



Safety and Risk Management

Approval for Use of Research Irradiator Massey Cancer Center

Please read this information carefully.

Specific training for the use of the irradiator in the Massey Cancer Center is provided by Dr. Kristoffer Valerie in the Department of Radiation Oncology/Division of Molecular Biology. Please contact Dr. Valerie for more information. You will also be required to review the manual for the irradiator and complete an open-book test before final approval is granted by Radiation Safety.

Commonwealth of Virginia regulations require that individuals requesting approval for unescorted access to the area which houses the research irradiator at VCU must complete a trustworthiness and reliability form, a consent form for the background check, and be fingerprinted for an FBI background check. Once the appropriate background checks are completed and training has been conducted, the VCU Police will activate the proximity card number for the approved area and unit.

The trustworthiness and reliability and consent forms are linked below and are in Adobe PDF fill-in format. Please complete BOTH forms to avoid delay in your review. The background check requires that you include your Social Security number*. To ensure security, please submit your form in person to Radiation Safety or send it via encrypted email to meadeja@vcu.edu or mtaormin@vcu.edu.

The Nuclear Regulatory Commission-required fingerprinting is in addition to any other fingerprinting that may have been performed for departmental or Human Resources purposes. Please visit the VCU Police Department's web site for information about fingerprinting. It is not necessary to complete the "Background Information Form". When you arrive at VCUPD, please be sure to tell the VCU Police staff that you are being fingerprinted for access to the irradiator so that the appropriate fingerprint card can be used. Bring a valid driver's license or passport. In addition, the NRC charges \$26 dollars to process the FBI background check plus FedEx shipping (~\$10). The Radiation Safety Section requires a budget code for this charge before the fingerprints can be processed.

Background checks take a minimum of three (3) weeks to complete. Unescorted irradiator access cannot be approved until the trustworthiness and reliability and FBI background checks are completed.

Questions? Call Jason Meade or Mary Beth Taormina in Radiation Safety at 828-9131.

[Application for Unescorted Access to Radioactive Material Quantity of Concern](#)

[Consent Form for Background Check](#)

*VCU follows all legal requirements for use of Social Security numbers. Your Social Security number is handled in a confidential manner and will not be used as a record number in VCU computer systems. Your Social Security number will be used for mandated functions such as tax reporting to federal and state agencies, financial aid processing, acceptance of transfer credit, as well as other official university activities as appropriate and necessary to ensure accuracy and integrity of official records.