



UT Health Science Center: RSP03 - Laboratory Survey Procedure	
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PURPOSE

To outline laboratory survey requirements for radiation users.

GENERAL

Surveys are required to be performed by radioactive material users, during and after work with radioactive materials. The purpose of the surveys is to determine the presence or absence of radioactive contamination in each area authorized for radioactive material. Survey records shall be generated and maintained in or near the Radiation Safety Manual binder, within the area. Any findings are addressed with laboratory staff and passed to the RSO for review and follow up.

MATERIALS

- Lab Coat and gloves
- Survey meter (appropriately calibrated and functional)
- Low energy scintillation probe or meter (if appropriate)
- Other Radiation Instrumentation (e.g. ion chamber, alpha detector, etc. if appropriate)
- Wipes or swabs and envelopes or vials
- Survey Form, Pen, Clipboard
- LSC (available)

FREQUENCY

Each time use of radioactive material occurs.

PROCEDURE

Preparation

- Make sure that all radioactive material has been properly stored.

UT Health Science Center: RSP03 - Laboratory Survey Procedure	
Version 1	Publication Date: 06/13/2022

- Check operation of survey meter(s).
- Review the survey diagram and note any additional areas that should be surveyed.

Survey

- If applicable, check dose rates in representative areas of the laboratory with the GM, or other appropriate instrument. Areas should include but not be limited to:
 - Radioactive work areas.
 - Radioactive waste containers.
 - Storage locations for radioactive samples and stock solutions.
 - Laboratory equipment.
 - Other areas at the discretion of the surveyor.
- Scan representative laboratory surfaces and equipment with appropriate instrumentation to ascertain the presence of radioactive contamination. Areas should include but not be limited to:
 - Radioactive work areas.
 - Floors in and around work areas.
 - Radioactive waste containers.
 - Storage locations for radioactive samples and stock solutions.
 - Laboratory equipment.
 - Desk areas and office equipment in area (computers, pens, chairs, etc....)
 - Other areas at the discretion of the surveyor.
- Wipe test representative laboratory surfaces and equipment for removable contamination. Wipes are to be counted in the radiation safety LSC. Areas should include but not be limited to:
 - Radioactive work areas.
 - Floors in and around work areas.
 - Radioactive waste containers.
 - Storage locations for radioactive samples and stock solutions.
 - Laboratory equipment.
 - Desk areas and office equipment in area (computers, pens, chairs, etc...)
 - Other areas at the discretion of the surveyor.
- Inspection
 - Verify that all radioactive materials are secured from unauthorized access or removal (materials are secured or attended by trained personnel).
 - Verify that waste, equipment, and contaminated items are properly labeled.
 - Verify that personnel working with radioactive materials are wearing appropriate PPE and dosimetry (when required).
 - Verify that inventory logs (yellow cards) are maintained.

UT Health Science Center: RSP03 - Laboratory Survey Procedure	
Version 1	Publication Date: 06/13/2022

- Verify that waste logs (waste tags) are maintained.
 - If a GL device is listed as being located in the laboratory, verify its presence and place a note on the survey log that the device was checked.
- **Reporting**
 - Record all inspection results on the inspection form.
 - Note the surveyor name and any instrumentation involved.
 - Maintain the survey record in or near the RSM for review by the RSO.