

Reference Number: UHB 463 Version Number: 3	Date of Next Review: Dec 2028 Previous Trust/LHB Reference Number: N/a
Radioactive Substances Risk Management Policy	
Policy Statement To ensure the Cardiff and Vale University Health Board (UHB) delivers its aims, objectives, responsibilities and legal requirements transparently and consistently, we will manage our use of radioactive substances and exposure to radon in a safe manner and in such a way as to minimise their impact on people and the environment.	
Policy Commitment The UHB will: • Provide a robust framework and use best available techniques (BAT) to manage radioactive substances • Ensure that radioactive substances management is safe and compliant with current legislation, standards and guidance in order to protect the UHB, patients, staff, members of the public and the environment • Ensure that managers and staff are aware of their roles in the safe management of radioactive substances • Keep radiation doses and dose rates as low as reasonably practicable (ALARP) • Minimise the amount of radioactive material kept on our premises by only procuring material for work that is justified • Optimise radioactive substances management processes in order to reduce the amount of radioactive waste that we produce • Where practicable, reduce the amount of radioactive waste disposed to the environment by accumulating and storing it securely and allowing it to decay • Dispose of radioactive waste in compliance with Environmental Permits issued by Natural Resources Wales and other statutory and regulatory requirements • Ensure that arrangements for the transport of radioactive materials satisfy the requirements of the Office for Nuclear Regulation • Monitor the concentration in air of naturally-occurring radioactive radon gas on its premises and take remedial action to limit exposure where necessary • Demonstrate compliance through record keeping and audit • Appoint a Radioactive Waste Adviser (s), a Dangerous Goods Safety Adviser (s) (if applicable), a Radiation Protection Adviser (s) and Radiation Protection Supervisors	

Document Title: Radioactive Waste Risk Management Policy	2 of 3	Approval Date: 01 Dec 2025
Reference Number: UHB 463	UHB 463	Next Review Date: 01 Dec 2028
Version Number: 3	1	Date of Publication: 01/09/2026
Approved By: Radiation Protection Group	Board	

Supporting Procedures and Written Control Documents

This Policy is supported by two procedures:

- Radioactive Substances Risk Management Procedure (UHB 464)
- Best Available Techniques for the Management of Radioactive Substances

They describe the following with regards to safe and effective management of radioactive substances:

- Duties associated with the management of radioactive substances
- Procurement and use of radioactive substances
- Transport of radioactive materials
- Management of radioactive waste including its generation, accumulation, storage, disposal and recording
- Arrangements for monitoring and limiting exposure to airborne radon
- Demonstration of compliance with regulatory requirements and dealing with instances of non-compliance

Other supporting documents include:

- Ionising Radiation Risk Management Policy
- Exposure of Patients to Ionising Radiation Procedure
- Exposure of Staff and Members of the Public to Ionising Radiation Procedure
- Health and Safety Policy
- Waste Management Policy
- Waste Management Operational Procedures

Scope

This policy applies to all of our staff in all locations including those with honorary contracts.

Equality Impact Assessment

An Equality Impact Assessment (EqIA) has not been completed. This policy reflects regulatory requirements that cannot be varied.

Document Title: Radioactive Waste Risk Management Policy	3 of 3	Approval Date: 01 Dec 2025
Reference Number: UHB 463	UHB 463	Next Review Date: 01 Dec 2028
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Health Impact Assessment	A Health Impact Assessment (HIA) has not been completed This policy reflects regulatory requirements that cannot be varied.		
Policy Approved by	Quality, Safety and Experience Committee		
Group with authority to approve procedures written to explain how this policy will be implemented	Radiation Protection Group		
Accountable Executive or Clinical Board Director	Executive Director of Allied Health Professions, Health Scientists and Community Development Services		
Author(s)	Head of Nuclear Medicine Physics		
Summary of reviews/amendments			
Version Number	Date Review Approved	Date Published	Summary of Amendments
1	25/07/2019	04/09/2019	New document
2	Nov 2022	2022	Reviewed, no change
3	Dec 2025	Sep 2026	Reviewed, no change