

**HACKETTSTOWN REGIONAL MEDICAL CENTER  
JOAN KNECHEL CANCER CENTER  
FILM PROCESSOR**

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**Effective Date: August 2005**

**Cross Referenced:**

**Reviewed Date: 5/09, 11/11, 2/13, 6/14**

**Revised Date: 5/09**

**Policy No: ROC QA 10**

**Origin: Radiation Oncology**

**Authority: Medical Physicist**

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**SCOPE**

Department of Radiation Oncology

**PURPOSE**

To establish a guideline for the proper maintenance and care of the departmental film processor

**DEFINITIONS**

Qualified Medical Physicist – A Medical Physicist who is qualified to perform QA procedure for linear accelerators in New Jersey State.

**POLICY**

Routine maintenance and QA will be performed on the departmental film processor to ensure a consistent level of film quality

**PROCEDURE**

1. Monthly maintenance/ QA will be performed by the qualified technician (Vendor)
2. Processor will be run at least twice a week by Qualified Medical Physicist.
3. A maintenance log will be maintained by Department Administrator office.

**REFERENCES** N/A