

University of South Carolina
Annual In-Laboratory X-Ray Machine and Laser Safety Training

1. The purpose of this training is to ensure that **ALL** personnel working in a laboratory where x-ray machines or laser devices are used, are aware of the radiation hazards, whether or not the individual works with the equipment.
2. The principal investigator or his/her designate is responsible for the annual in-laboratory training.
3. For those **working** with x-ray machines or lasers, topics shall include: the function of all safety devices, proper personal protective equipment (if required), and security, operating, alignment, and emergency procedures.
4. For those **not** currently working with x-ray machines and lasers, topics shall include: awareness of the location of the x-ray machines and laser devices in the laboratory, as well as emergency response procedures. Emphasis should be placed on the significance of the warning signs in the areas where the equipment is used.

All training documentation must be completed on this form and submitted to Radiation Safety by January 31st.

New employees hired after the January 31st deadline must receive and document annual in-laboratory training on this form.

Please fax or mail to Allen Boyd at 777-5275 or 306 Benson School or email to radsafe@mailbox.sc.edu.

A copy of this training record must be maintained in the laboratory log book for review by the Radiation Safety Office

PI:	DEPARTMENT:
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BUILDING :	LABORATORY ADDRESS:
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	Signature	First Name Last Name (Please Print)	Completed Basic X-ray Safety Course (Yes or No)	Completed Basic Laser Safety Course (Yes or No)	Currently working with equipment (Yes or No)	Date
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2						
3						
4						
5						
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8						
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10						