

QUICK REFERENCE

New, Replacement or Mobile Unit? What You Need to Do

For ACR unit-based programs: CT, MRI, Breast MRI, Nuclear Medicine/PET and Stereotactic Breast Biopsy.

What's happening	Physics testing?	Tell the ACR?
NEW AND REPLACEMENT UNITS		
New unit (new, used or transferred from another site)	Yes	Yes , apply for the new unit
Replacing an accredited unit	Yes	Yes , add the new unit and withdraw the old one
Major hardware upgrade	Yes	Yes , treated as a new unit
Minor repair (tube, detector) or software update	Check with your physicist	No
MOBILE AND LOANER UNITS		
In use less than 1 month	Recommended	Yes , notify right away
In use 1 to 6 months	Yes , documentation due within 90 days	Yes , notify right away
In use more than 6 months	Yes	Yes , full accreditation application
MOVING OR RETIRING A UNIT		
Unit moved to a different room	Yes	Yes , update the location
Unit taken out of service	No	Yes , withdraw the unit

Our recommendation: have your physicist test every new, replacement or mobile unit before the first patient. Check your state regulations for shielding and testing requirements, especially for CT.