

An introduction to MRI site safety audits for MR radiography leads

The MRI Physics team perform an MRI safety audit for all sites. This is to ensure MHRA guidelines are being followed across all sites and to share best practices. This is done in collaboration with MR radiography leads to ensure staff, patient and public safety. This summary document outlines the intended format of the site audit and provides some additional guidance.

At present, we have created 3 types of audit: a new site acceptance audit (e.g. new hospital or MRI department), updated site acceptance audit (e.g. a new or replacement MRI scanner in an existing site) and a routine audit (typically performed annually after the initial acceptance). In order to allow time to get the site prepared, the acceptance audits would typically take place between 2-3 months after the standard Physics acceptance tests, at a time agreed with the MRRP. The next audit will then take place around a year later but may be much sooner, depending on the findings of the audit.

At the end of the audit we will send out a report summarising our recommendations for the site. The report will be split into the following categories:

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| <i>Outstanding Issues</i> | Checks if outstanding issues from previous audits have been resolved satisfactorily, where applicable. |
| <i>Health Board Governance</i> | Checks whether MRRP and MRSE details are up-to-date and on display and general governance processes are in place. |
| <i>Training Records</i> | Checks whether training records are up-to-date and adequate. |
| <i>MRI Governance</i> | Relates to the local rules, risk assessments and MRI checklist. |
| <i>Implant Safety</i> | Checks whether recommended implant safety protocols are known and followed. |
| <i>MR Quality Assurance</i> | Determines what QA is performed at the site. |
| <i>Contingencies</i> | Checks whether basic contingency measures are in place. |
| <i>MR Unit: Site Specific Safety</i> | Investigates general safety issues including patient alarms, signage, quench pipe safety, security of the CAA (including emergency access protocols), incident reporting and field containment. |
| <i>MR Near Misses and Accidents</i> | Gathers information on notable accidents or near misses in the last 12 months, where applicable. |
| <i>MR Scanner & ancillary equipment</i> | Checks the status of service contracts for the scanner, ancillary and patient support equipment. Also covers labelling of equipment, updates to hardware and environmental monitoring |
| <i>Coil Integrity</i> | A physicist will perform a visual inspection of all coils. Any changes to the coils since the last inspection should be reported. |
| <i>Coil Inventory</i> | During acceptance of new scanners, an itinerary of all coils must be compiled. |