

QC and Maintenance Log

MONTH:.....

REVIEWED BY:.....

DATE:.....

Quality Control

Daily QC test	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
QC tested by:																															

NOTE: Process a QC at the start of each working day, compare your results with results printed on the Insight 5 Diff Retic control data sheet.
In the event of a QC failure 1. Reprocess the sample 2. If still out of limits, repeat with a fresh QC 3. Contact your Woodley Sales Representative or Woodley Equipment Company Technical Support on 0044 (0) 1204 669033

Maintenance

Daily procedure	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
Check Reagent levels																															
Clean blood spills																															

Weekly Procedures	WEEK 1	WEEK 2	WEEK 3	WEEK 4	WEEK 5
Clean needle with alcohol wipe and Sampling area					

This maintenance log is not intended to indicate when a procedure should be undertaken; it is a record of when it has been undertaken. To confirm that a procedure has been completed please initial the appropriate box. **If you require assistance with any of the above procedures please contact your Woodley Equipment Company Sales Representative or Woodley Equipment Company Technical Support on 01204 669033**