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International Atomic Energy Agency

Agence internationale de l'énergie atomique

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2014-09-10

**Subject:** Invitation to a Regional Workshop on Strengthening Member States' National Systems for Safety in Medical Exposure in Line with the Revised International Basic Safety Standards, Prague, Czech Republic, 9-12 December 2014

Dear National Liaison Officer,

I am pleased to invite you to send nominations of suitable candidates to participate in the above-mentioned workshop under the framework of TC Project RER/9/132 – Strengthening Member State Technical Capabilities in Medical Radiation Protection. The purpose of the workshop and related information are outlined in the attached Prospectus.

For candidates who are selected by the IAEA, the IAEA will cover the cost of return international travel from the home country to Prague, Czech Republic and provide Daily Subsistence Allowance (DSA) for the duration of the workshop in line with IAEA rules and procedures.

Please submit nominations to the IAEA online through the Technical Cooperation Department's InTouch system (<http://intouch.iaea.org>). Only if this is not possible, nominations may be submitted on the Nomination Form for Meeting/Workshop available on the IAEA website: <http://www.iaea.org/technicalcooperation/How-to-take-part/In-meetings-WS/index.html>. Completed forms should be endorsed by relevant national authorities and sent to the Programme Management Officer for this project, Mr Jing Zhang (IAEA Official Fax: +43-1-26007 or E-Mail [Official.Mail@iaea.org](mailto:Official.Mail@iaea.org)), through the official channels, i.e. the designated National Liaison Office for IAEA matters, not later than 2 October 2014.

Yours sincerely,

Manase Peter Salema

Director

Division for Europe

Department of Technical Cooperation

Enclosure: Prospectus

# International Atomic Energy Agency

## Regional Workshop on Strengthening Member States' National Systems for Safety in Medical Exposure in Line With the Revised International Basic Safety Standards

### PROSPECTUS

**Project Number & Title:** RER/9/132: - Strengthening Member State Technical Capabilities in Medical Radiation Protection

**Place:** Prague, Czech Republic

**Dates:** 9-12 December 2014

**Deadline for Nominations:** 2 October 2014

**Organizers:** The International Atomic Energy Agency (IAEA) in collaboration with the Government of the Czech Republic through the National Radiation Protection Institute

**Host Country Organizer:** Mr Zdenek Rozlivka  
National Radiation Protection Institute  
Bartoskova 28, 140 00 PRAGUE 4  
CZECH REPUBLIC  
Email: sekretariat@suro.cz

**Language:** The workshop will be conducted in English.  
(Alternative workshop on the same topic will be conducted in Russian language and will be announced separately)

**Purpose:** The workshop will be the first regional activity under the regional project RER /9/132 Strengthening Member State Technical Capabilities in Medical Radiation Protection, which is aimed at supporting Member States in attainment of adequate national systems for safety in medical exposure in line with the revised International Basic Safety Standards (BSS).

The objectives of this workshop are :

1. To exchange experience on successful practical approaches for justification and optimisation of radiation protection in medicine.
2. To exchange experience and to plan collaborative actions between radiation protection authorities, health authorities and professional societies in Member states, to further facilitate implementation of national program on medical exposure control and patient safety in line with new BSS.
3. To review the current status of radiation protection in medical exposure in Member States, and to plan activities for implementation under the project.

**Expected Output(s):** Improved knowledge about new requirements of the revised International BSS. Exchanged experience on practical approaches for justification and optimisation of radiation protection in medicine. Planned activities for implementation of project tasks.

**Scope and Nature:**

The workshop shall consist of presentation by IAEA experts and local experts, country presentations and interactive sessions to exchange experience, and to share progress/achievement. Tasks for implementation of the project RER/9/132 will be presented and discussed, and actions to implement them will be planned.

**Background Information:**

The regional project RER/9/132: Strengthening Member State Technical Capabilities in Medical Radiation Protection started in 2014 and is aimed at supporting Member States in the attainment of adequate national systems for safety in medical exposure in line with the revised International Basic Safety Standards (BSS), and well-fitting it in with the larger system for ensuring good medical practice. This objective requires developing and applying implementation mechanisms of two basic principles of radiation protection in medical exposure - justification and optimisation. Improved co-operation between radiation regulatory authorities, health professionals/authorities, and professional societies of different medical radiation applications is recognised to be critical for better patient care and safety in medical practice. Implementing actions to strengthen radiation safety culture among medical professionals is also a goal in this project.

Main areas to be addressed in the project are:

1. Improving justification in diagnostic imaging, including health screening;
2. Use of patient exposure tracking for justification and optimisation;
3. Development of reference doses at clinically acceptable image quality in diagnostic imaging;
4. Radiation protection of children, with focus on CT, interventional radiology and nuclear medicine;
5. Radiation protection of unborn;
6. Patient dose management in SPECT-CT, PET-CT and nuclear cardiac imaging;
7. Patient and staff dose management in fluoroscopically guided procedures;
8. Rationalising patient exposure in dentistry;
9. Prevention of unintended and accidental exposure in radiotherapy;
10. Applying harmonized criteria for release of patients after radiopharmaceutical therapy and after permanent brachytherapy implants;
11. Applying efficient mechanisms for regulatory support to justification and optimisation of medical exposure;
12. Database creation for risk assessment in children undergoing high dose procedures.

These project areas require long-term actions. In each area specific sub-tasks with short-term objectives will be identified and discussed during the workshop. Each Member State may choose those tasks which are identified as priority according to the country status, needs and preferences. Based on these preferences, realistic implementation steps have to be planned by each counterpart for the TC cycle 2014-2015. The IAEA will assist and coordinate in implementation of tasks, by providing expert advice, guidelines and training. The goal is to demonstrate progress of each participating counterpart in achievement on specific tasks.

Coordination: The country shall nominate the coordinating person for the project implementation. The coordinator should be able to exercise influence in coordinating the substantial amount of work to be done with a number of other medical centres in the field and shall deal with technical officer and experts to ensure success of the project. In case the country decides two or more persons to act as coordinators, the responsibilities should be clearly spelled out.

Each country will have to submit before the workshop national report, and to prepare short country presentation on current status, needs and expectations from the project, as well as on the planned activities. Instructions for the country presentation preparation and more information about the project tasks will be provided to selected participants in advance.

**Participation:** The workshop is open to up to 30 participants representing counterparts in the regional project RER 9/1/32.

As two workshops will be conducted on the same topic, the current in English and other in Russian language, each country may send nominations for each of them, but the same person should not be nominated for both. One or two nominations from each country are expected. Representation of all countries participating in the project and their distribution between two workshops will be assured during the selection process. Preference will be given to persons nominates as coordinators for implementation of project tasks.

**Participants' Qualifications:** The participants must be medical physicists or radiological practitioners, or radiation protection specialists from health or radiation protection authority, directly involved in actions on radiation protection in medical exposure, and must preferably demonstrate previous achievements in those actions. They must be able to facilitate, motivate and cooperate with other medical and radiation protection specialists within their country and to coordinate implementation activities on project tasks. If two participants from the same country are nominated, they should represent different specialties/institutions. Participants should have sufficient proficiency to understand and express themselves without difficulty in English.

**Nomination Procedure:** Nominations for the workshop should be submitted to the IAEA online through the Technical Cooperation Department's InTouch system (<http://intouch.iaea.org>). Only if this is not possible, nominations may be submitted on the standard IAEA Nomination Form for Workshop/Workshop (available on the IAEA website: <http://www.iaea.org/technicalcooperation/How-to-take-part/In-meetings-WS/index.html>). Completed forms should be endorsed by relevant national authorities and sent to the Programme Management Officer for this project, Mr Jing Zhang (IAEA Official Fax: +43-1-26007 or E-Mail (Official.Mail@iaea.org), through the official channels, i.e. the designated National Liaison Office for IAEA matters, not later than **2 October 2014**. Nominations received after this date or which have not been routed through the established official channels cannot be considered.

**Administrative and Financial Arrangements:** Nominating Governments will be informed in due course of the names of the candidates who have been selected and will, at that time, be given full details of the procedures to be followed with regard to administrative and financial matters.

Selected participants from countries eligible to receive technical assistance will be provided with a round trip economy class air ticket from their home countries to Prague, the Czech Republic, and a Daily Subsistence Allowance (DSA) at the prevailing UN Rate. Shipment of accumulated workshop materials to the participants' home countries is not the responsibility of the IAEA.

The organizers of the workshop do not accept liability for the payment of any cost or compensation that may arise from damage to or loss of personal property, or from illness, injury, disability or death of a participant while he/she is travelling to and from or attending the workshop, and it is clearly understood that each Government, in nominating participants, undertakes responsibility for such coverage. Governments would be well advised to take out insurance against these risks.