

Updates to the NELAP AC Web pages

Forum on Laboratory Accreditation

Savannah, GA

January 31, 2011

How to Become ...

The NELAC Institute

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Home

About TNI

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Calendar

TNI Programs ▾

Standards ▾

Conferences ▾

Products ▾

Discussions

Documents ▾

General Info ▾

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How to Become a NELAP Accreditation Body

Review the Flow Charts TNI has developed to help you.

Become familiar with the [2009 TNI Standard \(purchase with ISO language\)](#) and implement a program to comply with the requirements. You may find it helpful to talk to another state that is already a NELAP-recognized accreditation body. An on-line presentation, [Accreditation Body Application and Evaluation](#), is also available for your information.

Decide on the scope of the accreditation you want to provide.

Read TNI SOP 3-102, Evaluation of Accreditation Bodies (note: this SOP has been approved by the NELAP Accreditation Council; final approval by the TNI Policy Committee is pending. See the [NELAP Accreditation Council web page](#) for this SOP).

Complete the [Accreditation Body Application Form](#) and the following checklists:

[Application Completeness Checklist](#)
[Checklist to Determine Accreditation Body Compliance](#)
[Fields of Accreditation Checklist](#)

Contact the program administrator for application mailing instructions.

At this time, there is no fee required when an application is submitted. However, accreditation body applicants are required to pay travel expenses for evaluators conducting the onsite program assessment.

Questions? Contact Lynn Bradley, NELAP Accreditation Council Program Administrator, at LmbTbird@aol.com or 703-867-5966

Open All Close All

▸ [Application Process Flowchart](#)

▸ [On-site AB Evaluation Flowchart](#)

news

[Detailed Agenda for TNI Forum in Savannah Posted](#)
21 January 2011

[TNI Recognizes ACLASS as a Proficiency Test Provider Accreditor](#)
21 January 2011

[Preliminary information about 2011 Forum on Laboratory Accreditation now available](#)
28 December 2010

[Institute Review: 3rd Quarter 2010](#)
8 December 2010

Recent Site Updates

coming up

[Laboratory Accreditation Sys Call](#)
Mon - Jan 24 12:00 PM - 1:00 PM

[Stationary Source Audit Call](#)
Mon - Jan 24 2:00 PM - 3:30 PM

[Chemistry FoPT Call](#)
Tue - Jan 25 12:00 PM - 1:00 PM

[Field PT Subcommittee](#)
Tue - Jan 25 3:30 PM - 4:30 PM

get updates

Subscribing to TNI feeds is easy. You'll automatically receive new posts as soon as they're released.

 [RSS FEED](#)

[Feed Help](#)

How to Become an AB

- Obtain and learn the 2009 TNI Standard
- Talk with another AB state
 - Perhaps seek a mentor?
- Review the presentation “Accreditation Body Application and Evaluation” and flowcharts
- Decide on scope of accreditation to offer
- Review the Evaluation SOP
- Complete the Application and checklists
- Contact TNI about submission before sending
 - NELAP AC Program Administrator or TNI Executive Director

How to Become an AB

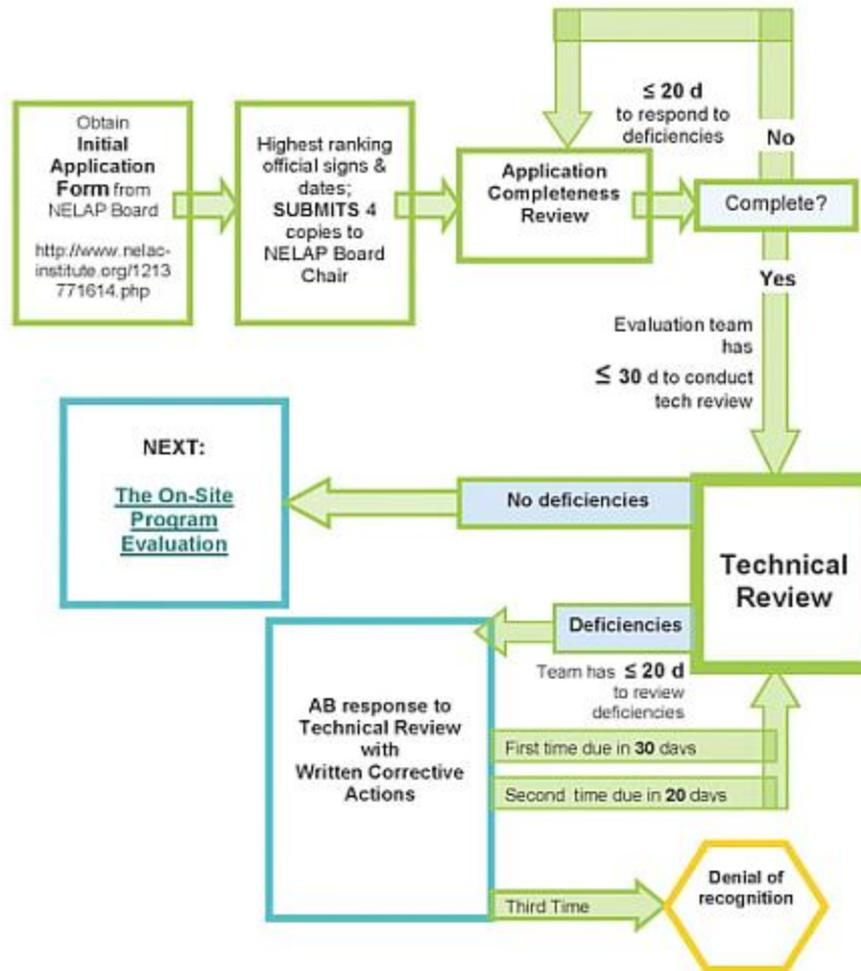
- Evaluation Team will be formed after application received
- No fee required with application, but applicant does pay travel expenses for evaluators' on-site visit
- Expect about 9 months to elapse between application and completion of evaluation (per SOP)

How to Become an AB – what's being updated

- Updated SOP and forms already linked to site
 - Evaluation SOP using the 2009 TNI Standard
 - Updated Application Form
 - Updated Completeness Checklist
 - Updated Compliance/Technical Review Checklist
 - Updated Fields of Accreditation spreadsheet
- Powerpoint presentation update in progress
- Flow chart updates (minor) in progress

The Application Process to Become an Accrediting Body for TNI

Be careful to provide an accurate and complete application. It will save time and effort!



▶ On-site AB Evaluation Flowchart

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Open All Close All

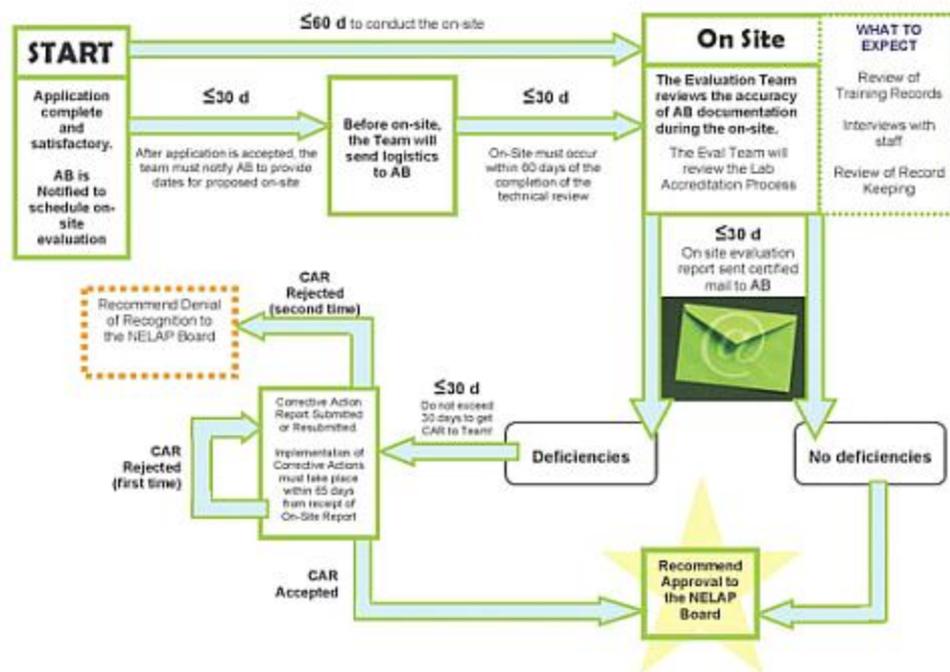
▶ Application Process Flowchart

▼ On-site AB Evaluation Flowchart

[Download this flowchart \(PDF\)](#)

The On-Site AB Program Evaluation Process

Purpose: to conduct a comprehensive evaluation of the AB's accreditation program to determine the accuracy of information contained in the AB application and the AB's conformance to the NELAC Standards.



How to adapt the “links” in the presentation?

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Links to Additional Resources

I. Today's Presentation and References	View	Download
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II. Additional Information	View	Download
Agenda (1p/MS Word)		
AB Records Review Notes (5pp/MS Word)		
The NELAC Institute Accreditation Body Application (7pp/MS Word)		
SOPs and NELAP Board Minutes		
The NELAC Institute (TNI)		
III. Rebroadcast of Other Internet Seminars and Training Opportunities	View	Download
See the CLU-IN Studio for announcements of upcoming seminars and the archives of past seminars		
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