

FNIHB- OR Nursing Policy and Procedure

Section: **Diagnostics**

Policy Number: **IV - 08**

Subject: **X-Rays**

Issued: **March 31, 2015**

Revised:

Distribution: **All Nursing Facilities**

1. POLICY:

1.1 Provision of diagnostic X-Ray procedures and operation of equipment capable of emitting ionizing radiation is limited to those who belong to one (1) or more of the following groups:

- i. Graduates of the Basic Radiography Worker (BRW) program and preferably hold a limited practice membership with the OAMRT.
Note: Only BRWs who have successfully completed a minimal three (3) week post graduate course in Digital Imaging may operate, computed radiography (CR) equipment.

- ii. Certified Medical Radiation Technologists (MRT's) who hold current membership with the College of Medical Radiation Technologies of Ontario and the Canadian Association of Medical Radiation Technologists / Ontario Association of Medical Radiation Sciences.

- iii. BRW's in training (under direct supervision only).

1.2 Each Nursing Station with an X-ray Program in place shall participate in Health Canada's Radiation Monitoring Program through National Dosimetry Services.

1.3 An X-ray logbook shall be maintained by all facilities providing radiography services as outlined in the procedure section of this policy.

2. PRINCIPLES:

2.1 All health workers who are at risk of exposure to radiation shall have access to ongoing monitoring of radiation exposure as per the National Dosimetry Services Exposure Report.

2.2 Safe implementation of X-ray procedures is essential to ensure quality client care and safety is being preserved. Therefore, X-Ray services in the nursing stations may only be provided by qualified practitioners.

2.3 X-ray equipment must meet quality assurance standards through regular preventative maintenance checks.

3. DEFINITIONS:

4. PROCEDURE:

4.1 Fulfilling X-Ray Requests:

4.1.1 X-ray services will be rendered in accordance with legislation, policies and procedures outlined by the technician's regulatory body.

4.1.2 All x-rays are to be sent to the appropriate health facility to be read – includes film images and digital images. Follow the procedure set forth in the specific community on how to send out the x-rays, as there may be variations between the zones.

4.2 Documentation:

4.2.1 It is the responsibility of the staff member performing the radiograph to ensure that all the required information is properly recorded in the log book, on the requisition, and on the film or digital image.

4.2.2 The following information is to be recorded in the logbook:

- i. Name of Client
- ii. Band Number
- iii. Film Number
- iv. Part Imaged
- v. Measurement
- vi. Exposure Information (MAS & KVP)
- vii. Technician's Initials
- viii. Date and Time

4.3 Dosimetry:

4.3.1 Each health care worker who performs x-ray procedures shall be assigned a radiation monitor badge.

4.3.2 The badge is to be worn at all times when working in the clinical area.

4.3.3 Each facility shall retain a minimum of 2 badges assigned to visitors which are to be utilized by relief staff.

4.3.4 The NIC or designate will collect all badges on a quarterly basis and replace the monitoring disks as assigned by the Radiation Protection Bureau.

4.3.5 All used & un-used disks for each quarter will be forwarded immediately to the Radiation Protection Bureau.

- 4.3.6 Returned reports from the Radiation Protection Bureau should be retained on file at the Nursing Station for current year and one year back.

5. RELATED POLICIES

FNIHB-OR Policy: Requisitioning X-Rays

FNIHB-OR Policy: Acknowledging Diagnostic Tests

6. REFERENCES:

Approved by:	Effective Date: March 31, 2015
Director of Nursing, Ontario Region Date:	
Regional Executive, Ontario Region Date	