Assessor Technical Training: Microbiology
Course Agenda

Day 1 (ALL TIMES ARE EASTERN TIME)
11:00 AM Introductions & Logistics – Present logistics for Webinar
   Submittal of Exam must be before start of class on Day 2
11:15 AM Chapter 1: TNI Standards, PTs, Theory
   • Review standard (2009/2016) requirements, V1M1, V1M2, V1M5
   • Review theory for microbiology analysis
12:30 PM Break (15 minutes)
12:45 PM Chapter 2: Basic Principles
   • Review technology including instrumentation and support equipment
   • Review techniques and representative methods - microbiology
   • SOP review and assessment
2:00 PM Break (30 minutes)
2:30 PM Chapter 3: Assessment Process
   • Professional conducts and ethics refresher
   • Gather objective evidence, Interview and Observation
3:45 PM Break (15 minutes)
4:00 PM Chapter 3; Assessment Process (continued)
   • Review Exercises/Exam to be completed and returned
   • Questions – Did we miss anything
05:00 PM Course Ends for Day
Approximately 60 minutes to complete exercise/exam
(Class time for day = 4 hours, plus 1 hour exam)
Day 2  (ALL TIMES ARE EASTERN TIME)
11:00 AM Review and Questions from Day 1
Return Day 1 Exam before start of class
Points deducted for late submittal
(Zero if not returned before the start of class)
11:15 AM Chapter 4: Quality Control and Criteria
   • Essential QC V1M2 5.9 and V1M5
   • Writing non-conformances

12:30 PM Break (15 minutes)
12:45 PM  Measurement Uncertainty - Microbiology
   • Major sources of error, and how to assess them
1:30 PM Chapter 6: Assessment Process and Data Review
   • Managing the assessment - Sampling and thoroughness of site visit
   • Record keeping review
   • Assessment report writing
   • Corrective Action/root cause review and evaluation of corrective actions

2:00 PM Break (30 minutes)
2:30 PM Chapter 7: Summary and Questions
   • Answer questions related to technologies and assessment process
   • Data Exercise/Exam including ways to detect improper practices
   • Complete exercise/exam and return before the start of class tomorrow

04:00 PM Course Ends for Day
Approximately 60 minutes to complete exercise/exam
(Class time for day = 3.25 hours, plus 1 hour exam)
Day 3 (ALL TIMES ARE EASTERN TIME)

11:00 AM Review Day 1 and Day 2. Questions addressed
Return Day 2 Exam before start of class
   Points deducted for late submittal
   (Zero if not returned before the start of class)
11:15 AM Chapter 8: Exercise/Exam review
   Review answers to Day 1 Exercise/Exam
   Review answers to Day 2 Exercises/Exam

12:30 PM Break (15 minutes)
12:45 PM Chapter 9: Final Examination
Prepare for Final Exam
Scoring:
Submit Exams for grading via email (mmoore@advancedsys.com and TNI)
Send via email when completed and before 3:00 PM eastern
01:00 PM Start Exam
   Return test by 3 PM (eastern)
03:00 PM Break (15 minutes)
03:15 PM Review Exam
03:55 PM Chapter 10: Wrap-up
Evaluation Forms
04:00 PM Course Ends for Day

(Class time for day = 2.25 hours, plus 2 hours exam)