 <p>DR. PABLO O. TORRE MEMORIAL HOSPITAL</p>	Document Code:	DPOTMH-E-60-P02
	Effective Date:	04-15-2022
	Document Type:	Policy
	Page Number:	1 of 5
	Department/Section:	Molecular Biology Laboratory
	Document Title:	REPORTING OF QUALITY CONTROL

B.S. Aquino Drive,
Bacolod City,
Negros Occidental,
6100

PURPOSE:


The purpose of this policy is to provide the personnel-in-charge the process and the knowledge on encoding and analyzing the Control Chart.

LEVEL:

All Molecular Biology Laboratory Analysts, Molecular Biology Laboratory – Section Head and the Pathologists.

DEFINITION OF TERMS:

1. **Quality Control.** QC is a material or mechanism that monitors the analytical performance of the test when used with or as part of a test system.
2. **No template control (NTC).** Checks contamination during specimen extraction and/or plate set up. If any NTC reactions are defined positive, sample contamination may have occurred and the test must be repeated with strict adherence to the testing procedures. It also indicates whether PCR NTC is either a nuclease-free water or unused viral transport medium.
3. **Positive template control(s):** Indicates the limit of detection and robustness of the assay.
4. **Control Chart.** A graph used to study how a process changes over time.
5. **Control limits.** Used to analyze the point beyond which a control value is considered a special cause of variation.

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POLICY:

1. All Molecular Biology Analyst must be familiar on the process of encoding on the Control Chart.
2. All Molecular Biology Analyst must know how to make and/or edit succeeding Control Chart/s.
3. All Molecular Biology Analyst must be knowledgeable how to read and analyze the Control Chart for a prompt report to the Molecular Biology Laboratory – Section Head and/or Pathologist.
4. Molecular Biology Laboratory – Section Head and/or Pathologist to check the Control Chart on a daily, weekly, and monthly basis to look for limits and/or variation on the chart to conduct control measures if needed.

DOCUMENTATION:


New policy

DISSEMINATION:



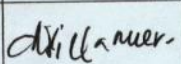
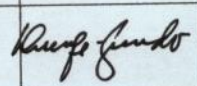

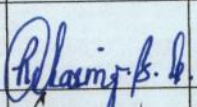
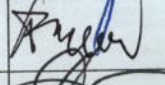
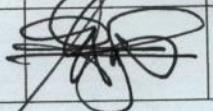
1. Terms of Reference
2. Hospital Communicator

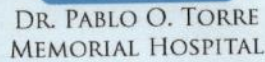
REFERENCE:

1. <https://www.itl.nist.gov/div898/handbook/pmc/section3/pmc31.htm>
2. <https://asq.org/quality-resources/control-chart>
3. <https://www.americanlaboratory.com/914-Application-Notes/182490-Statistics-in-the-Laboratory-Control-Charts-Part-1/>

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	Document Type:	Policy
	Page Number:	3 of 5
	Department/Section:	Molecular Biology Laboratory
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APPROVAL:

	Name/Title	Signature	Date
Prepared by:	ORLANDO S. DELA PEÑA JR., RMT Molecular Laboratory Analyst		03/29/2022
Verified by:	TIFFANY B. VILLANUEVA-COO, RMT Laboratory Manager		03/29/2022
	MONICA B. VILLANUEVA, RN, RMT, PhD Laboratory Director		3/29/2022
	MELANIE ROSE B. ZERRUDO, MD, FPSP Chair, Department of Pathology		3/29/2022
Reviewed by:	DENNIS C. ESCALONA, MN, FPCHA, FPSQua Quality Assurance Supervisor		3/29/2022
Recommending Approval by:	ROSARIO D. ABARING, RN, MN, PhD, FPCHA Ancillary Services Division Officer		03.31.2022
	HENRY F. ALAVAREN, MD, FPSMID, FPSQua Total Quality Division Officer		4/4/2022
Approved by:	GENESIS GOLDI D. GOLINGAN President and CEO		4/5/22



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Page Number:	4 of 5
Department/Section:	Molecular Biology Laboratory
Document Title:	REPORTING OF QUALITY CONTROL

February 2022

[illegible][illegible]

Extraction Kit	100
Griffin from K. B.	50
Equipment, Calibration, Procedure, Main Screen	100



DR. PABLO O. TORRE
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Effective Date:	04-15-2022
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Page Number:	5 of 5
Department/Section:	Molecular Biology Laboratory
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ANNEX 2

CONTROL CHART

