Dental radiation safety checklist

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Office: State: Radiation safety contact:

Date:

Program and state rules

☐	A radiation safety contact is named for the office	Office
☐	Each x-ray unit (including hand-held and CBCT) registered with the state program	State
☐	State inspection and survey reports filed; next due date known	State; FDA/ADA
☐	Each person who takes x-rays is allowed to by the state, with any required permit	State

Staff training and posting

☐	Staff in radiation areas told of the hazards, precautions and their rights	OSHA (i)(2)
☐	Copy of the standard and operating procedures posted or available	OSHA (i)(3)
☐	Any radiation area posted "CAUTION RADIATION AREA" with the symbol	OSHA (e)(2)

Dose and badges

☐	Badges worn where a worker is likely to get over 25% of the quarterly limit	OSHA (d)(2)
☐	Workers under 18: badge over 5%, dose no more than 10% of the limits	OSHA (b)(3), (d)(2)
☐	Badges considered for anyone who may receive over 1 mSv a year	FDA/ADA
☐	Pregnant staff who take x-rays offered a badge	FDA/ADA; ADA
☐	Badged staff told their own exposure at least once a year	OSHA (n)(1)
☐	Badge readings kept at least 30 years	1910.1020(d)(1)(ii)

Technique and equipment

☐	Operator behind a barrier, or 2 meters from the tube head and out of the beam	FDA/ADA
☐	Staff never hold the receptor holder during exposure	FDA/ADA
☐	Rectangular collimation for periapical and bitewing images	FDA/ADA; ADA
☐	Digital receptors or F-speed film	FDA/ADA; ADA
☐	Units surveyed at installation and every four years or after changes	FDA/ADA; State
☐	Hand-held units locked away when unsupervised; ring shield in place	FDA/ADA
☐	Patient shielding follows your state rule (ADA no longer recommends it)	State; ADA

OSHA = 29 CFR 1910.1096. In Alabama, Arizona, Arkansas, California, Colorado, Florida, Georgia, Idaho, Kansas, Kentucky, Louisiana, Maryland, Mississippi, Nebraska, New Hampshire, New York, North Carolina, North Dakota, Oregon, South Carolina, Tennessee, Texas and Washington, the state's rules govern (1910.1096(p)(3)). State = your state radiation control program: add its items. FDA/ADA = 2012 recommendations. ADA = 2024 expert panel and ADA employer guidance. Office = office practice.