**UK radiation protection regulation and guidance check list**

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| **Topic area** | **Completed?** | **If completed, who by?** | **If incomplete, what remedial action has been taken, and who by** |
| Register use of ionising radiation, e.g. x-rays with HSE or HSENI  (*If applicable, notify HSE/HSENI about measured radon gas concentration*) | **Yes / No** |  |  |
| Appoint a suitable radiation protection adviser (RPA) and a medical physics expert (MPE) | **Yes / No** |  |  |
| When appropriate, consult RPA about the layout and construction of the dental radiography facilities. | **Yes / No** |  |  |
| When purchasing new x-ray equipment and ancillary equipment, consult MPE about the selection of suitable equipment. | **Yes / No** |  |  |
| Draft a radiation risk assessment and implement the control measures identified (RPA required) | **Yes / No** |  |  |
| Draft local rules drawn up and issued the agreed local rules to relevant staff. | **Yes / No** |  |  |
| Appoint one or more persons to act as radiation protection supervisors (RPSs) and arrange for them to be adequately trained | **Yes / No** |  |  |
| Draw up the employer’s procedures in consultation with the MPE as relevant | **Yes / No** |  |  |
| Entitle suitable staff to act as referrers, practitioners and operators, and ensure that they are adequately trained, competent and indemnified for their roles and included in the employer’s procedures. | **Yes / No** |  |  |
| Ensure staff are adequately trained in radiation safety, including the significant findings of the risk assessment and the requirements of the local rules. | **Yes / No** |  |  |
| When required, ensure the installer undertakes a critical examination following installation, relocation, or major modification of x-ray equipment (in consultation with an RPA). Plus, make arrangements for acceptance testing in conjunction with the MPE. Ensure that a suitable report is received as evidence. | **Yes / No** |  |  |
| Establish a comprehensive quality assurance programme for the employer’s procedures, local rules, dental x-ray equipment and ancillary equipment, etc, in conjunction with the MPE and RPA | **Yes / No** |  |  |
| Ensure all staff are aware of the 2nd edition of the Guidance Notes for Dental Practitioners on the Safe use of X-ray Equipment | **Yes / No** |  |  |