





## TNI NELAC Assessment Readiness Review Checklist

- 5) Verification of Limit of Detection and Limit of Quantitation for each analyte/method
- 6) Three Rounds of Proficiency testing results for all tests applied for or currently on your scope of accreditation ; (data shall not be older than 18 months and the latest PT shall be within the last 6 months from the date of the assessment)
- 7) **New Accreditations:** A completed TNI NELAC Checklist LF-56elap (Can be accessed on the PJLA website: <http://www.pjilabs.com/resources/pjla-documents>). Note-Please refrain from simply indicating Y or N. Comments reflecting related processes, procedures or records should be made to address each question. Checklist should be typed and submitted in Microsoft Word or Excel format; each relative comment should point to the related procedure and specific section demonstrating compliance. Assessors will verify entries and gather objective evidence during the assessment.
- 8) **Reaccreditation/Surveillances:** A completed TNI NELAC Checklist LF-56elap for **updated or changed** information since the previous assessment (Can be accessed on the PJLA website: <http://www.pjilabs.com/resources/pjla-documents>). Note-Please refrain from simply indicating Y or N. Comments reflecting related processes, procedures or records should be made to address each question. Checklist should be typed and submitted in Microsoft Word or Excel format; each relative comment should point to the related procedure and specific section demonstrating compliance. Assessors will verify entries and gather objective evidence during the assessment.
- 9) Cross reference of the TNI NELAC requirements and with quality manual, procedures and records. This can be addressed through annotation and references to specific procedures and records on the TNI NELAC noted in item 9-10 above.
- 10) Evidence of internal audits and management review specifically addressing the requirements of the TNI NELAC including the appendices. This evidence can be examples rather than an exhaustive audit, but it will be expected that all the TNI NELAC specifics will have been implemented and in effect. An internal audit of these would assure compliance and effectiveness.

Please submit items 1-10 to PJLA headquarters at least 30 days prior to your assessment. It is highly recommended and preferred for this documentation to be copied onto a CD and mailed directly to PJLA at: 755 Big Beaver Road, Suite 1325, Troy, MI 48084, Attention PJLA Scheduling Department

Completed By: \_\_\_\_\_

Completion Date: \_\_\_\_\_