



Laboratory Unit Visit

Objectives

- Ensure the laboratory structure complies with safety, security and infection control requirements.
- Observe infection control and safety practices.
- Review equipment maintenance and quality control documents.
- Interview staff for their daily pre-analytical, analytical and post analytical practices and reporting of test results.

Participants

- CBAHI Surveyors
- Ambulatory Care Center's visit facilitator
- Laboratory director and technicians

Logistics

- None

Procedure

- Observe:
 - Phlebotomy area (equipment, infection control).
 - Receiving area (infection control).
 - Process for receiving specimens.
 - Adequacy of space, infection control practices (equipment area, utility rooms, storage areas for reagents and specimen, and processing area).
 - Periodic preventive maintenance for equipment.
 - Safety of equipment.
 - Staff wearing ID badges.
 - Emergency exits.
 - Fire detection and abatement devices and equipment.
- Lab Staff Interview:
 - Patient identification before sample collection or receiving samples.
 - Specimen labelling



- Specimen rejection.
- Turnaround times for results.
- Reporting of critical results.
- Quality control.
- Proficiency testing.
- Outsourced services.
- Effectiveness of Point of care testing.
- Periodic preventive maintenance for equipment.
- Waste management.
- What to do in case of fire.
- Disinfection of patient equipment in-between patients.
- What to do in case of cardiopulmonary arrest.
- Crash cart management.
- Document Review:
 - Laboratory services and specimen manual.
 - Contract for outsourced services.
 - Policy for quality control.
 - Policy for proficiency testing.
 - Policy for reporting of results.
 - Infection control program.
 - Safety program.