

Designated Radiation Equipment X-Ray and Laser (class 3b/4) Companion Document

December 2021; replacing May 2020

1. Owner/Employer Responsibilities

- Designated radiation equipment (including class 3b/4 lasers) cannot be used until a CPSA registration certificate has been issued
- Register designated radiation equipment (including class 3b/4 lasers) according to CPSA step-by-step instructions
- Re-certify designated radiation equipment (including class 3b/4 lasers) according to CPSA step-by-step instructions (every 5 years)
- As per section 291.7 of the Occupational Health and Safety Code, a copy of the CPSA issued certificate must be posted near the designated radiation equipment (including class 3b/4 lasers), or if this is not practicable, its content communicated to affected workers
- Pay the one-time registration fee and subsequent annual renewal fee
- Notify the CPSA in writing (within 30 days) of designated radiation equipment (including class 3b/4 lasers) that is discarded, stored, sold, leased, relocated or modified:
 - complete and submit *Notification of Change* form (complete Section A, B or C as applicable)
 - advise CPSA of new owner/employer and new address (if known)
 - Re-testing of the designated radiation equipment (including class 3b/4 lasers) may be required
- Notify CPSA in writing prior to resuming use of stored designated radiation equipment (including class 3b/4 lasers):
 - Stored equipment must be re-tested by an Authorized Radiation Inspection Agency and a new designated radiation equipment (including class 3b/4 lasers) certificate issued when:
 - current CPSA issued certificate expiry date has lapsed, or
 - designated radiation equipment (including class 3b/4 lasers) has been in storage longer than one month

2. What is an Authorized Radiation Health Inspection Agency?

- Designated radiation equipment (including class 3b/4 lasers) inspectors
- Separate regulatory identified group
- Not CPSA employees, nor under contract with CPSA

3. What happens if designated radiation equipment (including class 3b/4 lasers) is deemed non-compliant by an inspection agency?

- Non-compliant report is submitted to CPSA
- CPSA sends a follow-up letter to owner/employer indicating certification process will not continue and equipment must not be used until:
 - Non-compliance issues are resolved and inspection agency may need to re-test
 - Complaint report submitted to CPSA, and
 - CPSA issues a designated radiation equipment (including class 3b/4 lasers) certificate
- It is the sole responsibility of the owner/employer to work with the inspection agency to achieve compliance

4. Can owner/employer submit CPSA designated radiation equipment (including class 3b/4 lasers) application directly to an Authorized Radiation Inspection Agency:

- No

5. When is designated radiation equipment (including class 3b/4 lasers) compliance verification testing required?

- New designated radiation equipment (including class 3b/4 lasers) is purchased
- Existing designated radiation equipment (including class 3b/4 lasers) are at the end of their certificate expiry date
 - *Only compliant compliance reports performed 6 months or less from the certificate expiry date will be accepted*
- Existing designated radiation equipment (including class 3b/4 lasers) or facility structure (as it pertains to the equipment location) is modified
- Existing designated radiation equipment (including class 3b/4 lasers) is relocated within the same facility
- Existing designated radiation equipment (including class 3b/4 lasers) is transferred to another geographically distant facility

6. Why can't equipment be operated without a current CPSA Certificate of Registration?

- Operation of designated radiation equipment (including class 3b/4 laser) without a current CPSA *Certificate of Registration* is in direct contravention of section 291.7 of the OHS Code
- A CPSA *Certificate of Registration* is not transferrable to new owner / employer and a new facility address
- CPSA can grant a *one-time only 60 day extension* from the certificate expiry date

7. Does temporary and/or loaner designated radiation equipment (including class 3b/4 lasers) require inspection and CPSA registration?

- Yes; restrictions will be placed on the CPSA *Certificate of Registration* at time of issue

8. If a class 3b/4 laser is owned by an employer but used by a CPSA registered physician, is it registered with the CPSA?

- Yes

9. If a class 3b/4 laser is owned and use by a CPSA registered physician, is it registered with the CPSA?

- Yes

10. If a class 3b/4 laser is owned and use by a CPSA registered physician, is it registered with the CPSA?

- Yes

11. How do I determine if a laser is a class 3b/4?

- Manufacturer labels on equipment and/or owner's manual

12. Do class 3b/4 lasers need to be recognized by Health Canada Approved Medical Devices?

- Yes

13. Can class 3b/4 lasers (only) be re-registered using the paper-based verification form?

- Yes, please contact the CPSA to confirm eligibility

14. What is the difference between a mobile and portable laser?

- There is no difference

For additional information please go to:

<https://cpsa.ca/facilities-clinics/accreditation/diagnostic-imaging/register-laser-equipment/>

<https://cpsa.ca/facilities-clinics/accreditation/diagnostic-imaging/register-x-ray-mammography-equipment/>