

**MILLE LACS BAND OF OJIBWE
HEALTH AND HUMAN SERVICES POLICY & PROCEDURE**

Department: Health Services - Radiology

Policy Number: HHS-HS-RAD 1425

Policy Title: CR IP Inspection and Cleaning

Attachments:

Revision History: new policy

Revised by/Date: Lance Roeschlein/Dr. Mark Bostrom 1/2022

Approved by:

Jenna Kuduk, Health Services Director



Date:

01/31/22

Approved by:

Nicole Anderson, Commissioner of HHS



Date:

2-4-22

POLICY STATEMENT: It is the policy of Mille Lacs Band Health Services Radiology department that all CR Imaging Plates be inspected, cleaned, and documented at a minimum of every 3 months or upon observation of image artifacts.

PURPOSE: To prevent any Image Artifacts that could interfere with the patients X-ray, and retire old worn out Imaging Plates before they are used on an X-ray.

PROCEDURE:

- Both Inspection and Cleaning should be done by the X-ray Operator at the same time.
- Gloves should be worn to avoid any unwanted finger prints on the Imaging Plates.
- To Inspect/Clean the Plates simply side in the button/lever on the bottom edge of the Plate this will disengage the locks, lift up on the bottom side and slide down carefully to separate the two pieces. Flip over the plate and inspect the white/blue phosphor layer. If there is any physical damage (scratches scuffs tears or stains) this should be documented in the CR Imaging Plate Inspection/Cleaning Log. (Located next to the CR Plates behind the Control Booth).
- To clean the white/blue phosphor layer a dry lint free cloth is used to simply used to gently wipe down the layer until dust hair and lint is no longer visible
- **Remove any damaged Imaging Plates from service when damage shows up as Artifacts in processed patient images**

Internal and/or External References	
Compliance - Posting Date	2/4/2022 HHS
Replaces – Policy Number	
Next Review - Due Date	