

RCT/HPT Site Standard OJT Program  
OJE Evaluator Reference

Course Number: **022305**  
 Course Title: RCT/HPT OJT/OJE Task – Portable Instrument Checks  
 Task Title: Portable Instrument Checks  
 Form(s) Daily Instrument Source Check Log  
 Instrument Service Tag  
 [Generic forms may be used in lieu of contractor/facility specific forms]  
 Terminal Objective: Demonstrate and Document Receipt, Daily, and Pre-use checks, and Removal from Service, of a portable instrument.

<b>Objectives</b>	
<b>Method</b>	<b>Task</b>
PS	<p>Perform the physical checks performed when receiving a instrument from calibration</p> <p style="text-align: center;"><b>(CHPRC – Perform on all instruments used by CHPRC)</b></p> <p style="text-align: center;"><i>Inspect probe to instrument connecting cord.</i></p> <p style="text-align: center;"><i>Check the pins on the connectors to ensure they are not damaged.</i></p> <p style="text-align: center;"><i>Inspect the mylar window or probe face</i></p> <p style="text-align: center;"><i>Inspect the display window</i></p> <p style="text-align: center;"><i>Inspect the general condition of instrument</i></p> <p style="text-align: center;"><i>Verify the calibration due dates for probe and body</i></p> <p style="text-align: center;"><i>Inspect for loose knobs or switches</i></p> <p style="text-align: center;"><i>Verify high voltage (if applicable)</i></p> <p style="text-align: center;"><i>Verify the batteries condition – switch to “BATT” to verify falls within the limits.</i></p>

<b>Objectives</b>	
<b>Method</b>	<b>Task</b>
PS	<p>Perform an initial source check</p> <p><b>(CHPRC – Perform on all instruments used by CHPRC)</b></p> <p><i>If the instrument has scaler capabilities count the background for at least one minute, if no scaler is available allow the instrument to stabilize.</i></p> <p><i>If a jig will be utilized when source checking the instrument, obtain the background count using the same jig configuration (if applicable)</i></p> <p><i>Center detector over source, utilizing the same source and jig used during the initial source check (if applicable)</i></p> <p><i>If the instrument has scaler capabilities count the source for at least one minute, if no scaler is available allow the instrument to stabilize. The scaler and meter face reading should be approximately the same (if applicable)</i></p> <p><i>Establish the acceptable range of +/- 20 % This will establish the lower and upper range for the instrument</i></p> <p><i>Complete the daily source check label (if applicable)</i></p> <p><i>Complete the Daily Instrument Source Check Log (if applicable)</i></p>
PS	<p>Perform the steps of a Daily source check</p> <p><b>(CHPRC – Perform on all instruments used by CHPRC)</b></p> <p><i>Obtain the background in same manner as performed during the initial check</i></p> <p><i>Center detector over source, utilizing the source jig used during the initial source check (if applicable)</i></p> <p><i>The response should fall within the +/- 20% boundaries set during the initial check</i></p> <p><i>Complete the daily source check label (if applicable)</i></p> <p><i>Complete the Daily Instrument Source Check Log (if applicable)</i></p>

Objectives	
Method	Task
PS	<p>Perform a response check for a count rate meter</p> <p><b>(CHPRC – Perform on all instruments used by CHPRC)</b></p> <p><i>Performed periodically to ensure audible response and/or upscale meter deflection</i></p> <p><i>Place probe near check source or a known source of radiation or contamination to verify needle deflection and audible</i></p> <p><i>Use a check source to perform this task.</i></p>
PS	<p>Perform removing an instrument from service</p> <p><i>Complete Instrument Service Tag</i></p> <p><i>Close out Daily Instrument Source Check Log (CHPRC/WRPS/FH)</i></p>