



MISSISSIPPI STATE DEPARTMENT OF HEALTH

**MEMORANDUM**

**DATE: 31 JANUARY 2025**

**TO: All companies owning/using analytical x-ray equipment in Mississippi**

**FROM: Director, Division of Radiological Health, Mississippi State Department of Health**

**RE: Registration Requirements in the state of Mississippi**

- 1) After the purchase of analytical x-ray machine, all companies must register the device with the state. **Go to: [https://msdh.ms.gov/msdhsite/\\_static/30,0,102,1058.html](https://msdh.ms.gov/msdhsite/_static/30,0,102,1058.html)**
- 2) Click on *Application for Registration of Ionizing Radiation Device* and navigate to the Powerform, enter your name and your email address and click *Begin Signing*
- 3) Complete sections 1-9 and sign and date, (if you have issues locating the information, refer to your Purchase Order or ask the x-ray vendor.)

To complete the application, you must have: Manufacturer and Serial Number of each device and each tube, discuss how each machine will be used, designate a Radiation Safety Officer and provide proof of radiation safety training, manufacturer and model number of survey meter (if applicable (See Rule 1.8.4(1))).

Your application will automatically be sent to the Division of Radiological Health and then you will be issued an invoice.

- 4) Review the fee schedule, the cost will be *\$143.75 per tube*. **Go to: [https://msdh.ms.gov/msdhsite/\\_static/30,0,102,337.html](https://msdh.ms.gov/msdhsite/_static/30,0,102,337.html)**
- 5) Download and review the regulations, refer to Subchapters 1, 2, 4, 8 and 10. **Go to: [https://msdh.ms.gov/msdhsite/\\_static/30,0,102,225.html](https://msdh.ms.gov/msdhsite/_static/30,0,102,225.html)**

To be issued a registration you must: submit the application, submit vendor installation surveys, designate a Radiation Safety Officer, submit annual training program, provide training for Radiation Safety Officer, provide proof of access to survey meter (See Rule 1.8.4(1)), provide operating and emergency procedures and pay the fee.

A License Reviewer will review your application for the items above, you can submit these to: [materialslicensing@msdh.ms.gov](mailto:materialslicensing@msdh.ms.gov). If you have any questions, you may call Julia McRoberts at 405-824-6126.