

APPENDIX C

PROCEDURE FOR OPENING PACKAGES CONTAINING RADIONUCLIDES

Laboratory personnel should open and inspect packages immediately upon receipt. Claims for damaged or incorrect material must be submitted as soon as possible to the vendor. Return of radioactive material to the vendor must be coordinated with the Radiation Control Office.

Procedure:

1. Place package in a hood on absorbent paper. Wear gloves.
2. Open package and verify that contents agree in name and quantity with packing slip and with what was ordered.
3. If the package contains a gamma emitting radionuclide or more than 500 μCi of P-32, place the contents behind suitable shielding.
4. Check for breakage of seals or containers, loss of liquid or change in color of absorbing material.
5. The inner packaging which includes the liner, shield, and absorbent materials may be contaminated; they are to be discarded in the radioactive waste container unless shown to be uncontaminated by suitable monitoring techniques. NOTE: Any material placed in regular trash must be checked to be free of contamination and must have all radioactive labels removed or defaced.
6. Record radionuclides, quantity and date of receipt on the Radionuclide Utilization Form.
7. Follow any special handling or opening procedures that are supplied by the vendor when opening the vial.
8. Use extreme caution when opening the inner vial containing the radioactive material. Monitor yourself and hood area after completion of procedure.
9. Store radioactive material in a secure location.
10. Report any problems to the Radiation Control Officer.

NOTE: These procedures are general guidelines for opening packages containing millicurie quantities of radioactive material. The precautions which must be taken will depend on the quantities involved. Consult with Radiation Control before opening any non-routine package or if you have any questions.