(1) The date;
(2) The manufacturer’s name, model numbers and serial numbers of the instruments that were calibrated, intercompared, or compared as required by paragraphs (a) and (b) of §35.630;
(3) The correction factor that was determined from the calibration or comparison or the apparent correction factor that was determined from an intercomparison; and
(4) The names of the individuals who performed the calibration, intercomparison, or comparison.

§ 35.2632 Records of teletherapy, remote afterloader, and gamma stereotactic radiosurgery full calibrations.

(a) A licensee shall maintain a record of the teletherapy unit, remote afterloader unit, and gamma stereotactic radiosurgery unit full calibrations required by §§35.632, 35.633, and 35.635 for 3 years.
(b) The record must include—
(1) The date of the calibration;
(2) The manufacturer’s name, model number, and serial number of the teletherapy, remote afterloader, and gamma stereotactic radiosurgery unit(s), the source(s), and the instruments used to calibrate the unit(s);
(3) The results and an assessment of the full calibrations;
(4) The results of the autoradiograph required for low dose-rate remote afterloader units; and
(5) The signature of the authorized medical physicist who performed the full calibration.

§ 35.2642 Records of periodic spot-checks for teletherapy units.

(a) A licensee shall retain a record of each periodic spot-check for teletherapy units required by §35.642 for 3 years.
(b) The record must include—
(1) The date of the spot-check;
(2) The manufacturer’s name, model number, and serial number for the teletherapy unit, source and instrument used to measure the output of the teletherapy unit;
(3) An assessment of timer linearity and constancy;
(4) The calculated on-off error;
(5) A determination of the coincidence of the radiation field and the field indicated by the light beam localizing device;
(6) The determined accuracy of each distance measuring and localization device;
(7) The difference between the anticipated output and the measured output;
(8) Notations indicating the operability of each entrance door electrical interlock, each electrical or mechanical stop, each source exposure indicator light, and the viewing and intercom system and doors; and
(9) The name of the individual who performed the periodic spot-check and the signature of the authorized medical physicist who reviewed the record of the spot-check.

(c) A licensee shall retain a copy of the procedures required by §35.642(b) until the licensee no longer possesses the teletherapy unit.

§ 35.2643 Records of periodic spot-checks for remote afterloader units.

(a) A licensee shall retain a record of each spot-check for remote afterloader units required by §35.643 for 3 years.
(b) The record must include, as applicable—
(1) The date of the spot-check;
(2) The manufacturer’s name, model number, and serial number for the remote afterloader unit and source;
(3) An assessment of timer accuracy;
(4) Notations indicating the operability of each entrance door electrical interlock, radiation monitors, source exposure indicator lights, viewing and intercom systems, and clock and decayed source activity in the unit’s computer; and
(5) The name of the individual who performed the periodic spot-check and the signature of the authorized medical physicist who reviewed the record of the spot-check.

(c) A licensee shall retain a copy of the procedures required by §35.643(b) until the licensee no longer possesses the remote afterloader unit.

§ 35.2645 Records of periodic spot-checks for gamma stereotactic radiosurgery units.

(a) A licensee shall retain a record of each spot-check for gamma stereotactic radiosurgery units required by §35.645 for 3 years.

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