

When ALBMC's CNMT is unavailable, a registry CNMT may be used. Please adhere to the following guidelines when using a registry CNMT.

1. If the ALBMC CNMT is on a scheduled absence then:
  - ALBMC is NOT responsible for scheduling the registry CNMT.
  - ALBMC is NOT responsible for the cost of the registry CNMT.
2. If the ALBMC CNMT is on a unscheduled absence (i.e. the CNMT is sick or serving jury duty) then:
  - ALBMC will schedule the registry CNMT.
    - The researcher must email Ludmila Budilo.
    - If this request is not made, a registry CNMT will not be scheduled even if the scan is booked on the PET calendar.
  - ALBMC will cover the cost of the registry CNMT
    - If the scan is cancelled less than 24hrs ahead of time, the researcher will be responsible for the cancellation fee (unless the scan is cancelled by ALBMC).
3. If you choose to use your own CNMT, Nuclear Medicine Physician or Registry Service you must provide ALBMC with a copy of a valid license ahead of time and the person must get UCLA radiation safety certified. You will also be responsible for all contracts, scheduling and costs.
4. The CNMT must be present for the entire scan.
5. A researcher must be also be present for the entire scan.
6. Please refer to the PET manual for any questions/issues that may arise during the scan.
7. Registry CNMT's will have access to the PET manual which has detailed information on each project. However, please note that the techs are not specifically trained on each project. Please use your own discretion in choosing to use a registry tech.
8. BMC staff will perform all necessary PET quality control prep and clean up. However, the researcher is responsible for any study related tasks and/or questionnaires that need to be completed before, during or after the scan.
9. Certain preparations are required in order to use a registry CNMT, so you must inform Mary Susselman ahead of time if plan on using one.
10. Please contact Mary Susselman for any scheduling related issues.
11. Contact Precision Diagnostic Imaging: (562) 920-5292, office manager's name is Siti.
12. For F18 only studies:
  - Have the CNMT arrive 30 min prior to the subject's arrival time/scan time.
13. For O15 only or O15 + F18 studies:
  - Have the CNMT arrive at 8am.
14. The CNMT must be booked for the entire scan.
15. You must request Daniel Hassid as he is UCLA radiation safety certified which is a requirement.
16. Note that there is a 4hr minimum when booking a registry CNMT and it must be booked at least 1 week prior.
17. If it is a last minute booking you will have to pay for a full day (8 hrs).
18. Cancellations must occur by 4pm the day prior or a cancellation fee will be applied.
19. Always let the registry know when a scan is cancelled even if it is after the cancellation deadline.

20. Pricing:

- PET: 4-hr shift: \$75/hr = \$300 (4hr minimum); cancellation fee: \$200
- PET: 8-hr shift: \$75/hr = \$600; cancellation fee: \$200

21. Email the PO to Siti: [pdi.office@yahoo.com](mailto:pdi.office@yahoo.com)