

## **CAMRIS SOP #303**

### *Safety Certification of Staff Entering Research MRI Facilities*

<b>Responsible Committee:</b>	<b>Effective From:</b>	<b>Last Approved:</b>	<b>Next Review:</b>	<b>Next Approval:</b>
Safety	Feb 19, 2025	Feb 19, 2025	Dec 1, 2025	Feb 1, 2026

## **1. Purpose**

This standard operating procedure (SOP) describes the safety certification levels used by CAMRIS, including what activities are allowed with each level of certification and how to achieve certification. These policies are designed to broadly align with the recommendations of the American College of Radiology (<https://www.acr.org/-/media/ACR/Files/Radiology-Safety/MR-Safety/Manual-on-MR-Safety.pdf>), but are specific to the environments managed by CAMRIS.

## **2. Scope**

These procedures apply to all staff operating in research MRI facilities; this includes both CAMRIS-managed facilities and clinical-shared facilities during times they are under operation by CAMRIS. These policies do not override any policies created by the relevant clinical services or hospital, and staff may be required to additionally meet safety certification requirements to operate in these environments.

## **3. Instructions and Procedures**

### **3.1. Levels of Safety Certification**

#### **3.1.1. Level 1**

Staff are expected to be able to operate safely around the magnet without risk to themselves or others. Staff are expected to understand how to safely respond to an emergency that occurs in the environment.

Level 1 staff are not allowed to independently operate the MRI scanner. Level 1 staff are allowed into Zone 3 and 4 without additional supervision, but cannot admit non-certified people into Zones 3 and 4.

#### **3.1.2. Level 2**

Staff are expected to have all skills associated with Level 1 plus be trained to perform screening of participants with an understanding of magnetic and RF safety, including basic understanding of how implants and devices interact with the MRI environment. Level 2 staff are not trained to independently make decisions on implant and device safety generally, but should understand what screening findings need to be raised for further evaluation by CAMRIS staff.

Level 2 staff are allowed to independently operate the MRI scanner to image human subjects. This does not supersede hospital rules, and so Level 2 operators are not generally allowed to scan independently in the hospital environment.

Level 2 staff can screen and admit non-certified people into Zones 3 and 4. They are responsible for the safety of all people within Zones 3 and 4 when they are operating independent of a CAMRIS technologist or Level 3 operator.

#### 3.1.3. Level 3

Staff are expected to have all skills associated with Levels 1 and 2 plus have additional graduate-level training in MRI physics.

Level 3 staff are allowed to independently operate the MRI scanner to image human subjects. Under approved Techdev protocols, Level 3 staff are allowed to scan human subjects in the hospital environment.

### 3.2. Process for Receiving Safety Certification

#### 3.2.1. Annual Online Exam

Level 1 requires completing annual online training. CAMRIS will provide clear directions for accessing the required online training on its website.

#### 3.2.2. Site-Specific Orientation

Before being permitted access to a specific area, staff must attend a site-specific orientation with CAMRIS staff. These orientations ensure that staff are fully aware of facilities layout and emergency response procedures for each space. CAMRIS will provide clear directions for completing the in-person orientation on its website.

#### 3.2.3 Certification Documentation

It is the responsibility of the study team to maintain documentation that all research staff have completed required trainings.

## 4. Update History

Date:	Description of Revision
Feb 19, 2025	Initial version