



PRESENTS

Ref IAF-AB/CO/ADM/2024-25/505

**4 DAYS ADVANCE TRAINING PROGRAMME
CLASSROOM & DISTANCE LEARNING COURSE
ISO/IEC 15189 ACCREDITATION FOR PATHOLOGY
LABORATORY TECHNICAL SERVICES**

Dear Sir,

As is widely known, IAF-AB is conducting various technical courses inviting interested personnel/technocrats for enhancing & fine-tuning of the skill.

IAF-AB organizing **Four days Advance Training Programme** Classroom & online Training course for ISO/IEC 15189 Accreditation For Pathology Laboratory Technical Services series management system.

a) ISO INTRODUCTION

The standards published by ISO undergo changes periodically, to reflect the best-suited practices over the changing times. ISO series of standards

For a business unit to successfully set up an ISO/IEC 15189 Accreditation For Pathology Laboratory Technical Services management systems or get maximum benefits from an established management system, auditors within the organization have to be trained to assess the system ISO/IEC 15189 Accreditation For Pathology Laboratory Technical Services requirements. They must also be able to assess their suppliers required management system to support own Quality Initiative.

To increase professionalism, quality auditors also seek formal registration with the IAF-AB (UK & INDIA) one of the prerequisites for such registration requires the quality auditors and practitioners to successfully complete an IAF-AB (UK & INDIA) approved auditor training.

b) OBJECTIVE OF THE COURSE:

The objective of the course is to illustrate the importance of the **Four Days Advance Training Programme** role, skills and competency in bearing the ultimate responsibility for the effective performance of the audit team. A practical and intensive course for training quality professionals to External, Internal and manage third and second party audits of an ISO/IEC 15189 Accreditation For Pathology Laboratory Technical Services Management System.

Course describes how to plan and perform an audit, report findings, conduct opening and closing meetings and establish follow-up action. You will understand by the end of the course how regular auditing by an audit team directed by a competent internal auditor is the foundation of an effective ISO/IEC 15189 Accreditation For Pathology Laboratory Technical Services

Management System. On completion of the course, you will have the necessary skills and the experience to Internal Audit and manage your own audits. The learning process will include a series of tutorials, exercises, culminating in both practical and written examination. Delegates will be supplied with a bound set of comprehensive course notes.

c) COURSE CONTENTS:

- Introduction to ISO/IEC 15189 Accreditation For Pathology Laboratory Technical Services Management System
- Vocabulary & understanding definitions
- Introduction to ISO 44001:2017 Collaborative Business Relationship Management Systems Technical Services- Management System Requirements
- Need for Internal Quality Audits
- Auditing Techniques
- Conducting Internal Quality Audits
- Course Examination with minimum 50% passing marks.

Day 1: Introduction to ISO/IEC 15189 and Quality Management Systems in Laboratories

Session 1: Overview of ISO/IEC 15189

- **Introduction to ISO/IEC 15189**
 - Purpose and scope of the standard.
 - Key concepts and terminology in medical laboratory accreditation.

Session 2: Importance of Accreditation

- **Benefits of ISO/IEC 15189 Accreditation**
 - Enhancing laboratory performance and reliability.
 - Improving patient safety and care quality.
 - Compliance with regulatory requirements.

Session 3: Quality Management System (QMS) Principles

- **Key Elements of a QMS**
 - Quality policy, objectives, and planning.
 - Document control and records management.
 - Internal audits and management reviews.

Session 4: Laboratory Organization and Management

- **Structure and Governance of Medical Laboratories**
 - Roles and responsibilities of laboratory personnel.
 - Organizational charts and reporting structures.

Group Activity:

- Participants will analyze their current laboratory management structures and discuss potential improvements for compliance with ISO/IEC 15189.

Day 2: Implementing ISO/IEC 15189 Standards in Pathology Laboratories

Session 5: Personnel Competence and Training

- **Staff Qualifications and Training**
 - Defining competence and its assessment.
 - Continuous education and training programs.

Session 6: Equipment Management

- **Managing Laboratory Equipment**
 - Calibration, maintenance, and validation of equipment.

- Record-keeping and traceability.

Session 7: Pre-Analytical, Analytical, and Post-Analytical Processes

- **Understanding the Laboratory Workflow**
 - Sample collection, handling, and processing.
 - Testing methodologies and result reporting.
 - Quality control and assurance processes.

Session 8: Risk Management in Laboratories

- **Identifying and Mitigating Risks**
 - Risk assessment strategies and tools.
 - Developing risk management plans specific to laboratory operations.

Group Activity:

- Participants will develop a risk assessment plan for their laboratory processes, identifying potential hazards and mitigation strategies.

Day 3: Quality Assurance and Continuous Improvement in Pathology Laboratories

Session 9: Quality Control and Quality Assurance

- **Implementing QC and QA Programs**
 - Importance of quality control measures.
 - Monitoring and evaluating laboratory performance metrics.

Session 10: External Quality Assessment (EQA)

- **Participating in EQA Schemes**
 - Overview of EQA and its role in laboratory accreditation.
 - Selecting appropriate EQA programs for pathology laboratories.

Session 11: Managing Nonconformities and Corrective Actions

- **Addressing Nonconformities**
 - Identifying nonconformities in laboratory operations.
 - Developing corrective and preventive action plans (CAPA).

Session 12: Internal Audits and Management Reviews

- **Conducting Effective Audits**
 - Planning and executing internal audits.
 - Reviewing audit findings and implementing improvements.

Group Activity:

- Participants will role-play as auditors to conduct a mock internal audit of a pathology laboratory, focusing on identifying nonconformities and suggesting corrective actions.

Day 4: Preparing for ISO/IEC 15189 Accreditation and Future Trends

Session 13: Preparing for Accreditation

- **Steps to Achieve ISO/IEC 15189 Accreditation**
 - Documentation requirements and preparation.
 - Key considerations during the accreditation application process.

Session 14: Accreditation Audit Process

- **Understanding the Audit Process**
 - What to expect during the accreditation audit.
 - Strategies for effectively managing the audit.

Session 15: Continuous Quality Improvement in Pathology Laboratories

- **Future Trends and Innovations**
 - Embracing new technologies in laboratory practice.

- Developing a culture of continuous improvement.

Session 16: Course Review and Action Planning

- **Recap of Key Learnings**
 - Summary of the major topics covered in the training.
- **Personal Action Plans**
 - Participants will create action plans for implementing ISO/IEC 15189 standards in their laboratories.

Session 17: Certification of Completion

- **Issuing Certificates**
 - Participants receive certificates of completion for the training program.
- **Networking Opportunities**
 - Facilitating networking among participants for future collaboration.

Learning Outcomes:

By the end of this training, participants will:

- Understand the requirements and principles of ISO/IEC 15189.
- Be equipped to implement and maintain a quality management system in pathology laboratories.
- Develop skills in conducting internal audits and managing quality assurance processes.
- Prepare for the accreditation process and effectively address challenges.

Delivery Method:

- **Classroom Training:** Interactive lectures, discussions, group activities, and case studies.
- **Distance Learning:** Online lectures, downloadable materials, quizzes, and discussion forums.

Materials Provided:

- Course manual covering ISO/IEC 15189 requirements, implementation strategies, and best practices.
- Templates for document control, risk management, and audit planning.
- Certificate of completion for participants.

This training program aims to provide participants with the advanced knowledge and practical skills needed to achieve and maintain ISO/IEC 15189 accreditation, ensuring high standards of quality and safety in pathology laboratory services.

For detail of contents refer our website at <https://iaf-ab.org/>

d) WHO SHOULD ATTEND:

- 1) All employees whose work responsibility directly affects ISO 44001:2017 Collaborative Business Relationship Management Systems Technical Services.
- 2) Those individuals willing to take up external auditing as a future profession by becoming an independent auditor.
- 3) Those who intend to enroll themselves to IAF-AB (UK & INDIA) Registration Schemes of ISO 44001:2017 Collaborative Business Relationship Management Systems Technical Services.
- 4) Management Representatives responsible for effective implementation and execution of ISO 44001:2017 Collaborative Business Relationship Management Systems Technical Services.

e) FACILITIES:

All facility for delegates covering lecture hall, tea and lunch will be arranged by Client or if you are attending the course at IAF-AB office. IAF-AB institute will arrange the above facility.

f) COURSE DETAILS:

Detail program of every days training course will be sent / given on the first day to the delegates on registration.

g) DURATION:

Four Days Advance Training program for ISO/IEC 15189 Accreditation For Pathology Laboratory Technical Services [Timings: 10.00 am to 6.00 pm]

FEES:

- h) 4 Days Advance Training program of ISO ISO/IEC 15189 Accreditation For Pathology Laboratory Technical Services is Rs 18000+18% GST**
Payment should be made by Cheque / DD in Favor of **“IAF-AB, Mumbai”**



Indian Overseas Bank

BANKERS DETILS FOR EFT/ECS/RTGS/NEFT PAYMENT

Sr. No.	Name	Details
1.	Name of Beneficiary	IAF-AB For (UKJAS Accreditation Pvt Ltd)
2.	Name of Bank	Indian Overseas Bank
3.	Bank Branch	Station Road, Palwal Branch, haryana
4.	Bank Branch Code	1667
5.	Account No	166702000000340
6.	RTGS/NEFT / IFSC Code	IOBA 0001667
7.	SWIFT BIC	IOBAINBB089
8.	Account Type	CURRENT
9.	MICR code	110020106
10.	Email Id	info@iaf-ab.org
11.	PAN No.	AVZPS7816G
12.	GST No.	27AVZPS7816G1ZN

We hereby declare that the particulars given above are correct and complete.
Thanking You

Step for Admission:

1. Select the course, you want.
2. Choose Classroom/Distance Learning
3. Pay the fees by ECS/RTGS/NEFT to our Indian Overseas Bank Account
4. Send transaction ID/Deposit Slip along with duly filled Registration form
5. Get Confirmation of your admission by email. Admission is based on first cum first serve basis.
6. Currently Classroom training is only available at Mumbai and your office premises/factory, if there are more than 4 participants in the same city/factory . For outside student, Guest house facility is available of Rs 300/per day in Mumbai depends on seat availability; otherwise all ranges of hotels are available near to our institute.
7. Other cities student, who doesn't want to come Mumbai, can opt for Distance Learning Mode. Syllabus is the same. You will be given course material by email and we will recommend some books, which you can buy. Three month time will be allowed to study the course material and for any doubts and faculty interaction can be done one to one on skype is: IAF-AB and whatsapp video call on +91 8275879725 on Sunday between 5.00 to 8 pm. If you want training online we can share presentation on www.googlemeet.com with live presentation. You can attend from any cities around the world.

- i) **VENUE:**
Client Office
Or
IAF-AB
B-401, New Om Kaveri CHS Ltd, Nagindaspara,
Next to shiv sena office,
Nalasopara (E), Dist. Palghar – 401209, Maharashtra
Email : info@iaf-ab.org
Tel: +91 0250-2341170/+91 9322728183/+91 8369083940

j) NOMINATIONS:

You may send in your nominations to the course co-coordinator, IAF-AB, on the Registration form at the following address along with the fees.

Ranjeet Prasad

+91 8369083940

B-401, New Om Kaveri CHS Ltd, Nagindaspara,

Next to shiv sena office,

Nalasopara (E), Dist. Palghar – 401209, Mumbai, Maharashtra

Email : info@iaf-ab.org

Tel:+91 0250-2341170

Fees once paid will not be refunded, however it could be adjusted against the next course for the same financial year.

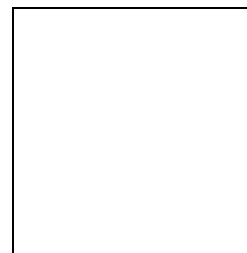
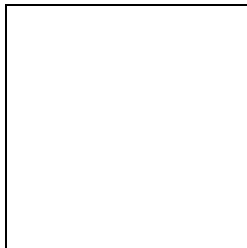
Please send your nomination of the delegated immediately as limited seats are available. Seats are filled on first cum first serve basis.

k) TERMS & CONDITIONS:

- I. IAF-AB general terms and conditions will be applicable for qualification of personnel.
- II. Minimum candidates per batch should be 04 Number and Maximum should be 25 per batch. **10% discount will be offered for** 04 Number and Maximum should be 25 per batch
- III. Delegate Fees shall be send in advance through cheque / DD in favor of **“IAF-AB”** payable at Mumbai.
- IV. IAF-AB will charge Service tax as applicable.
- V. Travel & Subsistence by 3rd AC train or economy class airfare will be charged for faculties on actual to be borne by client in case of course will be conducted in-house at client premises.



REGISTRATION FORM



PERSONAL DATA

Name in Full : (In Capital Only)

Surname Name Father's/Spouse's Name

Name of the Firm & Address.....

.....

Phone No: (With STD Code) : Sex:

Mobile No: E-mail:

Date of Birth: Qualification:

Training Course:

Place: (Signature)

Date : Name:

PAYMENT MADE BY : Cheque No / Demand Draft No..... Date

Drawn on Bank :

Cheque / Demand Draft Should be drawn in favour of **IAF-AB** payable at Mumbai, Maharashtra, India.

Note : Fees once paid will not be refunded, however this will be carried forward for the next course during the same financial year

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