CORRECTIVE ACTION LOG

DATE	RACK OR UNIT ID *	PATIENT EFFECT		1. DESCRIBE FINDINGS 2. DESCRIBE IMMEDIATE CORRECTIVE ACTION 3. WHAT WAS PATIENT EFFECT, HOW WAS IT ADDRESSED OR WHY IS IT NOT AN ISSUE.	INITIAL
		YES	NO		
				1. 2. 3.	
				1. 2. 3.	
				1. 2. 3.	
				1. 2. 3.	
				1. 2. 3.	
				1. 2. 3.	

Code 1 = Routine activity causing rise in temperature. Monitor unit and keep door closed until unit recovers.

Code 2 = Unit undergoing routine maintenance

Code 3 = Large # of specimens placed into/removed from freezer tables, causing rise in temperature.

Code 4 = Wires accidentally disconnected. Reconnected wires. Samples not compromised (Explain)

Code 5 = Reason could not be determined

Code 6 = Power failure

Code 7 = Other (Explain)

Code 8 = Temperature was still rising. Monitor unit and keep door closed until unit recovers.

Code 9 = Person notified that service is needed or electronic work order submitted (Describe who was notified and when)

Code 10 = Reagents / Controls / Calibrators or Specimens not compromised (Explain)

 * Where applicable   Review _____   Date _____