

The Radiation Protection Services

X-ray Owner/Operator Information Series

Getting Started

An overview of the mandatory requirements and our supporting services

Radiation Protection Services is a department of Medical Physics, CancerCare Manitoba (CCMB). We are responsible to the Government of Manitoba, through the Office of the Chief Medical Officer of Health and CancerCare Manitoba, to provide leadership on the radiation protection responsibilities that fall within the regulatory jurisdiction of the Province. Our expertise includes matters associated with ionizing and non-ionizing radiation.

We regulate the use of x-rays. Manitoba owners and operators of x-ray equipment are bound by a number of codes and regulations:

- The Manitoba Regulation 341/88R: X-ray Safety Regulation, pursuant to the Public Health Act;
- The Radiation Emitting Devices Regulations, pursuant to the Government of Canada Radiation Emitting Devices Act; and,
- The Federal Safety Codes, x-ray equipment compliance standards as published by Health Canada.

Radiation Protection Services is here to help you “navigate through” these regulations and safety codes as smoothly as possible, by providing a number of mandatory services in support of this regulatory process. Please note you must comply with the regulations and recommendations in order to retain ministerial permission to operate your equipment.

Our Services

This brochure is addressed to Manitoba X-ray Owners and Operators. It provides an overview of the steps you need to follow to safely and legally operate your equipment here in Manitoba. Our staff is available at any time to answer your questions about the process, and how it applies to your situation.

Registering Your Equipment

All x-ray equipment in Manitoba must be registered before it can be operated. The ministerial registration form is available from our group.

Approving X-ray Equipment Location

You, as an owner, must obtain approval from Radiation Protection Services for the location of your x-ray equipment before proceeding with installation and operation. Please contact our department for the application.

Shielding Barrier Specifications

It is mandatory to contact one of the Radiation Protection Officers in Radiation Protection Services to

obtain the shielding barrier specifications required for your x-ray room prior to renovating or constructing the area. The following other location information will be required to process your application

- floor plan, to scale, with compass direction identified;
- location and limits of travel of the x-ray tube within the facility;
- name and manufacturer of the x-ray equipment; maximum voltage and anticipated workload;
- percentage of workload that is directed towards each wall, the ceiling and floor;
- occupancy of the spaces around, above and below the x-ray location;
- name of owner of the x-ray equipment.

The Radiation Protection Wall Shielding brochure in this series will provide you with more detail on these specifications.

Shielding Inspections

Our staff will conduct an on-site inspection to confirm the correct application and thickness of shielding barriers for x-ray rooms. We will also maintain records of your floor plan and shielding specifications.

X-ray Equipment Survey and Inspection

We perform on-site radiation protection surveys in every Manitoba facility on a scheduled basis to ensure the ongoing safety of both patients and workers.

Radiation Protection Reports

We make sure you receive a detailed measurements and recommendations report following each inspection survey. If we determine you need to take action (to address a deficiency, for example), you are required, within 30 days of receiving the inspection report, to file a report with us that details the action taken.

Radiation Monitor Service

Workers who operate x-ray equipment or others who regularly enter an x-ray area are required to wear a radiation monitor. This device records the radiation dose you receive during your work with x-ray equipment. We will assist health care workers in obtaining the radiation monitoring badges, and provide training on their proper use and care.

Please review the Radiation Monitors Overview and Radiation Monitors FAQ brochures in this series for additional information.

Education and Consultation

We would be pleased to provide training, in-services or specific consultations as requested. Questions and enquiries are welcome; our goal is not only to ensure that x-ray regulations and codes are followed, but also to provide information and assistance to anyone involved with x-ray technology.

Contact Information

Radiation Protection Services
Medical Physics Division
CancerCare Manitoba
Room ON 2118
675 McDermot Avenue
Winnipeg, Manitoba
R3E 0V9

Phone: 204.787.4145
Fax: 204.775.1684