

USE OF X-RAY SETS POLICY

Date	Purpose of Issue / Description of Change	Equality Impact Assessment Completed
1 st June 2010	Initial Issue	
1 st January 2018	Review	
21 st April 2021	Reviewed and approved by the Health, Safety and Emergency Management Task Group	8 th April 2020

Policy Officer	Senior Responsible Officer	Approved By	Date
Head of Health & Safety	University Secretary	Health & Saf/ifa.5 04.8	

1. INTRODUCTION

X-rays are a form of radiation. They can be produced electronically by inducing the sudden deceleration of electrons in an x-ray tube. X-rays can be very penetrating, depending on the energy of the x-rays and can be capable of passing through lead. X-rays have many positive uses and are used widely, for example in medicine, research, and industry.

X-rays are ionising which means they are potentially damaging to biological tissue, causing cell

4. DEFINITIONS / TERMINOLOGY

For the purposes of this Policy the following definitions apply:

X-Ray: X-rays are a form of electromagnetic radiation that can pass through solid objects.

RPA: Radiation Protection Adviser.

RPO: Radiation Protection Officer.

RPS: Radiation Protection Supervisor.

5. DUTIES OF THE UNIVERSITY

Through this Policy, the University establishes management arrangements to ensure X-ray sets are used safely and correctly in accordance with relevant legislation. The University will:

- a. Provide adequate resources to ensure X-ray sets are used safely and correctly in accordance with the requirements of the Ionising Radiation Regulations (IRR) and where applicable the Ionising Radiation (Medical Exposure) Regulations (IRMER).
- b. Appoint a competent Radiation Protection Adviser (RPA) to advise on the use of X-ray sets and associated management arrangements.
- c. Ensure competent (staff member) University Radiation Protection Officer and University Radiation Protection Supervisors (X-rays) are in place to oversee and facilitate the use of X-ray sets and management arrangements.
- d. Ensure suitable risk assessments are in place and suitable arrangements operate for the management of risk from X-ray sets.
- e. Appoint an appropriate dosimetry service to supply and process dosimetry badges provided to staff and students, as advised by the RPA.
- f. Delegate responsibility for the implementation of this Policy to Deans of Colleges and Directors of Professional Services (as applicable).

6. RESPONSIBILITY OF RADIATION PROTECTION ADVISER / RADIATION PROTECTION OFFICER / RADIATION PROTECTION SUPERVISOR

The Radiation Protection Adviser (RPA):

The RPA shall provide to staff and studentsusp reW9.2d a2()JTJ0.00000stu0.000008871 0 092(A.)-0000887

However, in some rare instances, there may be a requirement to treat 'persons with a protected characteristic' differently to safeguard their own health, safety, and well-being. It is noted that there are specific exposure limits set to protect the expectant mother and unborn child.

In addition, the dose constraints set by IRR17, IRMER and ethical approvals applies to all individuals and which could, if an individual has received exposures outside of University activities (e.g., a medical x-ray) exclude the person.

Any such consideration will be discussed with the RPA, the RPO and the individual concerned with reasonable adjustments made where possible.

13.