What is Project Management?

- Project management is the practice of initiating, planning, executing, controlling, and closing the work of a team to achieve specific goals and meet specific success criteria at the specified time.
- The primary challenge of project management is to achieve all of the project goals within the given constraints.

What makes a good RT PM?

Experience !!!!

But what experience?
- PMP ?
- RT ?
Implementation process

Roles and responsibilities

Project timeline: LINAC treatment system
Elekta site inspection overview

Vault slab Inspection 1
- Check Linac take-out and vault slab installation plan

Progress Inspection 2
- All electrical and mechanical rough-ins should be complete, vault door installed, fascia wall roughed in, all laser and camera mountings complete

Final site Inspection
- One week prior to machine delivery, site inspection must be 100% complete
- All site prep requirements must be 100% complete
- Go or No Go for Installation (Pass/Fail)
- Mobilization of installation activities takes place after the final inspection
- Tool boxes ship, final arrangements made by riggers and logistics
- Engineer makes final travel plans

Vault slab Inspection 1
- Vault slab inspection
- Check LINAC table pit and vault slab levelness

Progress Inspection 2
- Final site inspection

Critical success factors
- Project ownership & buy in – mutual responsibility
- Primary client contact
- General contractor
- IT infrastructure
- Meeting project milestones on time
- Failure of the site inspections will result in the installation being pushed to the next available dates, typically 3 - 4 months later
- It is very important to stay on schedule!
- Maintaining continuous communication

Elekta site inspection overview

Milestones
- Kick off meeting
- Linac enters product cycle
- Linac shipment
- Pre-construction meeting
- Vault construction
- Pit / vault slab inspection
- Progress site inspection
- Final site inspection
- Delivery and rigging of Linac
- Completion of acceptance testing
- Linac service handoff
- Commissioning
- MOSAIQ installation
- Elekta Linac training
- Additional Elekta training (if applicable) toolset, abc, fraxion etc...
Physicist involvement

- Shielding survey
- Area survey
- Neutron test above 10Mv
- Acceptance of LINAC
- Commissioning
- Beam modeling or validation
- MOSAIQ installation acceptance

Shielding design and calculations

All shielding design is done by the site physicist of record.

All vault penetrations are to be approved by the physicist.

The physics pipe location and size is up to the physicist.

We have two sets of plans. Who’s plans do we use?

Use the architectural blue lines

Elekta plans are for reference only
Absolutely the most difficult part of the job

Critical dimensions ±1/16" (2mm) throughout.

How do I meet tolerance?
• > 4500 PSI
• > 9" monolithic slab
• No layering
• 9.25" depth & Flat to 1/16"
Vendor doesn’t control the contractors
Thank you