



# ATTENDANCE SHEET



|                      |                           |       |             |
|----------------------|---------------------------|-------|-------------|
| Topic Of Training:   | Transcription of reports. |       |             |
| Name Of The Trainer: | Dr. Anitha Seethu         | Date: | 26/12/2023  |
| Venue:               | Central Research Lab vmch | Time: | 1pm to 2pm. |

| SN | Name            | Designation    | Department  | Sign           |
|----|-----------------|----------------|-------------|----------------|
| 1  | MANISHA BENIWAL | Lab technician | Central Lab | <u>Manisha</u> |
| 2  | Hemant Pandit   | Lab. Tech.     | Central Lab | Hemant         |
| 3  | INDRAJEET       | Lab Techs      | Central Lab | Indrajeet      |
| 4  | SHAWAN GARLOT   | SR. Lab Techs  | Central Lab | <u>Shawan</u>  |
| 5  | Divya Bhati     | Lab technician | Central Lab | <u>Divya</u>   |
| 6  | Anupam Maity.   | Lab Tel        | Central Lab | Anupam         |
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# ATTENDANCE SHEET



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|----------------------|--|-------|------------|
| Topic Of Training:   | Standardization, calibration & Internal & <del>EQAS</del> (EQAS) |       |            |
| Name Of The Trainer: | Dr. Ashok Kumar Shah   | Date: | 27/12/2023 |
| Venue:               | Central Research Lab Umesh                                       | Time: | 1pm to 3pm |

| SN | Name            | Designation        | Department   | Sign      |
|----|-----------------|--------------------|--------------|-----------|
| 1  | INDRAJEET       | LAB TECHNICIAN     | CENTRAL LAB  | Indrajeet |
| 2  | SHARWAN UCHHOT  | SR. LAB TECHNICIAN | CENTRAL LAB  |           |
| 3  | Hemant Pandit   | Lab. Tech.         | Central lab. | Hemant    |
| 4  | Manisha Beniwal | Lab. technician    | Central lab. | Manishg   |
| 5  | Anupam maity    | Lab Tech.          | Central lab  | Anupam    |
| 6  | Divya Bhati     | Lab Tech.          | Central lab  | Divya     |
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| S. No. | Name | Designation | Department | Sign |
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Signature of Trainer:  .....

# CORRECTIVE & PREVENTIVE ACTIONS FORM



ROOT CAUSE ANALYSIS, CORRECTIVE AND PREVENTIVE ACTION (CAPA)

Non Compliance Reference

No. Samp-6 Dated 10/12/2023  
Dept: Haematology [Hb]

Date: 21/12/23

Incident

EQAS sample Hb (Haematology) showed unacceptable results.

Root cause analysis/Investigation

All internal controls were under acceptable limits. Calibration is in a place. The EQA provider distributed by accident an inappropriate sample.

Done By: INDRAJEET Date & Sign: Indrajeet 21-12-23

Tool Used/ Risk Assessment Brain storming

Immediate Correction Couldn't correct as it was already passed next step.

Corrective Action

No issue was identified as far as calibrations, internal control and machine are concerned.

Done By: INDRAJEET Date & Sign: Indrajeet 21-12-23

Preventive Action

Daily monitoring will be done on daily basis and internal control of both high and low level will be checked until we received another EQAS sample. Training given to lab technician.

Verification of CAPA Done

Done By: Dr. Anil Kumar Date & Sign: Anil Kumar 21/12/23

INDRAJEET

Prepared By

Immediate Incharge

HOD





## Metropolis Healthcare Ltd., EQAS

VYAS SUPER SPECIALITY HOSPITAL (1067)

### Outlier And Analyte Summary Report

Outlier Details For Cycle No 230310 and Sample No 06

Report Date : 19/12/2023

| Analyte   | Instrument    | Result Value | Standard Unit       | Z-Score |
|---|---------------|--------------|---------------------|---------|
| X Erythrocyte (RBC) Count   | Sysmex XN 330 | 1.20         | 10 <sup>6</sup> /μL | -10.55  |
| X Haemoglobin   | Sysmex XN 330 | 3.70         | g/dL                | -7.64   |
| X Hematocrit  | Sysmex XN 330 | 12.60        | %                   | -4.75   |
| ! Total Leucocytes (WBC) count  | Sysmex XN 330 | 5040.00      | 1000/ μL            | -2.14   |
| Legend @ : z score ≤ 2.0 - Acceptable<br>! : 2.0 < z score < 3.0 - Warning<br>X : z score ≥ 3 - Unacceptable<br># : Not Evaluated<br>⊙ : Delayed Result Entry<br>* : Not considered for evaluation. |               |              |                     |         |

**Problem Classification:** \_\_\_\_\_  
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**Corrective Action:** \_\_\_\_\_  
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 \_\_\_\_\_  
 \_\_\_\_\_

**Reviewed by:** \_\_\_\_\_

**Dated:** \_\_\_\_\_

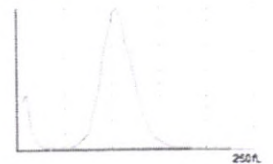
Name :  
 Sample No. : MHL EQAS HCBC 06  
 Patient ID :  
 Ref.By.Dr. :

Date : 10/12/2023  
 Age/Sex : /  
 Report Generation: 10/12/2023  
 Ward:

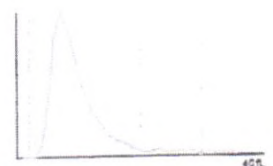
|            | Result | Unit                  | Normal Range    |
|------------|--------|-----------------------|-----------------|
| <b>RBC</b> | 1.20   | [10 <sup>6</sup> /uL] | ( 2.50 - 5.50)  |
| HGB        | 3.7    | [g/dL]                | ( 8.0 - 17.0)   |
| HCT        | 12.6   | [%]                   | ( 26.0 - 50.0)  |
| MCV        | 105.0  | [fL]                  | ( 86.0 - 110.0) |
| MCH        | 30.8   | [pg]                  | ( 26.0 - 38.0)  |
| MCHC       | 29.4   | [g/dL]                | ( 31.0 - 37.0)  |
| RDW-SD     | 55.9 + | [fL]                  | ( 37.0 - 54.0)  |
| RDW-CV     | 14.8   | [%]                   | ( 11.0 - 16.0)  |
| <b>PLT</b> | 143    | [10 <sup>3</sup> /uL] | ( 50 - 400)     |
| PDW        | 9.7    | [fL]                  | ( 9.0 - 17.0)   |
| MPV        | 9.9    | [fL]                  | ( 9.0 - 13.0)   |
| P-LCR      | 22.1   | [%]                   | ( 13.0 - 43.0)  |
| PCT        | 0.14   | [%]                   | ( 0.17 - 0.35)  |

|            | Result | Unit                  | Normal Range    | Absolute Values | Normal Range                       |
|------------|--------|-----------------------|-----------------|-----------------|------------------------------------|
| <b>WBC</b> | 5.04   | [10 <sup>3</sup> /uL] | ( 3.00 - 15.00) |                 |                                    |
| NEUT       | 60.3 * | [%]                   | ( 37.0 - 72.0)  | 3.04            | [10 <sup>3</sup> /uL] ( 1.78-5.38) |
| LYMPH      | 6.3 *  | [%]                   | ( 20.0 - 50.0)  | 0.32            | [10 <sup>3</sup> /uL] ( 1.32-3.57) |
| MONO       | 30.0 * | [%]                   | ( 0.0 - 14.0)   | 1.51            | [10 <sup>3</sup> /uL] ( 0.30-0.82) |
| EO         | 3.0    | [%]                   | ( 0.0 - 6.0)    | 0.15            | [10 <sup>3</sup> /uL] ( 0.04-0.54) |
| BASO       | 0.4    | [%]                   | ( 0.0 - 1.0)    | 0.02            | [10 <sup>3</sup> /uL] ( 0.01-0.08) |
| IG         | 1.4 *  | [%]                   | ( 0.0 - 72.0)   | 0.07            | [10 <sup>3</sup> /uL] ( 0.01-0.06) |

**RBC**



**PLT**



**WDF**



**WDF-CBC**



**ESR :** \_\_\_\_\_ **mm/hr**

**Peripheral Smear :**

( Technician Sign. )

( Pathologist Sign. )







# ATTENDANCE SHEET



|                      |                            |       |             |
|----------------------|----------------------------|-------|-------------|
| Topic Of Training:   | Transcription of reports.  |       |             |
| Name Of The Trainer: | Dr. Anitha Seethu          | Date: | 26/12/2023  |
| Venue:               | Central Research Lab vmcsh | Time: | 1pm to 2pm. |

| SN | Name            | Designation    | Department  | Sign           |
|----|-----------------|----------------|-------------|----------------|
| 1  | MANISHA BENIWAL | Lab technician | Central Lab | <u>Manisha</u> |
| 2  | Hemant Pandit   | Lab. Tech.     | Central Lab | Hemant         |
| 3  | INDRAJEET       | Lab Techs      | Central Lab | Indrajeet      |
| 4  | SHAWAN GARGOT   | SR. Lab Techs  | Central Lab | <u>Shawan</u>  |
| 5  | Divya Bhati     | Lab technician | Central Lab | <u>Divya</u>   |
| 6  | Anupam Maity.   | Lab Tel        | Central Lab | Anupam         |
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Signature of Trainer: ..... *Anitha* .....


# ATTENDANCE SHEET



|  |                  |
|--|------------------|
| Topic Of Training: Standardization, calibration & Internal & External (EQAS) |                  |
| Name Of The Trainer: Dr. Ashok Kumar Shah                                    | Date: 27/12/2023 |
| Venue: Central Research Lab Vmsh   | Time: 1pm to 3pm |

| SN | Name            | Designation        | Department   | Sign      |
|----|-----------------|--------------------|--------------|-----------|
| 1  | INDRAJEET       | LAB TECHNICIAN     | CENTRAL LAB  | Indrajeet |
| 2  | SHARWAN UCHLOT  | SR. LAB TECHNICIAN | CENTRAL LAB  |           |
| 3  | Hemant Pandit   | Lab. Tech.         | central lab. | Hemant    |
| 4  | Manisha Beniwal | Lab. technician    | Central lab. | Manisha   |
| 5  | Anupam maity    | Lab Tech.          | Central lab  | Anupam    |
| 6  | Divya Bhati     | Lab Tech.          | Central lab  | Divya     |
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Signature of Trainer: ..... 



# CORRECTIVE & PREVENTIVE ACTIONS FORM



ROOT CAUSE ANALYSIS, CORRECTIVE AND  
PREVENTIVE ACTION (CAPA)

Non Compliance Reference

No. Samp 6 Dated 10/12/2023

Dept: Haematology [HCT]

Date: 21/12/23

Incident EGAS Sample HCT (Haematology) sample-6.  
showed unacceptable results.

Root cause analysis/Investigation All Internal Control were under  
acceptable limits. Calibration is in a place.  
The GAA provider distributed by accident an  
inappropriate sample.

Done By: INDRAJEET Date & Sign Indrajeet 21-12-23

Tool Used/ Risk Assessment Arithmetic mistake Brain storming.

Immediate Correction: Couldnt correct as it was already passed next step.

Corrective Action: No issue was identified as far as calibration  
internal control & machine are concerns.

Done By: INDRAJEET Date & Sign: Indrajeet 21-12-23

Preventive Action: Daily monitoring will be done as daily  
basis and internal control of both high and low  
level will be checked until we received another  
EGAS sample. Training given to lab technician.

Verification of CAPA Done

Done By: Dr. Anil Seeni Date & Sign Anil 21/12/23

INDRAJEET

Prepared By

Anil

Immediate Incharge

Anil

HOD



**Metropolis Healthcare Ltd., EQAS**

VYAS SUPER SPECIALITY HOSPITAL (1067)

Outlier And Analyte Summary Report

Outlier Details For Cycle No 230310 and Sample No 06

Report Date : 19/12/2023

| Analyte   | Instrument    | Result Value | Standard Unit             | Z-Score |
|---|---------------|--------------|---------------------------|---------|
| X Erythrocyte (RBC) Count   | Sysmex XN 330 | 1.20         | 10 <sup>6</sup> / $\mu$ L | -10.55  |
| X Haemoglobin   | Sysmex XN 330 | 3.70         | g/dL                      | -7.64   |
| X Hematocrit  | Sysmex XN 330 | 12.60        | %                         | -4.75   |
| ! Total Leucocytes (WBC) count  | Sysmex XN 330 | 5040.00      | 1000/ $\mu$ L             | -2.14   |
| Legend @ : z score $\leq$ 2.0 - Acceptable<br>! : 2.0 < z score < 3.0 - Warning<br>X : z score $\geq$ 3 - Unacceptable<br># : Not Evaluated<br>⊕ : Delayed Result Entry<br>* : Not considered for evaluation. |               |              |                           |         |

**Problem Classification:** \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**Corrective Action:** \_\_\_\_\_  
 \_\_\_\_\_  
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**Reviewed by:** \_\_\_\_\_ **Dated:** \_\_\_\_\_

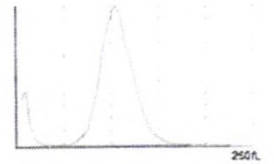
Name :  
 Sample No. : MHL EQAS HCBC 06  
 Patient ID :  
 Ref.By.Dr. :

Date : 10/12/2023  
 Age/Sex : /  
 Report Generation: 10/12/2023  
 Ward:

|            | Result | Unit                  | Normal Range    |
|------------|--------|-----------------------|-----------------|
| <b>RBC</b> | 1.20   | [10 <sup>6</sup> /uL] | ( 2.50 - 5.50)  |
| HGB        | 3.7    | [g/dL]                | ( 8.0 - 17.0)   |
| HCT        | 12.6   | [%]                   | ( 26.0 - 50.0)  |
| MCV        | 105.0  | [fL]                  | ( 86.0 - 110.0) |
| MCH        | 30.8   | [pg]                  | ( 26.0 - 38.0)  |
| MCHC       | 29.4   | [g/dL]                | ( 31.0 - 37.0)  |
| RDW-SD     | 55.9 + | [fL]                  | ( 37.0 - 54.0)  |
| RDW-CV     | 14.8   | [%]                   | ( 11.0 - 16.0)  |
| <b>PLT</b> | 143    | [10 <sup>3</sup> /uL] | ( 50 - 400)     |
| PDW        | 9.7    | [fL]                  | ( 9.0 - 17.0)   |
| MPV        | 9.9    | [fL]                  | ( 9.0 - 13.0)   |
| P-LCR      | 22.1   | [%]                   | ( 13.0 - 43.0)  |
| PCT        | 0.14   | [%]                   | ( 0.17 - 0.35)  |

|            | Result | Unit                  | Normal Range    | Absolute Values | Normal Range                       |
|------------|--------|-----------------------|-----------------|-----------------|------------------------------------|
| <b>WBC</b> | 5.04   | [10 <sup>3</sup> /uL] | ( 3.00 - 15.00) |                 |                                    |
| NEUT       | 60.3 * | [%]                   | ( 37.0 - 72.0)  | 3.04            | [10 <sup>3</sup> /uL] ( 1.78-5.38) |
| LYMPH      | 6.3 *  | [%]                   | ( 20.0 - 50.0)  | 0.32            | [10 <sup>3</sup> /uL] ( 1.32-3.57) |
| MONO       | 30.0 * | [%]                   | ( 0.0 - 14.0)   | 1.51            | [10 <sup>3</sup> /uL] ( 0.30-0.82) |
| EO         | 3.0    | [%]                   | ( 0.0 - 6.0)    | 0.15            | [10 <sup>3</sup> /uL] ( 0.04-0.54) |
| BASO       | 0.4    | [%]                   | ( 0.0 - 1.0)    | 0.02            | [10 <sup>3</sup> /uL] ( 0.01-0.08) |
| IG         | 1.4 *  | [%]                   | ( 0.0 - 72.0)   | 0.07            | [10 <sup>3</sup> /uL] ( 0.01-0.06) |

**RBC**



**PLT**



**WDF**



**WDF-CBC**



**ESR :** \_\_\_\_\_ mm/hr

**Peripheral Smear :**

( Technician Sign. )

( Pathologist Sign. )



# ATTENDANCE SHEET



|   |                  |
|---|------------------|
| Topic Of Training: Interpretations of the card Tests. |                  |
| Name Of The Trainer: Dr. Ashok Kumar Shah.            | Date: 25/12/2023 |
| Venue: Central Research Lab Vmch.                     | Time: 1pm to 2pm |

| SN | Name            | Designation    | Department  | Sign       |
|----|-----------------|----------------|-------------|------------|
| 1. | Hemant Pandit   | Lab. Tech.     | Central Lab | Hemant     |
| 2. | Jindrajeev      | Lab Tech.      | Central Lab | Jindrajeev |
| 3. | Sharwan         | SR. Lab Tech.  | CENTRAL LAB | Sharwan    |
| 4. | Manisha Benival | Lab technician | Central lab | Manisha    |
| 5. | Anupam maity    | lab tech       | Central lab | Anupam     |
| 6. | Divya Bhati     | lab tech.      | central lab | Divya      |
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| Topic Of Training:   | Transcription of reports.  |       |             |
| Name Of The Trainer: | Dr. Anitha Seethu          | Date: | 26/12/2023  |
| Venue:               | Central Research Lab vmcsh | Time: | 1pm to 2pm. |

| SN | Name            | Designation    | Department  | Sign             |
|----|-----------------|----------------|-------------|------------------|
| 1  | MANISHA BENIWAL | Lab technician | Central Lab | <u>Manisha</u>   |
| 2  | Hemant Pandit   | Lab. Tech.     | Central Lab | Hemant           |
| 3  | INDRAJEET       | Lab Techs      | Central Lab | <u>Indrajeet</u> |
| 4  | SHAWAN GARLOT   | SR. Lab Techs  | Central Lab | <u>Shawan</u>    |
| 5  | Divya Bhati     | Lab technician | Central Lab | <u>Divya</u>     |
| 6  | Anupam Maity.   | Lab Tel        | Central Lab | <u>Anupam</u>    |
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# ATTENDANCE SHEET



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|----------------------|--|-------|------------|
| Topic Of Training:   | Standardization, calibration & Internal & <del>EQAS</del> (EQAS) |       |            |
| Name Of The Trainer: | Dr. Ashok Kumar Shah   | Date: | 27/12/2023 |
| Venue:               | Central Research Lab Umesh                                       | Time: | 1pm to 3pm |

| SN | Name            | Designation        | Department   | Sign      |
|----|-----------------|--------------------|--------------|-----------|
| 1  | INDRAJEET       | LAB TECHNICIAN     | CENTRAL LAB  | Indrajeet |
| 2  | SHARWAN UCHHOT  | SR. LAB TECHNICIAN | CENTRAL LAB  |           |
| 3  | Hemant Pandit   | Lab. Tech.         | central lab. | Hemant    |
| 4  | Manisha Beniwal | lab. technician    | Central lab. | Manishg   |
| 5  | Anupam maity    | Lab Tech.          | Central lab  | Anupam    |
| 6  | Divya Bhati     | Lab Tech.          | Central lab  | Divya     |
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# Metropolis Healthcare Ltd., EQAS

VYAS SUPER SPECIALITY HOSPITAL (1067)

## Outlier And Analyte Summary Report

Outlier Details For Cycle No 230310 and Sample No 01

Report Date : 19/12/2023

| Analyte  | Instrument | Result Value | Standard Unit |
|--|------------|--------------|---------------|
| No Outlier   |            |              |               |
| Legend @ : Acceptable<br>X : Unacceptable<br># : Not Evaluated<br>⌚ : Delayed Result Entry |            |              |               |

**Problem Classification:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Corrective Action:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Reviewed by:** \_\_\_\_\_

**Dated:** \_\_\_\_\_

Instrument : -

| Analyte  | Standard Unit  | Result Value | Accepted Value |                  |   |                          |   |                      |   |                        |   |  |          |
|--|--|--------------|----------------|------------------|---|--------------------------|---|----------------------|---|------------------------|---|--|----------|
| @ Diagnosis (Slide)                                | -  | P. vivax     | P. vivax       |                  |   |                          |   |                      |   |                        |   |  |          |
| Legend @ : Acceptable                              | <table border="1"> <tr> <td>Total Parameters</td> <td>1</td> </tr> <tr> <td>Not Evaluated Parameters</td> <td>0</td> </tr> <tr> <td>Evaluated Parameters</td> <td>1</td> </tr> <tr> <td>Outlier Parameters (X)</td> <td>0</td> </tr> <tr> <td>EQAS Score Haematology- Peripheral smear diagnosis</td> <td>100.00 %</td> </tr> </table> |              |                | Total Parameters | 1 | Not Evaluated Parameters | 0 | Evaluated Parameters | 1 | Outlier Parameters (X) | 0 | EQAS Score Haematology- Peripheral smear diagnosis | 100.00 % |
| Total Parameters                                   |  |              |                | 1                |   |                          |   |                      |   |                        |   |  |          |
| Not Evaluated Parameters                           |  |              |                | 0                |   |                          |   |                      |   |                        |   |  |          |
| Evaluated Parameters                               |  |              |                | 1                |   |                          |   |                      |   |                        |   |  |          |
| Outlier Parameters (X)                             |  |              |                | 0                |   |                          |   |                      |   |                        |   |  |          |
| EQAS Score Haematology- Peripheral smear diagnosis | 100.00 %   |              |                |                  |   |                          |   |                      |   |                        |   |  |          |
| @ : Acceptable                                     |  |              |                |                  |   |                          |   |                      |   |                        |   |  |          |
| X : Unacceptable                                   |  |              |                |                  |   |                          |   |                      |   |                        |   |  |          |
| # : Not Evaluated                                  |  |              |                |                  |   |                          |   |                      |   |                        |   |  |          |
| Ⓞ : Delayed Result Entry                           |  |              |                |                  |   |                          |   |                      |   |                        |   |  |          |



**Dr Puneet Kumar Nigam**  
PT coordinator & Technical Manager, MHL EQAS  
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Mumbai - 400070



# Metropolis Healthcare Ltd., EQAS

VYAS SUPER SPECIALITY HOSPITAL (1067)

## Outlier And Analyte Summary Report

Outlier Details For Cycle No 230310 and Sample No 01

Report Date : 19/12/2023

| Analyte  | Instrument | Result Value | Standard Unit |
|--|------------|--------------|---------------|
| # Neutrophil.  | -          | 40-70%       | %             |
| # Lymphocyte.  | -          | <20%         | %             |
| Legend @ : Acceptable<br>X : Unacceptable<br># : Not Evaluated<br>⌚ : Delayed Result Entry |            |              |               |

**Problem Classification:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Corrective Action:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Reviewed by:** \_\_\_\_\_

**Dated:** \_\_\_\_\_

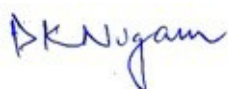


Instrument : -

| Analyte       | Standard Unit | Result Value | Accepted Value |
|---------------|---------------|--------------|----------------|
| # Neutrophil. | -             | 40-70%       |                |
| # Lymphocyte. | -             | <20%         |                |
| @ Eosinophil. | -             | <6%          | <6%            |

Legend @ : Acceptable  
 @ : Acceptable  
 X : Unacceptable  
 # : Not Evaluated  
 Ⓞ : Delayed Result Entry

|   |          |
|---|----------|
| Total Parameters                                  | 3        |
| Not Evaluated Parameters                          | 2        |
| Evaluated Parameters                              | 1        |
| Outlier Parameters (X)                            | 0        |
| EQAS Score Haematology-PS Slide Count Qualitative | 100.00 % |



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