

# Penn State

## SLEIC MRI Safety Training & Tour Checklist

- Arrival
  - When arriving make sure participants have completed online reading, and have completed the screening form and risk statement.
- Watch Sherlock video
  - Take Sherlock quiz, miss more than 1 and participant will need to come back and retrain
  - Initial training involves 1 hour video.
  - Refresher training involves 30 min video.
- Move to control room for tour
  - Have participant remove any metal, empty pockets, etc.; store belongings in locker
  - Enter control room
  - Discuss investigator responsibilities
  - MR risks
    - Discuss projectile danger and safety screening
    - Demo with handheld magnet
  - Screening
    - Screening for going into the room
    - Screening for being scanned
    - Inform MR Tech if screening info changes, fill out new form
    - Give participant screening form, give tech time to review it and verify any info
    - Explain that just because you are safe to enter the room does not always mean you are safe to enter the scanner
    - Check yourself, check your colleagues, keep each other safe
  - Emergency response
    - The technologist will take the lead on emergency response procedures (power, fire, quench)
    - Discuss what to do if there is a power failure
    - Show crank and emergency release
    - Show location of flash light as there are no emergency lights
    - Discuss alarms, O2 etc
    - Discuss emergency procedure in case of fire or fire alarm and killing the electricity to the magnet
  - Quench procedures –3 types
    - When you would need to quench the magnet.
    - When you would NOT need to quench the magnet
    - Discuss what to do if the magnet quenches unintentionally (and you hear the O2 alarm)

- Reporting
  - Report any safety incidents, near incidents, adverse events
  - Report any failures to follow procedure
  - Report any equipment problems
- Incidental Findings
- Pregnancy
- Take SLEIC initial or refresher quiz, miss more than 3 retrain
- Departure