MWHC STANDARD PRACTICE

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<tr>
<th>Title:</th>
<th>Declared Pregnant Worker Exposed to Radiation</th>
<th>Section:</th>
<th>Administrative</th>
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<td>Purpose:</td>
<td>This policy specifies the actions that should be taken when a worker voluntarily identifies herself in writing through her supervisor to the Department of Radiation Safety as a Declared Pregnant Worker.</td>
<td>Number:</td>
<td>212.05</td>
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<td>Forms:</td>
<td>Declaration of Pregnancy Form</td>
<td>Effective Date of This Version:</td>
<td>7/1/2013</td>
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I. SCOPE
This Standard Practice applies to all MedStar Washington Hospital Center (MWHC) employees, contract and agency staff.

II. POLICY AND PRACTICES
A. Formally Declaring Pregnancy

1. MWHC encourages any worker who is exposed to radiation in the course of performing job duties and who believes that she may be pregnant to formally declare her pregnancy. MWHC acknowledges that any such declaration should only be on a voluntary basis because the worker desires the increased level of radiation protection safety that will be provided. A Declared Pregnant Worker can revoke at any time and for any reason this declaration by formal written notification. WHC is committed to maintaining the radiation exposure of all workers "As Low As Reasonably Achievable” (ALARA).

2. WHC encourages any worker who believes that she may be pregnant or who is planning to become pregnant to review the instructions in the Nuclear Regulatory Commission’s Regulatory Guide 8.13, “Instruction Concerning Prenatal Radiation Exposure.” Each female employee assigned a radiation monitor is given this information as part of the instruction prior to being assigned a film badge. Additional copies of Regulatory Guide 8.13 are available from the Radiation Safety Office.

3. By regulation, the decision to become a Declared Pregnant Worker is voluntary, must be declared in writing, and may be revoked (in writing) at any time for any reason by the worker.

4. Many occupational activities that may/could include radiation exposure at WHC do not result in annual exposures greater than 100 millirem (about 20% of the Declared Pregnant Worker limit). WHC would not change a Declared Pregnant Worker's work assignment if the exposure is expected to be lower than the 100 millirem requiring monitoring in 10 CFR Part 20. In the event that the exposure level may/could exceed 100 millirem requiring such monitoring, the supervisor with the advice of the Radiation Safety Department may make assignment changes to limit potential exposure.

5. MWHC recognizes that many workers regard their pregnancy status as a personal matter, and WHC will make every effort to maintain the privacy of Declared Pregnant Workers within the limits of implementing the increased radiation protection safety requirements. This means Department of Radiation Safety staff who are
associated with providing dosimetry (film badges or TLD rings), providing radiation training relevant to exposure of the embryo/fetus, and program oversight may be informed of the Declared Pregnant Worker's status.

B. How the Declaration of Pregnancy is Made

A declaration of pregnancy must be made in writing through the employee's supervisor to the Department of Radiation Safety. The employee contacts her supervisor to obtain a Declaration of Pregnancy Form (Exhibit 1) from the Department of Radiation Safety.

C. Dosimetry Actions

1. When a declaration of pregnancy is received, the Department of Radiation Safety will evaluate the Declared Pregnant Worker's monitoring needs and ensure that adequate dosimetry is issued and processed in order to provide timely dose monitoring.

2. Records of declared pregnancies, associated revocations, doses (both the Declared Pregnant Worker and the embryo/fetus) must be maintained and reported as required by 10 CFR Part 20.

3. If it is determined that a Declared Pregnant Worker's embryo/fetus is not likely to receive a cumulative dose of 100 mrem from external radiation, or 100 mrem from internal radiation, it is not required by 10 CFR Part 20 to provide dosimetry. However, dosimetry may be provided to Declared Pregnant Workers who routinely access Restricted Areas.

4. The Radiation Safety Officer (or designee) will review and sign the Declaration of Pregnancy Form.

III. RESPONSIBILITIES

A. Declared Pregnant Worker

1. Any worker who believes she may be pregnant and who desires the increased level of radiation protection provided by formally declaring her pregnancy must inform the Department of Radiation Safety through her supervisor, in writing, of her pregnancy.

2. The worker contacting the Department of Radiation Safety or her supervisor initiates this process. The Department of Radiation Safety will provide a Declaration of Pregnancy Form which should be used to declare the pregnancy.

3. Upon travel to another facility where the Declared Pregnant Worker could receive occupational exposure, the Declared Pregnant Worker should inform the other facility of her Declared Pregnant Worker status.

4. Any dose received at another facility must be reported to MWHC by the Declared Pregnant Worker.

5. It is the Declared Pregnant Worker's responsibility to notify the Radiation Safety Department upon termination of her pregnancy declaration. This is accomplished in writing using the Declared Pregnant Worker form.

B. Department of Radiation Safety Dosimetry

1. Evaluate the personnel dosimetry monitoring needs, ensure adequate participation in the Dosimetry Program, and provide timely dose monitoring for all Declared Pregnant Workers.
2. Review and maintain all records of declared pregnancies and associated revocations. A record of dose received by the embryo/fetus must be maintained and reported to the Declared Pregnant Worker on an annual basis.

3. If a Declared Pregnant Worker indicates that additional information is desired, or if the Declared Pregnant Worker could potentially exceed 500 mrem during the gestation period, the Department of Radiation Safety will initiate appropriate action and ensure instruction is provided to the Declared Pregnant Worker. Individual instruction will be based on the Declared Pregnant Worker's request and potential to exceed any dose limit.

4. Maintain this policy and the Declaration of Pregnancy Form and ensure that applicable WHC staff receives initial and annual training on this policy.

5. Inform and copy documentation to Managed Disability of changes in the status of a Declared Pregnant Worker.

C. Supervisor/Manager

1. Promptly have any employee who desires to declare a pregnancy complete the Declared Pregnant Worker declaration form.

2. Contact Department of Radiation Safety to answer any questions that may arise concerning the policy and its implementation.

3. Written declarations of pregnancy must be forwarded to the Radiation Safety Officer. Retain a copy for department records.

4. Work with the Department of Radiation Safety to evaluate and modify work schedules and job responsibilities, if needed, to stay within dose limits.

DECLARATION OF PREGNANCY FORM

Exhibit 1

This form is used by workers whose job duties may result in exposure to radiation and who desire to formally request status as a Declared Pregnant Worker, or to revoke this status if it has been previously declared. Please read this form carefully. Staff in the Department of Radiation Safety are available to answer any of your questions.

1. Please check one of the following boxes:

☐ I am formally declaring that I am pregnant. In accordance with 10 CFR Part 20, this disclosure is voluntary and is made for the purpose of lowering the dose limit for my embryo/fetus. I realize that work restrictions may be imposed to ensure that my embryo/fetus does not receive a dose in excess of that given in 10 CFR 20.1208 (500 mrem during the entire gestation). I authorize WHC to release this information as necessary to implement the dose limit for my fetus.

Estimated date of conception:

(Supported by documentation)

I am withdrawing my previous declaration of pregnancy. I understand that, as a result of signing and submitting this form, any work restrictions that have been imposed as a result of my previously submitted “Declaration of Pregnancy” will be lifted.
2. Separately, check one of the following boxes:

   I would

   I would not

   like to receive information about radiation exposure or the policy concerning the
   declaration of my pregnancy from someone in the Department of Radiation Safety.
   (Please indicate what type(s) of concern(s) you have.)

Printed Name:
Signature:
Date:

Submission of this form will in no way affect the benefits, seniority, or potential for promotion of
the person signing this form. Return this completed form to Radiation Safety, EB 5104. If
declaring a pregnancy, please attach medical certification from your health care provider.

Reviewed by Dosimetry Assistant: ___________________________ Date:

☐

Reviewed by Radiation Safety Officer:

Date:

Dosimetry assigned:
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<tr>
<th>Reference:</th>
<th>This version supersedes September 1, 1999 and June 2005 versions.</th>
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<td>Approved By:</td>
<td>John Sullivan, President</td>
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<td>Approval Date:</td>
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<td>Additional Signature Information:</td>
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