

**Quality Manual**

**Table of Contents**

|  |  |
| --- | --- |
| *Section* | *Description* |
| 100 | Quality System |
| 200 | Personnel |
| 300 | Equipment |
| 400 | Reference Lab Policy |
| 500 | Quality Control |
| 600 | Document and Sample Control |
| 700 | Reporting and Classification of Incidents |
| 900 | Quality Assurance |
| 1000 | Facilities and Safety |
| 1100 | Next Generation Sequencing |
|  *Attachments* |
| 1 | Organization Chart |
| 2 | Continuing Education Form |
| 3 | Authorization for Use and Disclosure of Protected Health Information |
| 4 | HIPAA Confidentiality Agreement |
| 5 | Annual HIPAA Audit |
| 6 | Equipment Approval Form |
| 7 | Equipment Repair Form |
| 8 | Corrective Action Report |
| 9 | Laboratory Quality Assurance Report (QC Deviation Form) |
| 10 | Spill Report Form |
| 11 | Spill Response Categories |
| 12 | Laboratory Safety Committee Biohazard Assessment Form |
| 13 | Hepatitis B Vaccination Consent-Waiver Form |
| 14 | Safety Inspection Checklist |
| 15 | Reporting of Occupational Injuries |
| 16 | Ergonomics Laboratory Self Assessment Checklist |
| 17 | FDA 7500A Form |
| 18 | Fire Evacuation Route |
| 19 | Employee Document Review Checklist |
| 20 | SOP Template |
| 21  | Fire Drill Log Sheet |
| 22 | Director Designation |
| 23 | Corrective Action Log |
| 25 | Clinical Procedure Template |