

Brain Imaging and Analysis Center

Request for Level 2 Access to the MR Scanner Rooms

NOTICE:

Once completed and approved, this training allows the user the ability to enter the MRI magnet room WITH the MRI Tech. This DOES NOT give badge access to the magnet room or allow the user to enter the magnet room without supervision

Name: _____ NetID: _____
Last name First name M.I.

Signature: _____ Date of Training Session: _____

I. Obtain signature from BIAC's Head of MR Operations

Access to the rooms containing the BIAC 3.0T magnets is restricted to authorized personnel. To be eligible to have access, you must demonstrate a need for such access, and your request must be approved by BIAC's Head of MR Operations (Dr. Todd Harshbarger).

Signature of BIAC faculty: _____ Date: _____
(Dr. Todd Harshbarger)

II. Observe a scanner session.

You must observe at least one scanner session from the console room, while supervised by a BIAC faculty member or technologist. This session should be of the form most typical for your studies (e.g., patient, research subject, or phantom).

Signature of BIAC faculty or tech: _____ Date: _____

III. Attend a scanner-room training session.

You must attend a scanner room conduct and safety training session led by a BIAC Head of MR Operations or a BIAC MR Technologist. This session will teach use of BIAC safety equipment, appropriate behavior in the magnetic field, and patient/subject safety issues. The topics to be covered are listed on the reverse of this form. You may contact the BIAC technologists directly to schedule this session.

Signature of BIAC faculty or tech: _____ Date: _____
(Dr. T. Harshbarger, L. Conyers, J. Graves, S. Music)

IV. BIAC Director Approval.

Signature of BIAC Director: _____ Date: _____
(Dr. Allen Song)

****Return this sheet as a PDF via email to biac-newuser@duke.edu ****

Scanner Room Conduct and Safety Training

Topics to be Covered

Name and locations of major scanner room equipment:

- Penetration panel
- RF/head coil
- Cabling for head coil
- Cold head and vents
- Controls for patient table (e.g., raising, lowering, undocking)
- Scanner displays (e.g., scan timer)

Moving around safely in a strong magnetic field:

- Avoiding projectile injuries
- Avoiding dizziness and nausea

Use of electronic door locks and overrides:

- Discussion of door closing policy
- How to operate the ceiling emergency release
- How to open the door from inside
- What emergency number can be called to release sealed doors

Use of safety equipment:

- Demonstration of squeeze ball and alert siren
- Meaning of all emergency buttons
- Proper insertion of the earplugs, including how to tell if earplugs are inserted correctly
- Setting up the participant and equipment to avoid closed loops in the field

Operating the audiovisual and response equipment within the magnet room.

By signing page 1, the BIAC faculty member or technologist certifies that the above topics have been demonstrated to the individual seeking scanner room access.