

**SUNY DOWNSTATE MEDICAL CENTER  
UNIVERSITY HOSPITAL OF BROOKLYN  
POLICY AND PROCEDURE**

**No: MRI-15**

**Subject:** PERSONNEL SAFETY TRAINING

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**Prepared by:** Vincent Monte

**Original Issue Date:** 7/2008

**Reviewed by:** Donna McKenzie, EMBA.,

**Supersedes:** 7/2008

**Effective Date:** 1/2016

**Reviewed:** 11/2018

**T.J.C. Standards** **EC.02.01.01:** The hospital manages safety and security risks (EP.14&16)  
**LD.04.01.01:** The hospital complies with law and regulation.  
**HR.01.05.03** Staff participates in ongoing education and training to maintain or increase their competency. Staff participation is documented.

**Approved by:** Deborah Reede, M.D

**Related Policy:** (RAD-6) Radiology Patient Safety

Harry Zinn, M.D.

**Issued by:** Radiology Department

**I. PURPOSE**

To ensure all MRI staff receives annual Safety Training

**II. DEFINITION**

**III. POLICY**

All MRI Technologist will attend an annual safety training seminar provided by the Radiation Safety Officer (RSO)

**IV. RESPONSIBILITIES**

Nursing Staff, MRI Technologist, Radiology Staff and Radiologists

**V. PROCEDURES /GUIDELINES**

1. All MRI Technologist will attend an annual safety training seminar provided by the Radiation Safety Officer and MRI Supervisors. The seminar will address the following topics:
  - a. Identification of MRI Zones
  - b. Patient screening to include ferromagnetic objects/electrically conductive items/
  - c. Medical implants .
  - d. Risk for nephrogenic systemic fibrosis.
  - e. Proper patient and equipment positioning activities, to avoid thermal burns.

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- f. Equipment and supplies that have been determined to be acceptable for use in MRI procedures.
- g. MRI Safety response procedure for patients who require urgent or emergent medical care MRI system emergency shutdown procedures
- h. Management of patient with anxiety/claustrophobia/anxiety/e.tc. Patient hearing protection.
- i. Identifying acceptance equipment and supplies for use in the MRI suite.

2. The RSO will provide an “Annual Safety In-Service “to all Non-Clinical/ ancillary staff who may enter the *Scan Room* after screening. This in-service will address the following topics:
- a. Identification of ferro-magnetic objects
  - b. Explanation of the use of MRI Zones
  - c. Safety p for non-clinical personnel

**Note: All seminars / In-service will be documented and a copy maintained in the employees departmental file.**

**VI. ATTACHMENTS:**

- *A copy of certificate of completion for MRI safety training ASRT sponsored course entitled “see safe MRI Practices”*
- *Safe MRI Practices Transcript*
- *MRI Safety Training LOG*

**VII. REASON FOR REVISION:**

Review

**VIII. REFERENCES:**

[www.ASTM.ORG](http://www.ASTM.ORG)

Date Reviewed	Revision Required (Check One)		Responsible Staff Name and Title
7/2008			James Shanahan, Director Radiology
1/2016	Yes		Vincent Monte Assoc. Dir. Radiology Department
11/2018		No	Vincent Monte Assoc. Dir. Radiology Department
	Yes	No	
	Yes	No	

