



# Joint Task Force National Capital Region Medical **INSTRUCTION**

NUMBER 1322.04

JUN 27 2012

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J-3B

SUBJECT: Fluoroscopy Training

References: See Enclosure 1

1. PURPOSE. This Instruction, in accordance with the authority in References (a) through (d), and pursuant to the requirements and recommendations of References (e) through (j), establishes policy, responsibilities, procedures, and provides additional guidance for the training of non-radiologist physicians (NRP) and staff members to perform fluoroscopy.
  
2. APPLICABILITY. This Instruction applies to the Joint Task Force National Capital Region Medical (JTF CapMed), Fort Belvoir Community Hospital (FBCH), Walter Reed National Military Medical Center (WRNMMC) [hereafter, WRNMMC and FBCH are referred to as Medical Treatment Facilities (MTFs)], and the Joint Pathology Center.
  
3. POLICY. It is JTF CapMed policy to:
  - a. Maintain training and certification program for NRP and staff members performing fluoroscopy within applicable MTFs and Centers that is consistent with civilian medical community standards.
  
  - b. Avoid radiation-induced skin injuries to patients and to minimize radiation exposure to as low as reasonably achievable during fluoroscopy without adversely affecting the clinical objectives of procedures for which the fluoroscopy is an adjunct.
  
  - c. Not prohibit the limited use of fluoroscopic equipment by a staff member assisting in a procedure wherein fluoroscopy is being used as an adjunct, provided the staff member is acting under the direct supervision of a physician who is privileged to perform fluoroscopy.

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4. RESPONSIBILITIES. See Enclosure 2

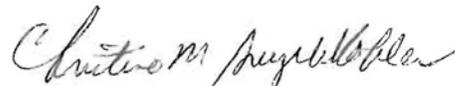
5. PROCEDURES. The Fluoroscopy Training Program has two components. The first component is a self-paced, web-based, course of instruction. The second component is skills training under the direction of the MTF subject matter expert (SME).

a. The web-based training component will take approximately 1-2 hours to complete. The URL to this location, the JTF CapMed Radiation Safety site, will be provided to the trainee prior to commencement of training. This training includes an assessment of the NRP or staff member's knowledge. A grade of 80 percent is required to successfully complete the web-based training. After successful completion of the web-based portion of the training, a certificate will be issued to the NRP or staff member.

b. Skills training will take approximately 1 hour and will be conducted by a radiologist or a medical physicist. The training will focus on patient and staff safety, system set up and position, operating techniques, and fluoroscopy functions. After successful completion of the skills training, a certificate will be issued to the NRP or staff member.

6. RELEASABILITY. UNLIMITED. This Instruction is approved for public release and is available on the Internet from the JTF CapMed Website at [www.capmed.mil](http://www.capmed.mil).

7. EFFECTIVE DATE. This Instruction is effective immediately.



CHRISTINE M. BRUZEK-KOHLER  
Ed.D., R.N., FACHE  
Executive Director for Healthcare Operations  
By direction of the Acting Commander

Enclosures

1. References
2. Responsibilities

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ENCLOSURE 1REFERENCES

- (a) Deputy Secretary of Defense Memorandum, "Establishing Authority for Joint Task Force National Capital Region/Medical (JTF CapMed) and JTF CapMed Transition Team (Unclassified)," September 12, 2007
- (b) Deputy Secretary of Defense Action Memorandum, "Civilian and Military Personnel Management Structures for the Joint Task Force National Capital Region Medical," January 15, 2009
- (c) Comprehensive Master Plan for the National Capital Region Medical, April 23, 2010
- (d) Supplement to the Comprehensive Master Plan for the National Capital Region Medical, August 31, 2010
- (e) National Council on Radiation Protection and Measurements (NCRP) Report 100, Exposure of the United States Population from Diagnostic Medical Radiation, 1989
- (f) NCRP Report 133, Radiation Protection for Procedures Performed Outside the Radiology Department, August 2000
- (g) American Association of Physicists in Medicine (AAPM) Report Number 58, Managing the Use of Fluoroscopy in Medical Institutions, October 1998<sup>1</sup>
- (h) Food and Drug Administration Public Health Advisory: Avoidance of Serious X-Ray-Induced Skin Injuries to Patients during Fluoroscopically-Guided Procedures, September 30, 1994<sup>2</sup>
- (i) Archer and Wagner. Protecting Patients by Training Physicians in Fluoroscopic Radiation Management JACMP, January 1, 2000
- (j) Food and Drug Administration. Important Information for Physicians and Other Healthcare Professionals: Recording Information in the Patient's Medical Record That Identifies the Potential for Serious X-ray-Induced Skin Injuries Following Fluoroscopically Guided Procedures, September 15, 1995. Rockville, MD, Center for Devices and Radiological Health, FDA, 1995

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<sup>1</sup> ([http://www.aapm.org/pubs/reports/RPT\\_58.pdf](http://www.aapm.org/pubs/reports/RPT_58.pdf))

<sup>2</sup> (<http://www.fda.gov/MedicalDevices/Safety/AlertsandNotices/PublicHealthNotifications/ucm063084.htm>)

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ENCLOSURE 2RESPONSIBILITIES

1. CHAIRPERSON, JTF CAPMED RADIATION SAFETY WORK GROUP. The Chairperson, JTF CapMed Radiation Safety Work Group is the SME on the training and qualifications of physicians and staff who use fluoroscopy in MTFs and Centers within the National Capital Region.
  
2. MTF COMMANDERS AND CENTER DIRECTORS. The MTF Commanders and Center Directors shall implement this policy in their facilities. Each MTF Commander and the Center Director shall designate a SME to oversee the training and qualification of physicians and staff who use fluoroscopy within their facility. Except in unusual circumstances, this SME will be the Chief, Department of Radiology.
  
3. COMMANDER, WRNMMC. The Commander, WRNMMC shall manage the web-based component of the training mandated by this Instruction and maintain an electronic database of all MTF and Center NRP and staff members in the NCR who have completed training. Completion of fluoroscopy training program requirements is transferable between MTFs and Centers within the NCR.
  
4. DEPARTMENT TRAINING OFFICERS. The Department training officers shall maintain documentation regarding the training status of the NRP and staff members assigned to their department who perform fluoroscopy.
  
5. PHYSICIANS AND STAFF MEMBERS WHO PERFORM FLUOROSCOPY. With the exception of cardiologists, radiologists, and radiation oncologists, all physicians and staff members authorized to perform fluoroscopy in applicable MTFs and Centers are required to complete the training described in this instruction. NRP and staff members currently authorized to perform fluoroscopy shall complete the training mandated by this instruction within 180 days from the date of this instruction (the grace period) and complete the web-based portion of the training every three years thereafter. NRP and staff members currently assigned to an applicable MTF or Center and authorized to perform fluoroscopy may continue to do so during this 180-day grace period. NRP and staff members reporting for duty in the Joint Operations Area on or after the date of this Instruction who desire to perform fluoroscopy at an applicable MTF during their tour of duty shall complete the required training before being authorized to do so.