# Medical Physics Service Pre-Engagement Questionnaire

**Customer Name:** The Dudley Group NHS Foundation Trust

**Customer Address:** Russell’s Hall Hospital, Pensnett Road, Dudley, DY1 2HQ

Dear Supplier,

Please complete the following questionnaire and upload a response via the Atamis portal by **10th July, 2024** at 12:00hrs.

## **Customer background information**

The Trust is a District General hospital located in Dudley, West Midlands. The hospital serves a large population of the Black Country, with its main site being at Russell Hall Hospital.

## **The Requirement**

The Dudley Group Radiology and Imaging department is seeking a qualified and experienced service provider to offer comprehensive Radiology and Imaging Services Consultancy. This will be a part one and part two service provision in this category. This is a pre-procurement activity and the Trust reserve the right to publish a tender for one or both parts in full.

The successful supplier will be responsible for delivering the following services across all radiology and imaging modalities (further information is required in appendix A):

* Radiation Protection and Safety
* Quality Assurance (ensuring compliance with IRR17, IRMER17, EPR20160).
* Equipment Specific Advisory (including advise on the purchase of new equipment for all radiology and imaging modalities).
* Laser Protection Supervisor (LPS) Role (overseeing and ensuring compliance with laser safety regulations for UV and Laser equipment).
* Consultation and Training

## **Service Provision**

The successful supplier will estimate service provision in days, to be spread throughout the year, considering the diverse needs of our radiology and imaging departments.

## **Scope/Specifics**

* A proven track record in Radiology and Imaging Services Consultancy.
* Relevant qualifications, certifications, and expertise in radiation protection, medical physics, and laser safety.
* Comprehensive knowledge of regulations and guidelines governing radiology and imaging practises in healthcare settings.
* Experience with various imaging modalities, including Nuclear Medicine, CT, MRI, Bone Densitometry, Mobile C-arm Fluoroscopy, Diagnostic Ultrasound, Plain Film, and UV and Laser equipment.

# Questionnaire

**Supplier Name:**

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**Have you understood the brief of what is required?** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Can you self-declare that you can provide this requirement and have relevant capacity and resource to do so?**

**In this specification, there is a part one and part two service; would you be willing to provide one or both parts? Please specify which sections.**

**Do you provide the scope of this requirement elsewhere? If so, please can you provide examples, and indicative cost for a healthcare service of a similar size and nature?**

**What do you believe is a realistic timescale to deliver this? Please give an indicative answer. It is anticipated that the service would be required by the 1st November, 2024. Do you think this would be realistic to deliver if you were successful in the process?**

**In case we wish to discuss this further, could you provide your contact details? (email address, phone number, address)**

Please can you provide your response by **10th July, 2024** at 12:00 hrs.

# Appendix A

The selected service provider will be responsible for delivering the following services across all radiology and imaging modalities:

* Radiation Protection and Safety:
* Provide Radiation Protection Advisor (RPA), Radiation Waste Advisor (RWA), and Medical Physics Expert (MPE) support to ensure compliance with all relevant regulations.
* Offer guidance on radiation safety, work practices, and facility design.
* Assist in the preparation of local rules and systems of work.
* Inspect all relevant records, certificates, and authorizations.
* Liaison with Agency inspectors and attendance during their visits to the sites.
* Support investigations into overexposure incidents, contamination, or maladministration as required.
* Advise on the selection and training of Radiation Protection Supervisors (RPS).
* Quality Assurance:
* Perform and assist with quality control (QC) tests on all imaging equipment, including CT scanners, MRI scanners, and mobile C-arm fluoroscopy units.
* Provide ad hoc testing for troubleshooting.
* Ensure compliance with relevant legislation, including IRR17, IRMER17, and EPR2016.
* Equipment Specific Advisory:
* Advise on the purchase of new equipment for all radiology and imaging modalities.
* Provide guidance on the implementation of new regulations related to the use of equipment involving ionizing radiation.
* Support the maintenance and calibration of all imaging equipment, including Nuclear Medicine SPECT/CT scanners.
* Laser Protection Supervisor (LPS) Role:
* Oversee and ensure compliance with laser safety regulations for UV and Laser equipment.
* Develop and implement laser safety programs and protocols.
* Conduct laser hazard assessments and provide training to staff.
* Consultation and Training:
* Offer informal help and advice by telephone during normal working hours.
* Provide training and mentorship for staff members across all radiology and imaging departments.
* Assist the Accident & Emergency (A&E) department in planning for radiation casualties and laser-related emergencies.