



## CQI NEWSLETTER FOR JHMI LABORATORIES

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### CAP Laboratory Accreditation

#### Redesign of CAP Accreditation Checklist

There are key changes to the format of the lab accreditation requirements format. Besides changing to declarative statements instead of questions, the new items to note include:

#### Evidence of Compliance

This highlights specific examples of what documentation is needed by the laboratory to meet CAP compliance.

**Subject Headers.**—these include a summary of the requirement along with the number of the statement.

#### CAP Laboratory General Checklist

**GEN.55500 Competency Assessment Phase II**  
**The competency of each person to perform his/her assigned duties is assessed.** (*3rd Most Frequently Cited; in 10% of Laboratories*)

competency assessment is an important element of assuring that all personnel are capable of performing their duties correctly. For non-waived tests, all six elements must be assessed annually;

1. observations of patient test performance, 2. observations of instrument maintenance, 3. monitoring the reporting of test results, 4. Review of QC and PT, 5. Assessment of external PT, & 6. Evaluation of problem solving skills.

#### Hopkins Policy Online (HPO) Conversion

*Did you know POCT and Phlebotomy have policies posted on Hopkins intranet?*

The Department of Pathology has two volumes in HPO, Pathology Volume I – POCT and Phlebotomy/ Specimen Collection and Pathology Volume II - General Policy Manual. Sections within Pathology Volume II – General Policy Manual are: Administrative, Operations, Quality Management, and Safety/Infection Control.

As the CQI policies and procedures are published in HPO, a link will be provided from the Pathology website to each document. You may also log onto the website and look up the Pathology Manuals for yourself. Go to: [www.insidehopkinsmedicine.org](http://www.insidehopkinsmedicine.org) Click on POLICIES and then go to Hopkins Policies Online. The Manuals are listed to the left. More to come!

#### Updates to Pathology Website

##### General Policy Manual

1. Retention Time – Updates to reflect 2010 Standards
2. Pathology Human Resources -[Employee Compensation / Payroll Policies](#)
3. Spill / Splash Instructions Poster -These are to be posted in laboratories
4. Equipment Policy—FDA reporting additions

##### Accreditation Site

##### CAP Checklists

New 2010 CAP Checklist

#### Recently Published

##### CLSI Documents-

**I/LA34-P** Design & Validation of Immunoassays for Allergenicity of New Bio-therapeutic Drugs – Proposed Guideline 9/2010

**M45-A2** Methods for Antimicrobial Dilution and Disk Susceptibility Testing of Infrequently Isolated or Fastidious Bacteria 2nd Ed.

**H18-A4** Procedures for the Handling and Processing of Blood Specimens for Common Laboratory Tests; 4th Ed

Contact Marian Turpin, in CQI Office, for copies.

#### Hopkins Green Team Update

##### Office Depot Recycle Program

Office Depot knows you want to help the environment by creating less waste and recycling more. Their Ink & Toner Cartridge Recycling Solutions are simple, convenient and free!

By returning your empty cartridges, you can do your part to sustain our environment.

Two Ways to Return Cartridges:



#### Please Welcome VSurvey!

The CQI Office plans to launch an electronic audit tool for hand hygiene observations beginning January 2011. This will be a pilot project for our department, utilizing VSurvey, a software package by Verge Solutions, LLC. We hope to develop other audit tools in the future to facilitate an electronic database for our evidence of compliance for CAP, TJC and other regulatory and accrediting bodies. Stay tuned!

#### 2011 Proficiency Testing

Each laboratory should periodically verify the information on the CAP website listed under your Activity Test Menu/ Laboratory Data Report, and make sure proficiency testing is correct. Specifically check your Laboratory Analyte score cards for accuracy.

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