

## TRANSFER OF RADIOACTIVE MATERIAL

UAB is licensed to use radioactive material only in UAB facilities, leased or owned, located in the University or the Medical Center Complex. Any radioactive material leaving this area must be transferred to another facility licensed by the State of Alabama Health Department, the Nuclear Regulatory Commission, or an Agreement State such as Alabama. In some instances, it may be necessary to have the UAB broad license amended by the State of Alabama Health Department before a transfer of radioisotopes can take place. Information regarding these requirements may be obtained from the Radiation Safety Program.

The Record of Radioactive Material Transfer must be completed prior to the transfer of radioactive material within and without of UAB facilities. These forms are available from the Radiation Safety Program **(or electronic via the OH&S website)**. If the transfers occur at such a frequency that completion of the forms creates an undue burden on the licensee, approval for regulation variance may be obtained from the Radiation Safety. In transferring radioactive materials, the following steps should be observed.

Task	Done?
Ensure that all radioactive materials are accurately reflected on the RM license.	
Plan the transfer route taken so as to minimize radiation exposure to other individuals <b>IF transferring within UAB.</b>	
Notify the Radiation Safety Officer (RSO) prior the transfer of any RM.	
Acquire and complete the proper transfer documentation.	
Submit transfer document to the RSO for signature and approval prior to transfer.	
Make sure that containers bear the appropriate "Caution Radioactive Material" symbol.	
Ensure that containers bear information as to the licensee, location, radioisotope, activity, assay date.	
Wrap liquids in material capable of absorbing twice the volume of liquid in the container.	
Appropriately shield container according to the type of radiations emitted.	
Exposure rates from containers must not exceed 10 mR/hour at three feet from surface of the container or 200 mR/hour at contact.	
Notify the Radiation Safety Program and the Hazardous & Regulated Waste Facility and complete the shipping manifest <b>IF the material is to be transferred over the public highways or by commercial carrier.</b>	

***Nuclear Medicine Sections within the UAB Medical Complex are exempted from this requirement provided that they follow proper packaging and labeling requirements.***