

Proficiency Testing Checklist

Complete only when PT scores are less than 80%. Answer the questions below using all PT records.

PT Program: _____ Date Received: _____ Date Tested: _____

Were PT samples received cold and in good condition?	
Were PT samples stored at the proper storage temperature until testing?	
Was the refrigerator temperature in the correct range on the days that PT samples were stored and tested?	
Were PT samples in good condition on the test day?	
Did you accurately follow the handling and preparation instructions that accompanied the PT samples?	
Was QC satisfactory on the day QC samples were tested?	
Did you correctly enter the numerical data on the PT results forms?	

Probable Cause for PT Failure:

Corrective Action Taken:

<p>1. If any "no" responses resulted from the PT failure investigation, note the appropriate corrective action taken:</p> <p>_____</p> <p>_____</p>				
<p>2. If applicable, review specimen preparation and handling with staff:</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 60%;">Name: _____</td> <td style="width: 40%;">Date Reviewed: _____</td> </tr> <tr> <td>Name: _____</td> <td>Date Reviewed: _____</td> </tr> </table>	Name: _____	Date Reviewed: _____	Name: _____	Date Reviewed: _____
Name: _____	Date Reviewed: _____			
Name: _____	Date Reviewed: _____			
<p>3. If needed, contact Qualigen System Support at (877) 770-6127 for assistance:</p> <p>Date Called: _____ Contact: _____</p> <p>Results of Call: _____</p> <p>_____</p>				
