[Name of Dental Practice] [How to use templates](https://www.psm.sdcep.org.uk/templates/how-to-use-templates/)

[Date]

# Radiation Protection File Log

The Radiation Protection File is a suite of documents which collectively illustrate how the [Name] Dental Practice complies with the Ionising Radiations Regulations 2017 and the Ionising Radiation (Medical Exposure) Regulations 2017. This log details the contents of the file and records any changes made to the documents contained therein.

## Contents of Radiation Protection File:

* Radiation Protection File Overview [see [Radiation Protection File Overview template](http://www.psm.sdcep.org.uk/content/radiation-protection/templates-for-radiation-protection/)]
* Radiation Protection File Log [this document]
* Record of HSE Registration [copy of HSE registration certificate]
* Records of X-ray Equipment

Inventory of X-ray Equipment see [see [X-ray Machine Inventory template](http://www.psm.sdcep.org.uk/content/radiation-protection/templates-for-radiation-protection/)]

Records of Critical Examination and Acceptance Testing [from installer]

Records of Routine Testing and Maintenance [[see X-ray Machine Routine Testing and Maintenance template](http://www.psm.sdcep.org.uk/content/radiation-protection/templates-for-radiation-protection/) and [X-ray Machine Routine Surveillance template](http://www.psm.sdcep.org.uk/content/radiation-protection/templates-for-radiation-protection/)]

* Radiation Risk Assessment [develop in consultation with RPA]
* Local Rules (also make a copy available by each machine) [see [Local Rules template](http://www.psm.sdcep.org.uk/content/radiation-protection/templates-for-radiation-protection/)]
* Results of Personal Dosimetry [if this has been carried out]
* Written Procedures and Protocols [see [example Employer’s Procedures and example Protocols for Exposures](http://www.sdcep.org.uk/additional-resources-for-radiation-protection/)]
* Records of Quality Assurance Programme [see [Example Radiology Quality Assurance and Audit Programme template](http://www.psm.sdcep.org.uk/content/radiation-protection/templates-for-radiation-protection/)]

Quality Assessment of Radiographic Images [see [Quality Assessment of Radiographic Images template](http://www.psm.sdcep.org.uk/content/radiation-protection/templates-for-radiation-protection/)]

Quality Assurance of Patient Dose and Equipment [records of routine and safety testing of X-ray equipment]

Quality Assurance of Image Production:

For practices using digital systems

* Digital Detector Check Records [[see Digital Detector Check Record template](http://www.psm.sdcep.org.uk/content/radiation-protection/templates-for-radiation-protection/)]
* Monitor Check Records [[see Digital Monitor Check Record template](http://www.psm.sdcep.org.uk/content/radiation-protection/templates-for-radiation-protection/)]

For practices using X-ray films

* Developer & Fixer Changing Records [[see Developer & Fixer Changing Record template](http://www.psm.sdcep.org.uk/content/radiation-protection/templates-for-radiation-protection/)]
* X-ray Processor Unit Cleaning Records [see [Radiograph Processing Unit Cleaning Record template](http://www.psm.sdcep.org.uk/content/radiation-protection/templates-for-radiation-protection/)]
* X-ray Processor Unit Light Test Records [see [Radiograph Processing Unit/Darkroom Light Test Record template](http://www.psm.sdcep.org.uk/content/radiation-protection/templates-for-radiation-protection/)]
* X-ray Film Stock Records [see [X-ray Film Stock Record template](http://www.psm.sdcep.org.uk/content/radiation-protection/templates-for-radiation-protection/)]
* Radiography Training Records [see [Radiography Training Record template](http://www.psm.sdcep.org.uk/content/radiation-protection/templates-for-radiation-protection/)]
* Records of Audit [see [Record of Audit template](http://www.psm.sdcep.org.uk/content/radiation-protection/templates-for-radiation-protection/)]

Any omissions from the content list should be recorded here and the reason for the omission stated.

## Radiation Protection File Contents Review Details:

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| **Date** | **Subject Reviewed** | **Outcome** |
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