

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

#### **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:**

- 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.
- Control limits. Used to analyze the point beyond which a control value is considered a special cause of variation.



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## **POLICY:**

- 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.
- 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.
- 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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	President and CEO	1410	112



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## Annex 1

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#### **ANNEX 2**

#### **CONTROL CHART**

