

## Ordering Radioactive Materials

1. From the Rad Summary page, select “Rad Request”.

- Research Safety (RS) Lab
  - » View Lab Profile
  - » ChemTracker
  - » Compliance Dashboard
  - » Manage Members
  - » Send Lab Message
  - » View Lab Spaces
  - » Rad Summary
  - » Rad Request

Summary | Snapshot | Current Vials | **Rad Request** | Waste Pickup Request | Pending Pickup Requests | Completed Pickup Requests

**Research Safety (RS) Lab Rad Summary**

License Valid For: [Research Safety \(RS\) Lab](#)  
 License Expiration: 10/17/2023  
[View License History](#)  
[Set Status to Suspended](#)

2. Enter the following information about your order request:

- a. Company (vendor) from which you would like to order
- b. Information for the item(s) you are requesting including product code, compound, active isotope, activity requested (in mCi) and quantity (# of vials).
- c. For Research Safety package delivery to your lab, enter Building and Room Number in “Special Instructions” field.

**Research Safety (RS) Lab Rad Request**

Laboratory: [Research Safety \(RS\) Lab \(Rad Profile\)](#)  
 Requested By: [Mason, Cindi](#)  
 Date Requested: 12/06/2022

Company: \* **a** < Please select >

Items Requested

Product Code	Compound	Active Isotope	mCi Requested	Quantity
<input type="text"/>	<input type="text"/>	< Please select >	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	< Please select >	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	< Please select >	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	< Please select >	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	< Please select >	<input type="text"/>	<input type="text"/>

Special Instructions: **c**

3. This page also displays a “Laboratory Isotope Summary”, which shows the isotopes you are permitted to order and their limits. When you finish entering data for your request, select Submit.

Laboratory Isotope Summary

Activity summary for the isotopes in the Research Safety (RS) Lab

Isotope	Max	Current	Ordered	Remaining
Barium 133	1000 mCi	0 mCi	0 mCi	1000 mCi
Carbon 14	1000 mCi	0.468112 mCi	0 mCi	999.532 mCi

Submit



- Once you have submitted the order request, an email is sent to Research Safety staff to inform them of your request. You will see a message at the top of the screen to confirm that a “Rad Acquisition” has been created and a RAN (Rad Acquisition Number) has been assigned to your request.


**Note: Your order must still be entered into NU Financials; follow your Department’s ordering process.**

**Radioisotope Acquisition Number: R10**

- Email successfully sent to Jose David Macatangay, [view message](#).
- Your *Rad Acquisition* has been created.
- Note: This is only an acquisition number. Please use the RAN listed above when you place the order.

- When you return to the Rad Summary page, you will see your current isotope inventory as well as a list of Pending Orders. Your new order request will be listed here until it is received.

**Current Vials**

 Showing 1-10 of 17 results

Vial Number	Isotope	Compound	Ordered By	Date Received	Initial Activity	Current Activity	
<a href="#">V36</a>	Hydrogen 3	Taurocholic Acid	<a href="#">Macatangay, Jose</a>	08/26/2020	0.0832 mCi	0.0731361 mCi	<a href="#">Log Use</a>
<a href="#">CH44934</a>	Hydrogen 3	methionine	<a href="#">Macatangay, Jose</a>	08/25/2020	0.25 mCi	0.193772 mCi	<a href="#">Log Use</a>

[Add a Vial](#)  
[See all Current Vials](#)

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**Pending Orders**

RAN	Date Ordered	Product Code	Company	Lab Name	Contact	Room #	Building	Action
R9	08/30/2020	Sample	PerkinElmer	Mason	Sample	123	Ward	<a href="#">Edit</a>