

## Registration of Designated Radiation Equipment

Policy Number: RHSP-01	Reference: Alberta Occupational Health and Safety Act, Regulation, and Code
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### Purpose

The Alberta *Occupational Health and Safety* (OHS) Act requires certain kinds of radiation equipment to be inspected and registered. The College of Dental Surgeons of Alberta (the “College”) is recognized by the Government of Alberta as an Authorized Radiation Health Registration Agency and is responsible for ensuring the safe delivery of radiation health services for dental facilities.

### Scope

The College registers and recertifies Designated Radiation Equipment, keeps a database of the equipment, and follows up on equipment safety concerns when necessary.

A dental facility must have a Registration Certificate for Designated Radiation Equipment issued by the College before the equipment can be operated.

### Policy Statement

Registration of Designated Radiation Equipment is required in the following situations:

- Installation of new Designated Radiation Equipment
- Recertification of existing Designated Radiation Equipment every five years, which must be completed before the expiration date.
- Relocation of existing Designated Radiation Equipment within a dental facility.
- Relocation of existing Designated Radiation Equipment to another geographically distant facility.
- Modification of the characteristics of the radiation emitted from Designated Radiation Equipment.

- Modification of the protective properties of the facility, including if a facility is redesigned and the walls are not altered but the occupancy changes (e.g. storage room becomes waiting room).

A Certificate of Registration for Designated Radiation Equipment is not transferrable to a new Designated Dentist, Employer, or a new dental facility address.

The College can grant a one-time, 60-day extension from the certificate expiration date.

The College can issue terms and conditions on a Registration Certificate for Designated Radiation Equipment.

## How to Register

An Application for Registration of Designated Radiation Equipment Form signed by the Designated Dentist or Employer of the facility must be submitted directly to the College.

A compliance inspection report must be completed within the last six months and issued by an Authorized Radiation Health Inspection Agency. An Authorized Radiation Health Inspection Agency may also assess room shielding. If this is the case, they will prepare a second report to send to the College.

A signed confirmation of equipment form, evidence of dosimetry services, a Code of Practice and Quality Assurance Program and preventative maintenance management is required before issuing a Registration Certificate for Designated Radiation Equipment.

Payment of fees must be received by the College prior to the issuance of the Registration Certificate for Designated Radiation Equipment.

## Maintaining Registration

To maintain registration of the Designated Radiation Equipment, the Designated Dentist or Employer is responsible for the following:

- A complete compliance inspection and re-registration every five (5) years after the original registration of the Designated Radiation Equipment and facility and
- An annual confirmation of Designated Radiation Equipment and facility registration, including providing evidence of dosimetry service and quality assurance and preventative maintenance management.

## Non-compliance

If the Designated Radiation Equipment is non-compliant, it must not be used. The College will put a stop on the equipment registration or recertification until the Authorized Radiation Health Inspection Agency notifies the College that the facility or Designated Radiation Equipment is compliant.

Designated Radiation Equipment that has not been registered with the College within 30 days of installation or already registered equipment expires without the required

compliance inspection and re-registration will result in a registration late fee of \$500.00 per piece of equipment.

A dental facility that is operating any Designated Radiation Equipment that has yet to be registered by the Designated Dentist or Employer and is found by the College not to be registered will be subject to a non-disclosure fee of \$2,500.00 per piece of unregistered Designated Radiation Equipment.

Operation of Designated Radiation Equipment (including class 3b/4 laser) without a current Registration Certificate for Designated Radiation Equipment issued by the College is in direct contravention of section 291.7 of the OHS Code. Contraventions can be escalated to the *Radiation Program, Occupational Health and Safety Program Delivery Branch, Government of Alberta* and are subject to investigation.

## Exclusions

The Designated Radiation Equipment is installed or operated within dental facilities owned by the University of Alberta or Alberta Health Services.

## Responsibilities

The College is designated as an Authorized Radiation Health Registration Agency under the Alberta Radiation Protection Program and under section 58 of the OHS Act.

The College may charge a fee for service as an Authorized Radiation Health Registration Agency and according to the College's Bylaw 28.

The College has the discretion in setting radiation health and safety standards for its regulated members that may exceed the minimum standards outlined under the Alberta OHS legislation and the Alberta Radiation Protection Program.

The College may report issues of non-compliance or potential non-compliance with radiation safety requirements to a Director under the *Occupational Health and Safety (OHS) Act*.

## Related Information

- [\*CDSA Radiation Health and Safety Program\*](#)
- [\*Guide for Alberta's Radiation Protection Program\*](#)
- [\*Alberta's Occupational Health and Safety Act and Code\*](#)
- [\*Health Canada Safety Code 30 Radiation Protection in Dentistry\*](#)

## Definitions

**"Authorized Radiation Protection Agency"** means a person designated under Section 58 of the *Alberta Occupational Health and Safety Act* as an Authorized Radiation Protection Inspection Agency.

**"Code of Practice"** means information to personnel and other persons concerning the safe operation of radiation facilities and radiation equipment, including practical guidance on the regulations, safe working procedures, safe operating procedures, and actions to be taken in emergency situations. (*Alberta's Occupations Health and Safety Code Part 20*)

**"Designated Radiation Equipment"** means any type of dental x-ray technology including but not limited to intra-oral, panoramic, cone beam computed tomography (CBCT), cephalometric, Class 3B laser, and Class 4 laser.

**"Designated Dentist"** means a Regulated Member who, in addition to being responsible for the registration and quality assurance, ultimately oversees the facility and equipment information.

**"Employer"** means a person, group of persons, or a person designated by the employer as their representative, who is in control of the possession and use of Dental X-ray Equipment including lasers within a Dental Facility. The *Alberta Occupational Health and Safety Act* utilized the term Employer.

**"Quality Assurance Program"** means the quality control procedures for the monitoring and testing of dental evaluation and related components, and administrative procedures to ensure that monitoring, evaluation, and corrective actions are properly performed. (*Health Canada Safety Code 30 Radiation Protection in Dentistry*)

## Revision History

(Revision Dates: month, day, year)