

## RECIPROCITY PRIVILEGES CHECKLIST

Instructions: The information listed below must be received by the Wisconsin Department of Health Services, Radiation Protection Section, at least three days prior to work commencement along with the fee stated in Wis. Admin. Code § DHS 157.10(3). **Failure to provide this information, and fee will result in denial of reciprocity privileges.** Any person who holds a specific license from the Nuclear Regulatory Commission (NRC) or another agreement state, and issued by the agency having jurisdiction where the licensee maintains an office for directing the licensed activity and at which radiation safety records are normally maintained, is hereby granted a general license. Under the provisions of Wis. Admin. Code § DHS 157.14, the activities authorized in such licensing document may be performed within the state of Wisconsin for a period not in excess of 180 days in any calendar year.

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### REQUIRED INFORMATION

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#### CHECKLIST

- ☐ Name and mailing address of company for whom service will be performed
- ☐ Name of individual representing that company
- ☐ Telephone number of that individual
- ☐ Exact location where services will be performed and the mailing address of the client
- ☐ Starting date
- ☐ Duration of service
- ☐ Type of service to be performed
- ☐ Name of individual(s) performing service
- ☐ Documentation of training for individual(s) (authorized users)
- ☐ In-state address of individual(s) (ex., Motel name and address)
- ☐ Identification of sources of radiation to be used
- ☐ An up-to-date copy of the pertinent license
- ☐ A copy of the licensee's operating and emergency procedures
- ☐ The fee for reciprocity per § DHS 157.10 (3)     \$\_\_\_\_\_

State of Wisconsin  
Department of Health Services,  
Radiation Protection Section  
201 E. Washington Ave., Room E100  
PO Box 2659  
Madison, WI 53701-2659