

Fee Calculation Sheet For Adding X-ray Equipment To An Existing Inventory For A Registered Facility

In order to add x-ray equipment to the inventory on file with KDHE for a registered facility, x-ray tube fees are calculated based on the quarter that the additional x-ray equipment is received by the facility as reported to KDHE by the vendor and are prorated accordingly. If your facility is adding an accelerator, the prorated fee for each additional accelerator is in addition to any additional fee for each x-ray tube added to the inventory.

Instructions to add additional x-ray equipment to the inventory on file with KDHE for a registered facility – make a copy of your current Certificate of Registration, make the addition in the appropriate category of units (example - if you are adding a radiographic unit and you only had one unit registered with KDHE, cross off the “1” and write a “2” next to it), find the quarter below in which you are registering your additional x-ray equipment and calculate your fee due accordingly and send the corrected Certificate of Registration along with the calculated fee to Kansas Department of Health and Environment, Bureau of Environmental Health, Radiation and Asbestos Control Section, 1000 SW Jackson, Ste. 330, Topeka, KS 66612-1365:

X-ray Tube Fee		Therapeutic & Particle Accelerator Fee
1 st Quarter Registration - January, February and March	\$35.00 per additional tube	\$130.00 per additional accelerator
2 nd Quarter Registration - April, May and June	\$26.25 per additional tube	\$97.50 per additional accelerator
3 rd Quarter Registration - July, August and September	\$17.50 per additional tube	\$65.00 per additional accelerator
4 th Quarter Registration - October, November and December	\$8.75 per additional tube	\$32.50 per additional accelerator

If your facility is not adding an accelerator, do not add the accelerator fee to your additional X-ray Tube Fee.

How to calculate your fee due:

In the table above, find the X-ray Tube Fee for the quarter that you are registering the equipment and multiply that number by the number of x-ray tubes you are adding

$$\text{\$ } \underline{\hspace{2cm}} \times \underline{\hspace{2cm}} = \text{\$ } \underline{\hspace{2cm}}$$
Per Tube fee # of additional tubes

If you are adding a therapeutic accelerator or a particle accelerator, find the fee in the table above and multiply that number by the number of accelerators that you are adding

$$\text{\$ } \underline{\hspace{2cm}}$$

(Note – if your facility is not adding accelerators, do not add this fee to the fee due)

TOTAL FEE DUE $\text{\$ } \underline{\hspace{2cm}}$

At this time, payments may be made by check or money order and should be made payable to KDHE.

The appropriate fee must be received by this office with the corrected Certificate of Registration. After your fee and corrected Certificate of Registration are processed and the additional x-ray equipment is added to the current inventory on file with KDHE, an updated Certificate of Registration will be mailed to your facility.