**Section 350.3048 Notification of Incidents**

a) The licensee or registrant shall notify the Agency of stolen, lost or missing sources of radiation, overexposures, excessive radiation levels and leakage or contamination of sealed sources in accordance with 32 Ill. Adm. Code 340.1210 through 340.1230 and 340.1260. In addition, each licensee or registrant shall submit a written report within 30 days to the Agency whenever one of the following events occurs:

1) A sealed source cannot be returned to the shielded position and properly secured;

2) A sealed source becomes disconnected from a drive cable;

3) Failure of any component necessary for safe operation of a device to properly perform its intended function; or

4) An indicator on a radiation machine fails to show that radiation is being produced or an exposure switch fails to terminate production of radiation when turned to the "off" position.

b) The licensee or registrant shall include the following information in each report submitted pursuant to subsection (a) of this Section that involves failure of safety components of radiography equipment:

1) Description of the equipment problem;

2) Cause of each incident, if known;

3) Name of the manufacturer and model of equipment involved in the incident;

4) Place, date and time of the incident;

5) Actions taken to establish normal operations;

6) Corrective actions taken or planned to prevent recurrence; and

7) Names and qualifications of personnel involved in the incident.

(Source: Amended at 28 Ill. Reg. 12598, effective October 1, 2004)