

**MINUTES OF
THE NELAC INSTITUTE'S
PROFICIENCY TESTING COMMITTEE
CONFERENCE CALL
JUNE 24, 2008**

Agenda Item 1: Standing Committee Operations

The Proficiency Testing (PT) Committee of The NELAC Institute (TNI) met by conference call on June 24, 2008 at 1:06 p.m. Eastern Time (ET). The call ended at 2:10 PM ET. Committee Chairperson Kirstin McCracken (KLM) led the call

Call to Order: The teleconference was called to order at 1:05 PM ET.

The following committee members were present for this call:

- Kirstin McCracken (KM)
- Raeann Haynes (RH)
- Shawn Kassner (SK)
- Stephen Arpie (SA)
- Dan Tholen (DT)

4 out of 12 committee members were present and this number does not constitute a majority sufficient for voting purposes.

The complete list of the committee members is given in Attachment B.

The following associate members attended this call:

- Mike Miller
- Rachel Ellis
- Chuck Wibby

Agenda:

This call was a supplemental call, the purpose of which to develop a preliminary agenda for the PT Committee Session of the NEMC/TNI Conference, August 2008 in Washington D.C.

Kirstin informed the group that it was anticipated that the PT Frequency Subcommittee desired ~ 1 ½ hours of the 3 hour session for the presentation of their activities and related discussion.

Dan provided a brief summary of the 3 key topics for presentation: results of NJ PT data analysis, AB survey and PTP survey.

Raeann questioned if Experimental PT would be a topic for our session or the PT Board session. KM responded that she thought the committee should inform the audience that the topic had been referred to the PT Board.

Dan raised the topic of concentration ranges of PTs, which led to further discussion about PT samples for emerging technologies and multi-concentration PTs. This discussion led to a session theme proposed by

Dan of “Smarter PT”. Many of the comments received from TNI membership, PT Frequency, Experimental PT, Multi-Concentration PT, Whole Volume PT, PT Scoring, PT management-all relate to this theme. The committee and associate members present agreed that the agenda for the session would focus on all topics related to development of a “smarter PT” program.

Shawn suggested the need for structure to the session. After discussion it was decided that each topic would be presented and followed by open forum. It was collectively decided that the committee should steer the audience towards new information and items to consider (opposed to re-hashing previously discussed topics). To that end, it was suggested that the committee prepare a handout that includes a bullet list of frequently raised issues followed by a brief summary of progress to date or other explanation of the issue for distribution prior to the session. Dan suggested that he prepare a report of activities of the PT Frequency Subcommittee for distribution prior to the session. The call attendees think the presentation of these materials prior to the session will provide for a more informed audience and facilitate structured discussion.

Kirstin provided a comment that had been received by a TNI member regarding the objective of PT frequency and that is: What is an acceptable amount of time to have passed before an AB is alerted to a PT performance problem with a laboratory? Mike and Rachel spoke for NJ, Raeann spoke for Oregon. Mike thought ~ 12 months, Raeann was not sure. Both acknowledged that AB PT management differs between state programs and does require oversight and resources(sometimes significant). Kirstin questioned whether this situation was an impediment for ABs to use PTs to effectively monitor the competence of laboratories and that the process and time-frame of ABs response to PTs be considered in discussion in the merits of PT Frequency. The question was raised if PTs were part of the national database. Raeann clarified that the database is designed to track accreditation of laboratories but not PT data. After discussion, some call attendees felt that lack of a national database is indeed an impediment to a national program- but it was also acknowledged that a database is costly and difficult to implement-whether this will be listed as an issue on the bullet list will be determined at a later date.

Kirstin asked which topics should be presented first. The call attendees decided PT Frequency should be first on the agenda to be bracketed by the break. The time-frame may change once the detailed schedule is posted.

Next Meeting: The next teleconference is teleconference is scheduled for July 8th.

Action Items:

- Kirstin prepare bullet list of topics and distribute for comment.
- Kirstin contact Jerry about time-frames for submission and style requirements for handouts to be included in registration packets. **Complete: 06/24/08 Deadline for submission is 07/27/08.**

Attachment B

TNI PROFICIENCY TESTING COMMITTEE MEMBERS

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