

## Application for Approval of a Radiation Safety Course

Any person who wishes to hold a use licence, a transport licence, or a radiation safety officer certificate in Queensland must demonstrate that they have an acceptable level of:

- knowledge of radiation safety and protection
- practical competencies relevant to the radiation practice.

Radiation safety and protection knowledge may be demonstrated by the satisfactory completion of a radiation safety course. For the course to be accepted as providing an appropriate level of training, it must be assessed and approved by Radiation Health.

### Who should apply for approval of a Radiation Safety Course?

Training providers who wish their radiation safety course to be recognised in Queensland as meeting the requisite knowledge base should apply to Radiation Health to have their course approved.

Please note that only courses which are targeted at those persons seeking a licence or certificate issued under Queensland's *Radiation Safety Act 1999* require approval. In-house training, or training for types of practices not currently legislated under the Radiation Safety Act (for example, use of intense pulsed light sources) does not need to be approved by Radiation Health.

### What information needs to be included in a Radiation Safety Course?

The attached list (*Information to be included in a Radiation Safety Course*) outlines the minimum information that must be included in a radiation safety course.

### What information must be provided to Radiation Health?

Full details of the course must be submitted to Radiation Health, including the course syllabus and course handouts. The relevant qualifications and experience of the course presenters should also be provided.

It is very important that the training provider specifies the target audience, whether the course is to be assessed for a user level or radiation safety officer level knowledge base, and the relevant radiation practice(s) the course is aimed at.

Additionally, the course must have an assessment component so the attendee is able to demonstrate they have satisfactorily completed the radiation safety component of the training program. Full details of the assessment protocol must be provided.

### How long will the Radiation Safety Course be approved for?

If a radiation safety course is considered adequate for the intended purpose, it will be approved for a maximum of 5 years. Any changes to the course in this time will require the course to be re-assessed to establish whether it continues to satisfy the required competencies.

### Further Information

For further information, please contact an officer at Radiation Health on (07) 3328 9987 or, alternatively, via email at [radiation\\_health@health.qld.gov.au](mailto:radiation_health@health.qld.gov.au).

## Information to be included in a Radiation Safety Course

### Courses covering non-ionising radiation (class 4 laser apparatus)

It is expected that a radiation safety course covering radiation practices in which laser apparatus is used would cover, as a minimum, the topics described in Appendix E6 of AS/NZS 4173:2004 *Guide to the safe use of lasers in health care*.

### Courses covering ionising radiation

It is expected that a radiation safety course covering ionising radiation would cover, as a minimum, the following topics:

- Biological effects of ionising radiation and the principles of radiation protection
- Personal radiation monitoring including interpretation of the results and how work practices can affect results
- How radiation is measured and monitored and how to interpret radiation measurements
- Properties of radiation sources used for particular practices and, where applicable, the use and operation of radiation sources
- How radiation monitoring equipment is calibrated and checked for consistency
- The requirements of the radiation protection legislation and relevant codes of practice and standards
- The interpretation and application of applicable codes of practice and standards
- Radioactive waste management (if applicable)
- Remediation procedures
- The requirements to safely store and transport radioactive substances (if applicable)
- The role and responsibilities of the user and radiation safety officer

It is expected that the depth of the training would be commensurate with the intended level of training.

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### CHECKLIST

The following information is attached:

- Complete application form
- Details of any pre-requisite criteria for course attendees
- Details of course syllabus, including delivery method and duration
- Copies of course notes
- Details of the examination, answers and pass mark (including conduct and duration)
- A copy of the certificate issued to successful attendees of the course

### RETURN TO

Please send complete package to:

Assistant Director, Radiation Health Unit  
PO Box 2368  
FORTITUDE VALLEY BC QLD 4006

Note: Depending on the quality of the information submitted, the timeframe for assessing applications for course approvals is typically 2 months.



1. Name of Training Provider (eg. University of Queensland, Learning Radiation Pty Ltd)

ABN
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2. Title of Training Course (this is the name that will be recorded on approval certificate, if granted, issued by Radiation Health)

Course Code (if applicable)
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3. Contact Details (person who represents the Training Provider)

Name of contact person		
Address		
Telephone	Facsimile	Email

4. Details of the Person(s) delivering the course (attach further information, if required)

Name(s)
Relevant Qualifications
Relevant Experience

5. The course is to be assessed for the following level(s) of training:

- |   |  |
|---|--|
| <input type="checkbox"/> Radiation Safety Officer | <input type="checkbox"/> Transport                                 |
| <input type="checkbox"/> Use                      | <input type="checkbox"/> Queensland's Radiation Safety Legislation |

6. The course is to be assessed for the following radiation practice(s): (tick applicable practices)

**Health related**

**Non-health related**

- |   |   |
|---|---|
| <ul style="list-style-type: none"> <li><input type="checkbox"/> Radiation therapy—treatment of superficial skin lesions</li> <li><input type="checkbox"/> Radiation therapy—therapy simulation and treatment planning</li> <li><input type="checkbox"/> Radiation therapy—superficial and deep therapy</li> <li><input type="checkbox"/> Veterinary diagnostic radiography—small animals</li> <li><input type="checkbox"/> Veterinary diagnostic radiography—large animals</li> <li><input type="checkbox"/> Veterinary radiation therapy</li> <li><input type="checkbox"/> Diagnostic radiography—bone mineral densitometry</li> <li><input type="checkbox"/> Diagnostic radiography—plain film</li> <li><input type="checkbox"/> Diagnostic radiography—intra-oral dental</li> <li><input type="checkbox"/> Diagnostic radiography—extra-oral dental</li> <li><input type="checkbox"/> Diagnostic radiography—computed tomography</li> <li><input type="checkbox"/> Diagnostic radiography—fluoroscopy</li> <li><input type="checkbox"/> Diagnostic radiography—mammography</li> <li><input type="checkbox"/> Diagnostic radiography—pathology</li> <li><input type="checkbox"/> Diagnostic radiography—other, please specify: _____</li> <li><input type="checkbox"/> Cosmetic laser procedures—hair removal</li> <li><input type="checkbox"/> Cosmetic laser procedures—tattoo removal</li> <li><input type="checkbox"/> Cosmetic laser procedures—removal of skin lesions—other, please specify: _____</li> <li><input type="checkbox"/> Dental hard and soft tissue laser procedures</li> <li><input type="checkbox"/> Surgical laser procedures—please specify: _____</li> <li><input type="checkbox"/> Other—please specify: _____</li> </ul> | <ul style="list-style-type: none"> <li><input type="checkbox"/> Chemical X-ray analysis</li> <li><input type="checkbox"/> Chemical analysis involving radioactive substances</li> <li><input type="checkbox"/> Portable density/moisture gauging</li> <li><input type="checkbox"/> Industrial radiography</li> <li><input type="checkbox"/> Industrial gauging</li> <li><input type="checkbox"/> Product irradiation</li> <li><input type="checkbox"/> Maintenance, repair or commissioning</li> <li><input type="checkbox"/> Compliance testing</li> <li><input type="checkbox"/> Radiographic inspection for security/quality control</li> <li><input type="checkbox"/> Radiolabelling of chemical compounds</li> <li><input type="checkbox"/> Transport of radioactive substances</li> </ul> |
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**Signature of Applicant**

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**Date**