis should be identified by the street address, city, and state.
4. List the information called for at the head column for the accelerator to be used. Follow the alphabetical keying system provided on any supplemental sheets which are attached to the application.
5. Unless otherwise specified, information which has been previously submitted to the State may be referred to by the date on the document transmitting that information.
 - (a) Describe the facilities which have been established for the accelerator. Where a room or rooms have been constructed for this purpose, blueprints should be included which describe the dimensions of the room, including wall thickness and materials of construction; areas adjacent to, above, and below the facility; area security safeguards such as locks, posting signs, warning lights, and interlocking systems; position of operator relative to exposure points; and beam positioning limitations which may be necessary to maintain control of radiation levels external to the facility. Each requirement in 1200-2-9-.17(4) should be specifically addressed and submitted as part of your facilities description.

The applicant should determine the anticipated radiation levels in areas adjacent to the facility in order to establish the necessary control over areas in which radiation levels may exceed the limitations contained in 1200-2-5-.07.
 - (b) Describe the radiation detection instrumentation which will be used. Each instrument should be identified by the name of its manufacturer and model number; the type of radiation detected; the sensitivity range in mr/hr; the number of such instruments available; and the intended use. The applicant should refer to the radiation survey instrument requirements of Chapter 1200-2-9 and/or Chapter 1200-2-8.
 - (c) Describe the procedures to be followed for calibration of radiation survey instruments. If instruments will be calibrated by an outside service organization, that organization should be identified by name and address. The applicant should refer to Chapter 1200-2-8 and/or Chapter 1200-2-9.
 - (d) Identify the organization that will supply film badges and list the name and model number of pocket dosimeters or pocket changers to be used.
 - (e) Attach a copy of the operating and emergency procedures in the form in which they will be supplied to operating personnel. Specific requirements on the content of operating and emergency procedures are contained in Chapter 1200-2-9. Be sure to include instructions to personnel on all applicable items.
 - (f) Attach a schedule or description of the program for training of operators and radiographers or radiographer assistants, as applicable. The schedule or description must contain the information required by Chapter 1200-2-9, regarding training programs and must be in sufficient detail to demonstrate that individuals completing the program will meet the requirements for operators in Chapter 1200-2-9 and radiographers or radiographer assistants outlined in Chapter 1200-2-8, as applicable.
 - (g) Describe the internal inspection system or other management control which will be exercised to assure that State regulations, provisions contained in the Certified Registration, and the operating and emergency procedures are followed by operators, radiographers, and radiographer assistants, as applicable. Refer to Chapter 1200-2-9 and Chapter 1200-2-8.
 - (h) Attach a description of the overall organizational structure pertaining to the accelerator program as it will be conducted under the Certified Registration. This must include specific delegations of authority and responsibility for operation of the program. For medical use, please provide verification of board certifications and experience. Refer to Chapter 1200-2-9.