

# **X-RAY MACHINE STATUS FORM**

**Have any x-ray producing devices at this location been removed, replaced, sold, transferred, donated, or are considered inoperable and has not yet been reported to KDHE? If the answer is yes, you are required to complete and return this form to:** Kansas Department of Health and Environment, Bureau of Environmental Health, Radiation and Asbestos Control Section, 1000 SW Jackson, Suite 330, Topeka, KS 66612-1365 or by fax to (785) 296-0984 or by email to [pwatson@kdheks.gov](mailto:pwatson@kdheks.gov). (See reverse for regulation requirements)

Kansas Registration # \_\_\_\_\_ (this number can be found on your Certificate of Registration)

Contact Name: \_\_\_\_\_

Facility Name: \_\_\_\_\_

Facility Address, City, State & Zip: \_\_\_\_\_

Email Address: \_\_\_\_\_

**Check all statements below that apply:**

\_\_\_\_\_ **Radiation producing device is inoperable but is still located at the above location. Inoperable devices are devices that are broken and do not produce radiation when plugged in, devices that have been disassembled or the x-ray tube removed from the device. If this statement is checked, complete the enclosed Affidavit and send to KDHE with this form.**

Number of inoperable devices \_\_\_\_\_ Type of device (i.e. radiographic, dental intra-oral, etc.) \_\_\_\_\_  
Inoperable device was replaced: **YES**      **NO**      If yes, type of device installed \_\_\_\_\_

\_\_\_\_\_ **Radiation producing device has been scrapped and should be removed from the inventory for the above location. Where was it scrapped? Trash, landfill, etc. (please explain below):**

Number of devices scrapped \_\_\_\_\_ Type of device (i.e. radiographic, dental intra-oral, etc.) \_\_\_\_\_  
Scrapped device was replaced: **YES**      **NO**      If yes, type of device installed \_\_\_\_\_

\_\_\_\_\_ **Radiation producing device at the above location was sold, transferred or donated to another facility or individual. The name and address of recipient is required to be provided below.**

Number of devices \_\_\_\_\_ Type of device (i.e. radiographic, dental intra-oral, etc.) \_\_\_\_\_  
Device was replaced: **YES**      **NO**      If yes, type of device installed \_\_\_\_\_  
Name and address of recipient (**required to be completed by the above location**)  
Name of facility and/or individual \_\_\_\_\_  
Address of recipient \_\_\_\_\_

\_\_\_\_\_ **Radiation producing device has been removed and replaced at the above location.**

Number of devices removed: \_\_\_\_\_ Type of devices removed (i.e. radiographic, dental intra-oral etc.) \_\_\_\_\_  
Number of devices installed: \_\_\_\_\_ Type of devices installed (i.e. radiographic, dental intra-oral etc.) \_\_\_\_\_  
Name of company that removed the device from the above location \_\_\_\_\_  
Name of company that installed the new device at the above location \_\_\_\_\_

**Check the appropriate statement below:**

- \_\_\_\_\_ I *still have* registrable radiation producing devices at the above location that are required to be registered.
- \_\_\_\_\_ I *still have* radiation producing devices at the above location but it is inoperable (as stated on the attached Affidavit).
- \_\_\_\_\_ I *no longer have any* radiation producing devices at the above location.

\_\_\_\_\_  
**Signature of individual completing this form**

\_\_\_\_\_  
**Date that above changes to equipment took place**

K.A.R. 28-35-152, “Persons registered. Any person possessing a registrable item shall register with the department in accordance with the rules and regulations in this part”. A registrable device is any radiation device that is primarily intended to produce, and is capable of producing, ionizing radiation or any device that is not primarily intended to produce, but does produce, ionizing radiation at a level greater than 0.5 mR/hr at any point five centimeters from its surface.

If the radiation producing device in your possession is capable of producing ionizing radiation when powered on, *even though it may be in storage and is not being used*, the device, by regulation, is still considered registrable and is required to be registered with this Department and the registration form completed and returned with the annual fee due.

If the radiation producing device in your possession is not capable of producing ionizing radiation, you are required to report to this Department the reason that the equipment is not capable of producing ionizing radiation. You are also required, under K.A.R. 28-35-165 Disposal of registered items, whenever a registrable item is disposed of, by any method, you shall give written notice to the Department of the disposal within 30 days. The notice shall include the date of disposal, the method of disposal, and, if transferred to another person, the name and address of the recipient.