The Secretariat of the International Atomic Energy Agency (IAEA) presents its compliments to the IAEA’s Member States and has the honour to draw their attention to the Technical Meeting on Preventing Unintended and Accidental Medical Exposures in Radiology to be held at the IAEA’s Headquarters in Vienna, Austria, from 6 to 8 March 2017.

The International Basic Safety Standards (contained in IAEA Safety Standards Series No. GSR Part 3) set out requirements for minimizing the likelihood of unintended and accidental medical exposures and for the ensuing investigation should such exposures nevertheless occur. Unintended and accidental medical exposures can occur in all imaging procedures; however, it is mainly in interventional radiology and computed tomography that more severe consequences have been documented. The dissemination of information about such events has greatly contributed to increasing awareness worldwide of methods for avoiding injuries caused by radiation.

The purpose of this meeting is to provide Member States as well as international, regional and national organizations with an opportunity to exchange information and to develop a concrete action plan for strengthening the prevention of unintended and accidental exposures in diagnostic radiology and image guided interventional procedures in Member States.

The meeting will be held in English.

Member States are invited to designate one or more participants for this meeting. Participants should be familiar with managing information related to patient doses and inadvertent events in diagnostic radiology and image guided interventional procedures. Member States are strongly encouraged to identify suitable women participants.

The IAEA is generally not in a position to bear the travel and other costs of participants in the meeting. The IAEA has, however, limited funds at its disposal to help meet the cost of attendance of certain participants. Such assistance may be offered upon specific request to normally one participant per country provided that, in the IAEA’s view, the participant on whose behalf assistance is requested will make an important contribution to the meeting. The application for financial support should be made at the time of nominating the participant.

It should be noted that compensation is not payable by the IAEA for any damage to or loss of personal property. The IAEA also does not provide health insurance coverage for participants in meetings, workshops or training courses or for consultants. Arrangements for private insurance coverage on an individual basis should therefore be made. The IAEA will, however, provide insurance coverage for accidents and illnesses that clearly result from any work performed for the IAEA.
Designations should be submitted through the established official channels not later than **17 February 2017** for the attention of the Scientific Secretary of the meeting, Ms Jenia Vassileva, Division of Radiation, Transport and Waste Safety, Department of Nuclear Safety and Security, IAEA, Vienna International Centre, PO Box 100, 1400 Vienna, Austria (Tel.: +43 1 2600 22491; Fax: +43 1 26007; Email: J.Vassileva@iaea.org). Designations should also be copied to the Administrative Coordinator for the meeting, Ms Janine Foran (Email: J.L.Foran@iaea.org). The full names and complete contact details (including postal address, telephone/fax numbers, and email address) of designated participants should be provided.

The Secretariat of the International Atomic Energy Agency avails itself of this opportunity to assure the IAEA’s Member States of its highest consideration.

2017-02-07

Enclosure: Designation Form