



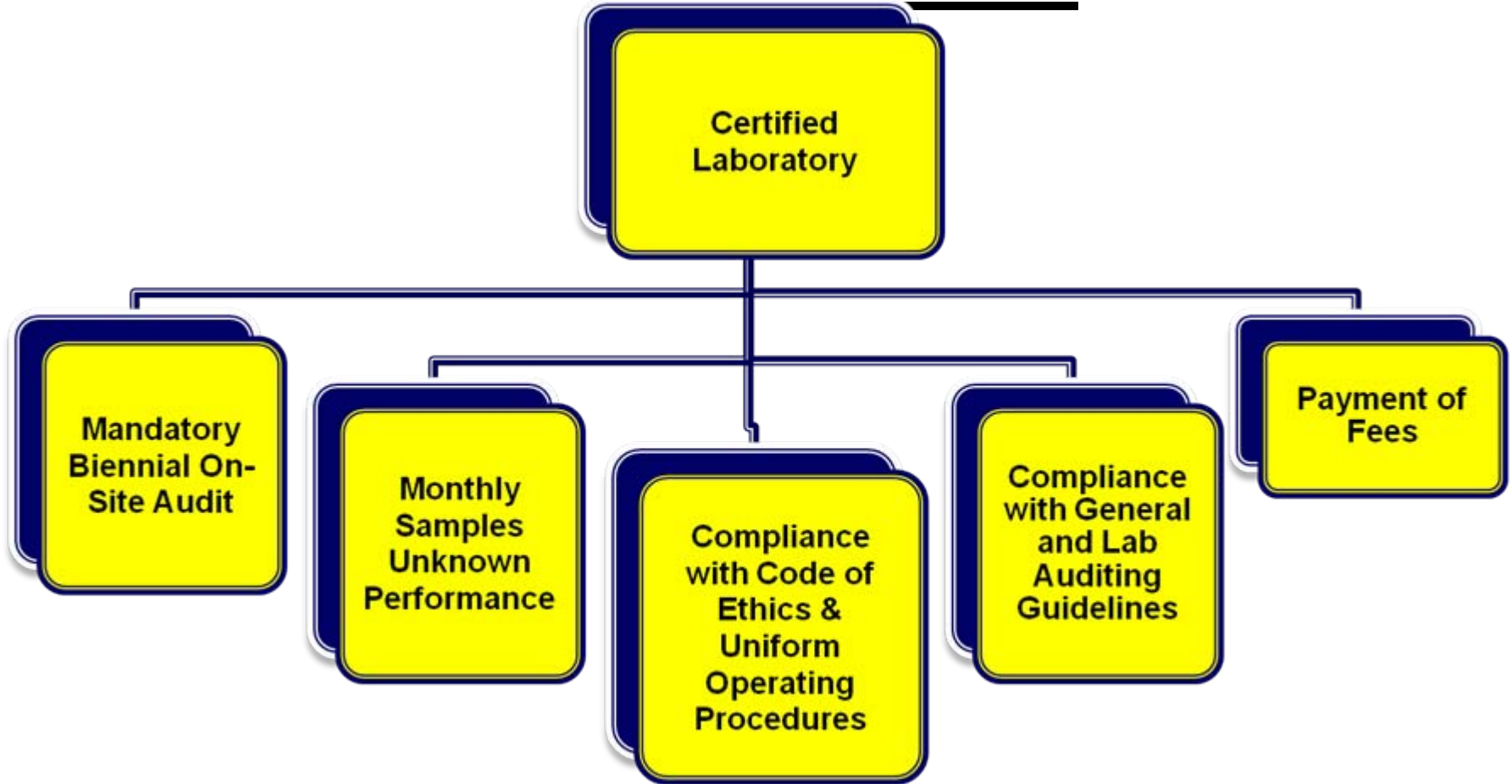
QCS Laboratory Program Update

Steven J. Sievert
Manager, Quality Certification Services, Inc.
Technical Director, National DHIA



**Lab Advisory
Committee
October 12, 2009**

Components of Laboratory Certification



Auditing Procedures for Laboratories

- Auditing schedule updated to reflect current participating laboratories
- No changes proposed to laboratory auditing procedures
- May need to look at balancing the schedule in 2010
 - *26 Labs in even-numbered years*
 - *21 Labs in odd-numbered years*
 - *New laboratories and consolidations/closures in the future?*
 - *QCS and Lab Auditor will work cooperatively on schedule*

General Auditing Guidelines

- **Service providers are required to notify the auditor of:**
 - *Changes in business name, address, phone, email, contacts*
 - *Changes in authorized personnel – i.e. lab managers*
 - *Changes in equipment/instrumentation*
- **Notification within 30 days of change**
- **Send changes to QCS Program Manager – Steven Sievert, not to Lab Auditor**
- **Assures accuracy in billing, website listings, and monitoring instrument performance**

Procedure for New Instruments

- **Notify QCS Program Manager of new instrument**
 - *Make, Model and In-Service Date*
 - *Components to be analyzed*
 - *Instrument to be taken off-line (if applicable)*

- **Add Instrument on Samples Unknown website**

- **Samples Unknown will create a new history file for the instrument**

- **Enter data as normal during the next Samples Unknown test**

Renaming of Instruments-Samples Unknown

- **Notify QCS Program Manager of desire to rename instrument**
 - *Has to be done by QCS to merge history files*
 - *If you only change the name on the Samples Unknown Website, it will create a new instrument and start a new history file*
 - *Please make changes prior to Samples Unknown test week, not during the week*
- **QCS will link the history files and email confirmation to lab**
- **Enter data as normal during the next Samples Unknown test**

Late Entry of Samples Unknown Results

- QCS has observed an increase in labs submitting data past the deadline
- \$20 per component late fee for manual data entry by QCS
 - *Deadline is midnight on Friday of test week*
 - *Fee may be waived if lab emails QCS before data entry deadline with valid reason for late entry and date of expected results*
 - *Acceptable Reasons – Instrument problems; Samples out of condition; Samples arrived late*
 - *Unacceptable Reasons – Vacation; Did not get around to running the samples; Forgetting to enter the results*
- Email all concerns and late results to QCS Program Manager – Steven Sievert at sjsievert@dhia.org with copy to Paul Sauve

Samples Unknown–Batch Entry Confirmation

➤ Print a copy of your Batch Entry Confirmation Report

- Record/proof of your data entry

Lab Options

Select Batch
Change Lab Info
Manage Email Accounts
Test Instrument Identification
Sample Unknown Entry
OffLine Sample Unknown Entry
Batch Entry Confirmation
Batch Certification Report
Email Batch Certification Report
Batch Comparison Report
Test Instrument History
LogOff

Lab Code 896

Batch 141

Batch Entry Confirmation

Alpura
CombiFoss FT Plus

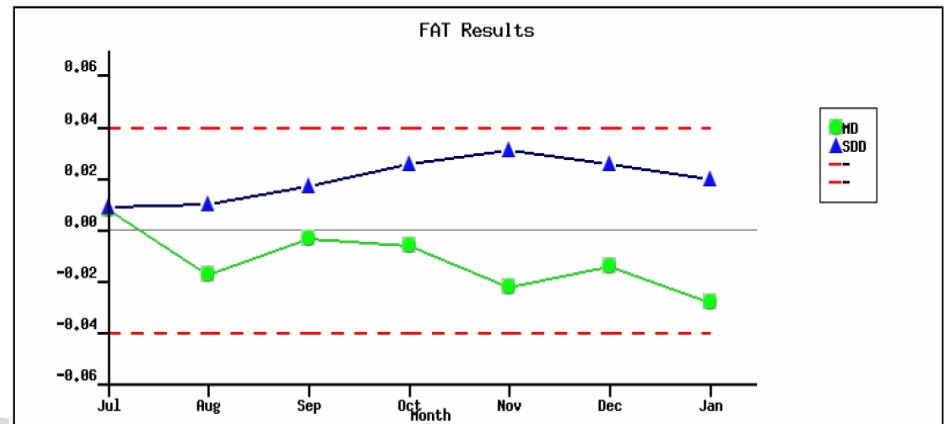
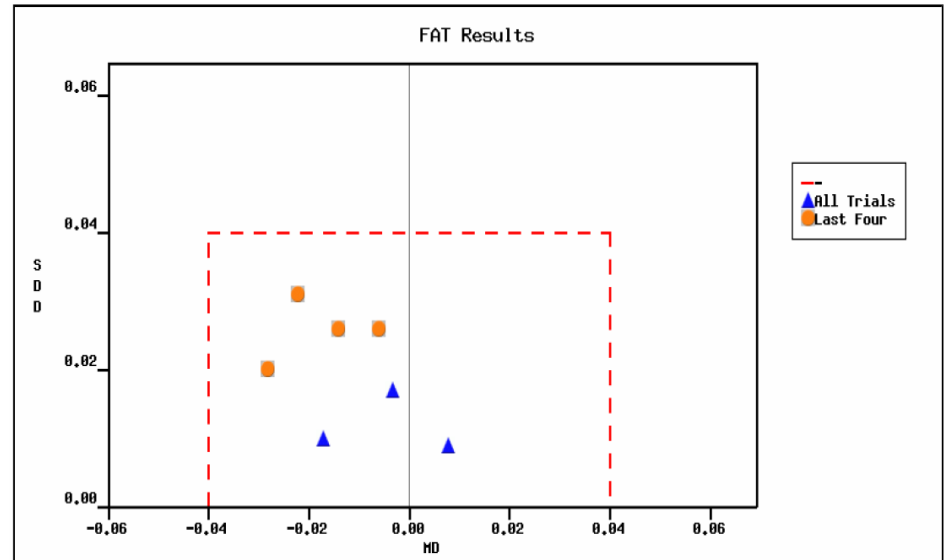
	Fat		Pro		SCC		MUN	
	Rep1	Rep2	Rep1	Rep2	Rep1	Rep2	Rep1	Rep2
1	3.180	3.180	2.860	2.870	119	115	14.00	13.70
2	3.450	3.450	2.830	2.820	123	120	7.60	8.20
3	3.590	3.590	2.780	2.790	237	221	15.10	15.20
4	4.480	4.470	2.960	2.970	389	387	9.50	10.30
5	3.870	3.870	2.800	2.810	225	234	7.40	7.90
6	3.620	3.630	3.000	3.010	1,138	1,117	8.80	9.10
7	4.880	4.890	3.230	3.220	574	564	12.00	12.20
8	3.670	3.670	2.890	2.890	309	310	8.60	8.90
9	2.900	2.910	2.900	2.910	157	151	11.50	11.60
10	4.050	4.050	3.480	3.480	270	264	4.80	4.70
11	3.320	3.330	2.940	2.940	274	279	6.60	7.20
12	4.520	4.510	2.950	2.950	290	306	9.30	9.90
Hash Totals	45.530	45.550	35.620	35.660	4,105	4,068	115.20	118.90

Samples Unknown–Batch Certification Report

- Your historical record of instrument performance

Lab Options

Select Batch
Change Lab Info
Manage Email Accounts
Test Instrument Identification
Sample Unknown Entry
OffLine Sample Unknown Entry
Batch Entry Confirmation
Batch Certification Report
Email Batch Certification Report
Batch Comparison Report
Test Instrument History
LogOff

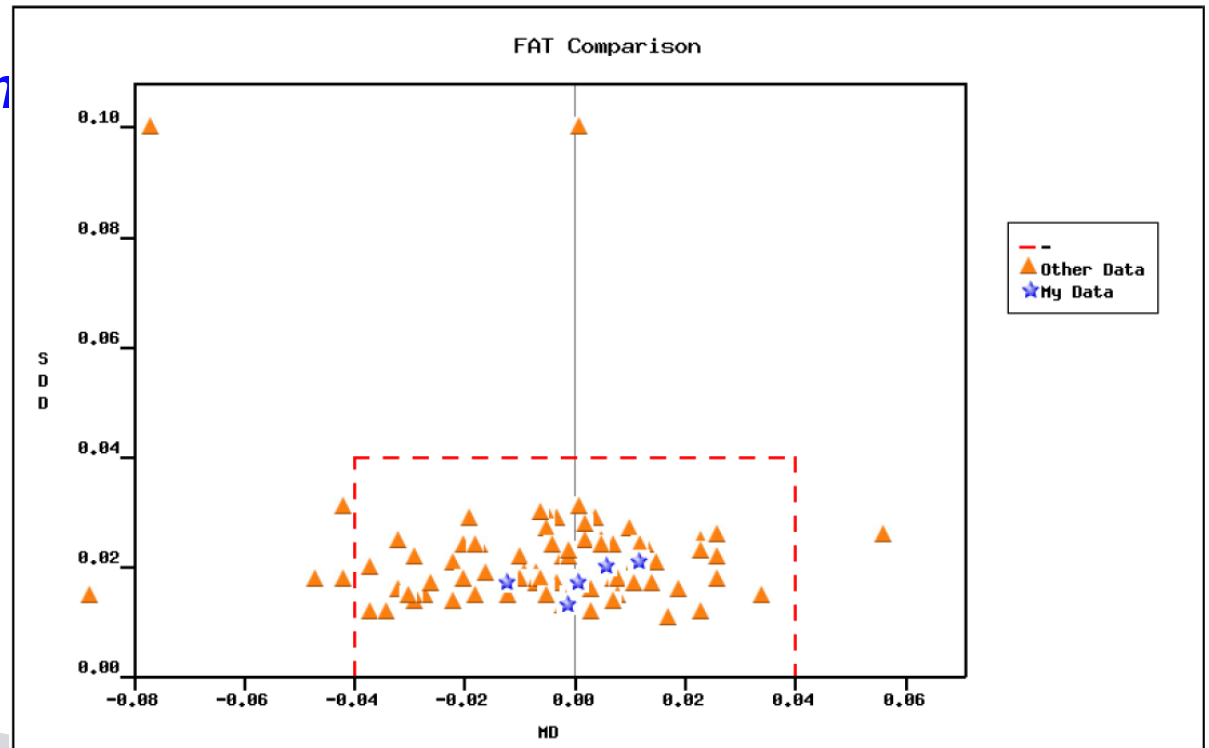


Samples Unknown–Batch Comparison Report

- Allows you to compare performance with other labs
 - *Only know the identity of your lab*
 - *Identify trends by looking at all instruments in your lab*

Lab Options

Select Batch
Change Lab Info
Manage Email Accounts
Test Instrument Identification
Sample Unknown Entry
OffLine Sample Unknown Entry
Batch Entry Confirmation
Batch Certification Report
Email Batch Certification Report
Batch Comparison Report
Test Instrument History
LogOff



Have you checked out the QCS Website?

www.quality-certification.com

Your source for...

- *Current versions of all Auditing Guidelines*
- *Samples Unknown schedule*
- *List of Certified Providers*
- *What else would you like to see?*

Quality Certification Services Inc.

- Performance & Quality Standards

- Compliance Auditing of Providers

- Education, Training, & Development

A simple, yet vital mission....

Providing a reliable source of information to people interested in the U.S. dairy records industry.