



NC DEPARTMENT OF  
**HEALTH AND  
HUMAN SERVICES**  
Division of Health Service Regulation

**ROY COOPER** • Governor  
**MANDY COHEN, MD, MPH** • Secretary  
**MARK PAYNE** • Director

**MEMORANDUM**

**TO:** X-Ray Registrants  
**FROM:** Radiation Protection Section (Radiology Compliance Branch)  
**DATE:** November 26, 2019  
**RE:** Registrant Requirement to Verify Service Provider Registration

The Radiation Protection Section (“RPS”) has received calls regarding a person not registered with RPS who is furnishing or offering to furnish equipment services of X-Ray equipment. It has been reported to RPS that the individual is soliciting business and represents himself/his company as a registered service provider to furnish service of X-Ray equipment.

All X-Ray service providers are required to apply for registration of such services with the Radiation Protection Section of the Division of Health Service Regulation prior to furnishing or offering to furnish any service to a registrant/agency licensee. (10A NCAC 15 .0205)

In addition, all registrants of radiation machines and radiation machine facilities shall prohibit any person from furnishing equipment services to his facility until such person provides evidence that he is currently registered with the agency as a provider of such services in accordance with 10A NCAC 15 .0205 of this Section. (10A NCAC 15 .0204(a)) Pursuant to 10 NCAC 15 .0205, equipment services include:

- (1) direct sale and transfer of radiation machines and machine components to end users;
- (2) installation or servicing of radiation machines and associated radiation machine components;
- (3) diagnostic radiographic facility and shielding design;
- (4) diagnostic fluoroscopic facility and shielding design;
- (5) diagnostic area radiation survey, e.g., shielding evaluation;
- (6) radiation instrument calibration;
- (7) therapeutic facility and shielding design, area radiation survey or calibration;
- (8) personnel dosimetry services; and
- (9) general health physics consulting, e.g., independent diagnostic radiation output measurements, dose analysis, design of safety programs and radiation safety training programs, non-healing arts facility and shielding design and area radiation surveys.

**NC DEPARTMENT OF HEALTH AND HUMAN SERVICES • DIVISION OF HEALTH SERVICE REGULATION**  
**RADIATION PROTECTION SECTION**

LOCATION: 5505 Creedmoor Road, Suite 100, One Crosspointe Plaza, Raleigh, NC 27612  
MAILING ADDRESS: 1645 Mail Service Center, Raleigh, NC 27699-1600  
www.ncradiation.net • TEL: 919-814-2250

AN EQUAL OPPORTUNITY / AFFIRMATIVE ACTION EMPLOYER

RPS keeps an active directory online of all registered companies and the services each of those companies are registered to perform. As required by the regulations, please verify that anyone performing X-Ray service for you is currently registered with RPS. The registered service provider list is located at <http://www.ncradiation.net/Xray/service.htm>.

Please feel free to contact the Radiation Protection Section at 919-814-2326, if you have any questions or concerns.

A handwritten signature in black ink that reads "Jenny Rollins". The signature is written in a cursive, flowing style.

Radiology Compliance Branch Manager