5/3/11

RPC Review instructions. Acceptance criteria changed mid march. Some RPC passed under old criteria, failed under new. What to do?
All RPC's comming in must be Date/time stamped for receipt. Print outs for emailed RPC's as well

RPC review instructions being finalized

Kirk finishing memo to Stuart regarding program changes

NEP detectors being pulled ASAP

~~RPC review~~
SPL Acc test instructions being finalized
↳ Add to SOP Manual
Kirk going to Rutland VSP to pick up unit 100132
Winhall - TSI ?
Windsor PD > New Sim
Essex CSO
Hardwick - Needs DMT back

PP needs update SH wants to do update
All will review

Royaltan Memo

TSI work flow

· ~~Call~~ Message comes to VDHL ~~where~~ explaining problem

· VDHL called back to get clarification on problem. + Gives over phone advice

- if paper comes back to us unrelated to RPC etc. TSI generated to attach work to.

· Once we decide to ~~pick up~~ touch a DMT, a TSI is started. Pending

· Tech on site, laptop open to document work on site

· TSI added to every time we take a troubleshooting step. by who & when

· once completed all pages attached goes into review folder

· Reviewer signs off + puts in DMTS folder + hard copies go into monthly completed folder.

Get copies of fax/mailed copies

100132- VSP- Rutland 5/4/11

9:30am 5/3 - While reviewing this instrument for a case specific IR request, I saw the TSI dated 5/17/10. I then retrieved the instruments file and pre-deployment testing information and found that a paper copy of the TSI was in neither place. I then re-reviewed the pre-deployment binder and found that if the TSI is correct and the detector block had been "reworked... with new filter wheel" then all pre-deployment testing should have been repeated on the new filters. I immediately contacted my supervisor, Kirk Kimball to apprise him of the situation. He in turn contacted the lab director, Mary Celotti to inform her. I then contacted the Rutland County State's Attorney's Office and informed them of the situation. Kirk then drove to Rutland to retrieve the instrument.

0700 5/4/11 - I set up the instrument, printed a Breath Test Summary and Status Summary for all dates. I then reanalyzed the interference solutions under the observation of Kirk Kimball. The 1st solution I ran was 0.04MeOH in H_2O lot # 11-09-04M. The instrument detected the interferent 100% of the time. Next I purged the simulator tubes to clean/clear the system. The next solution I ran was .04IPA in H_2O lot # 11-36-04I. Next I ran .04IPA in .08EtOH lot # 11-33-08I4. Finally I ran .04MeOH in .08EtOH lot # 11-33-08M4. All passed 100%.

AB 5/4 I Spoke with Kirk Kimball and we decided not to recalibrate or verify before redoing the predeployment testing. This will demonstrate that all tests in the field were done on an instrument that met and continues to meet our performance requirements.

2 linearity tests were performed on 5/4/11 AB did linearity 3 on 5/5/11

5/6/11 – SH ran a linearity on 5/5/11 however he failed to run a diagnostic check prior to the linearity.