

DATE: June 20, 2017

TO: Industrial Radiographer Examinees

FROM: Mike Broderick, Environmental Programs Manager
Radiation Management Section
Land Protection Division

SUBJECT: Industrial Radiographer Exam Announcement, changes in application fee for Fiscal Year 2018 for Industrial Radiographer Examination Application Procedures; Tulsa exam locations to be announced.

The Oklahoma Department of Environmental Quality (DEQ), Radiation Management Section, will be offering the Industrial Radiography Examination with an opportunity to obtain an Oklahoma Certification card again in Fiscal Year 2018

The tests will be held in the following locations:

Oklahoma DEQ
707 N. Robinson Ave
Oklahoma City, Oklahoma 73102
Multi-Purpose Room

Tulsa Location:
TO BE ANNOUNCED

The test dates, locations and application deadlines are listed below. Testing will begin promptly at 10:30 a.m. for all tests. **Please note that registration and placement to take the examination could already be at maximum capacity. Please contact Kristie Valtierra at (405) 702-5222 or Michael Reid (405) 702-5179 to confirm if Radiation Management is accepting applications for the exam date.** Please use the newest version of the application (DEQ FORM #410-5-1 Rev 06/17) that is enclosed and posted on the DEQ website. **Applications using older versions will not be accepted. Locations are due to change depending on room capacity.**

Application Deadline	Exam Date	Location
January 4, 2017	January 30, 2017	Oklahoma City, OK
February 3, 2017	March 6, 2017	Oklahoma City, OK
March 2, 2017	April 3, 2017	Tulsa, OK
May 4, 2017	June 5, 2017	Oklahoma City, OK
June 9, 2017	July 10, 2017	Tulsa, OK
July 6, 2017	August 7, 2017	Oklahoma City, OK
September 8, 2017	October 9, 2017	To Be Announced
November 10, 2017	December 11, 2017	Oklahoma City, OK

*****PLEASE READ ALL OF THE FOLLOWING INFORMATION CAREFULLY*****

WHO HAS TO BE CERTIFIED?

Any person working in industrial radiography with radioactive materials as a radiographer must be certified.

HOW DO I GET CERTIFIED?

A radiographer certification ID card is issued to someone who:

1. Passes the industrial radiography exam.
2. Completes and documents an agency-accepted 40-hour radiation safety course (DEQ FORM #410-5-2 [Rev 04/03]).
3. Completes and documents on-the-job training of 200 hours active participation with radioactive materials, and/or 120 hours active participation with x-ray machines (DEQ FORM #410-5-3 [Rev 10/08]).

HOW DO I APPLY TO TAKE THE EXAM?

*****PLEASE TAKE NOTE OF APPLICATION PROCEDURES****

Please see attached announcement or go to:

<http://www.deq.state.ok.us/LPDnew/forms/indexradforms.html>

1. Use DEQ FORM #410-5-1 (Rev. 06/17) Application for Industrial Radiography Examination; additional copies may be made.
2. Original signature of the person who will take the exam is required; **copies are not accepted.**
3. **Faxed applications will not be accepted, no exceptions.**
4. Indicate 1st and 2nd exam date choices, if you are not accepted to your first choice, you will be placed in the next available class.
5. Complete applications (with Affidavit, paperwork and fees) will be processed, if received by the deadline, in the order they were received.

****Those individuals applying for an initial, re-exam, or a renewal exam must still submit all of the paperwork listed above****

HOW MUCH DOES THE EXAM COST?

Please refer to the DEQ FORM #410-5-1, Application for Industrial Radiography Examination for instruction of payment of application fee at the top of the page. All payments need to be payable to the *Oklahoma Department of Environmental Quality* (Fees are subject to change depending on consumer price index).

WHERE DO I SEND THE EXAM APPLICATION AND FEE?

Send your application package with citizenship documentation and fee to:

**Oklahoma Department of Environmental Quality
Land Protection Division – Radiation Management Section
P.O. Box 2036
Oklahoma City, OK 73101
Attn: Kristie Ann Valtierra**

DO YOU HAVE A DISABILITY?

If an accommodation is required, submit the attached form with your application and the supporting documentation from a professional who is familiar with your disability.

WE WILL LET YOU KNOW!

If you provided an e-mail address on your application you will be notified by email if you have been seated for your exam date of choice. An acceptance letter will be sent approximately 3 weeks before the exam; it contains the exam date, deadline for substitution, map, address, and telephone number of the exam location. **You will not receive notification from DEQ if you were not accepted in the exam.** If you do not receive an acceptance letter please call Kristie Valtierra at (405) 702-5222 to ensure that you were not seated in the class or were seated for a future date. If you were not accepted to the exam you applied for, you will be automatically placed in the next exam, unless otherwise specified.

UNABLE TO ATTEND?

Exam fees are non-refundable. Call us by the deadline for cancellation to reschedule. After the cancellation deadline, only substitution is allowed.

DEADLINE FOR SUBSTITUTION

The deadline for substitution is **12:00 p.m. on the Monday one week prior to the exam.** Substitution is subject to approval.

ABOUT THE EXAM

1. Two types of exams are offered
 - a. Radioactive Materials Only
 - b. Both (Radioactive Materials and X-Ray Machines)
2. 3 hours to complete exam
3. 125 multiple-choice questions with 4 possible choices
4. 100 of the questions count toward a passing score; 25 questions are new questions that are being field-tested and do not count for or against the score.

WHAT SHOULD I KNOW/STUDY?

Topics outlined in Subchapter 5 of the Oklahoma Administrative Code Radiation Management Rules (OAC 252:410-5) are covered. The following is a list of five resources used in developing each examination may be used for study purposes.

1. OAC 252:410-7 [10 CFR 19]
2. OAC 252:410-20 [10 CFR 20]
3. OAC 252:410-10-34 [10 CFR 34]
4. OAC 252:410-5
5. Working Safely in Radiography, NUREG/BR-0024, Office of Nuclear Regulatory Research, U. S. Nuclear Regulatory Commission, Washington, D. C., September, 1982.
6. Radiography Handbook NDT #128, ASNT 1991.

Resource number 5 is available from the American Society for Nondestructive Testing. Call 1-800-222-ASNT and request: Working Safely in Radiography, #232, \$36.50 (Member) or \$49.50 (Non-Member)

Resource number 6 is available from the American Society for Nondestructive Testing. Call 1-800-222-ASNT and request: Radiography Handbook NDT, #128, \$108.25 (Member) or \$143.75 (Non-Member)

***Resource costs can change.**

WHAT TO DO ON EXAM DAY?

Arrive by designated time in order to register. If you arrive after the exam begins, you will not be allowed to take the exam. You will then need to register and pay to take the exam on a later scheduled exam day.

WHAT TO BRING ON EXAM DAY?

1. Photo I.D. (e.g. driver's license)
2. #2 pencil or mechanical pencil
3. Calculator (ones with preprogrammed data or formulas including exposure calculators, are not permitted; calculators on cellular phones will not be allowed)

***Exam begins after registration is completed.**

HOW DO I APPLY FOR A CERTIFICATION CARD?

1. Use DEQ FORM #410-5-2 (Rev. 04/03) Radiographer Qualification, and DEQ FORM #410-5-3 (Rev. 10/08) On-the-Job Training Record. Additional copies may be made.
2. Original signature of the person requesting certification and of the Radiation Safety Officer is required.
3. These forms can be submitted with the test application, on the day of the test, or after the test.
4. Faxed applications **will not** be accepted.

WHAT IF I AM ALREADY CERTIFIED AND JUST NEED TO RENEW MY CARD?

Just submit a DEQ FORM #410-5-1 (Rev. 6/17), Application for Industrial Radiography Examination, application fee, a copy of the front and back of your current radiographer card, pass the exam, and submit a Notarized Affidavit Regarding Citizenship.

WHERE DO I SEND THE RADIOGRAPHER QUALIFICATION FORM OR THE COPY OF THE FRONT AND BACK OF MY RADIOGRAPHER CARD?

Send the Radiographer Qualification form to:
Oklahoma Department of Environmental Quality
Land Protection Division
Radiation Management Section
Attn.: Kristie Ann Valtierra
P.O. Box 1677
Oklahoma City, OK 73101-1677

QUESTIONS?

Call Kristie Valtierra at (405) 702-5222 or Michael Reid at (405) 702-5222.

Email: kristie.valtierra@deq.ok.gov or michael.reid@deq.ok.gov