

**USER GUIDE FOR:**

# **INDUSTRIAL RADIOGRAPHER CERTIFICATION**



**TEXAS**  
Health and Human  
Services

Texas Department of State  
Health Services

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## Introduction

### Purpose

This user guide is to aid industrial radiographer certification applicants with the application process for the several types and forms of certification applications and applying to take a certification exam.

### Definitions

*RAS-VO* – This user guide is to aid industrial radiographer certification applicants with the application process for the several types and forms of certification applications and applying to take a certification exam.

### Overview

Industrial radiographers work with large activities of radioactive materials that can be dangerous to people if they are not handled and stored properly. The certification process is used to ensure that industrial radiographers have had adequate training and experience to safely use these radioactive materials.

Welcome to the online certification portal to getting started in the exciting career of Industrial Radiography.

You can find more information about the Industrial Radiographer Certification program on our website: [Texas Radiation Control | Texas DSHS <https://www.dshs.texas.gov/texas-radiation-control>](https://www.dshs.texas.gov/texas-radiation-control).

### Requirements

The requirements for Industrial Radiographer certifications are identified in 25 TAC §289.255(e) Requirements for Qualifications of Radiographic Personnel.

There are three levels of certification for industrial radiographers. These levels are Radiographer Trainee, Radiographer, and Radiographer Trainer.

See the specific sections below for the type of application you are submitting. The application types below are for:

- Industrial Radiographer Trainee (online application)
-

- Schedule an Industrial Radiographer exam (offline application)
- Industrial Radiographer certification card (offline application)
- Radiographer Trainer certification (offline application)
- Certification Renewal (offline application)
- Replacing a missing certification card (offline application)
- Out of state Industrial Radiographer reciprocity (offline application)

## **Rules about Refunds**

The applications that require a fee are non-refundable.

## **Upcoming Changes to Online Licensing Services for Industrial Radiographer Certifications**

Only the Industrial Radiographer Trainee applications may be submitted online at this time. The applications and payment methods for the other applications are scheduled to be added for online submissions. The “offline” applications are available from our web page.

Please refer to the [Division for Consumer Protection Online Licensing - Eligibility by License Type webpage](#) for more information about license and application types supported by the [Division for Consumer Protection Online Licensing System](#).

## **Online Services Account**

### **Create your Online Licensing Services Account**

See the Online Services instructions and help on the web page at [Online Services \(state.tx.us\)](https://vo.ras.dshs.state.tx.us/datamart/login.do) <<https://vo.ras.dshs.state.tx.us/datamart/login.do>>

### **Log In to your DSHS Online Account**

See the Online Services instructions and help on the web page at [Online Services \(state.tx.us\)](https://vo.ras.dshs.state.tx.us/datamart/login.do) <<https://vo.ras.dshs.state.tx.us/datamart/login.do>>.

### **Change your DSHS online Password**

See the Online Services instructions and help on the web page at [Online Services \(state.tx.us\)](https://vo.ras.dshs.state.tx.us/datamart/login.do) <<https://vo.ras.dshs.state.tx.us/datamart/login.do>>

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## Exam Information

### Getting Started

The exam application process currently must be completed offline. You will need to download a copy of the application form RC 255-3 “Application for Industrial Radiography Examination.”

You may obtain a copy of the form on our website at:

[Texas Radiation Control | Texas DSHS](https://www.dshs.texas.gov/texas-radiation-control) < <https://www.dshs.texas.gov/texas-radiation-control> >

[Applications and Forms | Texas DSHS](https://www.dshs.texas.gov/texas-radiation-control/applications-forms-radiation-control-program) <<https://www.dshs.texas.gov/texas-radiation-control/applications-forms-radiation-control-program>>.

The instructions for completing the form, and the payment information are listed on the form.

If you need to have a special accommodation for taking the exam, download and complete the application form RC 255-1 “Request for Disability Accommodation for Industrial Radiography Examination.” You can get a copy of the form at the “Applications and Forms” link above.

### Prepare for the Exam

The exam covers the topics and rules listed below, and your training course. The following are what you should study and know.

The required training course topics outlined in 25 Texas Administrative Code (TAC) Section (§) 289.255(x)(1).

The following six resources are used in developing each exam. They may be used for study purposes:

- 25 TAC §289.255
- 25 TAC §289.201 (b), (g), (n)(1), (o) – for RAM EXAMS ONLY
- 25 TAC §289.202 (c), (e), (f), (j)(1), (l)-(p), (q)(1), (r), (s), (t), (y), (z), (aa)-(ee), (ll)-(pp), (rr), (ss), (uu)-(yy), (aaa), (bbb) – for RAM EXAMS ONLY

- 25 TAC §289.231 (c), (k), (l), (m)(1), (2), (4), & (5), (o), (p), (r)-(z), (bb)-(jj), (ll)(1) – for X-RAY EXAMS ONLY
- 25 TAC §289.205 (a), (b), (h)-(j), (k)(1) & (3), (m)(1), (3), (4) & (6), (n)
- Working Safely in Gamma Radiography, (previously published by the U.S. Nuclear Regulatory Commission as NUREG/BR-0024); available from: The American Society for Nondestructive Testing, 1-800-222-ASNT, request #232

## **Where to take the Exam**

The exams are online exams administered at Pearson Vue testing centers, or at one of their contracted testing centers. You will need to bring a government-issued photo identification in order to take the exam.

## **Exam Payment**

See the exam payment instructions on the application form RC 255-3 “Application for Industrial Radiography Examination.”

## **Next Steps**

Upon receipt of the exam application and payment, we will review the information and payment for any missing information. When we approve you to take the exam, we will notify you and Pearson Vue that you are eligible to take the exam. Pearson Vue will email you instructions on how to select and schedule the most convenient testing center location and time for you. Please note at this time Pearson VUE will assess a \$50.00 exam sitting fee that you will be able to pay online.

After you complete the exam, we will review your exam results and notify you of your score.

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# Renew Industrial Radiographer Certification Application

## Getting Started

To renew your industrial radiographer certification, you will need to retake and pass the exam applicable to your certification.

The exam application process currently must be completed offline. You will need to download a copy of the application form RC 255-3 "Application for Industrial Radiography Examination." On the form, select the check box that is for a "recertification exam".

You may obtain a copy of the form on our website:

[Texas Radiation Control | Texas DSHS](https://www.dshs.texas.gov/texas-radiation-control) < <https://www.dshs.texas.gov/texas-radiation-control> >

[Applications and Forms | Texas DSHS](https://www.dshs.texas.gov/texas-radiation-control/applications-forms-radiation-control-program) < <https://www.dshs.texas.gov/texas-radiation-control/applications-forms-radiation-control-program> >

The instructions for completing the form, and the payment information are listed on the form.

## Apply for your Industrial Radiographer Certification Renewal

Follow the instructions above for Exam Information.

## Pay for your License

See the payment instructions on the application form.

## Next Steps

Upon receipt of the exam application and payment, we will review the information and payment for any missing information. When we approve you to take the exam, we will notify you and Pearson Vue that you are eligible to take the exam. Pearson Vue will email you instructions on how to select and schedule the most convenient testing



center location and time for you. Please note at this time Pearson VUE will assess a \$50.00 exam sitting fee that you will be able to pay online.

After you complete the exam, we will review your exam results and let you know your score. If you successfully pass the exam, we will issue you a new Industrial Radiographer card.

# Industrial Radiographer Trainee Application

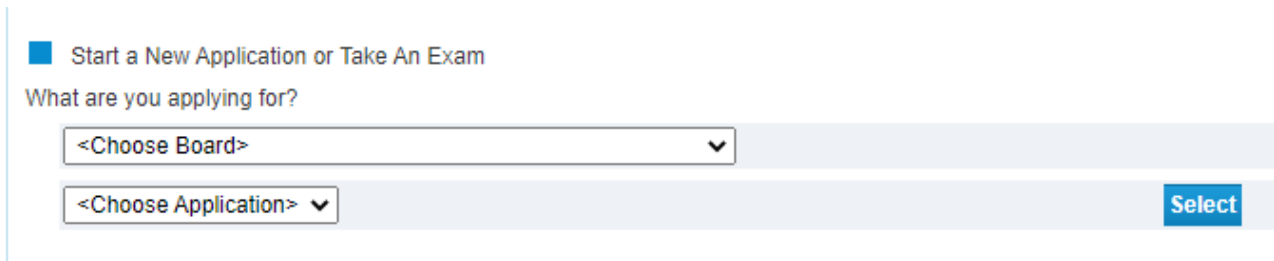
## Getting Started

Please have an electronic copy of the training certificate you received after completing the 40-hour industrial radiography course. You will be asked to attach a copy of the training certificate. By rule, the training course must have covered the topics identified in 25 TAC §289.255(x)(1).

## Apply for your Industrial Radiographer Trainee card

After you have created an account for yourself, submit your online application at [Online Services \(state.tx.us\)](https://vo.ras.dshs.state.tx.us/datamart/login.do) <<https://vo.ras.dshs.state.tx.us/datamart/login.do>>

When you have logged into your account, you will be taken to a page “Quick Start Menu”. On the page locate the option shown below. For the pull-down option <Choose Board> select “Radioactive Materials Programs. Then under <Choose Application> select “Initial Application for Trainee”. Then press “Select”.



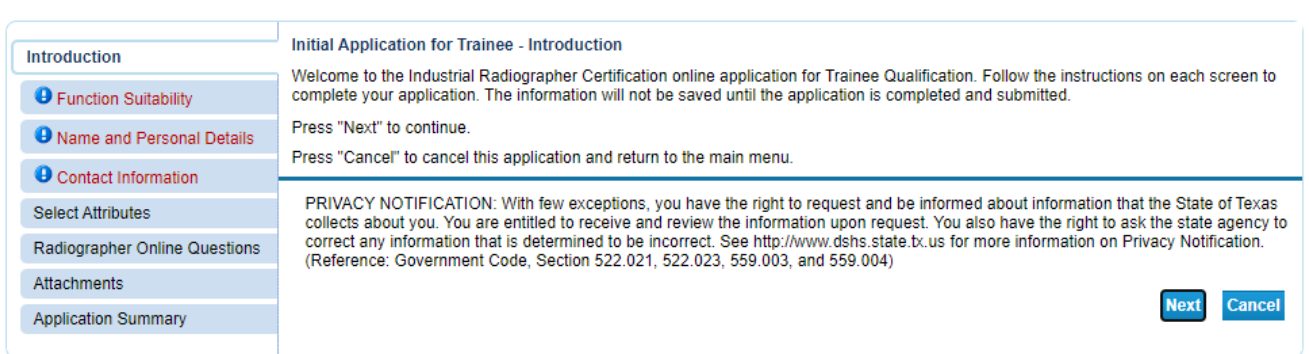
■ Start a New Application or Take An Exam

What are you applying for?

<Choose Board> ▼

<Choose Application> ▼ **Select**

You will then be taken to the application page as pictured below.



Introduction	<b>Initial Application for Trainee - Introduction</b>
Function Suitability	Welcome to the Industrial Radiographer Certification online application for Trainee Qualification. Follow the instructions on each screen to complete your application. The information will not be saved until the application is completed and submitted.
Name and Personal Details	Press "Next" to continue.
Contact Information	Press "Cancel" to cancel this application and return to the main menu.
Select Attributes	PRIVACY NOTIFICATION: With few exceptions, you have the right to request and be informed about information that the State of Texas collects about you. You are entitled to receive and review the information upon request. You also have the right to ask the state agency to correct any information that is determined to be incorrect. See <a href="http://www.dshs.state.tx.us">http://www.dshs.state.tx.us</a> for more information on Privacy Notification. (Reference: Government Code, Section 522.021, 522.023, 559.003, and 559.004)
Radiographer Online Questions	
Attachments	
Application Summary	<b>Next</b> <b>Cancel</b>

On the left-hand side there are tabs to quickly move around the application if needed. The top tab “Introduction” displays the Introduction. Select “Next” to go to the next tab “Function Suitability”

The “Function Suitability” page is pictured below. Answer the Yes/No questions. These questions verify that the application is appropriate for what you are applying for. Then select “Next” to continue with the application. If your answers are different than what is pictured below, you will get an error message and will need to contact us at [IndRadCertification@dshs.texas.gov](mailto:IndRadCertification@dshs.texas.gov) for assistance.

Introduction	<b>Initial Application for Trainee - Function Suitability</b>
<b>Function Suitability</b>	Answer the questions below to ensure that you have selected the correct online transaction.
<b>Name and Personal Details</b>	Answer the questions and press "Next".
<b>Contact Information</b>	Press "Previous" to return to the previous section.
Select Attributes	Press "Cancel" to cancel this application and return to the main menu.
Radiographer Online Questions	
Attachments	
Application Summary	

Question	Answer
Are you attempting to renew an existing license/registration/permit?	<input type="radio"/> Yes <input checked="" type="radio"/> No
Do you currently hold an Industrial Radiographer Certification ID Card with a certifying entity?	<input type="radio"/> Yes <input checked="" type="radio"/> No
Have you completed 40 classroom hours of training on the topics outlined in 25 TAC §289.255(x)(1)?	<input checked="" type="radio"/> Yes <input type="radio"/> No
Are you seeking a Replacement Trainee Qualification Card?	<input type="radio"/> Yes <input checked="" type="radio"/> No

[Previous](#) [Next](#) [Cancel](#)

The next application section, under the tab “Name and Personal Details” is pictured below.

Introduction	<b>Initial Application for Trainee - Name and Personal Details</b>
Function Suitability	You must be at least 18 years old to obtain a license. Enter your personal details and press "Next" to continue.
<b>Name and Personal Details</b>	Press "Previous" to return to the previous section.
<b>Contact Information</b>	Press "Cancel" to cancel this application and return to the main menu.
Select Attributes	If Return to Summary Button is available. Press "Return to Summary" to return to the summary.
Radiographer Online Questions	
Attachments	
Application Summary	

Title:	<input type="text"/>
First Name:	<input type="text"/>
* Second Name:	<input type="text"/>
Last Name:	<input type="text"/>
Suffix:	<input type="text"/>
* Social Security Number:	<input type="text"/> (No Dashes)
* Confirm Social Security Number:	<input type="text"/> (No Dashes)
* Birthdate:	<input type="text"/> (mm/dd/yyyy)

[Previous](#) [Next](#) [Cancel](#)

Fill in your personal information. If you do not have a second name enter “n/a”. Then select “Next”.

The next page of the application is “Contact Information”. Enter the information for your residential contact information.

<b>Introduction</b>	<b>Initial Application for Trainee - Contact Information</b>
<b>Function Suitability</b>	Press "Previous" to return to previous page.
<b>Name and Personal Details</b>	Press "Next" to go to next page.
<b>Contact Information</b>	Press "Cancel" to Cancel application and go back to Quick Start Menu.
<b>Select Attributes</b>	If Return to Summary Button is available. Press "Return to Summary" to return to the summary.
<b>Radiographer Online Questions</b>	If Delete Button is available. Press "Delete" to delete the address.
<b>Attachments</b>	If Copy Button is available. Press "Copy" to copy a previously entered address.
<b>Application Summary</b>	Press "Zip Lookup" after entering the zip code to populate the U.S. city, state and county. Select an address type and press "Add" to add a new address.

Residence Address

Street Number:

\* Address:

Zip Code:

City:

State:

County:

Country:

Phone Number:  (999-999-9999)

Extension:

E-mail:

**Add Another Contact**

Contact Type:

If you are working for a company, at the bottom of the page, under the section “Add Another Contact” select “Employer Address” from the pull-down list. Then select the “Add” button. Enter your employer information in the “Employer Address” section.

Employer Address

Delete

Street Number:

\* Address:

Zip Code:

City:

State:

County:

Country:

Phone Number:

Extension:

E-mail:

Title:

\* First Name:

Second Name:

\* Last Name:

Or

\* Organization Name:

Previous Next Cancel

After you have entered all the information, select “Next” to go to the next part of the application under the tab “Select Attributes” pictured below.

Under “Attribute Type” select “Both (RAM & X-RAY)” then select ‘Next’.

Introduction	<p><b>Initial Application for Trainee - Select Attributes</b></p> <p>Please select Trainee Online below and press "Next" to continue.</p> <p>Listed below are the license attributes you may add or delete.</p> <p>Please select/de-select the desired attribute and press "Next" to continue.</p> <p>Press "Previous" to return to the previous section.</p> <p>Press "Cancel" to cancel this application and return to the main menu.</p> <p>If Return to Summary Button is available. Press "Return to Summary" to return to the summary.</p>																				
Function Suitability																					
Name and Personal Details																					
Contact Information																					
<b>Select Attributes</b>																					
Radiographer Online Questions																					
Attachments																					
Application Summary																					
		<table border="1"> <tr> <td>Attribute Type:</td> <td>Category</td> <td></td> <td></td> </tr> <tr> <td>Attributes:</td> <td>Exists On License</td> <td><input type="checkbox"/></td> <td>Reciprocity State</td> </tr> </table>	Attribute Type:	Category			Attributes:	Exists On License	<input type="checkbox"/>	Reciprocity State											
Attribute Type:		Category																			
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	<table border="1"> <tr> <td>Attribute Type:</td> <td>Type of Business (please select only one)</td> <td></td> <td></td> </tr> <tr> <td>* Attributes:</td> <td>Exists On License</td> <td>Request To Add</td> <td></td> </tr> <tr> <td></td> <td><input type="checkbox"/></td> <td><input checked="" type="radio"/></td> <td>Both (RAM &amp; X-Ray)</td> </tr> <tr> <td></td> <td><input type="checkbox"/></td> <td><input type="radio"/></td> <td>RAM Designation</td> </tr> <tr> <td></td> <td><input type="checkbox"/></td> <td><input type="radio"/></td> <td>XRAY Designatio</td> </tr> </table>	Attribute Type:	Type of Business (please select only one)			* Attributes:	Exists On License	Request To Add			<input type="checkbox"/>	<input checked="" type="radio"/>	Both (RAM & X-Ray)		<input type="checkbox"/>	<input type="radio"/>	RAM Designation		<input type="checkbox"/>	<input type="radio"/>	XRAY Designatio
Attribute Type:	Type of Business (please select only one)																				
* Attributes:	Exists On License	Request To Add																			
	<input type="checkbox"/>	<input checked="" type="radio"/>	Both (RAM & X-Ray)																		
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Attribute Type:	Qualification																				
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Attribute Type:	Specialty																				
* Attributes:	Exists On License	Request To Add																			
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Trainee																		
	<table border="1"> <tr> <td>Attribute Type:</td> <td>Military Status</td> <td></td> <td></td> </tr> <tr> <td>Attributes:</td> <td>Exists On License</td> <td><input type="checkbox"/></td> <td>Military Spouse</td> </tr> <tr> <td></td> <td><input type="checkbox"/></td> <td></td> <td>Military Service Member</td> </tr> <tr> <td></td> <td><input type="checkbox"/></td> <td></td> <td>Military Veteran</td> </tr> </table>	Attribute Type:	Military Status			Attributes:	Exists On License	<input type="checkbox"/>	Military Spouse		<input type="checkbox"/>		Military Service Member		<input type="checkbox"/>		Military Veteran				
Attribute Type:	Military Status																				
Attributes:	Exists On License	<input type="checkbox"/>	Military Spouse																		
	<input type="checkbox"/>		Military Service Member																		
	<input type="checkbox"/>		Military Veteran																		
	<input type="button" value="Previous"/> <input type="button" value="Next"/> <input type="button" value="Cancel"/>																				

The next section of the application is the tab “Radiographer Online Questions” pictured below.

Introduction	<p><b>Initial Application for Trainee - Information</b></p> <p>Press "Previous" to return to previous page.</p> <p>Press "Next" to go to next page.</p> <p>Press "Cancel" to Cancel application and go back to Quick Start Menu.</p> <p>If Return to Summary Button is available. Press "Return to Summary" to return to the summary.</p> <p>If Save Button is available. Press "Save" to save the information and return to the summary.</p>	
Function Suitability		
Name and Personal Details		
Contact Information		
Select Attributes		
<b>Radiographer Online Questions</b>		
Attachments		
Application Summary		
		<p><b>Radiographer Online Questions</b></p> <p>Enter training information.</p> <p>* Completion Date: <input type="text"/> (mm/dd/yyyy) <span style="color: red;">Date must be in the format mm/dd/yyyy</span></p> <p>* Instructed by: <input type="text"/></p> <p>* State: <input type="text"/></p> <p>* Email: <input type="text"/></p> <p>* RSO Name: <input type="text"/></p> <p>* RSO Email: <input type="text"/></p>
		<input type="button" value="Previous"/> <input type="button" value="Next"/> <input type="button" value="Cancel"/>

Enter the training information for the required 40-hour industrial radiographer safety course, and the company's Radiation Safety Officer (RSO) name and email.

If you do not have the course provider's email, enter the course instructor's name.

Then select "Next" to go to the "Attachments" page pictured below.

**Initial Application for Trainee - Attachments**

Please provide a copy of the 40 classroom hours or training certificate. You may upload PDF formatted documents, each document must be under 5MB and no more than 30MB total may be uploaded. Each document must have less than 30 characters (including spaces) in the filename. Locate a file with the "Browse" button and press "Attach" or "Remove" as is required.

Locate a file with the "Browse" button and press "Attach" or "Remove" as is required.

Press "Next" when there are no more files to attach.

Press "Previous" to return to the previous screen.

Press "Cancel" to cancel this application and return to the main menu.

**Attachments**

Application Summary

File Name:  No file chosen

Notes:

Upload a copy of your 40-hour course certificate. Select "Choose File" and select the file to upload from your computer. Enter a descriptive name for the file. You need to select "Attach" for the file to upload to the application. Add additional documents as needed.

When you add the attachments, a list of the files uploaded with their description will be listed on the page. You can choose to view the documents to ensure you uploaded the correct one, or you could remove the document before submitting your application if you uploaded the wrong file.

**Files Uploaded**

abcdef.pdf	training course certificate	<a href="#">View</a>	<a href="#">Remove</a>
bcdef.pdf	copy of course agenda	<a href="#">View</a>	<a href="#">Remove</a>

Total Size of Attached Files: 353308

File Name:  No file chosen

Notes:


When you have finished attaching your documents, select "Next" to go to the next tab to review your application information under the "Application Summary" tab.

If you find any errors in the application, or other changes that need to be made, select the “Edit” button to return and edit that part of the application.

Once you have confirmed your information, select “Submit”. You will be asked to attestation that the information entered is correct.

<a href="#">Introduction</a>	<b>Initial Application for Trainee - Attestation</b>
<a href="#">Function Suitability</a>	Press "Previous" to return to the previous section.
<a href="#">Name and Personal Details</a>	Press "Next" to continue.
<a href="#">Contact Information</a>	Press "Cancel" to cancel this application and return to the main menu.
<a href="#">Select Attributes</a>	Policy states that on the job training hours may begin on the date this form is submitted.
<a href="#">Radiographer Online Questions</a>	Only the trainee is required to certify the classroom training if this training was received prior to employment.
<a href="#">Attachments</a>	I certify the above information is correct to the best of my knowledge.
<a href="#">Application Summary</a>	<input type="radio"/> Yes <input type="radio"/> No
	<a href="#">Previous</a> <a href="#">Submit</a> <a href="#">Cancel</a>

After pressing “Submit”, the following Fee and Summary Report page will appear.

<a href="#">Main Menu</a>   <a href="#">Update Profile</a>   <a href="#">Logout</a>   <a href="#">Contact Us</a>	
<b>Fee and Summary Report</b>	
Your application data has been submitted. Click on "View PDF Summary Report" and print this report for your records.	
Press "Return" to return to the main menu.	
<a href="#">Return</a>	<a href="#">View PDF Summary Report</a>
	

**It is important that you select “View PDF Summary Report”, then print and save a copy of the PDF file. This is the proof of your application that allows you to start working for 30 days before receiving your Industrial Radiographer Trainee card.**

### **Pay for your Industrial Radiographer Trainee card**

There is no fee for the Industrial Radiographer Trainee application.

### **Next Steps**

After you submit your application, we will review the information provided. We will contact you if we have any questions on the information submitted or need additional information. Upon completion of our review, we will email you a copy of your Industrial



Radiographer Trainee certification card. The card is a letter with a paper card that may be cut out.

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# Initial Industrial Radiographer On-The-Job (OJT) Application

## Getting Started

The initial radiographer application process currently must be completed offline. Use Form RC 255-R “Radiographer Qualification Application OJT (hours)” if you are documenting your on-the-job training in hours.

Use Form RC 255-OS “Radiographer Qualification Application OJT (years)” if you are documenting your on-the-job training by dates.

In addition to meeting the on-the-job training, you must have completed the 40-hour training course covering the topics required in 25 TAC 289.255(x)(1) and passed the examination applicable to the types of use requested.

[Texas Radiation Control | Texas DSHS](https://www.dshs.texas.gov/texas-radiation-control) < <https://www.dshs.texas.gov/texas-radiation-control> >

[Applications and Forms | Texas DSHS](https://www.dshs.texas.gov/texas-radiation-control/applications-forms-radiation-control-program) < <https://www.dshs.texas.gov/texas-radiation-control/applications-forms-radiation-control-program> >

The instructions for completing the form, and the payment information are listed on the form.

## Apply for your License

Complete and submit the application form with your payment to the address listed on the form.

## Pay for your License

See the payment instructions on the application form.

## Next Steps

Upon receipt of the application and payment, we will review the information and payment for any missing information. After we review the information and do not have

any additional questions, we will send you your industrial radiographer certification card.



# Industrial Radiographer Trainer Application

## Getting Started

The industrial radiographer trainer application process currently must be completed offline. You will need to download a copy of the application form RC 255-T “Trainer Qualification Application”

You may obtain a copy of the form on our website:

[Texas Radiation Control | Texas DSHS](https://www.dshs.texas.gov/texas-radiation-control) < <https://www.dshs.texas.gov/texas-radiation-control>>

[Applications and Forms | Texas DSHS](https://www.dshs.texas.gov/texas-radiation-control/applications-forms-radiation-control-program) <<https://www.dshs.texas.gov/texas-radiation-control/applications-forms-radiation-control-program>>

The instructions for completing the form are listed on the form. There is no fee for the Industrial Radiographer Trainer application.

## Apply for Industrial Radiographer Trainer

Download and complete the application form RC 255-T as indicated above. Send the completed Trainer application form by email to [IndRadCertification@dshs.texas.gov](mailto:IndRadCertification@dshs.texas.gov).

## Log In to your DSHS Online Account

See the Online Services instructions and help on the web page at [Online Services \(state.tx.us\)](https://vo.ras.dshs.state.tx.us/datamart/login.do) <<https://vo.ras.dshs.state.tx.us/datamart/login.do>>

## Apply for your Industrial Radiographer Trainer certification

Follow the instructions on the download application form RC 255-T for completing and submitting the application.

## Pay for your License

There is no fee for the Industrial Radiographer Trainer application.

## **Next Steps**

After we have reviewed your application, we will issue you a new card.



# Industrial Radiographer Reciprocity Application

## Getting Started

The application process to obtain a reciprocity industrial radiographer recognition currently must be completed offline. You will need to download a copy of the application form RC 255 RC “Radiographer Reciprocity Qualification Application”

You may obtain a copy of the form on our website:

[Texas Radiation Control | Texas DSHS](https://www.dshs.texas.gov/texas-radiation-control) < <https://www.dshs.texas.gov/texas-radiation-control> >

[Applications and Forms | Texas DSHS](https://www.dshs.texas.gov/texas-radiation-control/applications-forms-radiation-control-program) <<https://www.dshs.texas.gov/texas-radiation-control/applications-forms-radiation-control-program>>

The instruction for completing the form is listed on the form.

## Apply for Reciprocity to Texas

Download and complete the application form RC 255-RC as indicated above. Send the completed application form by email to [IndRadCertification@dshs.texas.gov](mailto:IndRadCertification@dshs.texas.gov).

## Pay Application Fee

There is no application fee for the reciprocal recognition of an out of state industrial radiographer card.

## Next Steps

After we have reviewed the application, we will email you the results of our review.

# Replacing an Industrial Radiographer Certification Card

## Getting Started

The application process to replace an industrial radiography certification card currently must be completed offline. You will need to download a copy of the application form RC 255 IR-1 “Application for Industrial Radiography Replacement ID Card”

You may obtain a copy of the form on our website:

[Texas Radiation Control | Texas DSHS](https://www.dshs.texas.gov/texas-radiation-control) < <https://www.dshs.texas.gov/texas-radiation-control> >

[Applications and Forms | Texas DSHS](https://www.dshs.texas.gov/texas-radiation-control/applications-forms-radiation-control-program) < <https://www.dshs.texas.gov/texas-radiation-control/applications-forms-radiation-control-program> >

The instructions for completing the form, and the payment information are listed on the form.

## Pay for your License

See the payment instructions on the application form.

## Next Steps

After we have reviewed your information and received payment, we will issue you a replacement Industrial Radiographer Certification card.

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## Upcoming Changes to Online Licensing Services (RAS-VO)

This section describes changes to the Division for Consumer Protection Online Licensing System for the Industrial Radiographer Certification Program.

### Initial Application

Initial license applications are moving online. The initial application is currently completed by paper application accompanied with the fee payment. This will change from a paper-based service to an online service in the future.

### Renewal Application

Renewal license applications are moving online. The renewal license application is currently completed by paper application accompanied with the fee payment. This will change from a paper-based service to an online service in the future.

### Reciprocity Application

Reciprocity license applications are moving online. Reciprocal recognition is completed by either a paper application or email submission. This will change to an online service in the future.

### Exam Application

Exam applications for licensing are moving online. Exams and the exam application are currently completed by paper application accompanied with the fee payment. This will change from a paper-based service to an online service in the future.

### Address Change

Address changes are currently completed by paper or email to [IndRadCertification@dshs.texas.gov](mailto:IndRadCertification@dshs.texas.gov) but will be available to change online in the future.



## **Payments**

Payments are currently submitted by mail as paper checks or money orders. Payments will change from a paper-based service to an online service in the future with the application.

Please refer to the [Division for Consumer Protection Online Licensing - Eligibility by License Type webpage](#) for information about license and application types supported by the [Division for Consumer Protection Online Licensing System](#).

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## Resources

### **Texas Department of State Health Services (DSHS) Website**

<https://www.dshs.texas.gov/>

This is the main website for the Texas Department of State Health Services. From this website, you can find different programs and services the state agency provides to the people of Texas.

### **DSHS Radiation Control Program Website**

<https://www.dshs.texas.gov/texas-radiation-control>

This is the main website for the DSHS Radiation Control Program. The Industrial Radiographer Certification program, applicable rules and forms are available from this website address.

### **Eligibility by License Type**

<https://www.dshs.texas.gov/online-licensing-help-center-division-consumer-protection/eligibility-by-license-type-online-licensing-help-center>

This page contains information regarding license and application types supported by the Division for Consumer Protection Online Licensing System.

### **State Statute/Radiation Control Program Rules**

<https://www.dshs.texas.gov/texas-radiation-control>

The Radiation Control Program website has links to applicable rules and forms.

DSHS Consumer Protection Division

[\*\*\*dshs.texas.gov/business-compliance\*\*\*](https://dshs.texas.gov/business-compliance)