

Ohio Department of Health  
**REGULATORY GUIDE: INSTRUCTION TO WORKERS**  
For Registrants Handling Radiation-Generating Equipment (RGE)

**Potential to receive a total effective dose equivalent in excess of 100 mR per year**  
**(Examples: Industrial, Fluoroscopy, Hospitals)**

**Rule Reference: 3701:1-38-10(B) Ohio Administrative Code**

The registrant must provide instruction to individuals likely to be working in a restricted area or to receive an annual occupational dose in excess of 1 mSv (100 mrem). To demonstrate individuals have been informed, instructed and advised, information must be documented. This instruction must include the topics listed within the rules. Rule 3701:1-38-10 (B) contains topics for those who have the potential to receive a total effective dose *in excess of 100 mR per year*.

Title the document **INSTRUCTION TO WORKERS**. Following the statements that describe what was discussed during the instruction, have the individuals sign the document. *The signatures will serve as proof they have received the information.*

Below are six topics and related information found in rule 3701:1-38-10 (B) that must be included in the Instruction to Workers:

- (a) Storage, transfer and use of sources of radiation
  - Where the RGE is stored and/or located
  - How the RGE is to be used (medical radiographic, dental, research, industrial)
- (b) Health effects
  - Health effects associated with radiation exposure
  - Precautions to minimize exposure to radiation
  - Purpose and functions of the protective devices to be used at the your facility
- (c) Applicable provisions of Chapter 3701:1-38 Ohio Administrative Code
  - Specify rules within Chapter 3701:1-38 that apply to the use of radiation at your facility
  - Where the actual rules are kept to reference
- (d) Responsibility to report
  - Instruct workers about their responsibility to promptly report to their IRRP any condition that may lead to, or cause a violation of any radiation protection rules applicable to the facility, or an unnecessary radiation exposure
- (e) Response to warning of malfunctions
  - Instruction about how to respond to specific warnings in the event of any unusual occurrence or malfunction
- (f) Reports of radiation exposure
  - The individuals need to know about the radiation exposure reports in accordance with paragraph (C) of this rule to include:
    - 1. Defining when personnel monitoring is required
    - 2. Indicating what reports of radiation exposure are available and where they are kept
    - 3. Stating the levels of radiation exposure employees can receive.

Please note:

- 1. This list is not intended to limit your instructing individuals regarding radiation safety and use of your sources; there may be other items specific to your facility that you may want to include.
- 2. Simple reiteration of the above topics will not fulfill the requirements of rules. The registrant must instruct, advise and inform the individuals of the details relating to the topics.
- 3. It is not necessary to return this guide to the Ohio Department of Health with your documentation of Instruction to Workers.