



Atoms for Peace

الوكالة الدولية للطاقة الذرية  
国际原子能机构  
International Atomic Energy Agency  
Agence Internationale de l'énergie atomique  
Международное агентство по атомной энергии  
Organismo Internacional de Energía Atómica

National Liaison Officer

Vienna International Centre, PO Box 100, 1400 Vienna, Austria  
Phone: (+43 1) 2600 • Fax: (+43 1) 26007  
Email: [Official.Mail@iaea.org](mailto:Official.Mail@iaea.org) • Internet: <http://www.iaea.org>

In reply please refer to: C1-RER/9/135/9006/01  
Dial directly to extension: (+431) 2600-26548

2017-03-28

**Subject:** Invitation to a Regional Workshop on Patient Safety in Radiotherapy, Sofia, Bulgaria, 12-16 June 2017

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/9/135 – Strengthening Radiation Protection of Patients and Medical Exposure Control. 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 Sofia, Bulgaria 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, Ms Sandra Marie Steyskal (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 14 April 2017.

Yours sincerely,

Martin Krause  
Director  
Division for Europe  
Department of Technical Cooperation

Enclosure: Prospectus

# International Atomic Energy Agency

## Regional Workshop on Patient Safety in Radiotherapy

### PROSPECTUS

- Project Number & Title:** RER/9/135: Strengthening Radiation Protection of Patients and Medical Exposure Control
- Place (City, Country):** Sofia, Bulgaria
- Dates:** 12-16 June 2017
- Deadline for Nominations:** 14 April 2017
- Organizers:** The International Atomic Energy Agency (IAEA) in collaboration with the Government of Bulgaria
- Host Country Organizer:** Ms. Neli Gesheva-Atanasova  
Clinical Dosimetry Laboratory  
National Oncological Hospital  
6, Plovdivsko Pole Str.  
1756 Sofia  
Bulgaria
- Tel: 359 2 9714972  
Fax: 00359 2 8720651  
E-mail: ngesheva@abv.bg
- Language:** English
- Purpose:** The objective of the workshop is to provide a platform for sharing good practices and experiences in performing retrospective and prospective risk analysis and managing unintended and accidental patient exposure in external beam radiotherapy and brachytherapy. The final aim is to prepare realistic action plans for strengthening patient safety when delivering high quality radiotherapy services in participating Member States.
- Expected Output(s):** Participants are expected to enhance their knowledge on performing retrospective and prospective risk analysis and improving patient safety in radiotherapy. An additional outcome is that action plans to strengthen the situation in participating Member States will be prepared and available.
- Scope and Nature:** The workshop will include discussions on the factors responsible for the safe delivery of radiotherapy services and will disseminate information on lessons learned from radiotherapy incidents and accidents that have occurred in the

past. The workshop will advance participants knowledge of the critical aspects of radiotherapy safety learning and implementation and discuss methods for retrospective and prospective risk analysis in radiotherapy and improving safety culture. Participants will present the status of risk assessment in their hospital/country, measures to prevent unintended and accidental exposure, reporting and learning from unintended events, and distribution of responsibilities for patient safety. The workshop will involve presentations by the experts and participants in groups and plenary sessions. A working session to prepare action plans for improving the situation in participating Member States will be arranged.

**Background Information:**

The overall objective of the regional project RER/9/135 is to improve radiation protection of patients in compliance with requirements of the International Basic Safety Standards through the following sub-objectives: a) Justification and appropriate use of medical exposure; b) Optimisation of medical exposure in diagnostic and interventional radiology, nuclear medicine and radiotherapy; c) Implementation of the framework for radiation protection in medicine in hospitals in different Member States; and d) Improvement of the role of competent authorities in the implementation of proper medical exposure control.

While there is a broad agreement that radiotherapy is a very safe form of treatment, there is also recognition that safety measures need to be further progressed at several levels for this complex and rapidly developing medical specialty. It is mandatory that the expansion of radiotherapy services is done with safety in mind, considering the complexity of this high-technology treatment modality and the potential for serious consequences when something goes wrong. It is worth considering that there have been more deaths and early acute health effects due to radiation accidents in medical uses than due to any other source, including accidents at nuclear facilities. The need to develop leadership in radiation safety in radiotherapy is acute, and this workshop aims to contribute to improving the situation in the Member States in the TC Europe region.

**Participation:**

The workshop is open to participants from TCEU Member States participating in the project RER/9/135 on Strengthening Radiation Protection of Patients and Medical Exposure Control. Preference will be given to candidates from Member States that included Task 5 "Prevention of unintended and accidental exposure in radiotherapy" in their Action Plans.

**Participants' Qualifications:**

The participant should be a qualified clinical medical physicist with a leading position in radiotherapy, able to prepare an action plan for improving patient safety, influence its implementation in the hospital, and spread the knowledge and experiences to other radiotherapy departments in the country. Candidates who are also involved in the clinical training of medical physicists and radiotherapy professionals will be given preference.

**This workshop is not intended for regulators, inspectors and other candidates not involved in daily clinical work in radiotherapy.**

As the workshop will be conducted in English, participants should have sufficient knowledge to deliver and follow presentations and discussions, and express themselves in this language without difficulty.

**Nomination  
Procedure:**

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, **Ms Sandra Marie Steyskal** (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 **14 April 2017**.

**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 **Sofia, Bulgaria**, 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.