

# ***PROCESS FOR DELISTING REFERENCE MEASUREMENT LABORATORY SERVICES***

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**PROCEDURE  
JCTLM WG-2 P-05**

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TITLE: <i>PROCESS FOR DELISTING REFERENCE MEASUREMENT LABORATORY SERVICES</i>			
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**1. Contents**

PARAGRAPH	TITLE	PAGE
<u>1.</u>	<u>CONTENTS</u> .....	2
<u>2.</u>	<u>PURPOSE</u> .....	2
<u>3.</u>	<u>SCOPE</u> .....	2
<u>4.</u>	<u>ACRONYMS</u> .....	2
<u>5.</u>	<u>DEFINITIONS</u> .....	3
<u>6.</u>	<u>RESPONSIBILITIES AND AUTHORIZATIONS</u> .....	3
<u>7.</u>	<u>PROCEDURE</u> .....	3
<u>8.</u>	<u>RELATED DOCUMENTS</u> .....	4
<u>9.</u>	<u>REVISION HISTORY</u> .....	5
<b>Attachment:</b>	<b>Flowchart</b> .....	<b>5</b>

**2. Purpose**

This procedure describes the processes to be followed for delisting reference measurement laboratory services by the JCTLM Executive following recommendations of the Review Teams and WG-2 chair.

**3. Scope**

This procedure will be applied to all reference laboratory services accepted by WG-2 for listing on the JCTLM List.

**4. Acronyms**

Acronyms used in these procedures are defined in the document JCTLM WG2-P-00, Outline on the Calibration and Measurement Hierarchy in Laboratory Medicine - Quality Policy and Definitions.

## 5. Definitions

Definitions for the terms used in these procedures are given in the document JCTLM WG2-P-00, Outline on the Calibration and Measurement Hierarchy in Laboratory Medicine - Quality Policy and Definitions.

## 6. Responsibilities and Authorizations

Responsibilities and authorizations are given in the document JCTLM WG-2 P-02

## 7. Procedure

- 7.1. The process for delisting RML services will occur annually.
- 7.2. WG-2 chair receives recommendations for delisting of RLM services.
- 7.3. If the request for delisting comes from the RML service provider, the JCTLM Secretariat will be instructed to remove that service from the JCTLM list.
- 7.4. If the request for delisting does NOT come from the RML service provider, it will be forwarded to that reference laboratory for comment.
  - 7.4.1 If the RML service provider agrees, the JCTLM Secretariat will remove the particular service of this reference laboratory from the list and inform the requestor and the RML service provider.
  - 7.4.2 If the RML service provider does NOT agree, WG2 will contact the appropriate Review Team for further discussions and recommendations.
  - 7.4.3 If the Review Team and WG2 chair recommend that the particular RML service should be maintained in the JCTLM list, JCTLM Secretariat will inform the requestor and the RML service provider.
  - 7.4.4 If the Review Team and WG2 chair recommend delisting, the JCTLM Secretariat will forward the recommendation to that reference laboratory for comment.
  - 7.4.5 If the RML service provider agrees, the JCTLM Secretariat will remove the particular service of this reference laboratory from the list and inform the requestor and the RML service provider.
  - 7.4.6 If the RML service provider does NOT agree, WG2 will contact the JCTLM Executive according to the appeal process (P-02-7.14).
  - 7.4.7 If the JCTLM Executive decides that the particular RML service should be maintained in the JCTLM list, JCTLM Secretariat will inform the requestor and the RML service provider.
  - 7.4.8 If the JCTLM Executive decides that the particular RML service should be delisted JCTLM Secretariat will remove that service from the list and inform the RML service provider and requestor.

7.4.9 Any appeal against decisions of the WG2 chair and/or Review Teams will be decided by the JCTLM Executive (see also P-02-7.14)

## 8. Related documents

ISO 15193	In vitro diagnostic systems – Measurement of quantities in samples of biological origin – Presentation of reference measurement procedures
ISO 15194	In vitro diagnostic systems – Measurement of quantities in samples of biological origin – Description of reference materials
ISO 15195	In vitro diagnostic systems - Requirements for reference measurement laboratories
JCTLM WG2-P-00	Outline on the Calibration and Measurement Hierarchy in Laboratory Medicine - Quality Policy and Definitions
JCTLM WG2-P-01	Outline of JCTLM Procedures for Identifying and Listing Reference Measurement Services of Reference Laboratories
JCTLM WG2-P-02	Process for Requesting and Accepting Nominations for JCTLM Listing of Reference Measurement Laboratory Services
JCTLM WG2-P-03-A	Process for Review of Reference Measurement Services from Laboratories who are Accredited as Calibration Laboratories (ISO/IEC 17025 and ISO 15195)
JCTLM WG2-P-03-B	Process for Review of Reference Measurement Services from Laboratories who are Preparing for Accreditation
JCTLM WG2-P-04	Process for Listing Reference Measurement Services

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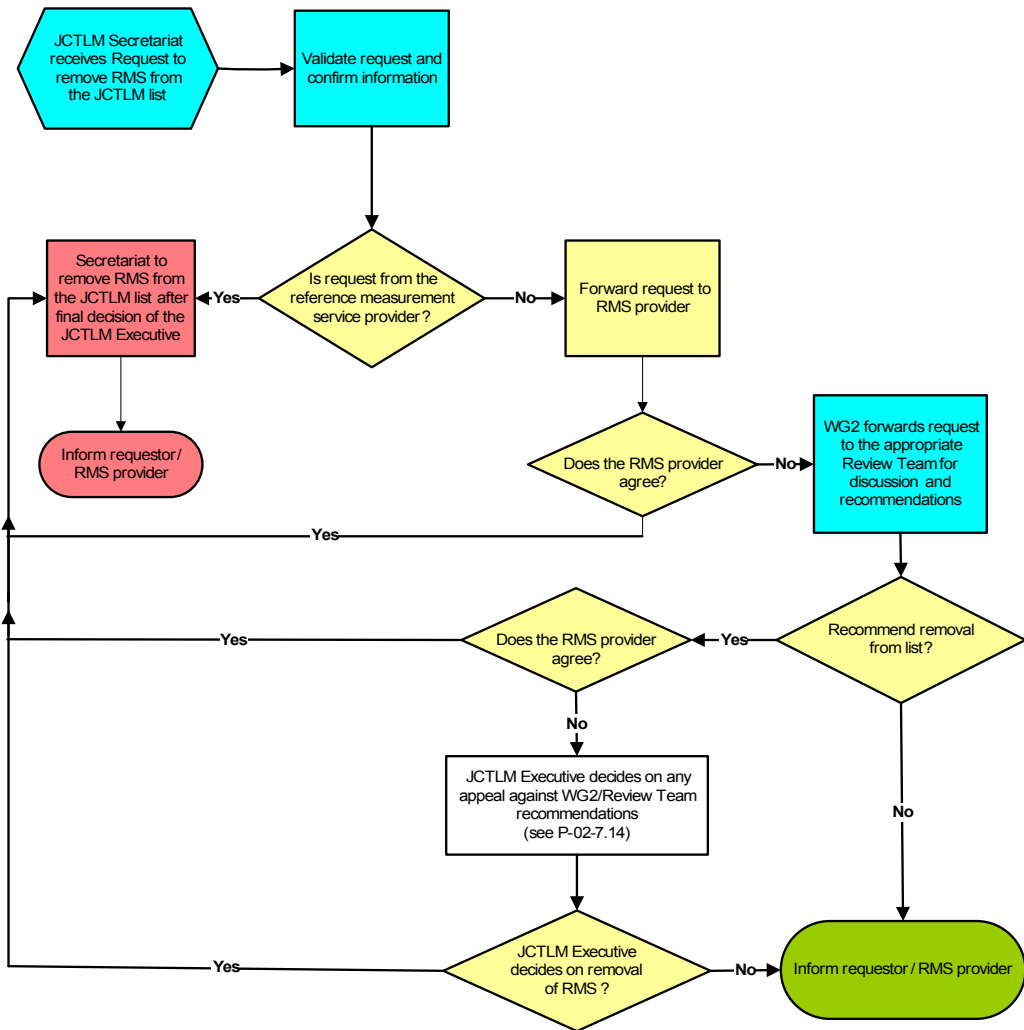
## 9. Revision History

Version number	Date of Issue/Review	Summary of change
1.0	Dec. 06, 2005	Document approved by Executive Meeting Nov 14, 2005

**Attachment: Flowchart**

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WG-2 P-05**

**Responsibility: JCTLM WG-2, Executive**



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