

NABL 111



**National Accreditation Board for Testing
and Calibration Laboratories (NABL)**



**Procedure for Recognition of Sample Collection Centre/ Facility
declared by Medical Laboratories (CABs)**

**ISSUE NO. : 01
ISSUE DATE : 20-Jun-2018**

**AMENDMENT NO. : 00
AMENDMENT DATE : 00**

AMENDMENT SHEET

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1. PROCEDURE

NABL recognizes sample collection centres/ facility(ies) declared by its associated medical CABs. Assessment process of SCFs shall be an ongoing activity for the entire accreditation cycle. Each declared sample collection centre/ facility (SCF) of a medical CAB shall be assessed once in its accreditation cycle.

SCFs of applicant CABs

SCFs shall be assessed on sample basis (at least 5%) initially on or before the schedule of final or renewal assessment and decision shall be taken for all declared SCFs with the assessment report of CAB declaring these SCFs. All declared SCFs shall be considered recognised SCFs of CAB.

(Refer Flow-diagram).

SCFs of accredited CABs

All declared SCFs not assessed during initial assessment shall be assessed in subsequent months of accreditation cycle. At all time, the SCFs shall maintain compliance to requirements and recognition is co-terminus with accreditation cycle of CAB. **(Refer Flow-diagram).**

Digitalisation of Process

Mobile & Web based Applications has been developed for automation of application process and processes of assessment, corrective action, and recognition. These applications have provision for CABs to upload details of sample collection centres/facilities for which recognition is to be done, provision for assessor and for NABL users to assign assessors to these SCFs and review the assessment report. The mobile application will facilitate field assessment, marking location of assessors and laboratories/SCFs. Further, it will involve geo-tagging of sample collection centres/facilities which will help the CAB user/ patients to find these facilities to get quality services. The web based application can be accessed from NABL website.

Till this above process becomes operational, NABL will be starting process as per current procedure.

Web based Application: Key features

- Manage lab, Sample collection centre/facility details and Assessor Data.
- Map based and Dashboard based view of Data of different entities.
- Review of Assessment data of sample collection centres.
- Upload of corrective action and follow-up action.
- User Management to provide access to different modules.

Mobile application for on-site assessment of collection centres: Key features:

- Facility for Collection centre and Assessors to update their profile and mark their location.
- Questionnaire-based Assessment of collection centres along with pictorial evidence.
- Mark NC's for non-compliances.

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Recognition of Sample Collection Centre/ Facility

NABL shall issue an annexure to the accreditation certificate containing 'Recognised sample collection centres/ facilities' with the following details –

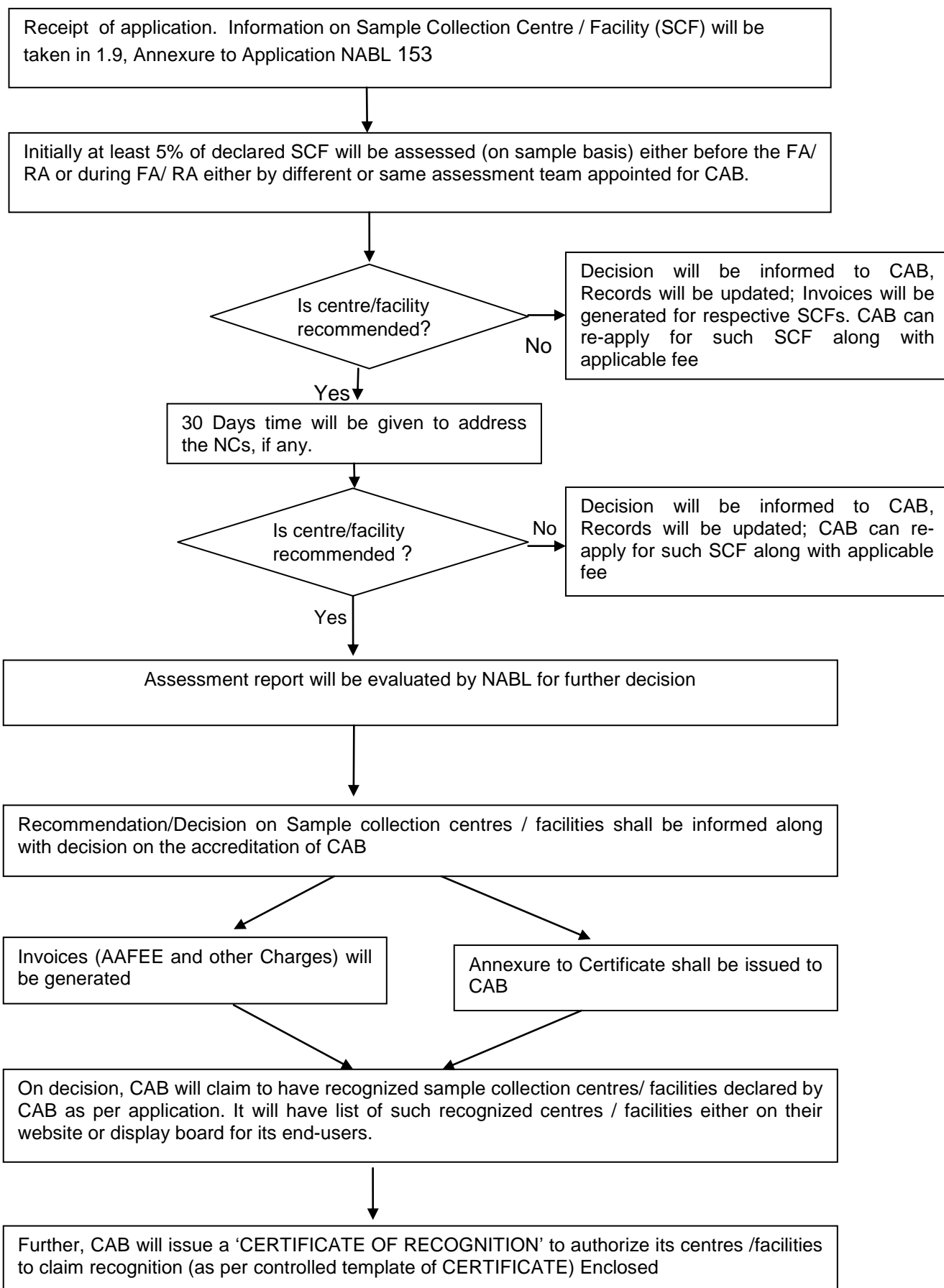
ID of Sample Collection Centre/ Facility	Name of Sample Collection Centre/ Facility	Address of Sample Collection Centre/ Facility
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Based on this annexure, the accredited medical CAB may issue certificate of recognition to its declared SCFs as stated follows –

<i>To be printed on the CAB Letter head</i>	
 MC-XXXX	
<u>CERTIFICATE OF RECOGNITION</u>	
<p>ABC SCF, ADDRESS is a recognized Sample Collection centre/ Facility of XYZ laboratory with certificate no. MC-XXXX and validity (Issue date 00/00/0000 - Valid date 00/00/0000) and is authorized to collect, prepare, handle, transport patient sample collected for this laboratory.</p>	
Name and Signature (Signature of Laboratory Director)	Date

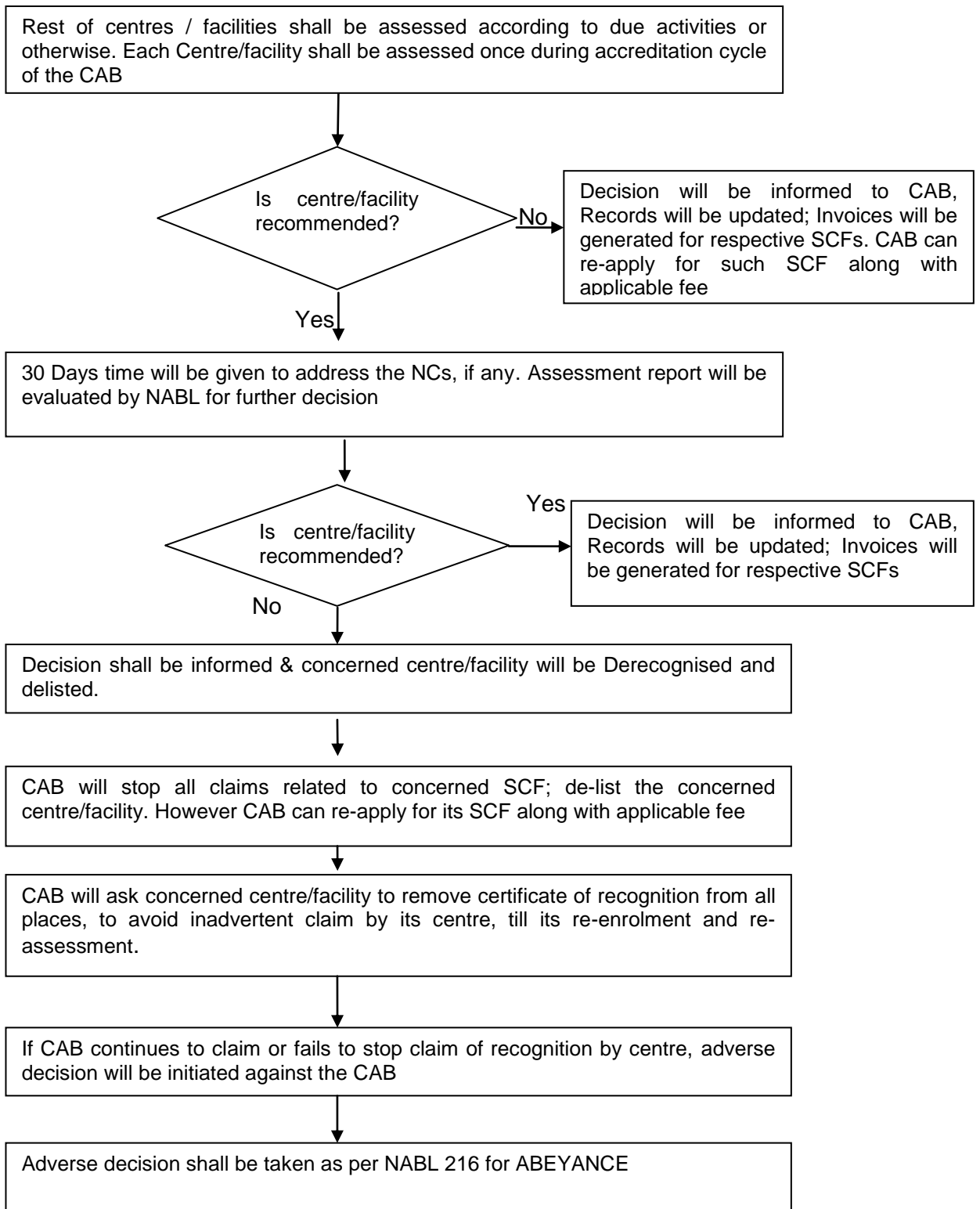
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2. Flow-diagram (Applicant CABs-Final Assessment/ Reassessment)



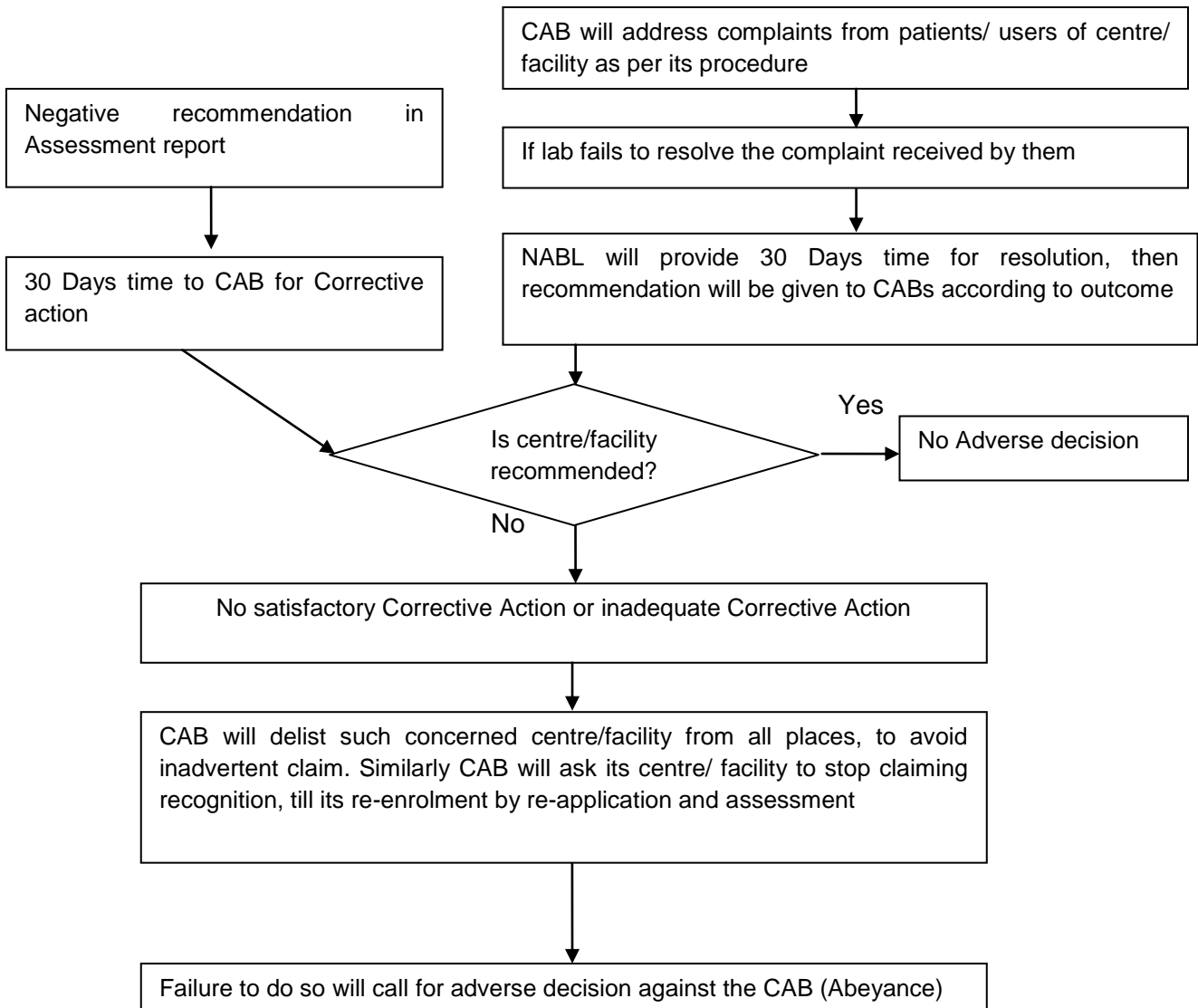
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3. Flow-diagram (Accredited CABs)



4. Procedure for Adverse decision

When lab is not able to close the issues of complaints pertaining to SCFs and not taking corrective action on the NCs after initial recognition, the CAB shall stop NABL claim or use of NABL symbol for concerned SCFs and return its original annexure. NABL shall issue revised annexure to the medical CAB for others SCFs. Lab shall de-list such concerned centre/ facility from all places, to avoid inadvertent claim. Similarly lab will ask its centre/ facility to stop claiming recognition, till its re-enrolment by re-application and assessment.



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