

**Holyoke Medical Center, Inc.
575 Beech Street
Holyoke, MA 01040**

Laboratory

Category 3

Quality Control

Purpose

To provide guidelines for quality control policies within the laboratory.

Principle


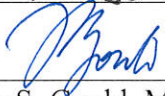
It is the policy of the laboratory to comply with all federal, state, and accrediting agencies with regard to quality control regulations.

Procedure

1. All laboratory departments will have a specific quality control program that clearly defines goals, general policies and delegation of responsibilities. The policy will also list tolerance limits, corrective action and related information.
2. Quality control is not limited to quality control standards performed for specific tests, but also includes: temperature checks, alarm checks, etc.
3. Quality control performed on reagents will be the responsibility of the technologist performing the testing and will be run in accordance with departmental policy.
4. The Medical Director has designated Departmental supervisors and/or qualified Medical Technologists to be responsible for reviewing all quality control performed within their department on a regular basis.
5. All quality control records will be maintained according to lab Policy 401.ADM.1.11, "Retention of Laboratory Records and Materials".
6. Correction of records must be legible and indelible. The original entry must be visible (no erasures, white correction fluid, etc.). The person making the change must be recorded.

References:

College of American Pathologists. Laboratory General Checklist. GEN.20450. 8.17.2016.


Approved By:			12/2/16
	John J. Szczepanek, MT (ASCP) Laboratory Manager		Date
			12/12/16
	Thomas S. Gould, M.D. Medical Director		Date

Prepared By: Joan M. Poutré

Adopted or Date initiated: 05/1993

Revised and effective date: 01/1994, 02/1995, 01/1996, 01/1997, 02/1998, 01/1999, 02/2000,
02/2001, 03/2005, 04/2010

Reviewed:

Date	Lab Manager/Designee	Date	Lab Manager/Designee
12/12/16			

Revision History			
Version	Summary of Changes	Author	Date
12	Added #6 correction of records, added revision table and reference	glik	12/9/16

