

## EXTERNAL QUALITY ASSESSMENT PROFICIENCY TESTING DEFICIENCY REPORT

### I. SURVEY INFORMATION

**Facility:** \_\_\_\_\_ **Survey:** \_\_\_\_\_  
**Specimen:** \_\_\_\_\_ **Survey Date:** \_\_\_\_\_  
**Analyte:** \_\_\_\_\_

### II. ASSESSMENT REVIEW

	yes	no	n/a
1. Proficiency Testing (PT) survey report examined for discrepancies	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Reassayed PT material	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Survey material problems investigated (ie. handling, reconstitution, storage, analysis sequence, matrix effects, stain/preparation quality)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Previous PT challenge problems (list and describe)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Method history reviewed (QC, maintenance, reagent/calibrator lot number, staff competency and policy/procedure adherence)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Method calibration performed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. Manufacturer consulted	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. Reference or secondary method comparison	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

### III. DEFICIENCY TYPE

<p><b>Clerical Error</b></p> <input type="checkbox"/> mis-labeled vial or slide <input type="checkbox"/> result not correctly transcribed <input type="checkbox"/> incorrect units/misplaced decimal <input type="checkbox"/> calculation/conversion error <input type="checkbox"/> incorrect instrument/method/reagent/classification provided to EQA provider <input type="checkbox"/> wrong reporting code used <input type="checkbox"/> other (specify) _____	<p><b>Methodology Problems</b></p> <input type="checkbox"/> incorrect calibration <input type="checkbox"/> imprecision from result being too close to detection limit <input type="checkbox"/> controls do not span detectable limits of test <input type="checkbox"/> method inappropriate <input type="checkbox"/> method lacks sensitivity <input type="checkbox"/> stain lacks sensitivity <input type="checkbox"/> method lacks specificity <input type="checkbox"/> inappropriate incubation conditions <input type="checkbox"/> other (specify) _____
<p><b>Technical Operation</b></p> <input type="checkbox"/> incorrect vial/sample assayed/evaluated <input type="checkbox"/> improper mixing or handling of survey material <input type="checkbox"/> EQA material improperly prepared (reconstitution) or stored <input type="checkbox"/> pipetting/dilution error <input type="checkbox"/> expired kits or reagents used <input type="checkbox"/> standards/reagents improperly reconstituted <input type="checkbox"/> automated pipette incorrectly calibrated <input type="checkbox"/> run accepted in nonlinear range, or when QC values were out of control <input type="checkbox"/> QC material outdated or improperly stored <input type="checkbox"/> errors in result interpretation <input type="checkbox"/> misinterpretation of cell/organism morphology <input type="checkbox"/> incorrect inoculum used <input type="checkbox"/> written procedure not followed <input type="checkbox"/> policy or procedure requires revision <input type="checkbox"/> other (specify) _____	<p><b>Problems with Survey Materials</b></p> <input type="checkbox"/> presence of interfering substances <input type="checkbox"/> material deteriorated during transit <input type="checkbox"/> bacterial contamination <input type="checkbox"/> unstable survey material <input type="checkbox"/> inadequate sample volume (leakages) <input type="checkbox"/> sample not viable <input type="checkbox"/> matrix effect incompatible with method <input type="checkbox"/> other (specify) _____

