DAN'S TESTING LABORATORY - COMPETENCY ASSESSMENT CHECKLIST

Chemistry Department - Susie LabTech - 6 month evaluation

Procedure	Checkmark Status				Date	Initial	Evaluation Method	Comments
CHEMISTRY - PENTRA 400	C	N	N/A	ATN			(Circle all that apply)	
1. ROUTINE OPERATION							1, 2, 3, 4, 5, 6	
2. START UP							1, 2, 3, 4, 5, 6	
3. SHUTDOWN							1, 2, 3, 4, 5, 6	
4. CALIBRATION							1, 2, 3, 4, 5, 6	
5. TROUBLE SHOOTING							1, 2, 3, 4, 5, 6	
6. CHANGING REAGENTS							1, 2, 3, 4, 5, 6	
7. CLEANING							1, 2, 3, 4, 5, 6	
8. PRINTER OPERATION							1, 2, 3, 4, 5, 6	
10. ISE RELATED OPERATION							1, 2, 3, 4, 5, 6	
11. TEST MENU / SUPPLY ORDERS							1, 2, 3, 4, 5, 6	
12. PREVENTIVE MAINTENANCE							1 , 2, 3, 4, 5, 6	
13. QUALITY CONTROL RUN							1, 2, 3, 4, 5, 6	
14. OUT OF CONTROL PLAN							1, 2, 3, 4, 5, 6	
15. SPECIMEN REJECTION PROTOCOL							1, 2, 3, 4, 5, 6	
16. SPECIMEN STORAGE							1, 2, 3, 4, 5, 6	
17. REPORTING OF RESULTS							1, 2, 3, 4, 5, 6	
18. COMPUTER INTERFACE - LIS VERIFY							1 , 2, 3, 4, 5, 6	
19. CALIBRATION VERIFICATION							1, 2, 3, 4, 5, 6	
20. PRINT MONTHLY Q.C., L-J							1, 2, 3, 4, 5, 6	
21. USE OF SLT QC FOR PENTRA							1, 2, 3, 4, 5, 6	
22. DOCUMENT CORRECTIVE ACTIONS							1, 2, 3, 4, 5, 6	
23. PARALLEL TEST NEW CONTROL LOTS							1, 2, 3, 4, 5, 6	
							1 , 2, 3, 4, 5, 6	
							1, 2, 3, 4, 5, 6	
							1, 2, 3, 4, 5, 6	
							1, 2, 3, 4, 5, 6	
							1, 2, 3, 4, 5, 6	

Evaluator: Using the above criteria, document the competency status for each procedure listed, Designate the method (s) used for evaluation and date/initial. **See Key on Cover Page**

Clear Checks & Comments Clear Entire Form