

# Step-by-step guide for planning radon testing in Oregon schools

Per ORS 332.166-167, Oregon school districts shall develop a plan for testing schools under their jurisdiction for elevated levels of radon. They shall submit it to the Oregon Health Authority on or before **Sept. 1, 2016**.

Below is a recommended step-by-step guide for planning for radon testing at a specific school site. It's intended to be used with the other information in this document.

By going through well thought-out “dry-run” on paper, staff (e.g., school radon measurement teams) will likely be able to identify timelines, costs (staff time and test kit costs) and unforeseen barriers. Knowing these, before testing begins, may result in more accurate test results and decreased costs.

## 1. Identify rooms to be tested

ORS 332.166-167 specifies that “at a minimum, any frequently occupied room in contact with the ground or located above a basement or a crawlspace” should be tested.

Examples of such rooms include offices, classrooms, computer rooms, conference rooms, gyms, auditoriums, cafeterias and break rooms. This does not mean storage rooms, bathrooms, stairways, hallways, kitchens or elevator shafts.

Staff should procure a copy of the school’s emergency escape map. It can be used as the floor plan, since it usually provides the most accurate and up-to-date information. The map can be used to identify the frequently occupied rooms at a particular school site. As discussed below, that map can also be used to indicate which test kit types will go in which room.

Make sure all rooms in the building floor plan are individually labeled; create labels for them if they are not.

## 2. Determine the number of test kits needed.

a) Count all frequently occupied rooms, as defined in ORS 332.166-167.

\_\_\_\_\_ Total number of rooms

b) Determine the number of test (detectors) kits needed to test the entire school site:

\_\_\_\_\_ (number of rooms up to 2,000 sq ft) x 1 test kit = \_\_\_\_\_

\_\_\_\_\_ (number of rooms between 2,001 and 4,000 sq ft) x 2 test kits = \_\_\_\_\_

\_\_\_\_\_ (number of rooms between 4,001 and 6,000 sq ft) x 3 test kits = \_\_\_\_\_

\_\_\_\_\_ (number of rooms over 6,000 sq ft) x 4 test kits = \_\_\_\_\_

**Total number of detector kits needed to test the school site = \_\_\_\_\_**

### 3. Determine the number of quality control measurements needed

- a) Determine the number of **duplicate** measurements that need to be deployed during measurement. Rooms to be tested (     ) x 0.10 (10%) = \_\_\_\_\_  
[NOTE: Round up to the next whole number. Remember, you need a minimum of one duplicate kit per building.]
- b) Determine the number of **blank** measurements that need to be deployed during measurement. Rooms to be tested (     ) x 0.05 (5%) = \_\_\_\_\_  
[NOTE: Round up to the next whole number. Remember, you need a minimum of one blank kit per building.]
- c) Determine the number of **spike** measurements that need to be deployed during measurement. Rooms to be tested (     ) x 0.03 (3%) = \_\_\_\_\_  
[NOTE: Round up to the next whole number. Remember, you need a minimum of one spike kit per school site.]

### 4. Determine total number of test kits needed to perform all required tasks.

- \_\_\_\_\_ Number of detector kits determined in Section 2b.
- \_\_\_\_\_ Number of duplicate tests determined in Section 3a.
- \_\_\_\_\_ Number of blank tests determined in Section 3b.
- \_\_\_\_\_ Number of spike tests determined in Section 3c.

**TOTAL= \_\_\_\_\_ Number of test kits needed to test the school site**

### 5. Use your school's floor plan to create a "Test Kit Placement Log(s)"

The school radon measurement teams can use a template of the school's emergency escape plan to decide in which rooms the different types of test kits (detectors, blanks and duplicates) will be placed. These documents will guide the planning of a radon testing effort as well as the actual testing itself.

Use your school's floor plan [see template on page 56 of "[Testing for Elevated Radon in Oregon Schools](#)" protocol and plan] to create "Test Kit Placement Log(s)" [see example on page 54 of the "[Testing for Elevated Radon in Oregon Schools](#)" protocol and plan] for the school, which indicates where the detectors, duplicates and blanks are to be placed when initial testing of the school for elevated radon begins.

**Important:** Because each building on a school site should have a minimum of one detector, one duplicate and one blank, a separate "Test Kit Placement Log" should be created for each building on the school site.