



Surname:	Forename:	Date of Birth:	Scanner trained on:
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Line Management: (complete this section before attending for training – your line manager should sign here)

As the line manager, I confirm that all University of York mandatory training is up to date for the named individual and that I will inform YNiC of any change in this individual's employment status..

Signature:	Date
Print Name:	

Training completed for	Date	Initials (Trainer)	Training completed for	Date	Initials (Trainer)
Departmental induction completed/reviewed			Ear protection / earplugs		
Nurse Call			Emergency Call button		
Stimulus PC			Evacuation (general)		
Operator Console			Table top emergency release		
Chemistry Room			Table cot sides		
Equipment Room (Projector)			Table undock		
Scan Room (General considerations/safety)			Table dock		
Locking / unlocking scan room door			Table brakes		
Table Up/Down			Different coils		
Table In/Out			Mirror Assembly		
Table Landmark			Cable positioning principles		
Table Advance to scan			Cleaning of coils after use		
Table back to landmark			Hygienic preparation of bed for next participant		
Table Stop motion			Final metal screening		

By signing this form, the trainee confirms that they have received and understood explanations for all elements of the induction of process outlined below.

By signing this form the trainer confirms that they have delivered appropriate explanations of all elements of the induction process outlined below, and that the trainee has demonstrated their understanding or competence for all elements of the induction of process.

Trainee	Signature:	Date	Trainer (L2/L3 operator)	Signature:	Date
	Print Name:			Print Name:	

Reminder to trainer: please update YNiC database and training spreadsheet once training is complete.