

COMPREHENSIVE REVIEW¹
OF A
STATE/LOCAL RADIATION CONTROL PROGRAM

A Service Provided By

CONFERENCE OF RADIATION CONTROL PROGRAM DIRECTORS, INC.

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INTRODUCTION

One of the many services offered by the Conference of Radiation Control Program Directors, Inc. (CRCPD) is a comprehensive review of a state radiation control program. This review is conducted by a team of individuals with training and experience that cuts across a broad spectrum of radiation protection activities and responsibilities. The CRCPD criteria document identifying what constitutes an adequate radiation control program is used as the basis for the evaluation. Upon completion, the program director is provided a report showing the results and findings of the review, with recommendations for improvement, if any. Within a year following the review, the program director will provide the Board with a follow up report advising the Board of the impact, if any, of the review, and whether any follow up is needed by the review team.

DESCRIPTION

Upon written request of the program director of a state or local radiation control program for funding of a comprehensive review, and upon approval of the Board of Directors, the CRCPD will perform a comprehensive review of the state or local radiation control program. *Board approval is not required when CRCPD funding is not needed.* This review will address all aspects of the radiation control program except the emergency response planning for a nuclear power accident, and a program's specific operational activities performed under agreement with the U.S. Nuclear Regulatory Commission. Emergency response planning for a nuclear power reactor is carefully reviewed by the Federal Emergency Management Agency, and the activities of a program performed under an agreement with the Nuclear Regulatory Commission is carefully reviewed by that federal agency.

Program areas that will be included under the comprehensive review are:

1. Legislative authority.
2. Regulation status and development
3. Program planning and budgeting.
4. Program staffing and training.
5. Cooperative agreements and MOU's with other agencies.
6. Operational programs in:
 - a. X-ray (including mammography activities)
 - b. Naturally Occurring and Accelerator Produced Radioactive Materials.
 - c. Environmental monitoring.
 - d. Radon
 - e. Nonionizing
 - f. Emergency response (excluding reactor response)

¹ Upon written request of the Director Member, the CRCPD may conduct a partial review of a radiation control program provided that funding is not required by the CRCPD.

The review team will usually be composed of individuals from the following organizations:

1. A program director from another state or local radiation control program.
2. A technical individual from the Office of Executive Director (OED) of the CRCPD.
3. Two individuals from the Food and Drug Administration. One from the headquarters of the Center for Devices and Radiological Health, and the radiological health regional representative from the Office of Regulatory Affairs in the region in which the state under review is located.
4. The radiological health regional representative from the Environmental Protection Agency in the region in which the state under review is located.
5. A representative from the Nuclear Regulatory Commission headquarter office or the region in which the state under review is located.

This review will usually take four days, and will involve a significant number of radiological health staff from the program under review. Individuals from other organizations in the state that have radiation protection responsibilities may be interviewed. These may include, but not be limited to, the following:

1. Advisory committees to the program.
2. Other administrative agencies
3. Legislative individuals. This may include legislators and/or legislative staff.
4. Staff from the Governor's Office.

PROCEDURE IN OBTAINING SUCH SERVICE:

1. The program director of a state or local radiation control program submits a letter to the OED requesting the comprehensive review.
2. The request is forwarded to the CRCPD Board of Directors for approval. The Board will consider the availability of funds to support the travel of the state and OED representatives on the team. If CRCPD funding is not available, consideration will be given to travel being supported by the requesting agency.
3. If the request is approved, the requesting agency will be notified and a date set for the review. The requesting agency will be asked to provide to the OED information describing the agency's program.
4. The OED will coordinate the development of a team to perform the review.
5. Following the review, a report will be sent to the program director. Completion of this report will usually take approximately two months for development, review, and finalization by the review team. Copies of this report will only be issued to the program director. If staff or others within the program request a copy of the report, OED will only release the report upon approval of the program director.
6. Within a year following the review, the program director of the state radiation control program will provide the Board with a follow up report advising the Board of the impact, if any, of the review, and whether any follow up is needed by the review team.

*States that have received a CRCPD review are:

Alaska, Arizona, Delaware, District of Columbia, Hawaii, Maryland, Massachusetts, Minnesota, New Hampshire, Ohio (two reviews), Virginia, Washington, and Wyoming (*List updated 3/3/03*).