

**QUALITY ASSESSMENT PLAN
NORTH WEST PRIMARY CARE**

Calendar for Review		Year		
Month	Item	Initials	Date	Notes
November	Complete items on Monthly Checklist to include compilation/review of QC reports, LJ Graphs, QC logs, and maintenance checklists (Responsible parties: Laboratory staff, laboratory Director and/ or technical consultant)			
	Proficiency Testing, if applicable			Separate Form
	Completion/review of corrective action for incidents or errors during the month			
	Call with consultant/meeting with lab director to review QC/QA			
	Other			
	Critical Values and Turnaround times Review – Review of Critical value log. Evaluation of 10 patient orders with review of order time to result entry, evaluation of 10 reference lab requisitions with review of time sent to receipt of results. Date Range Reviewed _____			
	Critical value log is documented and reviewed by supervisor to include patient name, result, date and time of notification, person notified			
	Routine results are available to physician within 24 hrs of collection			
	STAT results are available to physician within 2 hours if warranted			
	Turnaround times for specimens sent to reference lab are within reference lab stated timeframes			

Lab Director

Date