

Office of Radiation Safety Medical College of Wisconsin

View Permit

Log into EHSA using your MCW credentials.

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Select the "Permits" Icon.

# EHSA	Nor all
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Welcome to Medical College of Wisconsin Research	
Research	

Double click on the permit you would like to select.

In your "Permit Information" you will find details about your authorization, lab workers, locations, and more.

Line,#	Comme	nts			Compound	ls	Source Type	Shipment	<u>Annual Limit</u>	, <u>Possession</u> Limit	
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	.6001	and uGi	6F			1.140	1.125	ANY			
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Double Click on the Pl's name (Green Highlight)

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Click 'Add' on the lower dialog box

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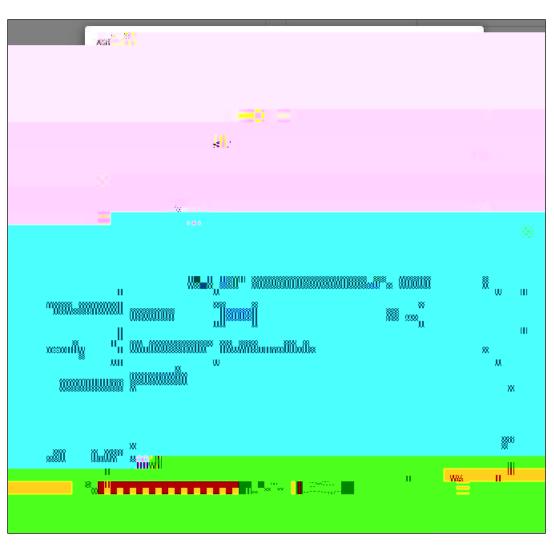
To begin entry of the informat on you must select 'By Volume' from the bot om dialog box, then enter the volume used and select a waste category.

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Once a waste category is a	dded a dialog is presented	to add the waste	to a container. If the
'container' dropdown does	s not display the container	you want to use,	click 'Add Container'.

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In this example, we are creating a waste container for long half-life isotope (e.g. C-14, H-3), dry solid waste. Create the container type that is appropriate for your disposal by completing all fields except the volume and units field. You may enter any comments that would be helpful, if so desired. Click save when finished.



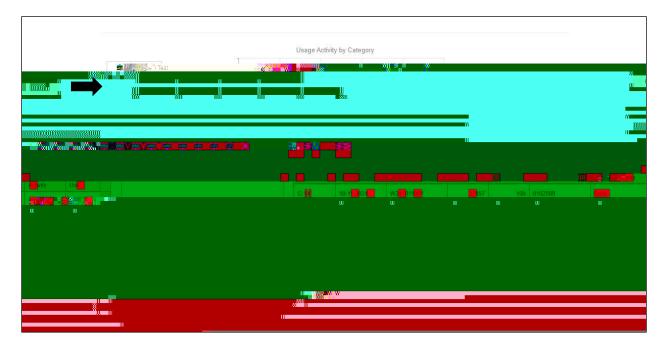
In the container drop down, click on the container that is to be used for this disposal.

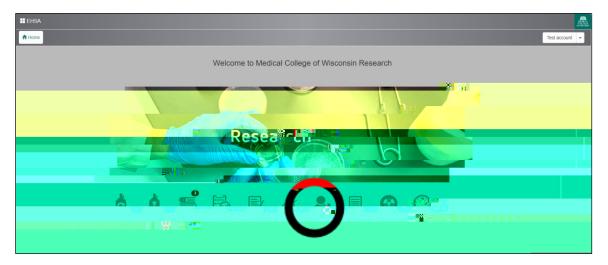
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Once the proper container is selected, click save.

EH&S Assi	stant User Gu	ide				
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Confirm that the information is correct on the screen, then click 'done'.





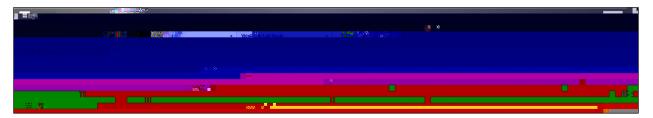
Log into ESHA and select the "Inventory" icon from your dashboard.

From the RAM Inventory menu, click 'View In-Lab Waste Containers'

# EHSA	
♠ Home	Test account -
RAM Inventory Ram Inventory Ram Inventory Reveal of Sector Procedures Proceeding Conference on P	

Find the container you are looking to dispose of.

To schedule a pick-up, you must first click on the 'Seal' button then click 'Request Pickup.



If a replacement container such as bags or carboys are needed, click 'Order Replacement Containers & Labels', enter any useful comments and click 'Yes' at the bottom.

You will now be able to print the waste tag by selecting 'Radioactive Materials Request for Disposal' from the In-Lab Container Reports dropdown as shown below.

Print the waste tag and place in the waste bag facing outward if using a bag

you must print a copy of the tag for each container. Radiation Safety is automatically alerted to your request, and it will be picked up in a timely fashion.

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Enter "Reading" and "Unit" for each wipe.

EH&S Assistant User Guide

Results / Contaminations			
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You may choose to scan and upload the LSC print out in the "Document" section, but it is not required.

Hit "Save".

In lieu of quarterly reports that were previously required to be submitted to Radiation Safety, labs are now asked to complete the "RAM Inventory Review Statement".

Log into EHSA and select the "Inventory" icon from your dashboard.



Select "RAM Inventory Review Statement".

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After verifying your labs inventory, list of lab workers, and lab locations as they appear in EHSA, select "Submit".

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Log into EHSA and select the "Inventory" Icon from your dashboard.

Inventory verification, or physical inventory, is required to be performe



Log into ESHA and select the "Worker Registration" Icon from your dashboard.

Click the Add New Worker as shown below.

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