Blind River District Health Centre
Pavillon Santé du District de Blind River

Medical Imaging Records Inventory 2013

Type of Record	Record Format	Retention Period	Official Guardian	Statute/Regulation
Ultrasound Equipment Service Logs	Hard copy	Life of equipment	Medical Imaging Manager	
Ultrasound Quality Control	Hard copy	5 years	Medical Imaging Manager	
National Dosimetry Services Record, Inspection Reports	Hard copy	3 years	Medical Imaging Manager	*Occupational Health and Safety Act*
Department Meeting Minutes	Hard copy	10 years	Medical Imaging Manager	
Radiation and Ultrasound Equipment Manuals and Inspection Reports	Hard copy	10 years	Medical Imaging Manager	
Clinics/Hospitals Directory	Hard copy	Voluntary	Medical Imaging Personnel	
MoH X-ray Inspection Reports	Hard copy	6 years	Medical Imaging Manager	*HARP*
MoH – Undertaking by Physician/Practitioner for Participation in Machine Readable Input forms	Hard copy	Voluntary	Medical Imaging Manager	
Management Surveys	Hard copy	Voluntary	Medical Imaging Manager	
Accreditation Documentation	Hard copy	Voluntary	Medical Imaging Manager	
Meditech Manual	Hard copy	Voluntary	Medical Imaging Personnel	
CQI Documentation	Hard copy and Electronic	5 years	Medical Imaging Manager	
Monthly Day Planner	Hard copy	10 years	Medical Imaging Manager	