



Atoms for Peace and Development

الوكالة الدولية للطاقة الذرية
国际原子能机构
International Atomic Energy Agency
Agence internationale de l'énergie atomique
Международное агентство по атомной энергии
Organismo Internacional de Energía Atómica

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In reply please refer to: **EVT1905721**
Dial directly to extension: (+43 1) 2600-22491

The Secretariat of the International Atomic Energy Agency (IAEA) presents its compliments to the IAEA's Member States and has the honour to draw their attention to the **Technical Meeting on the Justification and Optimization of Protection of Patients Requiring Multiple Imaging Procedures** (hereinafter referred to as "event") to be held at the IAEA's Headquarters in Vienna, Austria, from **16 to 18 March 2020**.

The purpose of the event is to review the latest data on patient exposure from recurrent radiological imaging and to agree on the further guidance and actions needed to strengthen justification and optimization of protection of patients whose medical conditions require multiple medical imaging procedures.

The event will be held in English.

Member States are invited to designate one or more participants to represent the Government at this event. Member States are strongly encouraged to identify suitable women participants.

The IAEA is generally not in a position to bear the travel and other costs of participants in the event. The IAEA has, however, limited funds at its disposal to help meet the cost of attendance of certain participants. Upon specific request, such assistance may be offered to normally one participant per country, provided that, in the IAEA's view, the participant will make an important contribution to the event. The application for financial support should be made at the time of designating the participants using the attached Grant Application Form (Form C).

It should be noted that compensation is not payable by the IAEA for any damage to or loss of personal property. The IAEA also does not provide health insurance coverage for participants in IAEA events. Arrangements for private insurance coverage on an individual basis should therefore be made. The IAEA will, however, provide insurance coverage for accidents and illnesses that clearly result from any work performed for the IAEA.

Designations should be submitted to the IAEA through the competent national authority (Ministry of Foreign Affairs, Permanent Mission to the IAEA or National Atomic Energy Authority) not later than **11 February 2020** using the attached Participation Form (Form A). Completed and authorized Participation Forms should be sent either by email to: Official.Mail@iaea.org or by fax to: +43 1 26007 (no hard copies needed). Copies should be sent by email to the Scientific Secretary of the event, Ms Jenia Vassileva, Division of Radiation, Transport and Waste Safety, Department of Nuclear Safety and Security (Email: J.Vassileva@iaea.org), and to the Administrative Secretary, Ms Janine Foran (Email: J.L.Foran@iaea.org). The Scientific Secretary of the event will liaise with the participants directly concerning further arrangements, including travel details, as appropriate, once official designations have been received.

Should Governments wish, in addition, to appoint one or more observers to assist and advise the designated participants, they are kindly requested to inform the IAEA of the names and contact details of any such observers by the above date. In accordance with the established rules, Governments are expected to bear the cost of attendance of any observers they may send to IAEA events. Compensation is not payable by the IAEA for any damage to or loss of observers' personal property or for illness, injury or death occurring while travelling to or in connection with their attendance at IAEA events.

The Secretariat of the International Atomic Energy Agency avails itself of this opportunity to renew to the IAEA's Member States the assurances of its highest consideration.



2020-01-16

Enclosures: Information Sheet
Participation Form (Form A)
Grant Application Form (Form C)



IAEA

International Atomic Energy Agency

Atoms for Peace and Development

Technical Meeting on the Justification and Optimization of Protection of Patients Requiring Multiple Imaging Procedures

**IAEA Headquarters
Vienna, Austria**

16–18 March 2020

Ref. No.: EVT1905721

Information Sheet

Introduction

In March 2019, the IAEA held a Technical Meeting on Radiation Exposure of Patients from Recurrent Radiological Imaging Procedures, at which the representatives of IAEA Member States, international organizations and professional bodies discussed results available to date on recurrent imaging, deliberated on interpretation and recommended actions. The summary of the Technical meeting is available at www.iaea.org/sites/default/files/19/04/rpop-tm_summary_final.pdf.

In view of the interest and need for further work on this topic, a follow-up Technical Meeting is being planned by the IAEA with the purpose of reviewing the latest data on patient exposure from recurrent radiological imaging and to agree on further guidance and actions needed to strengthen justification and optimization of protection of patients, whose medical conditions require multiple medical imaging procedures.

Objectives

The meeting will review the latest data from scientific publications and from research groups on cumulative radiation exposure of patients, undergoing recurrent medical imaging procedures and related radiation risks. Special attention will be given to reviewing existing professional guidelines for the groups of patients with malignant and non-malignant diseases, including chronic diseases, aiming to identify gaps and achieve a multi-disciplinary consensus on appropriate and justified use

of imaging for these groups of patients. Another focus of discussion will be dose management and optimization through technological improvement and their utilization in the clinical practice, the role of the manufacturers and the end-users. What should be improved in the education and training and risk communication is another important topic.

Working Language(s)

English

Participation and Registration

All persons wishing to participate in the event have to be designated by an IAEA Member State or should be members of organizations that have been invited to attend.

In order to be designated by an IAEA Member State, participants are requested to send the **Participation Form (Form A)** to their competent national authority (e.g. Ministry of Foreign Affairs, Permanent Mission to the IAEA or National Atomic Energy Authority) for onward transmission to the IAEA by **11 February 2020**. Participants who are members of an organization invited to attend are requested to send the **Participation Form (Form A)** through their organization to the IAEA by above deadline.

Selected participants will be informed in due course on the procedures to be followed with regard to administrative and financial matters.

Expenditures and Grants

No registration fee is charged to participants.

The IAEA is generally not in a position to bear the travel and other costs of participants in the event. The IAEA has, however, limited funds at its disposal to help meet the cost of attendance of certain participants. Upon specific request, such assistance may be offered to normally one participant per country, provided that, in the IAEA's view, the participant will make an important contribution to the event.

The application for financial support should be made using the **Grant Application Form (Form C)** which has to be stamped, signed and submitted by the competent national authority to the IAEA together with the **Participation Form (Form A)** by **11 February 2020**.

Venue

The event will be held at the Vienna International Centre (VIC) where the IAEA's Headquarters are located. Participants must make their own travel and accommodation arrangements.

General information on the VIC and other practical details, such as a list of hotels offering a reduced rate for IAEA participants, are listed on the following IAEA web page:

<http://www-pub.iaea.org/iaeaevents/GeneralInfo/Guide/VIC>.

Participants are advised to arrive at Checkpoint 1/Gate 1 of the VIC one hour before the start of the event on the first day in order to allow for timely registration. Participants will need to present an official photo identification document in order to be admitted to the VIC premises.

Visas

Participants who require a visa to enter Austria should submit the necessary application to the nearest diplomatic or consular representative of Austria at least four weeks before they travel to Austria. Since Austria is a Schengen State, persons requiring a visa will have to apply for a Schengen visa. In States where Austria has no diplomatic mission, visas can be obtained from the consular authority of a Schengen Partner State representing Austria in the country in question.

Organization

Scientific Secretary

Ms Jenia Vassileva

Division of Radiation, Transport and Waste Safety
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Administrative Secretary

Ms Janine Foran

Division of Radiation, Transport and Waste Safety
Department of Nuclear Safety and Security
International Atomic Energy Agency
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Fax: +43 1 26007

Email: J.L.Foran@iaea.org

Subsequent correspondence on scientific matters should be sent to the Scientific Secretary and correspondence on other matters related to the event to the Administrative Secretary.

Participation Form

Technical Meeting on the Justification and Optimization of Protection of Patients Requiring Multiple Imaging Procedures

IAEA Headquarters, Vienna, Austria

16–18 March 2020

To be completed by the participant and sent to the competent national authority (e.g. Ministry of Foreign Affairs, Permanent Mission to the IAEA, or National Atomic Energy Authority) of his/her country for subsequent transmission to the International Atomic Energy Agency (IAEA) either by email to: Official.Mail@iaea.org or by fax to: +43 1 26007 (no hard copies needed). Please also send a copy by email to the Scientific Secretary J.Vassileva@iaea.org and to the Administrative Secretary J.L.Foran@iaea.org.

Participants who are members of an invited organization can submit this form to their organization for subsequent transmission to the IAEA.

Deadline for receipt by IAEA through official channels: 11 February 2020

Family name: (e.g. Smith)	Given name(s): (e.g. John)	Mr <input type="checkbox"/> Ms <input type="checkbox"/>
Institution:		
Full address (office):	Tel.: Mobile: Fax: Email:	
Title of position:		
Nationality:	Representing following Member State/non-Member State/entity or invited organization:	
Description of work relevant to the event:		
Requested IAEA funding: Yes <input type="checkbox"/> No <input type="checkbox"/>		

Grant Application Form

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Family name: (e.g. Smith)	First name(s): (e.g. John)	Mr/Ms:
Mailing address:	Tel.:	
	Fax:	
	Email:	
Date of birth (yyyy/mm/dd):	Nationality:	

1. Education (post-secondary):

Name and place of institution	Field of study	Diploma or Degree	Years attended	
			from	to

2. Recent employment record (starting with your present post):

Name and place of employer/ organization	Title of your position	Type of work	Years worked	
			from	to

3. Description of work performed over the last three years:

4. Institute's/Member State's programme in field of event:

Date: _____ Signature of applicant: _____

Date: _____ Name, signature and stamp of Ministry of Foreign Affairs,
Permanent Mission to the IAEA or National Atomic Energy
Authority
