

Figure: 25 TAC §289.229(I)

Name of Record	Rule Cross-Reference	Time Interval Required for Record Keeping	
Accelerators used for research and development and industrial operations			
(A)	Initial surveys	(f)(2)(C)	Until termination of registration
(B)	Tests and repairs	(f)(3)(A)(x)	5 years
(C)	Calibration, surveys	(f)(3)(F)	5 years
(D)	Contamination smear for units operating greater than 10 MeV	(f)(3)(G)	Until termination of registration
(E)	Receipt, transfers, and disposal	(f)(3)(H)	Until termination of registration
(F)	Training for operators	(f)(4)(B)	Until 2 years after the individual terminates employment
Therapeutic radiation machines, radiation therapy simulation systems, and EBT devices			
(G)	Credentials of operators EBT device operators	(h)(1)(C) (h)(1)(E)	Until 2 years after the individual terminates employment
(H)	Review of quality assurance program	(h)(1)(F)(vii)	5 years
(I)	Written OSP	(h)(1)(G)	Until transfer of machine or termination of registration
(J)	FDA variances	(h)(1)(H)	Until transfer of machine or termination of registration
(K)	Initial and Subsequent Surveys Therapy (below 1 MeV) Therapy (1 MeV and above) EBT device	(h)(2)(D)(i)(II) (h)(3)(C)(i)(III) (h)(4)(B)(i)(II)	Until termination of registration

(L)	Calibration Therapy (below 1 MeV) Therapy (1 MeV and above) EBT device	(h)(2)(D)(ii)(V) (h)(3)(C)(ii) (h)(4)(B)(ii)	5 years
(M)	Contamination smears for units operating greater than 10 MeV	(h)(1)(I)	Until termination of registration
(N)	QA checks and corrective actions Therapy (below 1 MeV) Therapy (1 MeV and above) EBT device	(h)(2)(D)(iii)(VI) (h)(3)(C)(iii)(VII) (h)(4)(B)(iii)	5 years after the QA checks
(O)	Leakage measurements Therapy (1 MeV and above)	(h)(3)(A)(i)	5 years
(P)	Protective devices for radiation therapy simulation systems	(h)(5)(A)(iii)(II)	3 years
(Q)	Film processing records for simulators	(h)(5)(E)(i)(V), (VI), and (ii)	3 years
(R)	Digital imaging acquisition systems	(h)(5)(E)(iii)	3 years
(S)	CT dose measurements	(h)(5)(C)(iv)(III)	5 years
(T)	CT films resulting from quality control tests	(h)(5)(D)(ii)	1 year or until a new phantom image is performed
(U)	Reports of medical events	(j)(2)	Until termination of registration

Name of Record	Rule Cross-Reference	Time Interval Required for Record Keeping
Accelerators used for research and development and Industrial Operations		
(A) Initial surveys	(f)(2)(C)(iii)	Until termination of registration
(B) Tests and repairs	(f)(3)(A)(x)	5 years
(C) Calibration, surveys	(f)(3)(F)	5 years
(D) Contamination smear for units operating greater than 10 MeV	(f)(3)(G)	Until termination of registration
(E) Receipt, transfers, and disposal	(f)(3)(H)	Until termination of registration
(F) Training for operators	(f)(4)(B)	Until 2 years after the individual terminates employment
Therapeutic radiation machines, simulators, and electronic brachytherapy devices		
(G) Credentials of operators	(h)(1)(C)	Until 2 years after the individuals leave the facility
Electronic brachytherapy device operators	(h)(i)(E)(iii)	Until 2 years after the individuals leave the facility
(H) Review of quality assurance program	(h)(1)(F)(vii)	5 years
(I) FDA Variances	(h)(1)(H)	Until transfer of machine or termination of

		registration
(J) Initial Surveys	-	-
Therapy (below 1 MeV)	(h)(2)(D)(i)(II)	Until termination of registration
Therapy (1 MeV and above)	(h)(3)(C)(i)(III)	Until termination of registration
Electronic brachytherapy device	(k)(2)(A)(ii)	Until termination of registration
(K) Calibration	-	-
Therapy (below 1 MeV)	(h)(2)(D)(i)(II)	5 years
Therapy (1 MeV and above)	(h)(3)(C)(ii)(VI)	5 years
Electronic brachytherapy device	(k)(2)(B)(vi)	5 years
(L) Contamination Smears for units operating greater than 10 MeV	(h)(1)(I)	Until termination of registration
(M) Spot checks and corrective actions	-	-
Therapy (below 1 MeV)	(h)(2)(D)(iii)(VI)	5 years after the spot checks
Therapy (1 MeV and above)	(h)(3)(C)(iii)(VII)	5 years after the spot checks
Electronic brachytherapy device	(k)(2)(C)(v)	5 years after the spot checks
(N) Leakage measurements	-	-
Therapy (1 MeV and above)	(h)(3)(A)(i)	5 years
(O) Protective devices	(h)(4)(A)(iii)(II)	3 years

for simulators

(P) Film processing records for simulators	(h)(4)(A)((viii)(VI) and (ix)	3 years
(Q) Digital imaging acquisition systems	(h)(4)(A)(x)	3 years
(R) CT dose measurements	(h)(4)(D)(iii)(III)	5 years
(S) CT films resulting from quality control tests	(h)(4)(D)(iv)(II)	1 year or until a new phantom image is performed
(T) Record of device-specific training for electronic brachytherapy devices	(h)(1)(E)(iii)	Until 2 years after the individual leaves the facility]