

**RADIOISOTOPE SAFETY & ORDERING PROCEDURES**  
**LESLIE DAN FACULTY OF PHARMACY**

Due to the increasing concern regarding radiation safety procedures in the building, below you will find a list of procedures that are to be used by everyone involved in the use and ordering of radioisotopes in the Faculty. These rules and procedures are a reiteration of the procedures outlined in the user manual provided to all permit holders by the University of Toronto Radiation Protection Authority (UTRPA). The rules listed below are compatible with those listed in the manual but they are NOT a replacement for the regulations outlined in this manual and you should refer to the manual for a complete description of the regulations. Please participate in adhering to, and policing of, the rules as it is in our best interest to conform to UTRPA regulations.

**1. DISPOSABLE GLOVES**

Do not touch public property with a disposable glove on ones hand. This includes door knobs, elevator buttons, telephones, etc. Since we cannot distinguish between those that are using, and those that are not using radioisotopes at any given moment, this rule applies to all persons wearing gloves, *whether or not you have been using radioisotopes.*

**2. RADIOISOTOPE TRANSPORTATION**

Do not transport a radioisotope from the laboratory within the building to another location outside the building. When transporting an isotope for counting within the building, samples should be transported in a clean tray or container.

**3. AUTHORIZED INSTRUMENT USERS**

Do not use a counting instrument unless permission is obtained from an "instrument supervisor". All counting instruments in the Faculty now have specific authorized users. ONLY those authorized users can use a specific instrument. ALL others must first obtain permission from the equipment supervisor. If there is any question as to whether or not you are an authorized user, please contact Professor David Hampson (Rm905) or Professor Reina Bendayan (Rm1001).

**4. COLLECTION OF YOUR SAMPLES**

Remove radioactive samples from a counting instrument within 12 hours of the cessation of the counting run.

**5. MASTERCARD USE NOT PERMITTED FOR RADIOISOTOPE ORDERING**

It is not permitted to use a mastercard for ordering of any radioisotopes.

**6. PROPER ATTIRE**

Lab coat and disposable gloves are required when handling radioisotopes. Do NOT hang lab coats in student's office space, leave them hung in the lab space. Do NOT wear lab coats to attend meetings or other activities outside the lab.

**7. TRAINING REQUIREMENTS**

Persons using radioisotopes must have completed a radiation training course before using radioisotopes. It is the responsibility of the permit holder (lab supervisor) to ensure that *every* user in his/her lab has had the proper training.

**8. NO FOOD OR DRINK**

No food or drink is permitted in the radioisotope laboratory. This also includes food containers in the lab space.

**9. MONITORING**

It is necessary to swipe the lab each week that isotopes are used. Post the results in the lab, keeping an ongoing list of the radioisotopes being used at the time, and how much has been consumed from each stock vial received from the manufacturer.

**10. SPILL AND CONTAINMENT**

If there is a spill of a radioactive substance in a public area, the area **MUST** be labeled to indicate where the spill has occurred and notify the permit holder and the UTRPA immediately.